

AGENDA

Regular Meeting of the Bradbury City Council To be held on Tuesday, June 16, 2020 Closed Session Immediately Following at the Bradbury Civic Center 600 Winston Avenue, Bradbury, CA 91008

Pursuant to Governor Newsom's Executive Order N-25-20, the City is allowing Council Members, Staff and the public to participate in this City Council meeting by means of a Zoom video or telephone call. You will be able to hear the entire proceedings (other than the Closed Session) and to speak during Public Comment, Public Hearing, and other authorized times. Members of the public must maintain silence and mute their microphones and telephones except during those times. The Zoom information is: <https://us02web.zoom.us/j/84904939352>, One tap mobile+16699009128,84904939352# or dial 1-669-900-9128 and enter code 84904939352#.

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 City Council at the same meeting.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

CITY COUNCIL REORGANIZATION

Appointment of Mayor and Mayor Pro-Tem

NEW ROLL CALL

APPROVAL OF THE AGENDA: Majority vote of 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.

The City Council will first hear oral comments from anyone in Council Chambers, and will then request comments from Zoom participants with video. Please wave, and unmute yourself if you would like to comment, and you will be called upon. After those comments are heard, anyone else connected via audio should speak up, state your name, and ask to be recognized.

Written public comments may be submitted before the meeting by sending them to the City Manager at kkearney@cityofbradbury.org. Written comments will be displayed during this time.

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.

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 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, the motion will be deemed to be "to waive the reading and adopt."

- A. Minutes – Regular Meeting of May 19, 2020
- B. Resolution No. 20-07: Demands and Warrants for June 2020
- C. Monthly Investment Report for the month of May 2020
- D. Resolution No. 20-08 – Approval of Gann Appropriation Limit for FY 2020-2021
- E. Fiscal Year 2018-2019 Annual Financial Audit Report

2. Resolution No. 20-09: Proposed Budget for Fiscal Year 2020-2021, and Resolution No. 20-10 Allocating the City of Bradbury's Citizens Option for Public Safety (COPS) Funds

The proposed Fiscal Year 2020-2021 budget is next year's budget forecast. It is recommended that the City Council adopt Resolution No. 20-09 and Resolution No. 20-10.

3. Presentation – California American Water

Representatives from California American Water will be presenting information on Perfluorooctanoic Acid (PFOA) and their Crownhaven Well located in the City of Duarte.

4. Schedule of Study Session(s) for Review of a Draft Ordinance Relating to Development Regulations, which Includes ADUs, JADUs, and ALQs

This item notifies the public of the upcoming Study Session(s) scheduled for Monday, July 13th and July 15th for the review of a draft ordinance related to development regulations.

5. Discussion of Audio/Video for City Council Meetings

Staff is seeking direction on how to proceed should the City Council desire to audio/video record and/or live stream meetings.

6. Matters from the City Manager

7. Matters from the City Attorney

8. Matters from the City Council

Brief reports of individual Councilmembers activities relating to City business occurring since the last meeting.

Mayor Hale

Mayor Pro-Tem 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*

Councilmember 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*

9. Items for Future Agendas

CLOSED SESSION

CALL TO ORDER/ROLL CALL

PUBLIC COMMENT – REGARDING CLOSED SESSIONS ONLY

RECESS TO CLOSED SESSION REGARDING ANNUAL EVALUATION OF CITY MANAGER:

A. Conference with Labor Negotiator:

Government Code Sections 54957 (b)(1) and 54957.6

City Representative: City Attorney Cary Reisman

Unrepresented Employee: City Manager

OPEN SESSION

Oral Recommendations Regarding Proposed Changes to Salary and/or Fringe Benefits of City Manager

Discussion and possible approval of changes to salary and/or fringe benefits of City Manager

ADJOURNMENT

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Avenue, Bradbury, CA 91008 on Tuesday, July 21, 2020 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, June 12, 2020, at 5:00 p.m."



CITY CLERK - CITY OF BRADBURY

Sec. 2.01.060. - Council reorganization.

The City Council shall reorganize and select one of its members as Mayor, and one as Mayor Pro Tempore, as follows:

- (1) *Council reorganization.* Reorganization shall occur:
 - a. In even-numbered years, on the Tuesday following the general municipal election held during the month of June; and
 - b. In odd-numbered years, at the first regular meeting held during the month of June; or
 - c. At such other times as a majority of the Council shall so order.
- (2) The Mayor and Mayor Pro Tem shall be selected as follows:
 - a. No City Councilmember shall serve more than two consecutive years as Mayor;
 - b. After serving as Mayor, there must be a two-year hiatus from the position before a Councilmember may serve as Mayor;
 - c. The Mayor Pro Tem will ascend to the position of Mayor upon the next reorganization;
 - d. The Mayor Pro Tem shall be selected in a manner consistent with the requirements of this section;
 - e. No City Councilmember may be selected as Mayor without having served on the City Council for at least two years;
 - f. No City Councilmember shall be required to serve as Mayor;
 - g. If pursuant to the foregoing, no Councilmember is available to serve as Mayor or as Mayor Pro Tem, then the position shall be filled by majority vote of the entire City Council;
 - h. Candidates for Mayor Pro Tem shall self-nominate by writing a statement of intent of not more than 100 words. Said statement shall be submitted to the City Clerk for inclusion in the agenda packet for the meeting prior to the reorganization.

