

# **AGENDA**

**Regular Meeting of the Bradbury City Council  
To be held on Tuesday, November 20, 2018  
at the Bradbury Civic Center  
600 Winston Avenue, Bradbury, CA 91008**

**OPEN SESSION 7:00 PM**

Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "For Information" or "For Discussion" may also be subject of an "action" taken by the Board or a Committee at the same meeting.

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

**ROLL CALL** Mayor Barakat, Mayor Pro-Tem Hale, Councilmembers Lewis, Bruny and Lathrop

**APPROVAL OF THE AGENDA**

Majority vote of the City Council to proceed with City business.

**DISCLOSURE OF ITEMS REQUIRED BY GOVERNMENT CODE SECTION 1090 & 81000 ET. SEQ.**

**PUBLIC COMMENT**

*Anyone wishing to address the City Council on any matter that is not on the agenda for a public hearing may do so at this time. Please state your name and address clearly for the record and limit your remarks to five minutes.*

*Please note that while the City Council values your comments, the City Council cannot respond nor take action until such time as the matter may appear on a forthcoming agenda.*

*Routine requests for action should be referred to City staff during normal business hours, 8:30 am - 5:00 pm, Monday through Friday, at (626) 358-3218.*

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The City of Bradbury will gladly accommodate disabled persons wishing to communicate at a City public meeting. If you require special assistance to participate in this meeting, please call the City Manager's Office at (626) 358-3218 at least 48 hours prior to the scheduled meeting.

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**ACTION ITEMS\***

**1. CONSENT CALENDAR**

***All items on the Consent Calendar are considered by the City Council to be routine and will be enacted by one motion unless a Council Member request otherwise, in which case the item will be removed and considered by separate action. All Resolutions and Ordinances for Second Reading on the Consent Calendar, the motion will be deemed to be "to waive the reading and adopt."***

- A. Minutes – Regular Meeting of September 18, 2018
  - B. Minutes – Special Meeting of October 9, 2018
  - C. Minutes – Regular Meeting of October 16, 2018
  - D. Resolution No. 18-30: Demands and Warrants for October 2018
  - E. Monthly Investment Report for the month of October 2018
  - F. Resolution No. 18-31: Casting A Vote for Council Member Margret Clark to Represent Cities Without Prescriptive Pumping Rights on the Board of the San Gabriel Basin Water Quality Authority
  - G. Resolution No. 18-32: A Resolution of the City Council of the City of Bradbury, California, Designating Scarlett Santos Leon as Deputy City Clerk
  - H. Ordinance No. 360: An Ordinance of the City Council of the City of Bradbury Amending the Bradbury Municipal Code Prohibiting Parking on City Streets for in Excess of 72 Hours
  - I. Memorandum of Understanding Between the County of Los Angeles, Department of Public Health and the City of Bradbury Regarding Onsite Wastewater Treatment Systems
2. **Resolution No. 18-33: A Resolution of the City Council of the City of Bradbury, California, Setting Forth its Findings of Fact and Decision to Grant a Nine-Month Extension of the Conditional Approval of Architectural Review No. AR 17-006 And Neighborhood Compatibility Review No. NC 17-005 for the Architectural Plans Approved by City Council Resolution No. 17-21 for a New Two-Story 6,232 Square-Foot Spanish-Style Single Family Residence and Remodeling of the Existing One-Story 1,704 Square Foot Residence to a Spanish-Style Accessory Living Quarter/Guest House at 406 Mount Olive Drive**  
It is recommended that the City Council conduct a Public Hearing and grant a one-year extension of the conditional approval of Architectural Review No. AR 17-006 and Neighborhood Compatibility No. NC 17-005 and adopt Resolution No 18-33 for 406 Mount Olive Drive.
3. **Ordinance No. 361: An Ordinance of the City Council of the City of Bradbury, California, Amending Title II, Chapter 4 of the Bradbury Municipal Code to Add Article III, Establishing the Bradbury Public Safety Committee**  
Staff recommends that the City Council introduce for first hearing, by title only, Ordinance No. 361: "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, AMENDING TITLE II, CHAPTER 4 OF THE BRADBURY MUNICIPAL CODE TO ADD ARTICLE III, ESTABLISHING THE BRADBURY PUBLIC SAFETY COMMITTEE."  
Additionally, it is recommended that the City mail postcards to all Bradbury residents to advise of the restructured committee, which also serves to attract volunteers to serve on the newly formed Public Safety Committee.
4. **Matters from the City Manager**
5. **Matters from the City Attorney**
6. **Matters from the City Council**  
Brief reports of individual Councilmembers activities relating to City business occurring since the last meeting.

**Mayor Barakat**

*LA County Sanitation Districts  
LA County City Selection Committee  
San Gabriel Valley Council of Governments (SGVCOG)  
San Gabriel Valley Mosquito & Vector Control District  
Foothill Transit*

**Mayor Pro-Tem Hale**

**Councilmember Lewis**

*California JPIA  
Director of Bradbury Disaster Committee  
Area "D" Office of Disaster Management*

**Councilmember Bruny**

*Duarte Community Education Council (CEC)*

**Councilmember Lathrop**

*League of California Cities  
Duarte Education Foundation*

**7. Items for Future Agendas**

**ADJOURNMENT**

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Ave., Bradbury, CA 91008 on Tuesday, December 18, 2018 at 7:00 p.m.

\* *ACTION ITEMS* Regardless of a staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject or continue such item. Further information on each item may be procured from City Hall.

*"I, Claudia Saldana, City Clerk, hereby certify that I caused this agenda to be posted at the Bradbury City Hall entrance gate on Friday, November 16, 2018, at 5:00 p.m."*

  
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CITY CLERK - CITY OF BRADBURY

**MINUTES OF A REGULAR MEETING OF THE  
CITY COUNCIL OF THE CITY OF BRADBURY  
HELD ON TUESDAY, SEPTEMBER 18, 2018**

**MEETING CALLED TO ORDER:** The Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Barakat at 7:00 p.m. Councilmember Bruny led the Pledge of Allegiance.

**ROLL CALL:** PRESENT: Mayor Barakat, Mayor Pro-Tem Hale, Councilmembers Lewis, Bruny and Lathrop

ABSENT: None

STAFF: City Manager Kearney, Acting City Attorney Kress, City Planner Jim Kasama, City Engineer John Leveillee (RKA), City Clerk Saldana and Management Analyst Santos Leon

**APPROVAL OF AGENDA:** Councilmember Lewis made a motion to approve the agenda to proceed with City business. Mayor Pro-Tem Hale seconded the motion which carried.

**DISCLOSURE OF ITEMS REQUIRED BY GOV. CODE SECTION 1090 & 81000 ET SEQ.:** In compliance with the California Political Reform Act, each City Councilmember has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision-making process concerning agenda items.

City Manager Kearney stated that staff was not aware of any conflicts of interest.

**PUBLIC COMMENT:** None

**CONSENT CALENDAR:** All items on the Consent Calendar are considered by the City Council to be routine and will be enacted by one motion unless a Councilmember requests otherwise, in which case the item will be removed and considered by separate action. All Resolutions and Ordinances for Second Reading on the Consent Calendar are deemed to "waive further reading and adopt."

A. Minutes – Regular City Council Meeting of August 21, 2018  
B. Resolution No. 18-23: Demands & Warrants for September 2018  
C. Monthly Investment Report for the month of August 2018  
D. Adoption of Ordinance No. 358: Amending the Bradbury Municipal Code regarding Property Maintenance Standards  
E. Appointment of Planning Commissioners for Districts 2 and 4

**MINUTES:** Councilmember Lathrop stated that he had a correction to the Minutes on page 5 regarding the motion to approve the number of sign-ups for the Ring Program rebate. City Manager Kearney stated that staff already made the correction.

**MOTION TO APPROVE CONSENT CALENDAR:** Councilmember Lewis made a motion to approve the Consent Calendar as amended. Mayor Pro-Tem Hale seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Barakat, Mayor Pro-Tem Hale,  
Councilmembers Lewis, Bruny and Lathrop

NOES: None

ABSENT: None

Motion passed 5:0

**ORDINANCE NO 359 – AMENDING  
THE BMC TO PROHIBIT SHORT-TERM  
RENTALS AND ADVERTISEMENTS  
IN THE CITY:**

City Manager Kearney stated that earlier this year, it was brought to the City's attention that a residence on Gardi Street was being rented on a short-term basis through an online rental service such as Airbnb. Neighbors complained about problems due to this activity, including loud parties, excessive parking on the street, illegal use of fireworks, and other inconveniences. The City Council discussed this matter and directed staff to develop a code amendment to address short-term rentals. After considering the options of either allowing short-term rentals with strict regulations, or prohibiting them completely, it was decided that due to the additional resources that would be required to regulate short-term rentals, it was proposed that they be prohibited completely to avoid the adverse effects on the City's neighborhoods.

**PROPOSED AMENDMENT:**

After researching short-term rental ordinances of other cities, the City Attorney drafted Ordinance No. 359 to amend the City's Municipal Code to add definitions of "Advertisement" and "Short-Term Rentals" and add "Short-Term Rentals" to the "Uses Expressly Prohibited" sections of each residential zone of the Development Code. The proposed Ordinance also prohibits the advertising of short-term rentals.

**PLANNING COMMISSION REVIEW:**

City Planner Kasama stated that the Planning Commission held a duly noticed public hearing for the proposed Development Code amendment to prohibit short-term rentals of residences at their August 22, 2018 meeting. Following the conclusion of the hearing and discussion, the Commission adopted Resolution No. PC 18-277 to recommend to the City Council the approval of a Development Code Amendment to prohibit short-term rentals of residences with an exception under the California Environmental Quality Act (CEQA).

**SECTION E:**

City Planner Kasama stated that the Planning Commission recommended in Section E of the Resolution that the City Council consider to allow short-term, house-sharing types of room rentals with limitations and regulations, such as requiring that the property owner be present during the short-term room rental, that the short-term renting of room be limited to a maximum number of days or occurrences in a year, and that the property may be subject to inspections.

**RECOMMENDATION:**

It is recommended that the City Council close the public hearing and introduce Ordinance No. 359 as drafted with a determination that the ordinance is exempt under the California Environmental Quality Act (CEQA).

**PUBLIC HEARING OPENED:**

Mayor Barakat opened the public hearing for public comment.

**PUBLIC TESTIMONY:**

Gayle Jenkins, 2115 Gardi Street, stated that she does not agree with the Planning Commission's recommendation and said that she supports a full ban on short-term rentals.

