

# **AGENDA**

**Regular Meeting of the Bradbury City Council  
To be held on Tuesday, February 19, 2019  
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 three 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 January 15, 2019
- B. Resolution No. 19-02: Demands and Warrants for February 2019
- C. Monthly Investment Report for the month of January 2019

**2. PRESENTATIONS:**

**A. SoCalGas**

Robert Cruz, Southern California Gas Company, will be providing the City Council with information regarding the Balanced Energy Statement

**B. DUSD Superintendent**

Duarte Unified School District Superintendent, Dr. Gordon Amerson, will be providing the City Council with information and updates on the School District

**3. Adoption of the City of Bradbury Hazard Mitigation Plan**

It is recommended that the City Council adopt the City of Bradbury Hazard Mitigation Plan and adopt City Council Resolution No. 19-03. The 2019 Plan is an update to the Council-adopted 2007 Plan.

**4. Discussion – CSO Program**

This item allows Staff to provide an update to the City Council regarding the evaluation of the CSO program termination, its impacts, and how to move forward with the program. It is recommended that the City Council dialogue with Staff on how to proceed with the CSO program.

**5. Matters from the City Manager**

**6. Matters from the City Attorney**

**7. 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*

**8. Items for Future Agendas**

## ADJOURNMENT

The City Council will adjourn to a Special Meeting at the Bradbury Civic Center, 600 Winston Ave., Bradbury, CA 91008 on Thursday, February 21, 2019 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, February 15, 2019, at 5:00 p.m."*



**CITY CLERK - CITY OF BRADBURY**

**MINUTES OF A REGULAR MEETING OF THE  
CITY COUNCIL OF THE CITY OF BRADBURY  
HELD ON TUESDAY, JANUARY 15, 2019**

W B A P

**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 Barakat proposed to move item #3 (Parking Permit Process) after the Consent Calendar and 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 Mayor Barakat has a potential conflict regarding item #3 (Parking Permit Process) due to his proximity to Royal Oaks Manor.

**PUBLIC COMMENT:**

Mr. Mo Bina, Sanitation Worker, addressed the City Council stating that LACSD workers have had COLA increases withheld for the last two years and LACSD is trying to cut their pension by 2.5%. LACSD has some of the lowest rates in the Nation. 1000 LACSD workers have signed a Declaration of "No Confidence" in the Agency's Upper Management. Workers are hoping to get the support of the Bradbury City Council. Mr. Bina submitted three documents to be part of the record (and hereto attached to the minutes):

- 1) Letter to Ms. Grace Robinson Hyde, Sanitation Districts of Los Angeles County
- 2) Flyer: What it still in dispute @ the Sanitation Districts?
- 3) 2018 Declaration of "No Confidence"

Mr. Steve Koffroth, AFSCME, stated that he is helping LACSD workers with the negotiations.

Mayor Barakat, who serves on the Personnel Board of the Sanitation Districts, stated that he cannot comment on this issue because it is not on the agenda, but would be willing to talk after the meeting.

**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 Meeting of December 15, 2018
- B. **Resolution No. 19-01:** Demands & Warrants for January 2019
- C. **Monthly Investment Report** for the month of December 2018
- D. **Ordinance No. 362:** An Ordinance of the City Council of the City of Bradbury, California, Amending the Bradbury Municipal Code to Add Regulations for Residential Care Facilities and Supportive and Transitional Housing, Add a Definition of Multi-Family Dwellings, Amend the Accessory Living Quarters Definitions and Regulations, and Add Reasonable Accommodation Procedures for Disabled Persons
- E. **Ordinance No. 363:** An Ordinance of the City Council of the City of Bradbury Amending Title XI of the Bradbury Municipal Code to Revise Chapter 2, General Sanitation

**MOTION TO APPROVE  
CONSENT CALENDAR:**

Councilmember Lewis made a motion to approve the Consent Calendar, as presented. 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

**MAYOR BARAKAT RECUSED:**

Mayor Mayor, who lives adjacent to Royal Oak Manor, recused himself from the decision-making process regarding this agenda item and left the room after the City Manager's staff report.

**DISCUSSION REGARDING  
PARKING PERMIT PROCESS:**

City Manager Kearney stated that the City of Bradbury has restricted street parking in various locations throughout the community. Due to street parking limitations, residents must submit a parking permit application to request street parking for special events on certain streets.

**PARKING ON WINSTON AVENUE  
AND ROYAL OAKS DRIVE NORTH:**

It has recently come to staff's attention that parking on part of Winston Avenue and all of Royal Oaks Drive North does not comply with regulations for allowable street parking. The elimination of parking on Royal Oaks Drive North would cause a significant problem for the retirement community, and they are requesting use of the City Hall back parking lot for their parking needs during their occasional events.

**RECOMMENDATION:**

It is recommended that the City Council review the City's parking permit application process and provide direction to staff on the parking compliance issues and retirement community's request to use the City Hall back parking lot.

**CITY ATTORNEY:**

City Attorney Reisman suggested to let the public speak first before the City Council discusses this item.

Mayor Pro-Tem Hale opened the discussion for public input.

**PUBLIC INPUT:**

Janet Barakat, 700 Braewood Drive, stated that her family would be most affected by the Manor using the City Hall's back parking lot. In the past there have been issues with noise and privacy and trash in the yard. The Manor has a mini bus it could use for shuttle services.

Joan Burnett, 4 Woodlyn Lane, inquired about laborers' trucks and the trash bins. There are obstacles other than cars in the road.

**DISCUSSION:**

Councilmember Lewis stated that we are opening a can of worms.

Councilmember Lathrop stated that the City doesn't have an obligation to let people use the back parking lot. We also need stricter rules.

Mayor Pro-Tem Hale stated that there are two separate issues: Manor parking and public parking.

Councilmember Lewis stated that it would not be fair to only let the Manor use the back parking lot.

Mayor Pro-Tem Hale stated that he does not like the idea of the Manor using our back parking lot. If the Manor has a shortage of parking spaces then it is their design problem.

**MORE PUBLIC INPUT:**

Ann Absey, 44 Woodlyn Lane, suggested the City restrict usage and require applicants to hire someone to pay for a security guard and clean-up. Also, if the Manor can't park on Royal Oaks Drive North or in the back lot, they will turn their park adjacent to Woodlyn Lane into a parking lot.

Robert Jones, 620 Spring Point Drive, asked if the City can widen Royal Oaks Drive North to accommodate more parking spaces.

**MORE DISCUSSION:**

Councilmember Lathrop inquired about how many cars fit in the back lot.

Mayor Pro-Tem Hale stated that the parking spaces in the back lot are not organized.

Councilmember Lathrop suggested to delete Sections 5 and 9 in BMC Section 4.01.1010. – No parking areas.

**DIRECTION TO STAFF:**

Following discussion, the City Council directed staff to initiate a formal study regarding parking capacity.