(Prior Code, § 2105; Ord. No. 348, § 2B, 8-15-2017)

Statement as Candidate for Mayor Pro Tem

Elizabeth Bruny

I request the consideration of the City Council for the role of Mayor Pro Tem for the 2020-2021 term. Being a member of the City Council has been greatly rewarding, and I have been pleased with our work for the citizens and community. In this role I would continue to endeavor to support the interests of the community, while balancing the needs of the City of Bradbury.

**MINUTES OF A REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF BRADBURY
HELD ON TUESDAY, MAY 19, 2020**

**EXECUTIVE ORDER
N-25-20:**

Pursuant to Governor Newsom's Executive Order N-25-20, the City is allowing Council Members, Staff and the public to participate in this City Council meeting by means of a Zoom video or telephone call. Participants will be able to hear the entire proceedings (other than the Closed Session) and be able to speak during Public Comment, Public Hearing, and other authorized times. Members of the public must maintain silence and mute their microphones and telephones except during those times.

MEETING CALLED TO ORDER:

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

ROLL CALL:

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

ABSENT: None

STAFF: City Manager Kearney, City Attorney Reisman, City Engineer Gilbertson, Finance Director Bailey, City Clerk Saldana and Management Analyst Santos Leon

APPROVAL OF AGENDA:

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

**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.

Mayor Pro-Tem Lewis stated that he needs to recuse himself from item #1.F – Amendment No. 1 to the Professional Services Agreement for Animal Control Services with the Pasadena Humane Society & SPCA because his wife recently joined the PHS Marketing Committee as a volunteer.

Councilmember Lathrop stated that he needs to recuse himself from agenda item #2 – Award of Bid for the Mount Olive Lane Sewer Project.

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 Meeting of April 21, 2020
- B. Resolution No. 20-06: Demands & Warrants for May 2020
- C. Monthly Investment Report for the month of April 2020
- D. Memorandum of Agreement with the Cities of Bradbury, Duarte, Monrovia, Sierra Madre and the County of Los Angeles regarding the Administration and Cost Sharing of the Agreement with Craft Water Engineering, Inc. for the Preparation of the Multi-Benefit Stormwater Project Concept Reports for the Rio Hondo/San Gabriel Water Quality Group in the amount of \$1,623,041
- E. Fiscal Year 2018-2019 Annual Financial Audit Report
- F. Amendment No. 1 to the Professional Services Agreement for Animal Control Services with the Pasadena Humane Society & SPCA

**ITEMS PULLED FROM
CONSENT CALENDAR:**

Councilmember Lathrop wished to pull item #D (Memorandum of Agreement) from the Consent Calendar for discussion.

City Manager Kearney pulled item #E (Annual Financial Report for FY 2018-2019) to postpone approval to the June meeting.

**MOTION TO APPROVE
CONSENT CALENDAR
ITEMS A, B AND C:**

Councilmember Lathrop made a motion to approve Consent Calendar items A, B and C as presented. Mayor Pro-Tem Lewis seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

NOES: None

ABSENT: None

Motion passed 5:0

**DISCUSSION REGARDING
CONSENT CALENDAR ITEM #D
MEMORANDUM OF AGREEMENT:**

City Manager Kearney explained that the City of Arcadia solicited bids for a Professional Services Agreement to prepare the Multi-Benefit Stormwater Project Concept Report for the five projects and green streets identified in the Rio Hondo/San Gabriel River Water Quality Group's Watershed Management Program (WMP) Plan. The Group, consisting of the cities of Arcadia, Bradbury, Duarte, Monrovia and Sierra Madre as well as the County of Los Angeles, has agreed to prepare a Memorandum of Agreement (MOA) to aid in the administration, implementation, and cost sharing of the WMP Plan.

COST OF MOA:

The total cost of the MOA will be divided between members based on the agreed cost sharing formula outlined in the MOA as follows: 10% base for participation plus 90% based on each agency's land area that drains into the Los Angeles and San Gabriel rivers. The total project cost is \$1,623,041. The City of Bradbury's cost share is approximately \$155,106.59.

RECOMMENDATION:

It is recommended that the City Council authorize and direct the City Manager to execute the MOA with the cities of Arcadia, Duarte, Monrovia, Sierra Madre and the County of Los Angeles.

Councilmember Lathrop wanted to know what happens if one of the parties drops out. Who pays the cost? City Attorney Reisman stated that the same formula applies (see Table 3 on Page 21). Councilmember Lathrop suggest to approve the MOA with the following change: Bradbury agrees to pay the total cost of \$155,106.59, not the annual cost share.

City Attorney Reisman stated that all of the other cities and the County of Los Angeles already signed the MOA. The City Council agreed to approve the MOA with a memo stating the above change instead.

**MOTION TO APPROVE
CONSENT CALENDAR
ITEM #D:**

Councilmember Lathrop made a motion to approve the Memorandum of Agreement with the cities of Arcadia, Bradbury, Duarte, Monrovia, Sierra Madre and the County of Los Angeles regarding the Administration and Cost Sharing of the Agreement with Craft Water Engineering, Inc. for the Preparation of the Multi-Benefit Stormwater Project Concept Reports for the Rio Hondo/San Gabriel River Water Quality Group in the amount of \$1,623,041. Mayor Hale seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

NOES: None

ABSENT: None

Motion passed 5:0

**MOTION TO APPROVE
CONSENT CALENDAR
ITEM #F:**

Councilmember Lathrop made a motion to approve Consent Calendar item #F (Amendment No. 1 to the Professional Services Agreement for Animal Control Services with the Pasadena Humane Society & SPCA) as presented. Mayor Hale seconded the motion, which was carried by the following roll call vote:

APPROVED:

AYES: Mayor Hale, Councilmembers Lathrop, Bruny, Barakat

NOES: None

ABSENT: None

ABSTAIN: Mayor Pro-Tem Lewis

Motion passed 4:0

COUNCILMEMBER LATHROP RECUSED:

Councilmember Lathrop recused himself from the decision-making process regarding the Mount Olive Lane Sewer Project.