Stella Tsai, 623 Fairlee Avenue, also supports a full ban.

Ann Rule, 2215 Gardi Street, stated that she was the recent victim of a burglary and supports a full ban.

Peter Javryd, 2107 Gardi Street, was also in favor of a full ban.

Roberta Schwartz, 2204 Gardi Street, spoke in favor of a full ban.

Robert Jones, 620 Spring Point Drive, stated that he was not in support of a full ban, but agreed that loud parties should be avoided.

Anne Absey, 44 Woodlyn Lane, inquired about the definition of short-term rental.

City Planner Kasama replied that short-term rental means the rental of a dwelling unit or a room in a dwelling unit, for compensation or consideration for less than thirty (30) consecutive days.

**PUBLIC COMMENT CLOSED:**

Mayor Barakat closed the public hearing.

**DISCUSSION:**

Councilmember Lewis agreed with Robert Jones to be careful about restricting property rights and stated that he is against a full ban.

Councilmember Lathrop stated that residents are affected now and supported an outright ban which should not be delayed.

Mayor Pro-Tem Hale and Councilmember Bruny also supported a complete ban.

**MOTION:**

Councilmember Lathrop made a motion to introduce Ordinance No. 359 as drafted with a determination that the ordinance is exempt under the California Environmental Quality Act (CEQA). Mayor Pro-Tem Hale seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Barakat, Mayor Pro-Tem Hale, Councilmembers Bruny and Lathrop

NOES: Councilmember Lewis

ABSENT: None

Motion passed 4:1

**AWARD OF BID – LEMON TRAIL REHABILITATION PROJECT:**

City Engineer John Leveillee (RKA) stated that the Lemon Trail Rehabilitation Project was advertised on August 3, 2018 and bids were opened on August 28, 2018 with NoHo Construction being the lowest responsible bidder.

**RECOMMENDATION:**

It is recommended that the City Council award a contract to NoHo Constructors in the amount of \$57,475.00.

**PROJECT DESCRIPTION:**

John Leveillee stated the project consist of re-grading the Lemon Trail between Royal Oaks Drive North and Lemon Street. Water-bar steps will be installed to decrease the grade of the trail at the steepest portions and repairs will be made to the existing drainage system. The trail will then receive a finished coating of crushed rock infused with polymers which will resist erosion better than the old decomposed granite material.

**MOTION:**

Councilmember Lewis made a motion to award the bid for the Lemon Trail Rehabilitation Project to NoHo Constructors in the amount of \$57,475.00. Mayor Pro-Tem Hale seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Barakat, Mayor Pro-Tem Hale, Councilmembers Lewis, Bruny and Lathrop

NOES: None

ABSENT: None

Motion passed 5:0

**ORDINANCE NO. 360 AND  
RESOLUTION NO. 18-25:**

City Planner Kasama stated that a required update of the City's Housing Element of the General Plan was due October 15, 2017. However, before an update can be submitted to the State Department of Housing and Community Development, the City must adopt Development Code amendments and a General Plan amendment that the State required for the previous update in 2014.

**CONSULTANT KAREN WARNER:**

The City has retained a consultant, Karen Warner (present) who prepared the 2014 Housing Element Update to prepare the current Housing Element Update. In preparing for the update, the consultant found that the policies of the 2014 Housing Element that called for various amendments had not been implemented.

**NECESSARY AMENDMENTS:**

The necessary amendments are as follows:

- New definitions and regulations for allowing residential care facilities, and supportive and transitional housing
- A definition of multi-family dwelling, and amendment of the accessory living quarters regulations to include multi-family dwellings as a permitted use
- Addition of reasonable accommodation procedures for disable persons
- Amendment of the General Plan to appl the affordable housing overlay to the civic center site to enable the site to be developed with an emergency shelter by right

**PROPOSED AMENDMENTS:**

The proposed development code amendments are presented for review by the City Council in Planning Commission Resolution No. 18-275:

- Exhibit A: New definitions and regulations for residential care facilities and supportive & transitional housing

- Exhibit B: New definition of multi-family dwelling, and amendment of the accessory living quarters definition
- Exhibit C: Delete accessory living quarters regulations from the residential zones to avoid inconsistencies
- Exhibit D: Amend accessory living quarters regulations
- Exhibit E: Add reasonable accommodation procedures for disabled persons

City Planner Kasama stated that the Development Code amendments are to be adopted by ordinance, and have been transferred into draft Ordinance No. 360. The General Plan amendment is to be adopted by Resolution No. 18-25.

**PLANNING COMMISSION REVIEW:**

In adopting Resolution No. PC 18-27, the Planning Commission expanded the permitting of supportive and transitional housing to all zones. Staff had drafted the amendment to include these uses only in the R-7,500 and R-20,000 zones as these zones are more typical residential areas, and staff's opinion is that communal residential care facilities would not be compatible in the A-1, A-2, and A-5 zones where agricultural and equestrian uses are prevalent.

**RECOMMENDATION:**

It is recommended that the City Council introduce Ordinance No. 360 and adopt Resolution No. 18-25 as drafted with a determination that the ordinance and resolution are exempt under the California Environmental Quality Act (CEQA).

**PUBLIC HEARING OPENED:**

Mayor Barakat opened the public hearing for public comment.

**PUBLIC HEARING CLOSED:**

There being no public comment, Mayor Barakat declared the public hearing closed.

**DISCUSSION:**

Councilmember Lewis wanted to know what the City Council is absolutely required to do.

Consultant Karen Warner stated that the City has to allow supportive and transitional housing in all zones that allow residential uses.

Councilmember Lathrop inquired about second story SROs.

Councilmember Lewis stated that the Council does not understand the Resolution. The required update is already overdue. How long does the Council have to adopt the Resolution?

Mayor Pro-Tem Hale proposed to put off the discussion for 30 days.

Mayor Barakat stated that the City Council needs to have a study session on just this item.

**ACTING CITY ATTORNEY KRESS:**

Acting City Attorney Kress suggested that the Council adopt Resolution No 18-25 and continue the public hearing for Ordinance No. 360.



**MOTION TO CONTINUE THE  
PUBLIC HEARING OPEN AND TO  
ADOPT RESOLUTION NO. 18-25:**

Councilmember Lathrop made a motion to continue open the public hearing for Ordinance No. 360 and to adopt Resolution No. 18-25: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY GENERAL PLAN TO ADD THE AFFORDABLE HOUSING OVERLAY TO THE CIVIC CENTER SITE AT 600 WINSTON AVENUE. Mayor Pro-Tem Hale seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Barakat, Mayor Pro-Tem Hale,  
Councilmembers Lewis, Bruny and Lathrop  
NOES: None  
ABSENT: None

Motion passed 5:0

**STUDY SESSION SCHEDULED:**

The City Council scheduled a study session for Tuesday, October 9, 2018 at 6:00 p.m.

**2018 CONFLICT OF INTEREST CODE  
UPDATE:**

City Manager Kearney stated that the Political Reform Act requires every local agency to review its conflict of interest code biennially, in even-numbered years. It is time to update the City's conflict-of-interest code by updating the positions and titles of individuals required to file FPPC Form 700. Since the last update, there have been no substantial changes to the organizational structure, other than the addition of the recently appointed Community Services Officer as a designated position for filing.

**RECOMMENDATION:**

It is recommended that the City Council accept the 2018 Local Agency Biennial Notice and adopt Resolution No. 18-24.

**MOTION TO ADOPT  
RESOLUTION NO. 18-24:**

Councilmember Lewis made a motion to accept the 2018 Local Agency Biennial Notice and adopt Resolution No. 18-24, adding the Community Services Officer as a designated position for filing. Mayor Pro-Tem Hale seconded the motion, which carried unanimously.

**DISCUSSION REGARDING BRADBURY'S  
COMMUNITY SERVICES OFFICER:**

City Manager Kearney stated that pursuant to the Council's request during the August meeting, this is a discussion regarding the City's Community Services Officer (CSO).

**BACKGROUND:**

In 2016, the City Council decided to utilize a portion of the City's COPS fund in developing a Community Services Officer program. The thought was that a CSO position in Bradbury could be helpful in the focusing of crime prevention, as well as taking on some of the non-law enforcement duties to assist the community. The idea was also that the CSO would be able to take fingerprints, write reports, and handle evidence. Ultimately, the City decided to move forward with sharing a Community Services Officer with the City of Monrovia.

In 2017, the CSO program launched, and the City has had very positive feedback from the community. The current CSO provides residents with a sense of comfort with the increased visibility, he is able to spend time with residents consulting them on video camera best practices, and he is able to educate residents on a wide variety of animal control measures.

There have been some challenges in integrating a CSO from Monrovia into the current County Sheriff's Department system. For example, the CSO is not able to be issued a Sheriff's radio to monitor any traffic occurring in the City. The CSO, to date, has not yet written a report for the Sheriff's Department or taken any fingerprints.

**FINANCIAL ANALYSIS:**

The City receives approximately \$100,000 a year in COPS funding from the State of California. Of this amount, the City contracts with the City of Monrovia for \$37,000 for a part-time Community Services Officer that is shared with Monrovia.

**RECOMMENDATION:**

It is recommended that the City Council discuss the Community Services Officer Program and direct staff on how to proceed.

**DISCUSSION:**

Lt. Jess Carracso, Temple Station, stated that a Sheriff's radio would cost \$5,000. City Manager Kearney stated that the City Council would have to adopt a Resolution to buy radio equipment with COPS funds. Currently the CSO can listen in on a scanner, and use his cell phone to call the Sheriff's Department to report a problem.

**NO ACTION TAKEN:**

The City Council took no action on this discussion item.

**MATTERS FROM THE CITY MANAGER:**

City Manager Kearney inquired if the City Council wished to revisit tree replacement of trees in the public right-of-way. The City Council replied no.

City Manager Kearney inquired if the City Council would like to discuss expanding the responsibilities of the Emergency Response Committee to include Neighborhood Watch and public safety. The Council instructed staff to place the item on the next agenda.

City Manager Kearney asked the Council if they wished to discuss policing services with the City of Monrovia. Mayor Barakat stated that the City Council's plate is full right now and to revisit this discussion at a later time.

**MATTERS FROM THE CITY ATTORNEY:**

Acting City Attorney Kress thanked the Council for having him back. Robert Kress was Bradbury's City Attorney 30 years ago.