**MAYOR BARAKAT RETURNS:**

Mayor Barakat rejoined the meeting.

**AWARD OF CAL RECYCLE  
GRANT PROPOSALS:**

Management Analyst Santos Leon reported that during the October meeting, the City Council directed staff to move forward with the Request for Proposals to expend \$5,000 of surplus CalRecycle funds. The City released a Request for Grant Proposals to solicit proposed projects from neighboring cities, educational institutions, and non-profit organizations. As a result, the City received proposals from the cities of Azusa and Duarte.

The City of Azusa is seeking \$2,500 to support their ongoing Discovery Club and conduct activities to promote recycling and environmental awareness.

The City of Duarte is seeking \$2,500 to fund its annual Earth Day celebration. In previous years, the cities of Bradbury and Duarte have collaborated to raise awareness on the importance of keeping a clean and safe environment.

**FINANCIAL REVIEW:**

The City of Bradbury annually receives \$5,000 from CalRecycle in restricted funds. The funds cannot be used for General Fund purposes. During the November 2018 meeting, the City Council directed staff to move forward with the grant program to facilitate the expenditure of \$5,000 of the \$7,400 surplus funds. Should the City Council approve funding for the proposed projects, there will not be any fiscal impact on the City's General Fund monies.

**RECOMMENDATION:**

After an evaluation of the proposed projects, staff recommends that the City Council allocate funding for both projects.

**PUBLIC INPUT:**

None

**MOTION:**

Mayor Pro-Tem Hale made a motion to allocate funding for both projects (\$2,500 each for the City of Azusa and the City of Duarte). Councilmember Lathrop 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

**MATTERS FROM THE CITY MANAGER:**

City Manager Kearney stated that staff has tentatively scheduled AED and First Aid Training for March 12th & 13th from 6-9 p.m. The City Council stated that those dates were too soon. The City Manager did not have any alternate dates at this time.

City Manager Kearney inquired if the City Council was interested in hosting a breakfast meeting with Supervisor Kathryn Barger. The answer was yes.

The community meeting with the Department of Fish and Wildlife is scheduled for Thursday, February 21, 2019 at 7 p.m.

The postcards inviting residents to join the newly established Public Safety Committee (PSC) have been mailed.

**MATTERS FROM THE CITY ATTORNEY:**

City Attorney Reisman stated that he will email the City Council correspondence regarding RWQCB litigation.

**MATTERS FROM THE CITY COUNCIL:**

**MAYOR BARAKAT:**

Mayor Barakat reported that the San Gabriel Valley Mosquito and Vector Control District is asking people to send pictures of their pools to show compliance as access to gated properties is often difficult for Vector Control workers.

**MAYOR PRO-TEM HALE:**

Nothing to report

**COUNCILMEMBER LEWIS:**

Nothing to report

**COUNCILMEMBER BRUNY:**

Councilmember Bruny reported that the Duarte Unified School District is going to have a Ribbon Cutting Ceremony on Thursday, January 24<sup>th</sup> for the Duarte High School Culinary Arts Complex.

**COUNCILMEMBER LATHROP:**

Councilmember Lathrop reported that the DUSD received an anonymous donation in the amount of \$20,000. Councilmember Lathrop also stated that the Superintendent will give a presentation of the February City Council meeting.

**ITEMS FOR FUTURE AGENDAS:**

None

**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.

Title: RKA Consulting Group (City Engineer)

**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 8:00 p.m. Mayor Barakat adjourned the meeting to Tuesday, February 19, 2019 at 7:00 p.m.

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**MAYOR – CITY OF BRADBURY**

ATTEST:

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**CITY CLERK – CITY OF BRADBURY**



**RESOLUTION NO. 19-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF BRADBURY, CALIFORNIA,  
APPROVING DEMANDS AND WARRANTS NO. 15344 THROUGH NO. 15361  
(PRE-RELEASED CHECKS)  
AND DEMANDS AND WARRANTS NO. 15362 THROUGH NO. 15386  
(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 \$7,217.65 (pre-released Checks) and \$124,076.10 at February 19, 2019 from the General Checking Account.

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

<b><u>Check</u></b>	<b><u>Name and (Due Date)</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
15344	U.S. Bank (12/31/18)	Custody Charges for December 2018 Safekeeping Fee for 4 CDs Acct. #101-14-7010	\$33.00
15345	Division of the State Architect (12/31/18)	Form DSA-786 Disability Access and Education Fee Report for Oct-Dec 2018 Acct. #101-20-7220	\$15.30
15346	Southern California Edison (1/29/19)	City Hall utilities Acct. #101-16-6400	\$183.25
15347	California American Water (1/31/19)	<u>Water Service for:</u> 600 Winston (City Hall) Acct. #101-16-6400	\$11.26
	(2/1/19)	1775 Woodlyn (Royal Oaks Trail)	\$245.20
	(2/4/19)	301 Mt Olive Drive Irrigation	\$82.62
		2410 Mt Olive Lane Irrigation	\$26.30
		2256 Gardi Street	<u>\$24.09</u>
		Acct. #200-48-6400	\$389.47
15348	DENRAM Graphics & Printing (5/8/18)	Sales Tax for Invoice No. 17506 Acct. #101-16-6200	\$28.96
15349	Azusa City Library (1/15/19)	Award of CalRecycle Grant Acct. #209-35-7300	\$2,500.00
15350	City of Duarte (1/15/19)	Award of CalRecycle Grant Acct. #209-35-7300	\$2,500.00

15351	Division of the State Architect (12/31/18)	Form DSA-797 - Annual Report (\$4) Disability Access and Education Fund Acct. #101-00-4350	\$90.80
15352	Dept. of Conservation (12/31/18)	Fee Report: Strong Motion Instrumentation and Seismic Hazard Mapping Fee Oct-Dec 2018 Acct. #101-20-7220	\$543.69
15353	California Building Standards Commission (12/31/18)	SB1473 Fee Report Form Building Standards Administration Special Revolving Fund Oct-Dec 2018 Acct. #101-20-7220	\$161.10
15354	Staples Credit Plan (2/15/19)	Office Supplies Acct. #101-16-6200	\$15.08
15355	Molly Maid (1/28/19)	City Hall Cleaning Service for January 9 & 23, 2019 Acct. #101-16-6460	\$210.00
15356	Delta Dental (2/1/19)	<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
15357	Vision Service Plan (2/1/19)	<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
15358	The Standard (2/1/19)	<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	\$9.25  \$9.25  <u>\$9.25</u> \$27.75
15359	Southern California Edison (2/12/19)	Street Lights for Mt. Olive/Gardi Acct. #200-48-6400	\$33.64
15360	The Gas Company (2/14/19)	City Hall Utilities Acct. #101-16-6400	\$46.85
15361	Frontier Communications (2/15/19)	Telephone Service (fire alarm line) Acct. #101-23-7420	\$113.18