**AWARD OF BID- MOUNT OLIVE LANE
SEWER PROJECT:**

City Manager Kearney stated that bids for the Mount Olive Lane Sewer Improvement Project were opened on April 7, 2020 with GRBCON, Inc. being the lowest responsible bidder.

This item was continued from the April 21, 2020 meeting to allow staff the opportunity to review the impacts of the proposed project to the City's budget, and two additional responses in favor of the project have been received.

RECOMMENDATION:	It is recommended that the City Council move forward and award a contract to GRBCON, Inc. in the amount of \$551,862.00.
CITY ENGINEER'S REPORT/ANALYSIS:	City Engineer Gilbertson stated that on November 15, 2016 the City Council authorized the development of the construction plans and documents for extending the public sewer on Mount Olive Lane and creating a sewer reimbursement district for said sewer. The proposed project is to serve eleven (11) residences along Mount Olive Lane.
CONSTRUCTION SCHEDULE:	Should the Council move forward with this contract award, it is anticipated that the project can be constructed in June/July of 2020. This schedule is meant to coincide with summer break for the school, thus reducing the impact to the school's operation.
PROJECT DESCRIPTION:	The project consists of the installation of 1,415 feet of 8-inch HDPE pipe, 186 feet of 6-inch HDPE pipe and five sewer manholes. The proposed sewer mainline improvement would begin with a proposed manhole on Mount Olive Lane, flow south, and connect to the existing manhole at the easterly end of Elda Street in the City of Bradbury, further improving the availability of sewer infrastructure to the residents of Bradbury.
FINANCIAL REVIEW:	In the City Engineer's previous project update to the City Council, the anticipated cost for the project was \$1,027,114. The total estimated project costs have now been updated to \$778,048 to reflect the lowest bidder's cost for the construction of the project. The reimbursement cost between the eleven (11) property owners has also been updated to \$70,731.65.
PROPERTY OWNER NOTIFICATION:	<p>City Engineer Gilbertson stated that all eleven (11) property owners were mailed a project notice letter that included an updated project cost estimate based on the final Engineer's Estimate for the construction costs. The letter also described the estimated reimbursement cost for connection to the sewer system. The property owners were asked to respond with their interest in connecting to the system, and any other feedback they wished to share.</p> <p>To date, a total of seven (7) responses have been returned or emailed to the City. Of those responses, six (6) were in favor and one (1) against the project.</p>
MOTION TO AWARD BID FOR THE MOUNT OLIVE LANE SEWER IMPROVEMENT PROJECT:	Mayor Pro-Tem Lewis made a motion to award the Bid for the Mount Olive Lane Sewer Project to GRBCON, Inc. in the amount of \$551,862.00. Mayor Hale seconded the motion, which was carried by the following roll call vote:
APPROVED:	<p><u>AYES:</u> Mayor Hale, Mayor Pro-Tem Lewis, Councilmembers Bruny and Barakat</p> <p><u>NOES:</u> None</p> <p><u>ABSENT:</u> None</p> <p><u>ABSTAIN:</u> Councilmember Lathrop</p> <p>Motion passed 4:0</p>

**FISCAL YEAR Y 2020-21 ANNUAL RATE
ADJUSTMENT FOR SOLID WASTE
COLLECTION AND RECYCLING:**

City Manager Kearney stated that the City of Bradbury contracts with Burrtec Waste Services for solid waste collection and recycling. Pursuant to Section 10.10 of the Franchise Agreement "each subsequent July 1 (after July 1, 1999) the rate for each category of service shall be subject to upward or downward adjustment."

**POWER POINT PRESENTATION
BY RICHARD NINO (BURRTEC):**

Richard Nino stated that the rate review is impacted by the following cost factors: Service cost adjustment, refuse disposal, green waste, recyclables and manure processing/disposal. The July 2019 CPI was 3.265 as reported for the All Urban Consumer Price Index for the Los Angeles area. In addition, this year's barrel services adjustment included a small decrease in refuse disposal, a moderate increase for recyclables processing and a more pronounced impact to the green waste processing fees, which is a direct function of increased green waste volumes.

RECYCLABLES COMMODITY MARKET:

The recyclables commodity market continues to experience significantly depressed recycling values to the extent that recycling revenue nor longer offset the costs of processing, transportation, and residue disposal. This is best illustrated by the Paper Pulp Index (a national recyclables commodity market value index) where the mixed paper per ton market rates were recorded at \$181 per ton in 2011 and \$15 per ton through October 2018, a 92% decrease.

DISCUSSION:

Councilmember Lathrop inquired why barrels go up more than bins. Mr. Nino stated that residents have different barrels for trash, recyclables and green waste, therefore it is "unfair" to compare barrels and bins.

The City Council also briefly discussed AB 1826 requiring Residential Food Waste Recycling starting in 2021/22 (and the potential bear problem it may cause).

**MOTION TO APPROVE ANNUAL RATE
ADJUSTMENT FOR SOLID WASTE
COLLECTION AND RECYCLING:**

Mayor Pro-Tem Lewis made a motion to approve Burrtec's Annual Rate Adjustment for Solid Waste Collection and Recycling for Fiscal Year 2020-2021. Councilmember Lathrop seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

Motion passed 5:0

**DISCUSSION OF GENERAL LAW
ENFORCEMENT SERVICES:**

At the request by Mayor Hale, this item is a general discussion on current levels of law enforcement services.