**MATTERS FROM THE CITY COUNCIL:**

**MAYOR BARAKAT:**

Mayor Barakat stated that the San Gabriel Valley Mosquito & Vector Control District has identified the Manor as a huge offender of standing water, which breeds mosquitoes.

**MAYOR PRO-TEM HALE:**

Nothing to report

**COUNCILMEMBER LEWIS:**

Nothing to report

**COUNCILMEMBER BRUNY:**

Nothing to report

**COUNCILMEMBER LATHROP:**

Nothing to report

**ITEMS FOR FUTURE AGENDAS:**

Councilmember Lathrop would like to discuss the dial-a-ride program with the City of Monrovia to include the Goldline Station in Duarte.

Councilmember Lathrop also would like the Council to consider a ban on construction fencing at non-construction sites.

Discussion of Measure W (Stormwater Management) on the November 6, 2018 ballot.

Discussion on the Restructuring of the Emergency Response Committee.

**CLOSED SESSION**

**PUBLIC EMPLOYEE  
PERFORMANCE EVALUATION:**

The City Council convened to a Closed Session to discuss Public Employee Performance Evaluation pursuant to Government Code Section 54957(b)(4)  
Title: VCA Code Group (City Planning Services)

**RECONVENE INTO OPEN SESSION:**

The City Council reconvened into Open Session to announce any action taken. Acting City Attorney Kress reported that the City Council discussed the matter. No formal votes were taken.

**ADJOURNMENT:**

At 9:00 p.m. Mayor Barakat adjourned the meeting to a Special Meeting on Tuesday, October 9, 2018 at 6:00 pm.

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**MAYOR – CITY OF BRADBURY**

ATTEST:

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**CITY CLERK – CITY OF BRADBURY**

**MINUTES OF A SPECIAL MEETING OF THE  
CITY COUNCIL OF THE CITY OF BRADBURY  
HELD ON TUESDAY, OCTOBER 9, 2018**

**MEETING CALLED TO ORDER:** The Special Meeting of the City Council of the City of Bradbury was called to order by Mayor Barakat at 6:00 p.m.

**ROLL CALL:** PRESENT: Mayor Barakat, Mayor Pro-Tem Hale, Councilmembers Lewis, Bruny and Lathrop

ABSENT: None

STAFF: City Manager Kearney, Acting City Attorney Kranitz, City Planner Jim Kasama, Management Analyst Santos Leon

**PUBLIC COMMENT:** None

**INTRODUCTION:** City Manager Kearney stated that a required update of the City's Housing Element of the General Plan was due October 17, 2017. However, before an update can be submitted to the State Department of Housing and Community Development, the City must adopt Development Code amendments and a General Plan amendment that the State required for the previous update in 2014.

**BACKGROUND:** At the September 18 2018 regular meeting, the City Council opened a public hearing for Ordinance No. 360 for the various Development Code amendments, and Resolution No 18-25 for a General Plan, Lands Use Map amendment to apply the Affordable Housing Overlay to the civic center site to designate that the site can be used for an emergency shelter. The City Council adopted Resolution No 18-25 and called for a study session to review the code amendments presented in Ordinance No 360

**AGENDA REPORTS:** The City Council Agenda Reports dated September 18, 2018 and October 9, 2018 are hereto attached.

**RECOMMENDATION:** It is recommended that the City Council discuss the proposed amendments. Following the discussion of the proposed amendments, it is recommended that the City Council direct staff make any agreed upon changes to the proposed amendments and draft Ordinance No 360, and schedule another public hearing on the Ordinance for the November 20, 2018 regular meeting.

**STUDY SESSION AND DISCUSSION:** STUDY SESSION - DISCUSSION OF HOUSING ELEMENT CODE AMENDMENTS:

REGULATIONS FOR RESIDENTIAL CARE FACILITIES AND SUPPORTIVE AND TRANSITIONAL HOUSING, ADDING A NEW DEFINITION OF MULTI-FAMILY DWELLINGS, AMENDING THE ACCESSORY LIVING QUARTERS DEFINITIONS AND REGULATIONS, AND ADDING REASONABLE ACCOMMODATION PROCEDURES FOR DISABLED PERSONS.

**CITY COUNCIL ACTION:**

Following discussion, Council directed staff to schedule another public hearing for Ordinance No. 360 for the November 20, 2018 regular meeting. No further action was taken.

**ADJOURNMENT:**

At 7:30 p.m. Mayor Barakat adjourned the meeting to the Regular Meeting on Tuesday, October 16, 2018 at 7:00 pm.

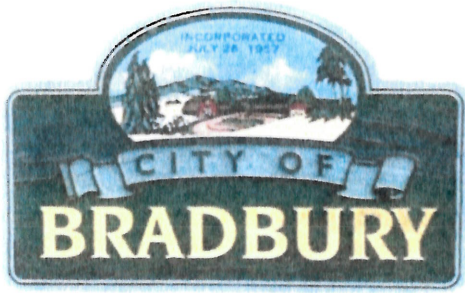
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**MAYOR – CITY OF BRADBURY**

ATTEST:

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**CITY CLERK – CITY OF BRADBURY**



*Richard Barakat, Mayor (District 3)*  
*Richard Hale, Mayor Pro-Tem (District 1)*  
*Elizabeth Bruny, Council Member (District 5)*  
*Bruce Lathrop, Council Member (District 4)*  
*Montgomery Lewis, Council Member (District 2)*

## **City of Bradbury City Council Agenda Report**

**TO:** Honorable Mayor and Council Members

**FROM:** Kevin Kearney, City Manager  
By: Jim Kasama, City Planner

**DATE:** September 18, 2018

**SUBJECT: ORDINANCE NO. 360 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY AMENDING THE BRADBURY MUNICIPAL CODE TO DEFINE AND ADD REGULATIONS FOR RESIDENTIAL CARE FACILITIES AND SUPPORTIVE AND TRANSITIONAL HOUSING, ADD A NEW DEFINITION OF MULTI-FAMILY DWELLINGS, AMEND THE ACCESSORY LIVING QUARTERS DEFINITIONS AND REGULATIONS, AND ADD REASONABLE ACCOMMODATION PROCEDURES FOR DISABLED PERSONS**

**RESOLUTION NO. 18-25 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY BRADBURY AMENDING THE BRADBURY GENERAL PLAN TO ADD THE AFFORDABLE HOUSING OVERLAY TO THE CIVIC CENTER SITE AT 600 WINSTON AVENUE**

### **AGENDA ITEM NO. 4**

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#### **INTRODUCTION**

A required update of the City's Housing Element of the General Plan was due October 15, 2017. However, before an update can be submitted to the State Department of Housing and Community Development, the City must adopt Development Code amendments and a General Plan amendment that the State required for the previous update in 2014.

The City has retained a consultant, Karen Warner Associates that prepared the 2014 Housing Element Update to prepare the current Housing Element update. In preparing

for the update, the consultant found that the policies of the 2014 Housing Element that called for various amendments had not been implemented. Attached is Chapter VI of the Housing Element – Housing Policies, Programs & Quantified Objectives. The Code amendments and General Plan amendment need to be in place before the City can submit the next update to the State. The necessary amendments are as follows:

- New definitions and regulations for allowing residential care facilities, and supportive and transitional housing – these are called for by policies no. 2 and no. 6 of the 2014 Housing Element.
- A definition of multi-family dwelling, and amendment of the accessory living quarters regulations to include multi-family dwellings as a permitted use – this is called for by policy no. 2.
- Addition of reasonable accommodation procedures for disabled persons – this is called for by policy no. 4.
- Amendment of the General Plan to apply the affordable housing overlay to the civic center site to enable the site to be developed with an emergency shelter by right – this is called for by policy no. 6.

## **PROPOSED AMENDMENTS**

The proposed Development Code amendments are presented for review as follows as exhibits to the attached Planning Commission Resolution No. PC 18-275:

Exhibit 'A' – New Definitions & Regulations for Residential Care Facilities, and Supportive & Transitional Housing

Exhibit 'B' – New Definition of Multi-Family Dwelling, and Amend Accessory Living Quarters Definitions

Exhibit 'C' – Delete Accessory Living Quarters Regulations from the Residential Zones to Avoid Inconsistencies

Exhibit 'D' – Amend Accessory Living Quarters Regulations

Exhibit 'E' – Add Reasonable Accommodation Procedures for Disabled Persons

There is not an exhibit for the General Plan amendment to add the affordable housing overlay to the civic center site. The land use map of the General Plan will be revised to indicate that this overlay has been applied to the civic center site.

The Development Code amendments are to be adopted by ordinance, and have been transferred into the attached draft Ordinance No. 360. The General Plan amendment is to be adopted by resolution, and the attached Resolution No. 18-25 has been drafted for this amendment.

## **ENVIRONMENTAL DOCUMENT**

It is recommended that the proposed Ordinance No. 360 and Resolution No. 18-25 are exempt under the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) which states that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to review under CEQA.

## **PLANNING COMMISSION REVIEW**

In accordance with Chapter 13 of Title IX of the Bradbury Municipal Code and State planning law, the Planning Commission held a duly-noticed public hearing for the proposed Development Code amendments and General Plan amendment at their regular meetings on March 28, 2018, and April 25, 2018, and directed staff to draft the attached Resolution No. PC 18-275. Due to the absence of two Commissioners at the May 23, 2018 meeting, the adoption of the resolution was held over to the June 27, 2018, regular meeting at which the resolution was unanimously adopted with an exemption under the California Environmental Quality Act (CEQA).

In adopting Resolution No. PC 18-275, the Planning Commission expanded the permitting of supportive and transitional housing to all zones. Staff had drafted the amendment to include these uses only in the R-7,500 and R-20,000 zones as these zones are more typical residential areas, and staff's opinion is that communal residential care facilities would not be compatible in the A-1, A-2, and A-5 zones where agricultural and equestrian uses are prevalent.

## **CITY COUNCIL ALTERNATIVES**

The City Council is to open a public hearing and solicit testimony on the proposed ordinance. At that time, the City Council will have the following choice of actions:

**Option 1.** Close the public hearing and determine that the proposed ordinance and resolution are to be approved as drafted with an exemption under CEQA, and approve a motion to introduce the ordinance and adopt the resolution.

**Option 2.** Close the public hearing and determine that the proposed ordinance and/or resolution need minor modifications, and approve a motion to introduce the ordinance and adopt the resolution with the minor modifications as stated by the Council.