**Total Pre-Released Checks** **\$7,217.65**

**REGULAR CHECKS:**

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
15362	Barco Products (1/29/19)	Impressions Outdoor Entrance Mat Acct. #101-16-6210	\$258.29
15363	Burrtec Waste Services (1/31/19)	Street Sweeping for Jan 2019 Acct. #200-48-7290	\$313.14
15364	Wallin, Kress, Reisman & Kranitz (2/22/19)	<u>City Attorney:</u> Retainer for Jan 2019 Acct. #101-15-7020 Code Enforcement Acct. #101-23-7450 Oak View Estates Acct. #103-00-2038 Chadwick Ranch Acct. #103-00-2039	\$2,450.00  \$235.00  \$535.50  <u>\$535.50</u> \$3,756.00
15365	Karen Warner Assoc. (1/16/19)	Housing Element Update Acct. #101-23-6210	\$1,350.00
15366	Kevin Kearney (2/11/19)	Mileage Reimbursement: Oct-Dec 2018 Jan-Feb 2019 Acct. #101-12-6050	\$84.15 <u>\$134.68</u> \$218.83
15367	Kevin Kearney (Feb 2019)	Monthly Cell Phone Allowance Acct. #101-12-6440	\$75.00
15368	City of Monrovia (1/31/19)	Bradbury Transportation Services for January 2019 Acct. #203-40-7625 (Prop A)	\$704.07
15369	City of Monrovia (1/31/19)	Community Services Officer Program for July 2018 - January 2019 Acct. #215-23-7410 (COPS)	\$21,583.31
15370	Municode (2/5/19)	Electronic Page Updates Acct. #101-13-6225	\$195.00
15371	Pasadena Humane Society (1/31/19)	Animal Control Services for Jan 2019 Acct. #101-25-7000	\$314.39
15372	Post Alarm Systems (2/5/19)	City Hall Monitoring for Feb 2019 Fire & Intrusion Systems Acct. #101-23-7420	\$104.21

<u>Check</u>	<u>Name and (Invoice Date)</u>	<u>Description</u>	<u>Amount</u>	
15373	Priority Landscape Services (1/1/19)	<u>Jan 2019 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 and Trail Acct. #101-21-7035	\$175.00  \$345.00  \$115.00  <u>\$465.00</u>	      \$1,100.00
15374	RKA Consulting Group (1/9/19)  (1/10/19)	Development Projects Acct. #101-19-7230 TTM 73567 (Oak View Estates) Acct. #103-00-2038 Lemon Trail Rehabilitation Acct. #101-21-7045 Automated License Plate Readers Acct. #101-19-7230 City Engineering Services Acct. #101-19-7230 119 Furlong Slope Abatement Acct. #101-19-7230	\$7,056.00  \$514.50  \$501.25  \$147.00  \$1,249.50  <u>\$1,344.00</u>	        \$10,812.25
15375	Scarlett Santos Leon (1/22/19)	Mileage Reimbursement Acct. #101-16-6050		\$45.24
15376	Southern California Edison (2/2/19)	Street Lights Acct. #200-48-6410		\$718.05
15377	San Gabriel Valley Council of Governments (2/7/19)	General Assembly 2019 Registration for City Manager Acct. #101-12-6020		\$79.22
15378	LA County Sheriff's Dept. (12/5/18)	Jan 2019 Law Enforcement Services Acct. #101-23-7410		\$9,372.12
15379	LA County Sheriff's Dept. (1/9/18)	Dec 2018 Law Enforcement Services Acct. #101-23-7410		\$9,372.12
15380	Stump Fence Co. (2/8/19)	Install of 174' of 6' high fence at City Hall Acct. #101-21-7020		\$5,170.00
15381	TeamLogic IT of Pasadena (2/1/19)	Computer Services & Supplies Acct. #101-16-6230		\$1,030.00

Check	Name and (Invoice Date)	Description	Amount
15382	U.S. Bank (1/31/19)	Custody Charges for December 2018 Safekeeping Fee for 4 CDs Acct. #101-14-7010	\$33.00
15383	U.S. Bank Corporate Payment Systems (1/22/19)	<u>Kevin Kearney Visa Card:</u> ICMA Networking Dinner \$60.00 Acct. #101-12-6025 CCCA Jan 24 CM Meeting \$40.00 Acct. #101-12-6020 Dashboard (unlimited reports) \$52.44 Acct. #101-23-7450 Villa Italia Ristorante \$30.28 Acct. #101-12-6025 USPS (code enforcement) <u>\$13.98</u> Acct. #101-23-7450 \$196.70  <u>Claudia Saldana Visa Card:</u> USPS (stamps) \$100.00 Acct. #101-16-6120 USPS (code enforcement) \$18.66 Acct. #101-23-7450 Rite Aid (mothballs) \$5.90 Acct. #101-16-6450 USPS (stamps) \$50.00 Acct. #101-23-7450 USPS (code enforcement) <u>\$11.85</u> Acct. #101-23-7450 \$186.41  <u>Scarlett Santos Leon Visa Card:</u> Vistaprint (PSC postcards) \$105.89 Acct. #101-24-6470 USPS (code enforcement) \$9.32 Acct. #101-23-7450 Target (hand soap) \$4.21 Acct. #101-16-6450 Broadvoice (phone service) <u>\$172.57</u> Acct. #101-16-6470 \$291.99 \$675.10	
15384	VCA Code Group (1/4/19)	<u>Professional Services for Dec 2018:</u> Planning Services (Retainer) \$3,900.00 Acct. #101-20-7210 Plan Check Services <u>\$51,785.38</u> Acct. #101-20-7220	\$55,685.38
15385	LA Fence Craft (2/13/19)	Replace and Repair Trail Fencing 10% Deposit Acct. #101-21-7025	\$163.70

<u>Check</u>	<u>Name and (Invoice Date)</u>	<u>Description</u>		<u>Amount</u>
15386	Philips Healthcare (2/8/19)	HeartStart Defibrillator Defibrillator Cabinet AED Wall Sign Acct. #101-23-7757	\$1,324.51 \$221.63 <u>\$31.54</u>	\$1,577.68
			<b>Total Regular Checks</b>	<b>\$124,597.50</b>

**PAYROLL for February 2019:**

ACH	Kevin Kearney (Feb 2019)	Salary: City Manager Acct. #101-12-5010 Withholdings Acct. #101-00-2011	\$8,866.25  <u>(1,804.87)</u>	\$7,061.38
ACH	Claudia Saldana (Feb 2019)	Salary: City Clerk Acct. #101-13-5010 Withholdings Acct. #101-00-2011	\$4,984.08  <u>(1,234.59)</u>	\$3,749.49
ACH	Scarlett Santos Leon (Feb 2019)	Salary: Management Analyst Acct. #101-16-5010 Withholdings Acct. #101-00-2011 PERS Employee Share Acct. #101-16-5010	\$3,919.83  (838.64)  <u>(244.99)</u>	\$2,836.20
ACH	Lisa Bailey (Feb 2019)	Finance Director (Jan 2019) 21.33 x \$80.76/hour Acct. #101-14-5010 Withholdings Acct. #101-00-2011	\$1,722.88  <u>(245.62)</u>	\$1,477.26
			<b>Total Payroll</b>	<b>\$15,124.33</b>