City Manager Kearney stated that during the February 2020 meeting, the City Council discussed general law enforcement services. The City Council reviewed the City's current agreement with the Los Angeles County Sheriff's Department (LASD) at the April 21 meeting and continued the discussion to the May City Council meeting.

BREAKDOWN OF CURRENT SERVICE:

Point of Reference: A Deputy Sheriff Service Unit (DSSU) is equal to a singular 56-hour deputy in an 8-hour work week, seven (7) days a week.

Bradbury currently purchases 0.25 of 1 DSSU. This amounts to 14 hours per week or 2 hours per day of patrol services. The City currently pays \$106,776, plus \$11,745.36 liability (11%), for a total of \$118,521.36 annually.

ESTIMATES FOR FY 2020-21:

The City Council reviewed estimates for for different DSSU service levels for Fiscal Year 2020-2021. Sgt. Rudy Sanchez with LASD Contract Law was online to answer questions.

COPS/SLESF FUNDING:

City Manager Kearney stated that the City receives \$100,000 in Citizens' Options for Public Safety (COPS)/Supplemental Law Enforcement Services Fund (SLESF) funding from the State for additional local law enforcement purposes each fiscal year. The City currently has a surplus of approximately \$150,000 from previous years. Last year, the City utilized funding for a contracted Monrovia Community Services Officer (CSO), administrative supplies, and Duarte daytime patrol. The City Council this year elected to forgo the Duarte daytime patrol and allocate funds for additional Bradbury patrol.

DISCUSSION:

Councilmember Lathrop wanted to know why the City can't use COPS funds for increased service levels because every time we use COPS funds we pay overtime. City Manager Kearney stated it is his understanding that COPS funds can only be used for supplemental law enforcement services. Councilmember Lathrop asked what "supplemental" means. City Manager Kearney replied that Supplemental means above and beyond the contract amount. Councilmember Lathrop directed the City Manager to contact our auditors to inquire about the usage of COPS funds for increased law enforcement services.

Councilmember Barakat stated that we need more service at regular rates. Can the Council change service levels during the year? Sgt. Sanchez replies yes, but that the increased service level would remain through the end of the fiscal year.

City Manager Kearney stated that the current law enforcement service level is already included in the budget for FY 2020-21 and no motion is needed at this time.

**PROPOSED BUDGET FORECAST
FOR FISCAL YEAR 2020-2021:**

City Manager Kearney presented the proposed budget forecast for Fiscal Year 2020-2021 which allows the City Council to discuss its priorities for the coming year. Staff is seeking direction from the City Council on what measures to take in Fiscal Year 2020-2021. Following discussion, staff will make any necessary changes before approval and adoption of the final budget document in June.

The City Manager had prepared a power point presentation covering the following discussion topics for the FY 2020-2021 budget forecast:

1. Work Plan for FY 2020-2021
2. Projected Fund Activity by Fund
3. Revenue Projections
4. Expenditure Projections
5. General Fund History
6. Property Tax & Development Activity History

5 KEY GOALS:

The following five (5) key goals have been identified by the City Council:

1. Disaster Preparedness
2. Fiscal Responsibility
3. Capital Improvements
4. Infrastructure Improvements
5. City Beautification

City Manager Kearney mentioned Significant Projects completed in FY 2019-20 and discussed New Items for Consideration in FY 2020-2021:

- Los Angeles County Sheriff's Department Contract Increase - \$7,163
- Salary Increase for Management Analyst - \$8,149
- 3.4% COLA (Cost of Living Adjustment) for the City Manager, City Clerk and Finance Director

RECOMMENDATION:

It is recommended that the City Council review the proposed draft budget and provide staff with input and direction to prepare the final budget document for FY 2020-2021 for adoption in June.

DISCUSSION:

Mayor Pro-Tem Lewis inquired why the property tax revenue is down. Finance Director Bailey stated that due to COVID-19 some property owners may have deferred paying their property taxes.

Mayor Pro-Tem Lewis asked for a line item spreadsheet for every sewer project (what the City spent so far and how much has been reimbursed, not including interest). Staff will have the spreadsheet for the June meeting.

City Manager Kearney stated that staff will also have an update on the numbers for the Mount Olive Lane Sewer Project.

Councilmember Lathrop stated that under the "City Beautification" Program, the City needs to include maintenance of the planters on Mount Olive Drive.

Councilmember Lathrop also inquired about Measure W. City Manager Kearney stated that Measure W expenditures are not in the budget yet.

The City Council inquired about the decreased JPIA insurance bill for FY 2020-21. Finance Director Bailey stated that the annual general liability insurance bill is based on a decrease in liability, which the JPIA determines based on history.