**Option 3.** If the City Council determines that the proposed ordinance or resolution need to be substantially modified in a manner that has not been previously considered by the Planning Commission, the Council should approve a motion to close the public hearing and refer the draft ordinance and/or resolution back to the Planning Commission for its review and recommendation on the changes. In accordance with Chapter 13 of Title IX of the Bradbury Municipal Code, the Planning Commission is to report back within 45 days.

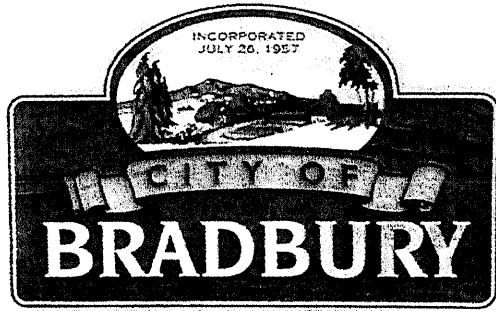


## **RECOMMENDATION**

Option 1 is recommended; that the City Council introduce Ordinance No. 360 and adopt Resolution No. 18-25 as drafted with a determination that the ordinance and resolution are exempt under the California Environmental Quality Act (CEQA).

## **ATTACHMENTS**

Chapter VI of the Housing Element – Housing Policies, Programs & Quantified Objectives  
Planning Commission Resolution No. PC 18-275  
Ordinance No. 360  
Resolution No. 18-25



*Richard Barakat, Mayor (District 3)*  
*Richard Hale, Mayor Pro-Tem (District 1)*  
*Elizabeth Bruny, Council Member (District 5)*  
*Bruce Lathrop, Council Member (District 4)*  
*Montgomery Lewis, Council Member (District 2)*

## **City of Bradbury City Council Agenda Report**

**TO:** Honorable Mayor and Council Members

**FROM:** Kevin Kearney, City Manager  
By: Jim Kasama, City Planner

**DATE:** October 9, 2018

**SUBJECT: STUDY SESSION – DISCUSSION OF HOUSING ELEMENT CODE AMENDMENTS: REGULATIONS FOR RESIDENTIAL CARE FACILITIES AND SUPPORTIVE AND TRANSITIONAL HOUSING, ADDING A NEW DEFINITION OF MULTI-FAMILY DWELLINGS, AMENDING THE ACCESSORY LIVING QUARTERS DEFINITIONS AND REGULATIONS, AND ADDING REASONABLE ACCOMMODATION PROCEDURES FOR DISABLED PERSONS**

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### **INTRODUCTION**

A required update of the City's Housing Element of the General Plan was due October 15, 2017. However, before an update can be submitted to the State Department of Housing and Community Development, the City must adopt Development Code amendments and a General Plan amendment that the State required for the previous update in 2014.

At the September 18, 2018, regular meeting, the City Council opened a public hearing for Ordinance No.360 for the various Development Code amendments, and Resolution No. 18-25 for a General Plan, Land Use Map amendment to apply the Affordable Housing Overlay to the civic center site to designate that the site can be used for an emergency shelter. The September 18, 2018, agenda report is attached. The City Council adopted Resolution No. 18-25 and called for a study session to review the code amendments presented in Ordinance No. 360.

Attachments for the proposed code amendments have been prepared to show the amendments in relation to the four Housing Element program directives. The attachments are for the following four subjects: Residential Care Facilities, Supportive & Transitional Housing, Multi-Family Residential, and Reasonable Accommodation Procedures for Disabled Persons. Also attached are reference documents that include most of the State codes related to the amendments called for in the Housing Element, and other documents that help explain the necessity for the amendments.

In preparing the attachments, it was found that corrections were needed for the Multi-Family Residential proposal. In particular, for paragraph (c) under, 'Sec. 9.85.010 – Permitted.' In addition to a couple of typographic changes, the beginning of the paragraph has been corrected to strikeout the limitation of only one attached single-room-occupancy (SRO) unit in the A-1, A-2 and A-5 zones. The corrections have been carried over into the attached draft Ordinance No. 360.

### **RECOMMENDATION**

The City Council is to discuss the proposed amendments, which are presented in the attachments base on the four subject areas. The amendments need not be discussed in any particular order. Following the discussion of the proposed amendments, it is recommended that the City Council direct staff to make any agreed upon changes to the proposed amendments and draft Ordinance No. 360, and schedule another public hearing on the Ordinance for the November 20, 2018, regular meeting.

### **ATTACHMENTS**

September 18, 2018 Agenda Report  
Residential Care Facilities Proposal  
Supportive & Transitional Housing Proposal  
Multi-Family Residential Proposal  
Reasonable Accommodation Procedures for Disabled Persons  
Reference Documents for Housing Element Code Amendments  
Draft Ordinance No. 360

**MINUTES OF A REGULAR MEETING OF THE  
CITY COUNCIL OF THE CITY OF BRADBURY  
HELD ON TUESDAY, OCTOBER 16, 2018**

**MEETING CALLED TO ORDER:**

The Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Barakat at 7:00 p.m.

**ROLL CALL:**

PRESENT: Mayor Barakat, Mayor Pro-Tem Hale, Councilmembers Lewis, Bruny and Lathrop

ABSENT: None

STAFF: City Manager Kearney, City Attorney Reisman, City Clerk Saldana and Management Analyst Santos Leon

**APPROVAL OF AGENDA:**

Mayor Pro-Tem Hale made a motion to approve the agenda to proceed with City business. Councilmember Lewis seconded the motion which carried.

**DISCLOSURE OF ITEMS REQUIRED BY  
GOV. CODE SECTION 1090 & 81000  
ET SEQ.:**

In compliance with the California Political Reform Act, each City Councilmember has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision-making process concerning agenda items.

City Attorney Reisman stated that staff was not aware of any.

**PUBLIC COMMENT:**

Anne Absey, 44 Woodlyn Lane, addressed the Council on behalf of Brian Hamill, 728 Winston Avenue, regarding the fence at the corner of Winston and Royal Oaks Drive North. The fence has blown over during the recent windstorm. City Manager Kearney stated that staff has already notified the property owner to take care of the problem.

Ms. Absey also stated that the Royal Oaks Trail is not in great shape. There are flooded areas, some of the sprinklers don't work, mulch is missing, etc. Mayor Barakat replied that fixing these problems is included in the budget for this fiscal year. City Manager Kearney added that it was really hot during the last four months, and that plant replacement is scheduled in the next few weeks.

**CONSENT CALENDAR:**

All items on the Consent Calendar are considered by the City Council to be routine and will be enacted by one motion unless a Councilmember requests otherwise, in which case the item will be removed and considered by separate action. All Resolutions and Ordinances for Second Reading on the Consent Calendar are deemed to "waive further reading and adopt."

- A. Resolution No. 18-26: Demands & Warrants for October 2018
- B. Monthly Investment Report for the month of September 2018
- C. Resolution No. 18-27: Nominating Councilmember Margaret Clark (City of Rosemead) to Represent Cities Without Prescriptive Water Pumping Rights on the Board of the San Gabriel Basin Water Quality Authority (WQA)

- D. Resolution No. 18-28: Termination of Agreement for State Collection and Administration of Local Charges
- E. Adoption of Ordinance No. 359: Amending the Bradbury Municipal Code to Prohibit Short-Term Rentals and Advertisement of Short-Term Rentals in the City

**ITEM #E PULLED FROM  
CONSENT CALENDAR:**

Councilmember Lewis pulled Item # E - Ordinance No. 359 from the Consent Calendar for a separate roll call vote:

**MOTION TO APPROVE  
ORDINANCE NO. 359:**

Councilmember Lathrop made a motion to adopt Ordinance No. 359. Mayor Pro-Tem Hale seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Barakat, Mayor Pro-Tem Hale,  
Councilmembers Bruny and Lathrop  
NOES: Councilmember Lewis  
ABSENT: None

Motion passed 4:1

**MOTION TO APPROVE  
CONSENT CALENDAR:**

Councilmember Lewis made a motion to approve the Consent Calendar, Items A through D. Mayor Pro-Tem Hale seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Barakat, Mayor Pro-Tem Hale,  
Councilmembers Lewis, Bruny and Lathrop  
NOES: None  
ABSENT: None

Motion passed 5:0

**DISCUSSION ON MEASURE W AND  
POTENTIAL LETTER OF SUPPORT:**

City Manager Kearney stated that the Los Angeles County Board of Supervisors will place the Safe, Clean Water Program before the voters on the November 6, 2018 ballot. If approved by the voters, the program will provide local, dedicated funding to increase local water supply, improve water quality, and protect public health.

As part of the discussion, a representative from the County of Los Angeles was in attendance. Edel Vizcarra, Assistant Head, Community and Government Relations, Los Angeles County of Public Works, presented additional information on this ballot measure, entitled Measure W, to the Council.

**MEASURE W:**

Mr. Vizcarra stated that if approved by 66.7% of voters, the Safe, Clean Water Program would generate approximately \$300 million per year by implementing a special parcel tax of 2.5 cents per square foot of impermeable surface area – paved/built areas where rainfall cannot be absorbed into the ground and instead runs off as stormwater – on private property in the Los Angeles County Flood Control District. Publicly owned parcels, including schools, are exempt under state law. Credits for property owners who have installed stormwater-capture improvements are included. Qualifying low-income seniors and non-profit organizations are eligible for exemption.

**FINANCIAL ANALYSIS:**

Revenue from the Safe, Clean water Program will be divided into three different categories:

- **50% Regional Grants** - shall be allocated for the implementation, operations and maintenance, and administration of watershed-based projects and programs
- **40% Cities** - shall be allocated to cities, in the same proportion as the amount of revenues collected within the City for implementation, operation and maintenance, and administration of programs.
- **10% Flood Control District** - shall be allocated to the District for implementation and administration of projects and programs, and for the payment of the costs incurred in connection with the levy and collection of the Safe, Clean Water Program tax and the distribution of the fund generated by imposition of the program tax

**INITIAL PROJECTION  
FOR BRADBURY:**

Initial projection for the City of Bradbury suggests that the City might receive approximately \$60,000 annually for the portion directly allocated to municipalities.

**RECOMMENDATION:**

Should the City Council decide to support the measure, it is recommended that the Council adopt Resolution No. 18-28.

**PUBLIC INPUT AND  
DISCUSSION:**

Anne Absey, 44 Woodlyn Lane, asked if this measure is what we've been waiting for. City Manager Kearney explained that the Measure may or may not help the City as there are still a lot of unknowns. This is the second attempt by the County. Mr. Vizcarra added that Measure W does not have a sunset clause.