**ELECTRONIC FUND TRANSFER (EFT) PAYMENTS for February 2019:**

EFT	Aetna (Feb 2019)	<u>Health Insurance for Feb 2019:</u> City Manager Acct. #101-12-5100 City Clerk Acct. #101-13-5100 Management Analyst Acct. #101-16-5100	\$1,571.55  \$896.07  <u>\$411.47</u>	\$2,879.09
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EFT	EDD (Feb 2019)	State Tax Withholdings SDI Acct. #101-00-2011	\$639.05 <u>\$194.93</u>	\$833.98
EFT	Dept. of Treasury Internal Revenue Service (Feb 2019)	Federal Tax Withholdings Social Security Medicare (Employee's portion of Social Security and Medicare is matched by the City) Acct. #101-00-2011	\$1,798.53 \$2,417.12 <u>\$565.30</u>	\$4,780.95
EFT	California PERS (Feb 2019)	City Manager Acct. #101-12-5100 City Clerk Acct. #101-13-5100 Management Analyst Acct. #101-16-5100	\$1,288.15  \$720.03  <u>\$513.18</u>	\$2,521.36
EFT	California PERS (Feb 2019)	UAL Payment (Unfunded Accrued Liability) Acct. #101-16-6240		\$172.32

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**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. 19-02, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 19th day of February, 2019 by the following roll call vote:"

AYES:

NOES:

ABSENT:

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**CITY CLERK – CITY OF BRADBURY**



More Account™

Remit payment and make checks payable to:  
STAPLES CREDIT PLAN  
DEPT. 11 - 0005337241  
PO BOX 9001036  
LOUISVILLE, KY 40290-1036

# INVOICE DETAIL

BILL TO:  
Acct: 6011 1000 5337 241  
CITY OF BRADBURY

SHIP TO:  
CLAUDIA SALDANA  
CITY OF BRADBURY  
600 WINSTON ST  
BRADBURY CA 91008

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$10.93	01/03/19	02/15/19	2220141301
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
STAPLES MULTIUSE COPY PAP	1149611	2.0000 EA	\$54.49	\$108.98
COUPONDISCOUNT	558100	1.0000 ST	-\$49.00	-\$49.00
COUPONDISCOUNT	558100	1.0000 ST	-\$50.00	-\$50.00
Purchased by: CLAUDIA SALDANA				SUBTOTAL
Order #: 9795127044				TAX
				TOTAL
				\$9.98
				\$0.95
				\$10.93

BILL TO:  
Acct: 6011 1000 5337 241  
CITY OF BRADBURY

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$4.15	12/31/18	02/15/19	8013
PO:		Store: 100006160, PASEADENA, CA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
2019 AAG DAILY DESK REFIL	24295438	1.0000 EA	\$8.79	\$8.79
STAPLES FUNDED COUPON	558100	1.0000 EA	-\$5.00	-\$5.00
				SUBTOTAL
				TAX
				TOTAL
				\$3.79
				\$0.36
				\$4.15

see Check # 15354

507422







U.S. BANCORP SERVICE CENTER  
P. O. Box 6343  
Fargo, ND 58125-6343



CITY OF BRADBURY

ACCOUNT NUMBER 4246-0446-0277-2711

STATEMENT DATE 01-22-19

TOTAL ACTIVITY \$ 196.70

000001988 01 SP 0.510 106481884579453 P

KEVIN KEARNEY  
CITY OF BRADBURY  
600  
WINSTON AVENUE  
BRADBURY CA 91008-1123

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT

JAN 29 2019

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
01-07	01-04	EB 2019 CAL-ICMA NETW 801-413-7200 CA PUR ID: 393244105-8786980 TAX: 0.00	24492159004715396672774	7399	60.00
01-07	01-04	PAYPAL *CCCA 402-935-7733 CA PUR ID: 46561612 TAX: 0.00	24492159004894465616127	8651	40.00
01-08	01-07	BVD*BEENVERIFIED.COM 855-9046471 NY PUR ID: 11355231823582945270 TAX: 0.00	24906419007066299712787	5968	52.44
01-14	01-10	VILLA ITALIA RISTORANTE DUARTE CA PUR ID: TAX: 0.00	24431869011030026685769	5812	30.28
01-15	01-14	USPS PO 0522740820 DUARTE CA PUR ID: None TAX: 0.00	24445009015000670810917	9402	13.98

see Check # 15383

Default Accounting Code:

CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER 4246-0446-0277-2711		ACCOUNT SUMMARY	
	STATEMENT DATE	DISPUTED AMOUNT		
SEND BILLING INQUIRIES TO:  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	01-22-19	\$ .00	PREVIOUS BALANCE	\$ .00
			PURCHASES & OTHER CHARGES	\$196.70
			CASH ADVANCES	\$ .00
			CASH ADVANCE FEE	\$ .00
			CREDITS	\$ .00
		AMOUNT DUE \$ 0.00 DO NOT REMIT	TOTAL ACTIVITY	\$196.70



U.S. BANCORP SERVICE CENTER  
P. O. Box 6343  
Fargo, ND 58125-6343



CITY OF BRADBURY

ACCOUNT NUMBER 4246-0400-8040-6665

STATEMENT DATE 01-22-19

TOTAL ACTIVITY \$ 186.41

000001987 01 SP 0.510 106481884579452 P

CLAUDIA A SALDANA  
CITY OF BRADBURY  
600 WINSTON AVENUE  
BRADBURY CA 91008-1123

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT

JAN 28 2019

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
01-03	01-02	USPS PO 0522740820 DUARTE CA PUR ID: None TAX: 0.00	24445009003000677424526	9402	100.00
01-09	01-08	USPS PO 0522740820 DUARTE CA PUR ID: None TAX: 0.00	24445009009000666980854	9402	18.66
01-09	01-08	RITE AID STORE - 5528 DUARTE CA PUR ID: 020938 TAX: 0.00	24692169009100604816731	5912	5.90
01-17	01-16	USPS PO 0522740820 DUARTE CA PUR ID: None TAX: 0.00	24445009017000669802022	9402	61.85

see Check # 15383

Default Accounting Code:

CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER 4246-0400-8040-6665		ACCOUNT SUMMARY	
	STATEMENT DATE	DISPUTED AMOUNT		
SEND BILLING INQUIRIES TO:  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	01-22-19	\$ .00	PREVIOUS BALANCE	\$ .00
			PURCHASES & OTHER CHARGES	\$186.41
			CASH ADVANCES	\$ .00
			CASH ADVANCE FEE	\$ .00
			CREDITS	\$ .00
		AMOUNT DUE \$ 0.00 DO NOT REMIT	TOTAL ACTIVITY	\$186.41



U.S. BANCORP SERVICE CENTER  
P. O. Box 6343  
Fargo, ND 58125-6343



CITY OF BRADBURY

**ACCOUNT NUMBER** 4246-0446-2235-1074  
**STATEMENT DATE** 01-22-19  
**TOTAL ACTIVITY** \$ 291.99

000001989 01 SP 0.510 106481884579454 P

SCARLETT L SANTOS LEON  
CITY OF BRADBURY  
600 WINSTON AVENUE  
BRADBURY CA 91008-1123

"MEMO STATEMENT ONLY"  
DO NOT REMIT PAYMENT

JAN 28 2019

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
01-03	01-03	VISTAPR*VISTAPRINT.COM 866-8936743 MA PUR ID: 0n5IArzn9ESCrKnKABnfmQ TAX: 0.00	24692169003100164596265	2741	105.89
01-10	01-09	USPS PO 0502940814 ARCADIA CA PUR ID: None TAX: 0.00	24445009010000666062866	9402	9.32
01-17	01-16	TARGET 00003020 DUARTE CA PUR ID: 000000000000000000 TAX: 0.37	24164079016091007432773	5310	4.21
01-17	01-16	BROADVOICE 888-325-5875 CA PUR ID: 0000142967 TAX: 0.00	24453519016017044535554	4814	172.57

see check # 15383

Default Accounting Code:

CUSTOMER SERVICE CALL  800-344-5696	ACCOUNT NUMBER 4246-0446-2235-1074		ACCOUNT SUMMARY	
	STATEMENT DATE	DISPUTED AMOUNT		
SEND BILLING INQUIRIES TO:  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	01-22-19	\$ .00	PREVIOUS BALANCE	\$ .00
			PURCHASES & OTHER CHARGES	\$291.99
			CASH ADVANCES	\$ .00
			CASH ADVANCE FEE	\$ .00
			CREDITS	\$ .00
		AMOUNT DUE \$ 0.00 DO NOT REMIT	TOTAL ACTIVITY	\$291.99

# City of Bradbury Monthly Investment Report for the month of January 2019

## CASH ON DEPOSIT BY ACCOUNT

**Bank Accounts:**  
Wells Fargo Bank - General Checking

Amount	Maturity	Interest Rate
\$ 597,186.35	n/a	0%

**Investments:**  
Local Agency Investment Fund (LAIF)

\$ 3,327,710.84	n/a	2.36%
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Ally Bank CD  
American Express Centurion CD  
Citibank NA CD  
Discover Bank

\$ 248,000.00	9/9/2019	1.35%
\$ 247,000.00	12/7/2020	2.10%
\$ 246,000.00	6/7/2021	3.00%
\$ 246,000.00	9/7/2021	3.00%

**Total**

\$ 4,911,897.19
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## CASH & INVESTMENTS ON DEPOSIT BY FUND

**Funds**

General Fund (101)  
Utility Users Tax Fund (102)  
Deposits Fund (103)  
Long Term Planning Fee Fund (112)  
Technology Fee Fund (113)  
Gas Tax Fund (200)  
SB 1 Gas Tax Fund (201)  
Prop A Fund (203)  
Prop C Fund (204)  
TDA Fund (205)  
Sewer Fund (206)  
STPL Fund (208)  
Recycling Grant Fund (209)  
Measure R Fund (210)  
Measure M Fund (212)  
COPS Fund (215)  
Grant Fund-Other (217)  
Fire Safe Grant Fund (219)

Amount
\$2,937,913.70
\$750,921.21
\$30,610.47
\$23,704.45
\$36,754.80
\$111,447.04
\$14,695.51
\$12,189.52
\$66,244.00
(\$14,972.02)
\$589,114.30
\$33,086.39
\$6,155.32
\$80,576.42
\$8,961.43
\$204,911.15
\$8,947.14
\$10,636.36

**Total**

\$ 4,911,897.19
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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 @ 01/30/18	
<b>General Fund:</b>						
101-00-4010	Property Tax-Current Secured	397,293	438,658	432,600	247,664	57%
101-00-4030	Property Tax-Current Unsecur	16,148	3,941	4,000	16,447	411%
101-00-4060	Public Safety Augmentation F	9,922	10,323	9,700	6,256	64%
101-00-4070	Delinquent Taxes	6,408	6,624	5,900	4,047	69%
101-00-4100	Sales & Use Tax	7,465	4,114	4,500	1,008	22%
101-00-4110	Franchise Fee-Cable TV	17,736	18,708	17,500	11,743	67%
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	18,511	54%
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	11,847	39%
101-00-4200	Motor Vehicle In-Lieu	123,481	130,646	132,000	68,514	52%
101-00-4210	Dist & Bail Forfeiture	4,996	2,867	4,000	961	24%
101-00-4220	Fines-City	-	21,906	2,000	1,774	89%
101-00-4350	Business License	41,296	44,063	40,000	22,970	57%
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	5,150	57%
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	4,844	161%
101-00-4460	Planning Dept. Review	100,020	50,073	45,000	11,887	26%
101-00-4470	Building Construction Permit	309,178	179,175	175,000	89,400	51%
101-00-4480	Building Plan Check Fees	270,669	260,790	200,000	124,193	62%
101-00-4485	Landscape Plan Check Permit	28,204	10,627	8,000	5,113	64%
101-00-4490	Green Code Compliance	40,268	26,871	24,000	17,991	75%
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	78,290	82%
101-00-4600	Interest Income	17,136	26,214	20,000	52,293	261%
101-00-4700	Sales of Maps & Publications	446	317	300	294	98%
101-00-4800	Other Revenue	9	-	200	152	76%
101-00-4850	Cal-Am Loan Repayment	4,820	-	4,820		0%
101-00-4900	Reimbursements	4,323	65	-	20,755	#DIV/0!
101-00-4920	Sale of Prop. A Funds	-	56,000	-		#DIV/0!
101-23-4950	Vacant Property Registry Fee		50		50	#DIV/0!
101-24-4610	Donations				500	#DIV/0!
<b>Total General Fund Revenues</b>		<b>1,752,050</b>	<b>1,592,399</b>	<b>1,384,320</b>	<b>824,660</b>	<b>60%</b>