SALARIES AND COLA:	Councilmember Barakat stated that other agencies are not giving CPI/COLA increase because of the unemployment caused by COVID-19. Revenues are down and it's not good optics. Councilmember Lathrop stated that we have not been affected because Bradbury doesn't receive sales tax revenue.
DEFER SALARY & COLA INCREASE FOR THREE MONTHS:	Mayor Pro-Tem Lewis proposed to defer the salary increase for the Management Analyst and the COLA (Cost of Living Adjustment) for the City Manager, City Clerk and Finance Director for three months. The rest of the Council agreed.
BRADBURY NIGHT OUT AND ANNUAL APPRECIATION EVENT CANCELLED:	Because of the COVID-19 situation the City Council directed staff to cancel Bradbury Night Out and the Annual Appreciation Event and to take it out of the budget for FY 2020-21.
GENERAL DISCUSSION ON CURRENT STATE OF AFFAIR:	The City Council had a general discussion on the current state of affairs related to the COVID-19 situation. The City Council inquired about re-opening and asked what other City Halls are doing. City Manager Kearney stated that many City Halls are closed for business but Bradbury City Hall has remained open with a skeleton staff at City Hall while others work from home. The County of Los Angeles is currently looking to re-open most businesses on July 4 th but Bradbury City Hall will return to normal operations on June 1, 2020.
MATTERS FROM THE CITY MANAGER:	<p>City Manager Kearney stated that the April 27th Planning Commission Meeting will be held remotely with ZOOM. The April 27th Joint City Council-Planning Commission Retreat has been cancelled and will be rescheduled.</p> <p>The Burrtec Spring Clean Up, which was to be held in May, has been rescheduled to June 11-13, 2020. There will be no mulch.</p>
MATTERS FROM THE CITY ATTORNEY:	Nothing to report
MATTERS FROM THE CITY COUNCIL:	
MAYOR HALE:	Nothing to report
MAYOR PRO-TEM LEWIS:	Nothing to report
COUNCILMEMBER BRUNY:	Nothing to report
COUNCILMEMBER LATHROP:	Nothing to report
COUNCILMEMBER BARAKAT:	Councilmember Barakat reported that one Foothill Transit bus driver came down with COVID-19. Foothill Transit is performing extra cleaning on all buses and implemented a maximum ridership of 10 passengers (capacity is 40 riders).
ITEMS FOR FUTURE AGENDAS:	The City Council will discuss televised meetings at the June meeting.

CLOSED SESSION

RECESS TO CLOSED SESSION:

A. Conference with Labor Negotiator

Government Code Sections 54957(b)(1) and 54957.6

City Representative: City Attorney Cary Reisman

Unrepresented Employee: City Manager

**RECONVENE TO OPEN SESSION
AND ANNOUNCE ANY ACTION TAKEN:**

City Attorney Reisman reported that the City Council met in Closed Session to perform an employee evaluation. The City Council did not discuss salary and made no changes to the City Manager's contract.

ADJOURNMENT:

At 9:40 p.m. Mayor Hale adjourned the meeting to Tuesday, June 16, 2020 at 7:00 p.m.

MAYOR – CITY OF BRADBURY

ATTEST:

CITY CLERK – CITY OF BRADBURY

RESOLUTION NO. 20-07

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF BRADBURY, CALIFORNIA,
APPROVING DEMANDS AND WARRANTS NO. 15983 THROUGH NO. 15994
(PRE-RELEASED CHECKS)
AND DEMANDS AND WARRANTS NO. 15995 THROUGH NO. 16022
(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 \$6,336.04 (pre-released Checks) and \$109,807.09 at June 16, 2020 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>
15968	California American Water (6/2 & 6/3/20)	<u>Water Service for:</u> 600 Winston (City Hall) Acct. #101-16-6400 1775 Woodlyn Lane 301 Mt Olive Dr Irrigation 2410 Mt Olive Ln Irrigation 2256 Gardi Street Acct. #200-48-6400	 \$157.45 \$419.20 \$83.69 \$66.34 <u>\$31.76</u> \$758.44
15969	CougarMountain (5/28/20)	Annual Software Renewal for Fund Controller, Fund AP Module, Fund GL Module, Fund POS Module Acct. #101-14-6230	\$831.47
15983	Emergency Essentials (5/21/20)	1-Year Emergency Food Kit Acct. #101-24-6470	\$2,388.00
15984	Data Ticket (5/28/20)	Delinquent Collection Processing Acct. #101-23-6120	\$63.00
15985	Molly Maid (5/28/20)	May 13 & 27, 2020 City Hall Cleaning Acct. #101-16-6460	\$210.00
15986	Delta Dental (6/1/20)	<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

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>	
15987	Vision Service Plan (6/1/20)	Vision Insurance: 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
15988	The Standard (6/1/20)	Basic Life and AD&D: 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
15989	Southern California Edison (5/21/20)	Street Lights Acct. #200-48-6410		\$1,247.64
15990	Southern California Edison (6/11/20)	Street Lights for Mt. Olive/Gardi Acct. #200-48-6400		\$27.74
15991	Southern California Edison (6/11/20)	City Hall Utilities Acct. #101-16-6400		\$169.43
15992	The Gas Company (6/12/20)	City Hall Utilities Acct. #101-16-6400		\$14.30
15993	Staples Credit Plan (6/15/20)	Office Supplies Acct. #101-16-6200		\$153.39
15994	Frontier Communications (6/15/20)	Telephone Service (fire alarm line) Acct. #101-23-7420		\$119.30
Total Pre-Released Checks			\$6,336.04	

REGULAR CHECKS:

15995	Alliant Insurance Services (5/29/20)	2020-21 ACIP Crime Insurance Annual Premium Acct. #101-16-6300	\$788.00	
15996	Burrtec Waste Services (4/1 & 5/1/20)	Street Sweeping April 2020 May 2020 Acct. #200-48-7290	\$313.14 <u>\$313.14</u>	 \$626.28