**MOTION:**

Councilmember Lathrop made a motion adopt Resolution No. 18-28 to support the Safe, Clean Water Program. The motion died for a lack of second. The motion did not pass.

**DISCUSSION ON THE RESTRUCTURING  
OF THE EMERGENCY RESPONSE  
COMMITTEE:**

City Manager Kearney stated that pursuant to the Council's request at the September meeting, this discussion is to review the Emergency Response Committee's current roles and responsibilities, the possibility of expanding those roles, and compares the committee to other committees/commissions in comparable communities.

**RECOMMENDATION:**

It is recommended that the City Council review this report and direct staff on how to proceed with the City's Emergency Response Committee (ERC). Should the City Council decide to alter the Committee, staff will work toward formalizing the revisions and will present them during the November meeting.

**DISCUSSION:**

Councilmember Lathrop stated that he would like to give the ERC more purpose and that he likes the scope of the City of San Dimas, which includes:

- Reviewing and developing crime prevention programs and projects;
- Reviewing the City's Code Enforcement program;

- Reviewing the City's Emergency Preparedness Plan;
- Advising the City Council and City regarding law enforcement priorities;
- Performing an overview of the City's Public Safety contracts; and
- Assisting with the coordination of National Night Out

Councilmember Lathrop inquired if we have alternates on the ERC. City Manager Kearney stated that is hard to find even representatives.

City Manager Kearney stated that staff could look into using COPS funds for emergency preparation for sharing a liaison with a neighboring City to staff ERC meetings.

Councilmember Lewis stated that the ERC should not be involved in Code Enforcement. The rest of the Council agreed.

**MOTION:**

Mayor Barakat made a motion to direct staff to work toward formalizing the revisions to be presented at the November meeting. Councilmember Lewis seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Barakat, Mayor Pro-Tem Hale, Councilmembers Lewis, Bruny and Lathrop

NOES: None

ABSENT: None

Motion passed 5:0

**ORDINANCE NO. 361 – PROHIBITING PARKING ON CITY STREETS IN EXCESS OF 72 HOURS:**

City Manager Kearney stated that Ordinance No. 361 provides authority to both the Sheriff's Department and the City's Community Services Officer to tow a vehicle that has been parked on the public street for over 72 hours. The City's current municipal code has no mechanism in place to remove vehicles that are let on public street for prolonged periods of time.

**RECOMMENDATION:**

It is recommended that the City Council introduce for first reading, by title only, Ordinance No. 361: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADBURY, AMENDING THE BRADBURY MUNICIPAL CODE PROHIBITING PARKING ON CITY STREETS IN EXCESS OF 72 HOURS.

**PUBLIC INPUT:**

None

**MOTION:**

Mayor Pro-Tem Hale made a motion to introduce for first reading, by title only, Ordinance No. 361 and to set the second reading for November 20, 2018. Councilmember Lewis seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Barakat, Mayor Pro-Tem Hale, Councilmembers Lewis, Bruny and Lathrop

NOES: None

ABSENT: None

Motion passed 5:0

**DISCUSSION ON USE OF  
CAL RECYCLE FUNDS:**

Management Analyst Santos Leon stated that the City currently has a surplus of \$7,400 in CalRecycle funds. In the past, there have been challenges expending these monies, as funds are restricted and may only be utilized to support activities related to beverage container recycling and litter abatement.

**BACKGROUND:**

The California Beverage Container Recycling and Litter Reduction Act provides funding to cities and counties for beverage container recycling programs. The funding source is the California Redemption Value (CRV) premium that is paid when consumers purchase beverages in glass bottles, cans, and plastic containers. Funding is distributed on an annual basis based on a per capita formula. Bradbury is entitled to receive \$5,000 each year, and receiving the funds is as easy as completing an online form. Currently, the City has a surplus of these restricted funds in the amount of \$7,400.

**RECOMMENDATION:**

During Fiscal Year 2017-18, the City Council approved a grant program that facilitated the expenditure of the City's surplus CalRecycle funds. It is recommended that the City Council consider a similar grant program to expend the current surplus funds. Should the City Council desire to move forward with the grant program, staff recommends that the City Council review the Request for Grant Proposal and direct staff to move forward with soliciting grant proposals.

**DISCUSSION:**

Mayor Barakat stated that he would like to use some of the funds for National Night Out, if possible.

Councilmember Lewis wanted to know if the litter bags for the DOGIPOT waste stations are an eligible expense.

**MOTION:**

Following discussion, Councilmember Lathrop made a motion to cap the grant for FY 2018-19 at \$5,000 and to keep the rest (\$2,400) for the City. Councilmember Lewis seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

AYES: Mayor Barakat, Mayor Pro-Tem Hale,  
Councilmembers Lewis, Bruny and Lathrop

NOES: None

ABSENT: None

Motion passed 5:0

**DISCUSSION ON ANNUAL  
APPRECIATION EVENT:**

Management Analyst Santos Leon stated that in March 2018 the City Council held an Appreciation Event for Staff and City volunteers at Bella Sera in the City of Monrovia.

**FINANCIAL ANALYSIS:**

For Fiscal Year 2018-19, the City Council budgeted an amount of \$1,200 toward a similar event.

**RECOMMENDATION:**

It is recommended that the City Council provide direction to staff on how to move forward with the coordination of the event, including a time, date and location.

**DISCUSSION:**

Councilmember Lathrop stated that March (2019) is a good time for the event.



Mayor Barakat would like staff to find a different venue.

**DIRECTION TO STAFF:**

City Manager Kearney stated that staff will research different venues and come back to Council with an update in a couple of months.

**MATTERS FROM THE CITY MANAGER:**

Nothing to report

**MATTERS FROM THE CITY ATTORNEY:**

City Attorney Reiman stated that he will be in Dallas next month and that Lisa Kranitz will attend the City Council meeting in his place.

**MATTERS FROM THE CITY COUNCIL:**

**MAYOR BARAKAT:**

Nothing to report

**MAYOR PRO-TEM HALE:**

Nothing to report

**COUNCILMEMBER LEWIS:**

Nothing to report

**COUNCILMEMBER BRUNY:**

Nothing to report

**COUNCILMEMBER LATHROP:**

Nothing to report

**ITEMS FOR FUTURE AGENDAS:**

- 1) Restructuring of the Emergency Response Committee (November)
- 2) Revisit Annual Appreciation Event in a couple of months.

**ADJOURNMENT:**

At 8:05 p.m. Mayor Barakat adjourned the meeting to Tuesday, November 20, 2018 at 7:00 pm.

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**MAYOR – CITY OF BRADBURY**

ATTEST:

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**CITY CLERK – CITY OF BRADBURY**

## RESOLUTION NO. 18-30

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, APPROVING DEMANDS AND WARRANTS NO. 15220 THROUGH NO. 15234 (PRE-RELEASED CHECKS) AND DEMANDS AND WARRANTS NO. 15235 THROUGH NO. 15262 (REGULAR CHECKS)

The City Council of the City of Bradbury does hereby resolve as follows:

**Section 1.** That the demands as set forth hereinafter are approved and warrants authorized to be drawn for payment from said demands in the amount of \$3,654.64 (pre-released Checks) and \$86,308.25 at November 20, 2018 from the General Checking Account.

#### PRE-RELEASED CHECKS (due before City Council Meeting):

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
15220	Dept. of Conservation (9/30/18)	Fee Report: Strong Motion Instrumentation and Seismic Hazard Mapping Fee for Apr-Sep 2018 Acct. #101-20-7220	\$183.24
15221	California Building Standards Commission (9/30/18)	SB1473 Fee Report Form Building Standards Administration Special Revolving Fund Apr-Sep 2018 Acct. #101-20-7220	\$55.80
15222	Molly Maid (10/9/18)	City Hall Cleaning Service for March 6, July 25 (past due) and Sep 5, Sep 19 and Oct 3 Acct. #101-16-6460	\$515.00
15223	MegaPath (11/1/18)	Telephone/VOIP Service Acct. #101-16-6440	\$581.68
15224	Vision Service Plan (11/1/18)	<u>Vision Insurance:</u> City Manager (family) Acct. #101-12-5100 City Clerk Acct. #101-13-5100 Management Analyst Acct. #101-16-5100	\$61.07 \$23.66 <u>\$23.66</u>
			\$108.39

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>	
15225	The Standard (11/1/18)	<u>Basic Life and AD&amp;D:</u> City Manager Acct. #101-12-5100 City Clerk Acct. #101-13-5100 Management Analyst Acct. #101-16-5100	\$10.25  \$10.25  <u>\$10.25</u>	    \$30.75
15226	California American Water (11/1/18)  (11/5/18)	<u>Water Service for:</u> 600 Winston Ave Acct. #101-16-6400 1775 Woodlyn Lane 301 Mount Olive Dr Irrigation 2410 Mt Olive Lane Irrigation 2256 Gardi Street Acct. #200-48-6400	\$15.33  \$590.48 \$87.34 \$69.70 <u>\$31.21</u>	     \$794.06
15227	Blackboard Inc. (11/10/18)	Connect CTY (Nov 2018-Nov 2019) Acct. #113-00-4500		\$840.00
15228	Data Ticket (11/17/18)	Daily Citation Processing Acct. #101-23-6210		\$0.65
15229	Staples Credit Plan (11/15/18)	Office Supplies Acct. #101-16-6200 Technology Expense Acct. #113-20-4500	\$82.09  <u>\$65.69</u>	  \$147.78
15230	Division of the State Architect (9/30/18)	Form DSA-786 Disability Access and Education Fee Report for Jul-Sep 2018 Acct. #101-20-7220		\$18.90
15231	Delta Dental (11/1/18)	<u>Dental Insurance:</u> City Manager (family) Acct. #101-12-5100 City Clerk Acct. #101-13-5100 Management Analyst Acct. #101-16-5100	\$131.43  \$42.88  <u>\$42.88</u>	    \$217.19
15232	Southern California Edison (11/13/18)	Street Lights for Mt. Olive/Gardi Acct. #200-48-6400		\$31.71
15233	The Gas Company (11/13/18)	City Hall Utilities Acct. #101-16-6400		\$16.27
15234	Frontier Communications (10/16/18)	Telephone Service (fire alarm line) Acct. #101-23-7420		\$113.22