# Revenues

Acct. Number	Account Description	2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 01/30/18	
<b>Utility Users Tax Fund:</b>						
102-00-4600	Interest	2,902	7,099	4,000	-	
102-00-4810	Water	40,212	47,920	-		
102-00-4820	Trash	22,815	22,991	-		
102-00-4830	Electric	94,765	108,595	-	18	
102-00-4840	Natural Gas	15,426	14,930	-		
102-00-4850	UUT - Cable	19,850	21,642	-		
102-00-4855	Telecom-Minors	14,505	12,990	-		
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	243,191	4,000	18	0%
<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	5,536	62%
112-00-4600	LTP Fee Interest Income	29	143	40		0%
		11,666	10,790	9,040	5,536	61%
<b>Technology Fee Fund:</b>						
113-00-4520	Technology Fee	24,453	14,466	14,000	7,575	54%
113-00-4600	Technology Fee Interest Income	217	498	750		0%
		24,670	14,964	14,750	7,575	51%
<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	34,031	27,500	14,085	51%
200-00-4600	Gas Tax Interest	552	1,045	300		0%
		27,340	36,334	27,800	14,085	51%
<b>SB1 Gas Tax Fund:</b>						
200-00-4000	Transfers In				6,623	
200-48-4260	Gas Tax				8,073	
200-00-4600	Gas Tax Interest					
				-	14,696	
<b>Prop. A Fund:</b>						
203-40-4260	Prop. A Transit Funds	19,835	20,948	21,050	13,092	62%
203-40-4600	Prop. A Transit Interest	293	95	50		0%
		20,128	21,043	21,100	13,092	62%
<b>Prop. C Fund:</b>						
204-48-4260	Prop. C Funds	16,295	17,532	17,550	10,859	62%
204-48-4600	Prop. C Interest	252	524	100		0%
		16,547	18,056	17,650	10,859	62%

# Revenues

Acct. Number	Account Description	2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 01/30/18	
<b>Transporation Development Act Fund:</b>						
205-48-4260	TDA Funds	-	7,143	30,000	15,139	50%
205-48-4600	TDA Interest	-	(2)	-		#DIV/0!
		-	7,141	30,000	15,139	50%
<b>Sewer Fund:</b>						
206-00-4000	Transfers In	481,229	1,100,000			#DIV/0!
206-50-4600	Sewer Fund Interest	-	9,700			#DIV/0!
206-50-4605	Lemon Ave. Assessment Phase I (Monrovia)	-				#DIV/0!
206-50-4606	Winston Ave. Assessment	-				#DIV/0!
206-50-4730	Mount Olive Drive Assessment	25,000	43,140			#DIV/0!
		506,229	1,152,840	-	-	#DIV/0!
<b>STPL Fund:</b>						
208-00-4260	STPL Funds	18,828	-			#DIV/0!
208-00-4600	STPL Interest	166	315			#DIV/0!
		18,994	315	-	-	#DIV/0!
<b>Recycling Grant Fund:</b>						
209-00-4260	Recycling Grant Funds	5,000	(803)	5,000	4,198	84%
209-00-4600	Recycling Grant Interest	62	90			#DIV/0!
		5,062	(713)	5,000	4,198	84%
<b>Measure R Fund:</b>						
210-48-4260	Measure R Funds	12,342	13,014	12,000	8,153	68%
210-48-4600	Measure R Interest	311	692	350		0%
		12,653	13,706	12,350	8,153	66%
<b>Measure M Fund</b>						
212-48-4260	Measure M Funds		11,795	11,500	9,164	80%
212-48-4600	Measure M Interest		69	50		0%
		-	11,864	11,550	9,164	79%
<b>Citizen's Option fo Public Safety (COPS) Fund:</b>						
215-23-4260	COPs Funds	116,750	145,020	100,000	212,231	212%
215-23-4600	COPs Interest	539	1,383	300		0%
		117,289	146,403	100,300	212,231	212%
<b>County Park Grant:</b>						
217-00-4210	County Park Grant	48				#DIV/0!
217-00-4600	Grant Fund Interest Income	-	85			#DIV/0!
		48	85	-	-	#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	101			#DIV/0!
		57	101	-	-	#DIV/0!
<b>Total Revenues</b>		<u>2,739,039</u>	<u>3,268,519</u>	<u>1,637,860</u>	<u>1,139,406</u>	<u>70%</u>

## Expenditures

Account Description	2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 01/30/18	
<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	3,000	100%
101-11-6100 Events and awards	57	7,662	4,700	5,579	119%
101-11-6110 City Newsletter	215	225	-	-	#DIV/0!
	3,272	10,887	7,700	8,579	111%
<b>City Manager Division:</b>					
101-12-5010 Salaries	93,641	102,500	106,395	62,064	58%
101-12-5100 Benefits	26,424	41,806	42,300	25,414	60%
101-12-6020 Meetings & Conferences	854	2,027	2,500	2,305	92%
101-12-6025 Expense Account	237	1,130	1,500	97	6%
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	525	58%
	145,091	149,386	154,795	90,623	59%
<b>City Clerk Division:</b>					
101-13-5010 Salaries	56,104	60,741	59,809	34,889	58%
101-13-5100 Benefits	22,469	24,294	24,100	14,227	59%
101-13-6020 Meetings & Conferences	-		100		0%
101-13-6040 Transportation & Lodging	-		100		0%
101-13-6050 Mileage	156	142	150	22	15%
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	4,754	317%
101-13-7000 Contract Election Services		-	12,000		0%
	87,336	87,967	98,509	54,014	55%
<b>Finance Division:</b>					
101-14-5010 Salaries	13,746	14,230	15,043	7,253	48%
101-14-5100 Benefits	1,198	1,299	1,250	552	44%
101-14-6210 Special Department Supplies	351	94	350	446	127%
101-14-6230 Contracted Computer Services	711	1,459	2,000	357	18%
101-14-7010 Contracted Banking Services	4,034	4,726	4,600	1,630	35%
101-14-7020 Contracted Audit Services	10,000	18,523	14,700	1,546	11%
101-14-7040 GASB Reports	1,300	350	350	700	200%
	31,340	40,681	38,293	12,484	33%
<b>City Attorney Division:</b>					
101-15-7020 City Attorney Retainer	36,385	29,400	29,400	14,700	50%
101-15-7070 City Attorney Special Servic	5,333	2,702	6,000	1,331	22%
101-15-7080 Seminars & Training	1,008	1,211	1,000		0%
	42,726	33,313	36,400	16,031	44%