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>		<u>Amount</u>
15997	California Building Standards Commission (3/31/20)	SB1473 Fee Report Form Building Standards Administration Special Revolving Fund Jan-Mar 2020 Acct. #101-20-7220		\$187.74
15998	Claudia Saldana (6/9/20)	Mileage Reimbursement Acct. #101-20-7220		\$8.05
15999	SGVCOG (6/1/20)	Annual Dues for FY 2020-2021 Acct. #101-30-6030 (Gen Fund) Acct. #204-20-6030 (Prop C)	\$5,796.06 <u>\$378.07</u>	\$6,174.13
16000	Dept. of Conservation (3/31/20)	Fee Report: Strong Motion Instrumentation and Seismic Hazard Mapping Fee Jan-Mar 2020 Acct. #101-20-7220		\$198.16
16001	DUDEK (5/21/20)	Chadwick Ranch Fire Protection Plan Acct. #103-00-2039		\$750.00
16002	DUDEK (5/21/20)	Community Wildfire Protection Plan Acct. #219-21-7761		\$408.58
16003	Jones & Mayer (5/31/20)	<u>City Attorney:</u> May Retainer Acct. #101-15-7020 243 Barranca Road Receivership Acct. #101-23-7450 Chadwick Ranch Acct. #103-00-2039 Code Enforcement Acct. #101-23-7450 Ramona Inc. v Bradbury Acct. #101-15-7070 Zoning/General Plan Acct. #112-00-4490	\$2,650.00 \$172.45 \$3,250.00 \$200.00 \$300.00 <u>\$1,200.00</u>	\$7,772.45
16004	California JPIA (5/11/20)	<u>Annual Contribution FY 20-21:</u> Liability Program Adjustment Workers' Compensation Program Adjustment	\$21,477.00 (88.00) \$5,613.00 <u>(262.00)</u> \$26,740.00	
		First Installment due July 15, 2020 Second Installment due January 1, 2021		\$13,370.00

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16005	Kevin Kearney (June 2020)	Monthly Cell Phone Allowance Acct. #101-12-6440	\$75.00
16006	LA County Sewer Maintenance Division (5/28/20)	Annexation Fee for Mount Olive Lane Sewer Project Acct. #206-50-7601	\$7,843.00
16007	League of California Cities (6/8/20)	Los Angeles County Division Dues for 7/120 to 6/20/21 Acct. #101-30-6030	\$761.25
16008	Michael Baker (5/19/20)	Chadwick Ranch Estates Acct. #103-00-2039	\$10,565.00
16009	Municode (5/26/20))	Electronic Update Pages Acct. #101-13-6225	\$496.00
16010	Municode (6/8/20)	MyMunicode 6/120 to 5/31/21 Acct. #101-13-6225	\$655.00
16011	Pasadena Humane Society (5/31/20)	Animal Control Services for May 2020 Acct. #101-25-7000	\$1,573.78
16012	Post Alarm Systems (6/5/20)	City Hall Monitoring for July 2020 Fire & Intrusion Systems Acct. #101-23-7420	\$122.34
16013	Priority Landscape Services, LLC (5/18/20)	<u>Royal Oaks Drive</u> Planted 100 1-gallon geraniums Planted 20 Mexican sages Planted 40 daisies Planted 20 Butterfly bushes Acct. #101-21-7025	\$2,160.00
16014	Priority Landscape Services, LLC (6/1/20)	<u>May 2020 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	\$189.00 \$372.60 \$124.20 <u>\$502.20</u>
			\$1,188.00

16015	RKA Consulting Group (5/11/20)	City Engineering Services Acct. #101-19-7230	\$404.25	
		Development Projects Acct. #101-19-7230	\$5,124.00	
		119 Furlong Slope Abatement Acct. #101-19-7230	\$252.00	
		Chadwick Ranch Estates Acct. #103-00-2039	\$2,965.00	
	(5/12/20)	Mt Olive Lane Sewer Project Acct. #206-50-7601	<u>\$14,217.50</u>	\$22,962.75
16016	Southern Calif. Edison (6/2/20)	Street Lights Acct. #200-48-7290		\$810.48
16017	LA County Sheriff's Dept. (5/8/20)	April 2020 Law Enforcement Services Acct. #101-23-7410		\$9,876.78
16018	TeamLogic IT (6/1/20)	Computer Services Acct. #101-16-6230		\$590.00
16019	U.S. Bank (5/30/20)	Custody Charges for May 2020 Safekeeping Fees Acct. #101-14-7010		\$33.00
16020	U.S. Bank Corporate Payment Systems (4/22/20)	<u>Kevin Kearney Visa Card:</u> ZOOM (monthly fee) Acct. 113-20-4500 Emergencykits.com Amazon.com Amazon.com Acct. #101-24-6470	\$14.99 \$877.29 \$262.79 <u>\$29.25</u> \$1,184.32	
16020	U.S. Bank Corporate Payment Systems (5/22/20)	<u>Claudia Saldana Visa Card:</u> MyFax Acct. 101-16-6230 USPS (postage & stamps Acct. #101-16-6120 Dollar Tree Store Acct. #101-16-6450 USPS (code enforcement) Acct. #101-16-6120 Big Lots Store Acct. #101-16-6450 USPS (stamps) Acct. #101-20-6120	20.00 \$56.20 \$5.48 \$22.45 \$10.72 <u>\$55.00</u> \$169.85	
16020	U.S. Bank Corporate Payment Systems (5/22/20)	<u>Scarlett Santos Leon Visa Card:</u> Broadvoice Acct. #101-12-6440	<u>\$171.93</u> \$171.93	\$1,526.10

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16021	Arcadia – BRM (5/20/20)	Renewal of Permit #96 (bulk mail) Acct. #101-11-6100	\$240.00
16022	VCA Code Group (5/11/20)	<u>April 2020 Professional Services:</u> City Planner (Retainer) \$3,900.00 Acct. #101-20-7210 Chadwick Ranch Hours \$247.50 Acct. #101-20-7210	
	(4/16/20)	Plan Check Services \$13,897.72 Acct. #101-20-7220	\$18,045.22
Total Regular Checks			\$109,807.09