**Total Pre-Released Checks** **\$3,654.64**

**REGULAR CHECKS:**

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>	
15235	Burrtec Waste Services (10/31/18)	Street Sweeping for Oct 2018 Acct. #200-48-7290	\$313.14	
15236	California American Water (11/9/18)	<u>Water Service for:</u> 600 Winston Ave Acct. #101-16-6400 1775 Woodlyn Lane Acct. #200-48-6400	\$11.43 <u>\$593.25</u>	\$604.68
15237	Wallin, Kress, Reisman & Kranitz (11/13/18)	<u>City Attorney:</u> Retainer for Oct 2018 Acct. #101-15-7020 Chadwick Ranch Acct. #103-00-2039 Housing Element Acct. #101-20-7245 Oak View Estates Acct. #103-00-2038 Prosecutions Acct. #101-15-7070	\$2,450.00 \$598.50 \$1,527.50 \$63.00 <u>\$329.00</u>	\$4,968.00
15238	Southern California Edison (11/7/18)	City Hall utilities Acct. #101-16-6400	\$203.75	
15239	Kevin Kearney (Nov 2018)	Monthly Cell Phone Allowance Acct. #101-12-6440	\$75.00	
15240	Michael Baker International (10/23/18)	Oak View Estates - Professional Services for the period ending Sep 30, 2018 Acct. #103-00-2038	\$5,235.97	
15241	Molly Maid (10/31/18)	City Hall Cleaning Service for Oct 17 & Oct 31, 2018 Acct. #101-16-6460	\$210.00	
15242	City of Monrovia (10/18/18)	Bradbury Transportation Services for October 2018 Acct. #203-40-7625 (Prop A)	\$704.07	
15243	Petty Cash (Nov 2018)	Certified Mail (Code Enforcement) Acct. #101-33-7450 A&P Donuts (Election Day) Acct. #101-16-6450	\$41.33 <u>\$10.00</u>	\$51.33

<u>Check</u>	<u>Name and (Invoice Date)</u>	<u>Description</u>	<u>Amount</u>
15244	Pasadena Humane Society (10/31/18)	Animal Control Services for Oct 2018 Acct. #101-25-7000	\$316.19
15245	Post Alarm Systems (11/5/18)	City Hall Monitoring for Dec 2018 Fire & Intrusion Systems Acct. #101-23-7420	\$101.17
15246	Priority Landscape Services (8/1/18)	<u>Aug 2018 Landscape Services:</u> Bradbury Civic Center Acct. #101-21-7020 Royal Oaks Drive North Acct. #101-21-7015 Lemon Trail Acct. #101-21-7045 Mt. Olive Drive Entryway & Trail Acct. #101-21-7035	\$175.00 \$345.00 \$115.00 <u>\$465.00</u>
15247	Priority Landscape Services (9/1/18)	<u>Sep 2018 Landscape Services:</u> Bradbury Civic Center Acct. #101-21-7020 Royal Oaks Drive North Acct. #101-21-7015 Lemon Trail Acct. #101-21-7045 Mt. Olive Drive Entryway & Trail Acct. #101-21-7035	\$175.00 \$345.00 \$115.00 <u>\$465.00</u>
15248	Priority Landscape Services (10/17/18)	Removed downed trees and broken branches due to heavy winds along Mount Olive Drive Acct. #101-21-7060	\$850.00
15249	Priority Landscape Services (11/1/18)	<u>Nov 2018 Landscape Services:</u> Bradbury Civic Center Acct. #101-21-7020 Royal Oaks Drive North Acct. #101-21-7015 Lemon Trail Acct. #101-21-7045 Mt. Olive Drive Entryway & Trail Acct. #101-21-7035	\$175.00 \$345.00 \$115.00 <u>\$465.00</u>
15250	The Pun Group (10/5/18)	Audit of the City of Bradbury for the year ended June 20, 2017 Acct. #101-14-7020	\$1,546.00

<u>Check</u>	<u>Name and (Invoice Date)</u>	<u>Description</u>	<u>Amount</u>	
15251	RKA Consulting Group (10/9/18)	City Engineering Services Acct. #101-19-7230	\$1,543.50	
		Development Projects Acct. #101-19-7230	\$4,273.50	
		TTM 73567 (Oak View Estates) Acct. #103-00-2038	\$1,323.00	
		NPDES Coordination Acct. #102-42-7630 (UUT)	\$420.00	
		Lemon Trail Rehabilitation Acct. #205-48-7720 (TDA)	\$510.00	
	(10/22/18)	Winston Ave Sewer Extension Acct. #101-19-7230	<u>\$10,215.00</u>	\$18,285.00
15252	Scarlett Santos Leon (Nov 2018)	Mileage Reimbursement Acct. #101-16-6050		\$53.63
15253	Southern California Edison (11/3/18)	Street Lights Acct. #200-48-6410		\$720.57
15254	LA County Sheriff's Dept. (10/9/18)	Sep Law Enforcement Services Acct. #101-23-7410		\$9,372.12
15255	LA County Sheriff's Dept. (11/8/18)	Oct Law Enforcement Services Acct. #101-23-7410		\$9,372.12
15256	SoCal Gas Company (Jul 2018)	UUT Refund (overpayment) Acct. #102-42-7630 (UUT)		\$343.63
15257	Talbott Electric, Inc. (11/1/18)	Repairs along Mount Olive Drive Trail Acct. #101-21-7035		\$300.00
15258	TeamLogic IT of Pasadena (10/31/18)	Computer Services & Supplies Acct. #101-16-6230		\$837.50
15259	U.S. Bank (10/31/18)	Custody Charges for Oct 2018 Safekeeping Fee for 4 CDs Acct. #101-14-7010		\$33.00
15260	VCA Code Group (10/5/18)	Planning Services (Retainer) Acct. #101-20-7210	\$3,900.00	
		Hourly Services (City Planner) Acct. #101-20-7220	\$5,362.50	
		Chadwick Ranch (City Planner) Acct. #103-00-2039	\$206.25	
	(10/11/18)	Plan Check Services Acct. #101-20-7220	<u>\$16,611.50</u>	\$26,080.25

<u>Check</u>	<u>Name and (Invoice Date)</u>	<u>Description</u>	<u>Amount</u>	
15261	Wells Fargo Merchant Services (10/12/18)	FD130 Credit Card Terminal Acct. #113-20-4500	\$435.91	
15262	U.S. Bank Corporate Payment Systems (10/22/18)	<u>Kevin Kearney Visa Card:</u> USPS Certified Mail Acct. #101-23-7450 League Registration Acct. #101-12-6120 Marriott Coronado Acct. #101-12-6120 FedEx (copies of Gen Plan) Acct. #101-12-6250	\$12.06  \$650.00  \$544.00  <u>\$272.86</u> \$1,478.92	
		<u>Claudia Saldana Visa Card:</u> USPS Certified Mail Acct. #101-23-7450 USPS Stamps Acct. #101-20-6120 CougarMountain Tech Support Acct. #101-14-6230	\$6.91  \$150.00  <u>\$200.00</u> \$356.91	
		<u>Scarlett Santos Leon Visa Card:</u> Target (Oct 9 Spec CC Mtg) Acct. #101-16-6450 Domenico's (Oct 9 Spec CC Mtg) Acct. #101-16-6450 USPS Overnight Mail (WQA) Acct. #101-14-6230	\$23.24  \$111.45  <u>\$24.70</u> \$159.39	\$1,995.22
<b>Total Regular Checks</b>			<b>\$86,308.25</b>	

**PAYROLL for November 2018:**

ACH	Kevin Kearney (Nov 2018)	Salary: City Manager Acct. #101-12-5010 Withholdings Acct. #101-00-2011	\$8,866.25  <u>(1,850.41)</u>	\$7,015.84
ACH	Claudia Saldana (Nov 2018)	Salary: City Clerk Acct. #101-13-5010 Withholdings Acct. #101-00-2011	\$4,984.08  <u>(1,262.62)</u>	\$3,721.46

ACH	Scarlett Santos Leon (Nov 2018)	Salary: Management Analyst	\$3,919.83	
		Acct. #101-16-5010		
		Withholdings	(848.55)	
		Acct. #101-00-2011		
		PERS Employee Share	<u>(244.99)</u>	\$2,826.29
		Acct. #101-16-5010		
ACH	Lisa Bailey (Nov2018)	Finance Director (Oct 2018)		
		17.25 x \$80.76/hour	\$1,393.05	
		Acct. #101-14-5010		
		Withholdings	<u>(180.44)</u>	\$1,212.61
		Acct. #101-00-2011		
Total Payroll			\$14,776.20	

**ELECTRONIC FUND TRANSFER (EFT) PAYMENTS for November 2018:**

EFT	Aetna (Nov 2018)	<u>Health Insurance for Nov 2018:</u>		
		City Manager	\$1,417.84	
		Acct. #101-12-5100		
		City Clerk	\$838.06	
		Acct. #101-13-5100		
		Management Analyst	<u>\$394.10</u>	\$2,650.00
		Acct. #101-16-5100		
EFT	EDD (Nov 2018)	State Tax Withholdings	\$690.83	
		SDI	<u>\$191.63</u>	\$882.46
		Acct. #101-00-2011		
EFT	Dept. of Treasury Internal Revenue Service (Nov 2018)	Federal Tax Withholdings	\$1,793.67	
		Social Security	\$2,376.24	
		Medicare	<u>\$555.54</u>	\$4,725.45
		(Employee's portion of Social Security and Medicare is matched by the City)		
		Acct. #101-00-2011		
EFT	California PERS (Nov 2018)	City Manager	\$1,288.15	
		Acct. #101-12-5100		
		City Clerk	\$720.03	
		Acct. #101-13-5100		
		Management Analyst	<u>\$513.18</u>	\$2,521.36
		Acct. #101-16-5100		

**MAYOR – CITY OF BRADBURY**



ATTEST:

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**CITY CLERK – CITY OF BRADBURY**

"I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 18-30, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 20th day of November, 2018 by the following roll call vote:"

AYES:

NOES:

ABSENT:

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**CITY CLERK – CITY OF BRADBURY**

# City of Bradbury Monthly Investment Report for the month of October 2018

## CASH ON DEPOSIT BY ACCOUNT

### Bank Accounts:

Wells Fargo Bank - General Checking

Amount	Maturity	Interest Rate
\$ 523,816.44	n/a	0%

### Investments:

Local Agency Investment Fund (LAIF)

\$ 3,307,722.94	n/a	2.14%
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Ally Bank CD

\$ 248,000.00	9/9/2019	1.35%
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American Express Centurion CD

\$ 247,000.00	12/7/2020	2.10%
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Citibank NA CD

\$ 246,000.00	6/7/2021	3.00%
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Discover Bank

\$ 246,000.00	9/7/2021	3.00%
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**Total**

**\$ 4,818,539.38**

## CASH & INVESTMENTS ON DEPOSIT BY FUND

### Funds

General Fund (101)

\$2,644,337.83

Utility Users Tax Fund (102)

\$774,835.58

Deposits Fund (103)

\$62,518.80

Long Term Planning Fee Fund (112)

\$20,160.97

Technology Fee Fund (113)

\$35,091.37

Gas Tax Fund (200)

\$119,572.62

Prop A Fund (203)

\$9,130.86

Prop C Fund (204)

\$61,779.24

TDA Fund (205)

(\$8,669.39)

Sewer Fund (206)

\$806,459.12

STPL Fund (208)

\$32,982.95

Recycling Grant Fund (209)

\$11,935.66

Measure R Fund (210)

\$81,112.40

Measure M Fund (212)

\$17,446.43

COPS Fund (215)

\$130,322.66

Grant Fund-Other (217)

\$8,919.17

Fire Safe Grant Fund (219)

\$10,603.11

**Total**

**\$4,818,539.38**

I hereby certify that there are sufficient funds available to meet the City's obligations for the next three (3) months.