## Expenditures

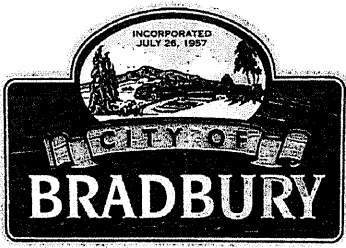
Account Description		2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 01/30/18	
<b>General Government Division:</b>						
101-16-5010	Salaries	40,785	37,219	47,038	24,875	53%
101-16-5100	Benefits	12,277	9,524	12,700	9,020	71%
101-16-6010	Seminars & Training	-	375	500		0%
101-16-6020	Meetings & Conferences	-	195	150		0%
101-16-6040	Transportation & Lodging	-	-	500		0%
101-16-6050	Mileage	195	215	500	115	23%
101-16-6120	Postage	227	267	500	51	10%
101-16-6200	Office Supplies	1,652	1,324	2,500	1,417	57%
101-16-6210	Special Departmental Supplies	-	1,622	1,622	139	9%
101-16-6230	Computer & Website Services	9,149	7,232	18,000	5,913	33%
101-16-6240	PERS UAL Payment	-	2,259	2,068	1,206	58%
101-16-6241	PERS Replacement Benefit Contribution				2,385	
101-16-6250	Copier & Duplications	1,767	2,216	2,216	6,192	279%
101-16-6300	Insurance	36,431	54,738	47,201	55,553	118%
101-16-6400	Utilities	4,051	2,953	5,000	1,995	40%
101-16-6440	Telephone	7,118	6,714	7,000	2,810	40%
101-16-6450	Building Operations	1,047	1,132	1,000	402	40%
101-16-6460	Building & Cleaning Service	2,565	2,795	2,500	1,565	63%
101-16-6470	Maintenance & Supplies	152	-	500	293	59%
101-16-7600	Operating Contingency	241	-	-		#DIV/0!
		117,657	130,780	151,495	113,931	75%
<b>Engineering Division:</b>						
101-19-7230	Contracted Engineering Services	149,888	138,463	125,000	37,632	30%
101-19-7238	Annexation	1,630	59,350	-		#DIV/0!
101-19-7310	Woodlyn Lane/Mt. Olive Drainage	128,365		-		#DIV/0!
		279,883	197,813	125,000	37,632	30%
<b>Planning, Zoning &amp; Development Division:</b>						
101-20-6120	Postage	(77)	332	300	620	207%
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	46,800	46,800	19,543	42%
101-20-7220	Contracted Building & Safety	291,247	232,115	290,000	58,883	20%
101-20-7240	City Planner Special Service	8,957	15,592	10,000	13,282	133%
101-20-7245	General Plan update	-	406	406	3,478	857%
		346,927	295,455	348,506	96,236	28%
<b>Parks &amp; Landscape Maintenance Division:</b>						
101-21-7015	Royal Oaks Trail Maintenance	8,210	7,305	10,000	6,780	68%
101-21-7020	City Hall Grounds Maintenance	2,920	2,670	19,830	1,050	5%
101-21-7025	Trail Maintenance	23,960	1,777	7,000	5,194	74%
101-21-7035	Mt.Olive Entrance & Trail	4,998	7,349	5,500	3,148	57%
101-21-7045	Lemon/RO Horse Trail	910	1,380	27,500	17,857	65%
101-21-7060	Street Tree Trimming	11,300	11,098	10,000	10,857	109%
		52,298	31,579	79,830	44,886	56%
<b>Public Safety Division:</b>						
101-23-6210	Special Departmental Services	67		20,000	15,670	
101-23-7410	Contract Services Sheriff	95,970	117,875	113,315	46,861	41%
101-23-7420	City Hall Security	2,643	2,582	2,600	1,882	72%
101-23-7450	Code Enforcement	2,771	4,499	5,600	2,526	45%
		101,451	124,956	141,515	66,939	47%

## Expenditures

Account Description		2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 01/30/18	
<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	372	15%
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	472	3%
<b>Animal &amp; Pest Control Division:</b>						
101-25-7000	Animal Control Services	2,411	2,745	4,777	1,595	33%
101-25-7010	Pest Control Services	-	175	300	-	0%
		2,411	2,920	5,077	1,595	31%
<b>Intergovernmental Relations Division:</b>						
101-30-6030	Memberships & Dues	8,452	8,610	8,700	2,616	30%
<b>General Fund Totals</b>		1,717,363	2,215,647	1,213,730	546,038	45%
<b>Utility Users Tax Fund:</b>						
102-42-7630	NPDES Stormwater Compliance	78,602	36,081	100,000	29,695	30%
<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	17,329	104%
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	18,517	75%
<b>Gas Tax Fund:</b>						
200-48-5000	Transfers Out				6,623	
200-48-6400	Utilities-Select System	7,518	11,272	12,000	5,838	49%
200-48-6410	Street Lights	7,752	9,293	9,000	3,591	40%
200-48-6555	Street Tree Maintenance	-		-		#DIV/0!
200-48-7000	PW Contract Services	1,741	1,474	2,000	326	16%
200-48-7290	Street Sweeping	3,765	4,071	4,000	1,879	47%
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	26,110	116,658	18,257	16%
<b>Prop. A Fund:</b>						
203-00-7600	Sale of Prop. A Funds		80,000			#DIV/0!
203-40-7625	Transit Services			9,000	4,224	47%
		-	80,000	9,000	4,224	47%

## Expenditures

Account Description		2016-17 Actual	2017-18 Preliminary	2018-19 Budget	2018-19 YTD @ 01/30/18	
<b>Prop. C Fund:</b>						
	Staffing	-				
204-20-6030	Memberships & Dues	514	642		833	#DIV/0!
204-40-7325	Transit Services	8,449	8,449	-	-	#DIV/0!
204-48-7755	City Wide Slurry Seal	-		70,000		0%
		8,963	9,091	70,000	833	1%
<b>Transporation Development Act Fund:</b>						
205-48-7720	Lemon Trail Project	-	7,142	30,000	30,000	100%
205-00-7760	Return of Funds		220			#DIV/0!
		-	7,362	30,000	30,000	100%
<b>Sewer Fund:</b>						
206-50-7600	Mt. Olive Drive Sewer Project	323,075			882	#DIV/0!
206-50-7601	Mt. Olive Lane Sewer Project	31,530	13,695		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	25,813		492,582	#DIV/0!
		407,111	143,324	-	495,291	#DIV/0!
<b>STPL Fund:</b>						
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		5,000	#DIV/0!
<b>Measure R Fund:</b>						
210-48-7755	City Wide Slurry Seal			35,936		0%
210-00-7760	Return of Funds				3,990	
		-	-	35,936	-	0%
<b>Measure M Fund</b>						
212-48-6555	Citywide Slurry Seal		-			#DIV/0!
212-48-xxxx	Bridge Repair			18,900	12,066	64%
		-	-	18,900	12,066	64%
<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>2,684,586</b>	<b>1,740,175</b>	<b>1,211,536</b>	<b>70%</b>



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

## **City of Bradbury**

### **Agenda Memo**

TO: Honorable Mayor and Members of the City Council

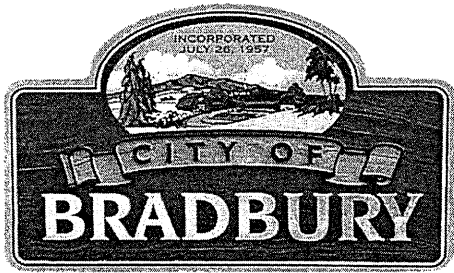
FROM: Claudia Saldana, City Clerk

DATE: February 19, 2019

SUBJECT: **Agenda Item No. 2 – PRESENTATIONS**

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There are no materials for Agenda Item No. 2