JUNE 2020 PAYROLL:

ACH	Kevin Kearney (June 2020)	Salary: City Manager \$10,000.00 Acct. #101-12-5010 Withholdings (2,221.99) Acct. #101-00-2011	\$7,778.01
ACH	Claudia Saldana (June 2020)	Salary: City Clerk \$5,118.67 Acct. #101-13-5010 Withholdings (1,276.49) Acct. #101-00-2011	\$3,842.18
ACH	Scarlett Santos Leon (June 2020)	Salary: Management Analyst \$4,025.67 Acct. #101-16-5010 Withholdings (861.32) Acct. #101-00-2011 PERS Employee Share (271.73) Acct. #101-16-5010	\$2,892.62
ACH	Lisa Bailey (June 2020)	Finance Director (May 2020) 11.83 x \$82.94/hour \$981.46 Acct. #101-14-5010 Withholdings (91.51) Acct. #101-00-2011	\$889.95
Total June 2020 Payroll			\$15,698.47

ELECTRONIC FUND TRANSFER (EFT) PAYMENTS for June 2020:

EFT	Aetna (June 2020)	<u>Health Insurance for April 2020:</u> City Manager Acct. #101-12-5100	\$1,510.63	
		City Clerk Acct. #101-13-5100	\$894.03	
		Management Analyst Acct. #101-16-5100	<u>\$401.60</u>	\$2,806.26
EFT	EDD (June 2020)	State Tax Withholdings SDI Acct. #101-00-2011	\$733.33 <u>\$201.26</u>	\$934.59
EFT	Dept. of Treasury Internal Revenue Service (June 2020)	Federal Tax Withholdings Social Security Medicare (Employee's portion of Social Security and Medicare is matched by the City) Acct. #101-00-2011	\$1,977.10 \$2,495.60 <u>\$583.64</u>	\$5,056.34
EFT	California PERS (June 2020)	City Manager Acct. #101-12-5100 City Clerk Acct. #101-13-5100 Management Analyst Acct. #101-16-5100	\$1,498.77 \$762.61 <u>\$552.92</u>	\$2,814.30
EFT	California PERS (June 2020)	Unfunded Accrued Liability UAL Payment (Classic) UAL Payment (PEPRA) Acct. #101-16-6240	\$309.78 <u>\$41.81</u>	\$351.59

MAYOR – CITY OF BRADBURY

ATTEST:

CITY CLERK – CITY OF BRADBURY

"I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 20-07, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 16th day of June 2020 by the following roll call vote:"

AYES:

NOES:

ABSENT:

CITY CLERK – CITY OF BRADBURY

Reso. No. 20-07
Page 7 of 7
June 16, 2020

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 #:
\$60.77	04/24/20	06/15/20	2506933281
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
VERBATIM PINSTRIPE 8GB US	1913050	1.0000 EA	\$29.99	\$29.99
STAPLES MULTIPURPOSE RUBB	808018	1.0000 EA	\$9.42	\$9.42
STAPLES EASYCLOSE SECURIT	787385	1.0000 EA	\$36.35	\$36.35
COUPONDISCOUNT	558100	1.0000 ST	-\$6.38	-\$6.38
COUPONDISCOUNT	558100	1.0000 ST	-\$2.00	-\$2.00
COUPONDISCOUNT	558100	1.0000 ST	-\$5.26	-\$5.26
COUPONDISCOUNT	558100	1.0000 ST	-\$6.62	-\$6.62

Purchased by: CLAUDIA SALDANA
Order #: 9814479137

SUBTOTAL	\$55.50
TAX	\$5.27
TOTAL	\$60.77

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 #:
\$92.62	05/15/20	06/15/20	2529936961
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
PENDAFLEX EARTHWISE REDRO	258222	2.0000 EA	\$54.79	\$109.58
COUPONDISCOUNT	558100	1.0000 ST	-\$25.00	-\$25.00

Purchased by: CLAUDIA SALDANA
Order #: 9816115889

SUBTOTAL	\$84.58
TAX	\$8.04
TOTAL	\$92.62

Check # 15993





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

CITY OF BRADBURY

ACCOUNT NUMBER 4246-0446-0277-2711

STATEMENT DATE 05-22-20

TOTAL ACTIVITY \$ 1,184.32

000001983 01 SP 0.560 106481186042594 P

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

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

JUN 01 2020

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
05-04	05-02	ZOOM.US 888-799-9666 WWW.ZOOM.US CA PUR ID: 45182011 TAX: 0.00	24492150123637451820111	4814	14.99
05-19	05-18	EMERGENCYKITS.COM 800-270-2889 CA PUR ID: 39512006 TAX: 0.00	24492150140852395120069	5047	877.29
05-20	05-19	AMZN MKTP US*M702A0AT1 AMZN.COM/BILL WA PUR ID: 114-0202952-73322 TAX: 22.80	24692160140100869088850	5942	262.79
05-22	05-21	AMZN MKTP US*M72L00X71 AMZN.COM/BILL WA PUR ID: 114-9745476-73586 TAX: 2.54	24692160142100110175645	5942	29.25

Check # 16020

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	05-22-20	\$.00	PREVIOUS BALANCE	\$.00
			PURCHASES & OTHER CHARGES	\$1,184.32
			CASH ADVANCES	\$.00
			CASH ADVANCE FEE	\$.00
			CREDITS	\$.00
			TOTAL ACTIVITY	\$1,184.32