This report is prepared in accordance with the guidelines established in the Statement of Investment Policy adopted November 21, 2017

Submitted By:



Kevin Kearney  
City Manager

Reviewed By:

Laurie Stiver  
City Treasurer

# Revenues

Acct. Number	Account Description	2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 09/30/18	
<b>General Fund:</b>						
101-00-4010	Property Tax-Current Secured	397,293	438,658	432,600	23,447	5%
101-00-4030	Property Tax-Current Unsecur	16,148	3,941	4,000	13,800	345%
101-00-4060	Public Safety Augmentation F	9,922	10,323	9,700	3,572	37%
101-00-4070	Delinquent Taxes	6,408	6,624	5,900	610	10%
101-00-4100	Sales & Use Tax	7,465	4,114	4,500	393	9%
101-00-4110	Franchise Fee-Cable TV	17,736	18,708	17,500	6,672	38%
101-00-4120	Franchise Fee-SC Edison	17,658	17,722	17,800	-	0%
101-00-4130	Franchise Fee-SC Refuse	34,025	25,580	34,000	16,681	49%
101-00-4140	Franchise Fee-SC Gas Co.	2,426	2,574	2,600	-	0%
101-00-4150	Franchise Fee-Cal Am Water	27,483	31,388	32,000		0%
101-00-4160	AB939 Refuse Admin. Fee	17,514	17,952	17,500		0%
101-00-4190	Real Property Transfer Tax	32,492	31,081	30,000	10,857	36%
101-00-4200	Motor Vehicle In-Lieu	123,481	130,646	132,000		0%
101-00-4210	Dist & Bail Forfeiture	4,996	2,867	4,000	560	14%
101-00-4220	Fines-City	-	1,906	2,000	474	24%
101-00-4350	Business License	41,296	44,063	40,000	16,163	40%
101-00-4360	Movie & TV Permits	7,000	3,030	3,000		0%
101-00-4370	Bedroom License Fee	30,900	10,301	9,000		0%
101-00-4410	Variances & CUPs	-	1,635	1,400	1,635	117%
101-00-4420	Lot Line Adjustment/Zone Changes	1,902	3,805	2,000		0%
101-00-4440	Subdivisions/Lot Splits	3,312	4,844	3,000		0%
101-00-4460	Planning Dept. Review	100,020	50,073	45,000	6,113	14%
101-00-4470	Building Construction Permit	309,178	179,175	175,000	29,699	17%
101-00-4480	Building Plan Check Fees	270,669	260,790	200,000	32,891	16%
101-00-4485	Landscape Plan Check Permit	28,204	10,627	8,000	1,160	15%
101-00-4490	Green Code Compliance	40,268	26,871	24,000	4,606	19%
101-00-4500	Civic Center Rental Fee	-	1,050	-		#DIV/0!
101-00-4530	Environmental & Other Fees	4,450	8,612	7,500	371	5%
101-00-4540	City Engineering Plan Check	173,070	140,793	95,000	61,522	65%
101-00-4600	Interest Income	17,136	31,822	20,000	19,902	100%
101-00-4700	Sales of Maps & Publications	446	317	300	75	25%
101-00-4800	Other Revenue	9	187	200	30	15%
101-00-4850	Cal-Am Loan Repayment	4,820	4,820	4,820		0%
101-00-4900	Reimbursements	4,323	65	-	15,879	#DIV/0!
101-00-4920	Sale of Prop. A Funds	-	56,000	-		#DIV/0!
101-23-4950	Vacant Property Registry Fee		50			#DIV/0!
101-24-4610	Donations				500	#DIV/0!
<b>Total General Fund Revenues</b>		<b>1,752,050</b>	<b>1,583,014</b>	<b>1,384,320</b>	<b>267,610</b>	<b>19%</b>

## Revenues

Acct. Number	Account Description	2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 09/30/18
<b>Utility Users Tax Fund:</b>					
102-00-4600	Interest	2,902	-	4,000	
102-00-4810	Water	40,212	47,920	-	
102-00-4820	Trash	22,815	22,991	-	
102-00-4830	Electric	94,765	99,603	-	8,834
102-00-4840	Natural Gas	15,426	14,181	-	1,093
102-00-4850	UUT - Cable	19,850	19,919	-	
102-00-4855	Telecom-Minors	14,505	12,980	-	2
102-00-4856	Telecom-AT&T	449	434	-	
102-00-4857	Telecom-Verizon	5,650	5,235	-	
102-00-4858	Telecom-Sprint Nextel	4,288	991	-	
102-00-4900	Reimbursements	-	364	-	
		220,862	224,618	4,000	9,929
<b>Civic Center Fund:</b>					
111-00-4000	Transfer In from General Fund	4,544			
111-00-4500	Civic Center Rental Fee	900			
		5,444	-	-	
<b>Long Term Planning Fee Fund:</b>					
112-00-4490	Long-Term Planning Fee	11,637	10,647	9,000	2,049 23%
112-00-4600	LTP Fee Interest Income	29	-	40	0%
		11,666	10,647	9,040	2,049 23%
<b>Technology Fee Fund:</b>					
113-00-4520	Technology Fee	24,453	14,466	14,000	3,538 25%
113-00-4600	Technology Fee Interest Income	217	-	750	0%
		24,670	14,466	14,750	3,538 24%
<b>Gas Tax Fund:</b>					
200-00-4000	Transfers In	-			#DIV/0!
200-00-4200	TCRA Funds		1,258		#DIV/0!
200-48-4260	Gas Tax	26,788	29,364	27,500	12,153 44%
200-00-4600	Gas Tax Interest	552	-	300	0%
		27,340	30,622	27,800	12,153 44%
<b>Prop. A Fund:</b>					
203-40-4260	Prop. A Transit Funds	19,835	20,948	21,050	7,926 38%
203-40-4600	Prop. A Transit Interest	293	-	50	0%
		20,128	20,948	21,100	7,926 38%
<b>Prop. C Fund:</b>					
204-48-4260	Prop. C Funds	16,295	17,532	17,550	6,574 37%
204-48-4600	Prop. C Interest	252	-	100	0%
		16,547	17,532	17,650	6,574 37%
<b>Transporation Development Act Fund:</b>					
205-48-4260	TDA Funds	-		30,000	0%
205-48-4600	TDA Interest	-		-	#DIV/0!
		-	-	30,000	- 0%

# Revenues

Acct. Number	Account Description	2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 09/30/18	
<b>Sewer Fund:</b>						
206-00-4000	Transfers In	481,229	1,100,000			#DIV/0!
	61 Palm Hill Ln. Assessment				4,762.00	
206-50-4730	Mount Olive Drive Assessment	25,000	43,140			#DIV/0!
		506,229	1,143,140	-	4,762	#DIV/0!
<b>STPL Fund:</b>						
208-00-4260	STPL Funds	18,828	-			#DIV/0!
208-00-4600	STPL Interest	166				#DIV/0!
		18,994	-	-	-	#DIV/0!
<b>Recycling Grant Fund:</b>						
209-00-4260	Recycling Grant Funds	5,000	(803)	5,000	5,000	100%
209-00-4600	Recycling Grant Interest	62	-			#DIV/0!
		5,062	(803)	5,000	5,000	100%
<b>Measure R Fund:</b>						
210-48-4260	Measure R Funds	12,342	13,014	12,000	4,935	41%
210-48-4600	Measure R Interest	311	-	350		0%
		12,653	13,014	12,350	4,935	40%
<b>Measure M Fund</b>						
212-48-4260	Measure M Funds		11,795	11,500	5,616	49%
212-48-4600	Measure M Interest		-	50		0%
		-	11,795	11,550	5,616	49%
<b>Citizen's Option fo Public Safety (COPS) Fund:</b>						
215-23-4260	COPs Funds	116,750	214,990	100,000	68,029	68%
215-23-4600	COPs Interest	539	-	300		0%
		117,289	214,990	100,300	68,029	68%
<b>County Park Grant:</b>						
217-00-4210	County Park Grant	48				#DIV/0!
217-00-4600	Grant Fund Interest Income	-				#DIV/0!
		48	-	-	-	#DIV/0!
<b>Fire Safe Grant 14-USFS-SFA-0053:</b>						
219-00-4260	Fire Safe Grant 14-USFS-SFA-0053	-				#DIV/0!
219-00-4270	HOA Contribution	-				#DIV/0!
219-00-4600	Fire Safe Grant Interest Income	57				#DIV/0!
		57	-	-	-	#DIV/0!
<b>Total Revenues</b>		2,739,039	3,283,983	1,637,860	398,121	24%