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

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager  
Carolyn Harshman, Project Manager, Emergency Planning Consultants

DATE: February 19, 2019

SUBJECT: **ADOPTION OF THE CITY OF BRADBURY HAZARD MITIGATION PLAN**

ATTACHMENTS: 1. Resolution No. 19-03  
2. Final Draft Hazard Mitigation Plan

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### SUMMARY

The federal Disaster Management Act of 2000 (DMA 2000), which amended the Robert T. Stafford Disaster Relief and Emergency Assistance Act, requires every local, county and state government to have an approved Hazard Mitigation Plan. In addition to minimizing the impact of major hazard events on the community, completion of the Plan also maintains eligibility for future hazard mitigation funding following any significant disasters. As a result of the DMA 2000 legislation, hazard mitigation is now considered to be the first step in preparing for emergencies, rather than the final step in recovery.

The consequences of not having an approved Hazard Mitigation Plan are significant. Without one, the City will be ineligible for FEMA mitigation programs including the Hazard Mitigation Grant Program, Flood Mitigation Assistance Program, and most importantly, the potential loss of public assistance for damaged facilities following a disaster. As an example, the County of Los Angeles received approximately \$500 million in FEMA mitigation money following the 1994 Northridge Earthquake.

It is recommended that the City Council Adopt the City of Bradbury Hazard Mitigation Plan ("Plan") and adopt City Council Resolution No. 19-03. Adoption is required for FEMA approval and legitimizes the plan and authorizes departments and their staffs to execute their responsibilities. The 2019 Plan is an update to the Council-adopted 2007 Plan.

## **ANALYSIS**

Emergency Planning Consultants was contracted to assist the City in drafting the Plan. A Planning Team was formed consisting of representatives from the City Manager's Office and Planning Department. The Team met a total of three times to examine hazards and impacts, update and develop mitigation actions, develop a strategy for public input, and review the First Draft Plan.

Information required for the Hazard Mitigation Plan was drawn from a variety of sources including the 2014 Los Angeles County All-Hazards Mitigation Plan.

As mentioned above, it was important to provide an opportunity for the general public as well as interested external agencies (e.g. adjoining jurisdictions, special districts, etc.) to participate in the planning process. This was accomplished by posting of the Second Draft Plan for input and solicitation for input by external agencies via email.

### *Plan Structure*

The Hazard Mitigation Plan documents the mitigation planning process including how it was developed, the planning timeframe, and who was involved in drafting the document. A risk assessment was conducted and details the type of natural hazards that can affect the jurisdiction. The Plan also includes information on previous occurrences of hazard events and the probability of future events. The City's essential and critical facilities were assessed as to vulnerability. Demographic and land use data was also important in identifying present day and future vulnerabilities.

The core of the Plan is the Mitigation Strategy which outlines the City's blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs, and resources, and its ability to expand on and improve these existing tools.

### *Findings*

The Plan identifies a broad range of mitigation action items, including assigned departments, timelines, and priorities. The mitigation action items are aimed at activities that will minimize or eliminate the impact of hazards on the community and its vital resources.

### *Plan Adoption and Approval*

The Third Draft Plan was submitted to Cal OES for input and forwarding to FEMA Region IX for a determination of Approval Pending Adoption which was received on January 4, 2019. The City Council is requested to adopt the Final Draft Plan. A copy of the City Council Resolution will be forwarded to FEMA along with a request for Final Approval.

### **FINANCIAL ANALYSIS**

There is no direct fiscal impact as a result of adopting the proposed Plan, however, such adoption and subsequent submittal to FEMA is a prerequisite for receiving any future disaster relief or mitigation funds.

### **RECOMMENDATION**

It is recommended that the City Council Adopt the City of Bradbury Hazard Mitigation Plan and adopt City Council Resolution No. 19-03. Adoption is required for FEMA approval and legitimizes the plan and authorizes departments and their staffs to executive their responsibilities. The 2019 Plan is an update to the Council-adopted 2007 Plan.

# **ATTACHMENT #1**



**RESOLUTION NO. 19-03**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF BRADBURY, CALIFORNIA,  
ADOPTING THE 2019 HAZARD MITIGATION PLAN**

**WHEREAS**, in 2000, the Federal Disaster Mitigation Act of 2000 was passed requiring state and local governments to prepare mitigation plans to document their mitigation planning process, and identify hazards, potential losses, mitigation needs, goals and strategies; and

**WHEREAS**, on January 1, 2017, California Assembly Bill 2140 was passed which places limits on the amount of additional state funding to local jurisdictions for certain disaster recovery projects funded by the California Disaster Assistance Act, unless a local jurisdiction has a state and federally approved local Hazard Mitigation Plan; and

**WHEREAS**, the City Council recognizes the threat that natural hazards pose to people and property within the City of Bradbury; and

**WHEREAS**, the City of Bradbury has prepared a multi-hazard mitigation plan, hereby known as the 2019 Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

**WHEREAS**, the 2019 Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the City of Bradbury from the impacts of future hazards and disasters; and

**WHEREAS**, adoption by the City Council demonstrates their commitment to the hazard mitigation and achieving the goals outlines in 2019 Hazard Mitigation Plan.

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**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. 19-03, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 19th day of February, 2019 by the following roll call vote:"

AYES:

NOES:

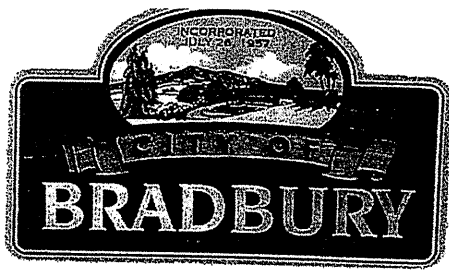
ABSENT:

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**CITY CLERK – CITY OF BRADBURY**

Resolution No. 19-03  
February 19, 2019

# **ATTACHMENT #2**



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

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council  
FROM: Kevin Kearney, City Manager  
DATE: February 19, 2019  
SUBJECT: **DISCUSSION – CSO PROGRAM**

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### SUMMARY

The City of Bradbury was in the process of renewing a contract for the shared CSO program with the City of Monrovia. On January 23, 2019, the City of Monrovia notified the City of Bradbury that it would be terminating the CSO program on January 27, 2019. Since there was no current up-to-date contract between the two cities, termination could occur at any time.

This item allows Staff to provide an update to the City Council regarding the evaluation of the situation, its impacts and how to move forward with the program.

### STAFF RECOMMENDATION

It is recommended that the City Council dialogue with Staff on how to proceed with a CSO program.