## Expenditures

Account Description	2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 09/30/18	
<b>General Fund:</b>					
101-00-5000 Transfers Out	485,773	1,100,000			
<b>City Council Division:</b>					
101-11-6500 Community Support (homelessness)	3,000	3,000	3,000		0%
101-11-6100 Events and awards	57	6,942	4,700	5,579	119%
101-11-6110 City Newsletter	215	225	-	-	#DIV/0!
	3,272	10,167	7,700	5,579	72%
<b>City Manager Division:</b>					
101-12-5010 Salaries	93,641	102,500	106,395	35,465	33%
101-12-5100 Benefits	26,424	41,806	42,300	13,059	31%
101-12-6020 Meetings & Conferences	854	1,502	2,500	1,031	41%
101-12-6025 Expense Account	237	1,130	1,500	20	1%
101-12-6050 Mileage	488	1,023	1,200	218	18%
101-12-6210 Special Department Supplies	23,097	-	-		#DIV/0!
101-12-6440 Cell Phone	350	900	900	300	33%
	145,091	148,861	154,795	50,093	32%
<b>City Clerk Division:</b>					
101-13-5010 Salaries	56,104	60,741	59,809	19,936	33%
101-13-5100 Benefits	22,469	24,294	24,100	7,345	30%
101-13-6020 Meetings & Conferences	-		100		0%
101-13-6040 Transportation & Lodging	-		100		0%
101-13-6050 Mileage	156	142	150	18	12%
101-13-6210 Special Department Supplies	290		250	122	49%
101-13-6220 Election Supplies	-	473	500		0%
101-13-6225 Codification	8,317	2,317	1,500	4,052	270%
101-13-7000 Contract Election Services		-	12,000		0%
	87,336	87,967	98,509	31,473	32%
<b>Finance Division:</b>					
101-14-5010 Salaries	13,746	13,439	15,043	4,605	31%
101-14-5100 Benefits	1,198	1,236	1,250	352	28%
101-14-6210 Special Department Supplies	351	94	350	446	127%
101-14-6230 Contracted Computer Services	711	1,459	2,000		0%
101-14-7010 Contracted Banking Services	4,034	4,650	4,600	829	18%
101-14-7020 Contracted Audit Services	10,000	18,523	14,700		0%
101-14-7040 GASB Reports	1,300	350	350	700	200%
	31,340	39,751	38,293	6,932	18%
<b>City Attorney Division:</b>					
101-15-7020 City Attorney Retainer	36,385	26,950	29,400	7,350	25%
101-15-7070 City Attorney Special Servic	5,333	2,702	6,000	467	8%
101-15-7080 Seminars & Training	1,008	1,211	1,000		0%
	42,726	30,863	36,400	7,817	21%

## Expenditures

Account Description	2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 09/30/18	
<b>General Government Division:</b>					
101-16-5010 Salaries	40,785	37,219	47,038	11,025	23%
101-16-5100 Benefits	12,277	9,524	12,700	4,623	36%
101-16-6010 Seminars & Training	-	375	500		0%
101-16-6020 Meetings & Conferences	-	195	150		0%
101-16-6040 Transportation & Lodging	-	-	500		0%
101-16-6050 Mileage	195	215	500		0%
101-16-6120 Postage	227	267	500	5	1%
101-16-6200 Office Supplies	1,652	1,019	2,500	1,025	41%
101-16-6210 Special Departmental Supplies	-	1,622	1,622	139	9%
101-16-6230 Computer & Website Services	9,149	7,212	18,000	3,342	19%
101-16-6240 PERS UAL Payment	-	2,259	2,068	517	25%
101-16-6250 Copier & Duplications	1,767	2,216	2,216	3,982	180%
101-16-6300 Insurance	36,431	54,738	47,201	55,553	118%
101-16-6400 Utilities	4,051	2,953	5,000	1,308	26%
101-16-6440 Telephone	7,118	6,714	7,000	2,237	32%
101-16-6450 Building Operations	1,047	1,120	1,000	131	13%
101-16-6460 Building & Cleaning Service	2,565	2,795	2,500	830	33%
101-16-6470 Maintenance & Supplies	152	-	500	8	2%
101-16-7600 Operating Contingency	241	-	-		#DIV/0!
	117,657	130,443	151,495	84,725	56%
<b>Engineering Division:</b>					
101-19-7230 Contracted Engineering Services	149,888	116,304	125,000	18,963	15%
101-19-7238 Annexation	1,630	59,350	-		#DIV/0!
101-19-7310 Woodlyn Lane/Mt. Olive Drainage	128,365		-		#DIV/0!
	279,883	175,654	125,000	18,963	15%
<b>Planning, Zoning &amp; Development Division:</b>					
101-20-6120 Postage	(77)	278	300	293	98%
101-20-6210 Special Department Supplies	-	210	500	430	86%
101-20-6240 Environmental Filing Fees	-	-	500	-	0%
101-20-7210 City Planner Retainer	46,800	39,000	46,800	7,843	17%
101-20-7220 Contracted Building & Safety	291,247	210,667	290,000	14,379	5%
101-20-7240 City Planner Special Service	8,957	9,817	10,000	2,722	27%
101-20-7245 General Plan update	-	406	406	540	133%
	346,927	260,378	348,506	26,207	8%
<b>Parks &amp; Landscape Maintenance Division:</b>					
101-21-7015 Royal Oaks Trail Maintenance	8,210	6,960	10,000	1,950	20%
101-21-7020 City Hall Grounds Maintenance	2,920	2,495	19,830	350	2%
101-21-7025 Trail Maintenance	23,960	1,777	7,000	1,277	18%
101-21-7035 Mt.Olive Entrance & Trail	4,998	6,884	5,500	930	17%
101-21-7045 Lemon/RO Horse Trail	910	1,265	27,500	230	1%
101-21-7060 Street Tree Trimming	11,300	10,873	10,000	-	0%
	52,298	30,254	79,830	4,737	6%
<b>Public Safety Division:</b>					
101-23-6210 Special Departmental Services	67		20,000	11	
101-23-7410 Contract Services Sheriff	95,970	108,779	113,315	18,744	17%
101-23-7420 City Hall Security	2,643	2,582	2,600	1,236	48%
101-23-7450 Code Enforcement	2,771	4,241	5,600	2,381	43%
	101,451	115,602	141,515	22,372	16%

## Expenditures

Account Description	2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 09/30/18	
<b>Emergency Preparedness Division:</b>					
101-24-6010 Seminars & Training	-	-			
101-24-6020 Meetings & Conferences	-	55	50	37	74%
101-24-6030 Memberships & Dues	-	360	360		0%
101-24-6470 Maintenance & Supplies	2,404	869	2,500	312	12%
101-55-7030 Hazardous Mitigation Plan	10,000	16	15,000	63	0%
101-24-7245 CA Wildfire Protection Plan					
101-24-6480 Civic Center Generator	342		-		#DIV/0!
	12,746	1,300	17,910	412	2%
<b>Animal &amp; Pest Control Division:</b>					
101-25-7000 Animal Control Services	2,411	2,775	4,777	976	20%
101-25-7010 Pest Control Services	-		300	-	0%
	2,411	2,775	5,077	976	19%
<b>Intergovernmental Relations Division:</b>					
101-30-6030 Memberships & Dues	8,452	8,610	8,700	2,616	30%
<b>General Fund Totals</b>	<b>1,717,363</b>	<b>2,142,625</b>	<b>1,213,730</b>	<b>262,902</b>	<b>22%</b>
<b>Utility Users Tax Fund:</b>					
102-42-7630 NPDES Stormwater Compliance	78,602	35,609	100,000	1,657	2%
<b>Long Term Planning Fee Fund:</b>					
		1,350			#DIV/0!
<b>Technology Fee Fund:</b>					
113-20-4500 Technology expense		8,631	16,677	14,801	89%
113-20-7730 Website	468	-	8,000		0%
101-20-7040 Non-Capitalized Equipment - Sonic Firewa	-	-			#DIV/0!
113-20-8120 Capital Equipment-Server & Copier	-	7,470		1,188	#DIV/0!
113-20-4500 Technology expense (e-Plan)	-				#DIV/0!
	468	16,101	24,677	15,989	65%
<b>Gas Tax Fund:</b>					
200-48-6400 Utilities-Select System	7,518	11,272	12,000	3,918	33%
200-48-6410 Street Lights	7,752	8,572	9,000	1,424	16%
200-48-6555 Street Tree Maintenance	-		-		#DIV/0!
200-48-7000 PW Contract Services	1,741	1,421	2,000	-	0%
200-48-7290 Street Sweeping	3,765	3,445	4,000	939	23%
200-48-7745 Royal Oaks North Curb Extension			45,658		0%
200-48-7750 Woodlyn Lane Pavement Rehab.	3,114	-	-		#DIV/0!
200-48-7755 City Wide Slurry Seal			44,000		0%
	23,890	24,710	116,658	6,281	5%
<b>Prop. A Fund:</b>					
203-00-7600 Sale of Prop. A Funds		80,000			#DIV/0!
203-40-7625 Transit Services			9,000	2,112	23%
	-	80,000	9,000	2,112	23%



# Expenditures

Account Description		2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 09/30/18	
<b>Prop. C Fund:</b>						
	Staffing	-				
204-20-6030	Memberships & Dues	514	642		833	#DIV/0!
204-40-7325	Transit Services	8,449	6,337	-	-	#DIV/0!
204-48-7755	City Wide Slurry Seal	-		70,000		0%
		8,963	6,979	70,000	833	1%
<b>Transporation Development Act Fund:</b>						
205-48-7720	Lemon Trail Project	-	3,660	30,000	5,187	17%
205-00-7760	Return of Funds		220			#DIV/0!
		-	3,880	30,000	5,187	17%
<b>Sewer Fund:</b>						
206-50-7600	Mt. Olive Drive Sewer Project	323,075				#DIV/0!
206-50-7601	Mt. Olive Lane Sewer Project	31,530	12,175		1,827	#DIV/0!
206-50-7605	Lemon Ave. Project Phase I (Monrovia)	7,810	103,816			#DIV/0!
206-50-7606	Winston Ave Project	44,696	18,545		277,437	#DIV/0!
		407,111	134,536			#DIV/0!
208-48-7745	Royal Oaks North Curb Extension			32,774		0%
<b>Recycling Grant Fund:</b>						
209-35-7300	Recycling Education	1,500	4,500			#DIV/0!
<b>Measure R Fund:</b>						
210-48-7755	City Wide Slurry Seal			35,936		0%
		-	-	35,936	-	0%
<b>Measure M Fund</b>						
212-48-6555	Citywide Slurry Seal		-			#DIV/0!
212-48-xxxx	Bridge Repair			18,900		0%
		-	-	18,900	-	0%
<b>Citizen's Option fo Public Safety (COPS) Fund:</b>						
215-23-7410	Contract Services Sheriff	116,750	145,020	88,500	51,615	58%
<b>Total Expenditures</b>		<b>2,354,647</b>	<b>2,595,310</b>	<b>1,740,175</b>	<b>346,576</b>	<b>20%</b>