CITY OF BRADBURY

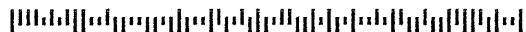


U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343

ACCOUNT NUMBER 4246-0400-8040-6665

STATEMENT DATE 05-22-20

TOTAL ACTIVITY \$ 169.85



000001982 01 SP 0.560 106481186042593 P

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

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

JUN 01 2020

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
04-23	04-23	MYFAX *PROTUS IP SOLN 866-563-9212 CA PUR ID: 33688422 TAX: 0.00	24692160114100964986356	5968	20.00
04-24	04-23	USPS PO 0522740820 DUARTE CA PUR ID: None TAX: 0.00	24137460115000814837377	9402	56.20
04-24	04-23	DOLLAR TREE DUARTE CA PUR ID: TAX: 0.48	24445000115000462386306	5331	5.48
04-30	04-29	USPS PO 0522740820 DUARTE CA PUR ID: None TAX: 0.00	24137460121000827499530	9402	22.45
05-08	05-07	BIG LOTS STORES - #4170 DUARTE CA PUR ID: TAX: 0.57	24137460128300435478659	5310	10.72
05-08	05-07	USPS PO 0522740820 DUARTE CA PUR ID: None TAX: 0.00	24137460129000916816190	9402	55.00

Check # 16020

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	05-22-20	\$.00	PREVIOUS BALANCE	\$.00
			PURCHASES & OTHER CHARGES	\$169.85
			CASH ADVANCES	\$.00
			CASH ADVANCE FEE	\$.00
			CREDITS	\$.00
			TOTAL ACTIVITY	\$169.85



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

CITY OF BRADBURY

ACCOUNT NUMBER 4246-0446-2235-1074

STATEMENT DATE 05-22-20

TOTAL ACTIVITY \$ 171.93

000001984 01 SP 0.560 106481186042595 P

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

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

JUN 01 2020

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
05-18	05-15	BROADVOICE 888-325-5875 CA PUR ID: 0000460593 TAX: 0.00	24453510136017045480911	4814	171.93

Check #16020

Default Accounting Code:

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 4246-0446-2235-1074		ACCOUNT SUMMARY	
	STATEMENT DATE 05-22-20		PREVIOUS BALANCE \$.00	
			PURCHASES & OTHER CHARGES \$171.93	
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	AMOUNT DUE \$ 0.00 DO NOT REMIT		CASH ADVANCES \$.00	
			CASH ADVANCE FEE \$.00	
			CREDITS \$.00	
			TOTAL ACTIVITY \$171.93	

City of Bradbury Monthly Investment Report for the month of May 2020

CASH ON DEPOSIT BY ACCOUNT

Bank Accounts:
Wells Fargo Bank - General Checking

Amount	Maturity	Interest Rate
\$ 817,922.02	n/a	0%

Investments:

Local Agency Investment Fund (LAIF)

\$ 3,427,382.73	n/a	1.36%
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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 CD

\$ 246,000.00	9/7/2021	3.00%
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Ally Bank CD

\$ 247,000.00	9/26/2022	1.95%
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Total

\$ 5,231,304.75

CASH & INVESTMENTS ON DEPOSIT BY FUND

Funds

General Fund (101)

\$3,490,879.14

Utility Users Tax Fund (102)

\$763,748.22

Deposits Fund (103)

\$66,417.07

Long Term Planning Fee Fund (112)

\$19,669.38

Technology Fee Fund (113)

\$41,067.87

Gas Tax Fund (200)

\$14,791.87

SB 1 Gas Tax Fund (201)

\$18,574.31

Prop A Fund (203)

\$29,254.31

Prop C Fund (204)

\$16,620.64

TDA Fund (205)

(\$178.83)

Sewer Fund (206)

\$463,444.86

STPL Fund (208)

\$1,030.45

Recycling Grant Fund (209)

\$8,314.72

Measure R Fund (210)

\$49,226.13

Measure M Fund (212)

\$29,452.96

COPS Fund (215)

\$201,012.83

County Park Grant Fund (217)

\$8,264.13

CWPP Grant Fund (219)

\$9,714.69

Total

\$ 5,231,304.75

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:



Reviewed By:

Kevin Kearney
City Manager

Laurie Stiver
City Treasurer

Revenues

Acct. Number	Account Description	2018-19 Actual	2019-20 Budget	2019-20 YTD @ 05/30/20	
General Fund:					
101-00-4000	Operating Transfers In				
101-00-4010	Property Tax-Current Secured	471,209	495,000	432,086	87%
101-00-4030	Property Tax-Current Unsecured	18,096	18,500	17,859	97%
101-00-4050	Property Tax Prior Year			(62)	#DIV/0!
101-00-4060	Public Safety Augmentation F	11,680	12,000	9,257	77%
101-00-4070	Delinquent Taxes	6,401	7,500	6,945	93%
101-00-4100	Sales & Use Tax	1,962	1,500	1,075	72%
101-00-4110	Franchise Fee-Cable TV	22,476	23,000	25,750	112%
101-00-4120	Franchise Fee-SC Edison	18,739	19,000	18,321	96%
101-00-4130	Franchise Fee-SC Refuse	37,159	37,000	28,405	77%
101-00-4140	Franchise Fee-SC Gas Co.	2,539	2,600	3,213	124%
101-00-4150	Franchise Fee-Cal Am Water	37,557	38,000	40,285	106%
101-00-4160	AB939 Refuse Admin. Fee	18,652	18,000	-	0%
101-00-4190	Real Property Transfer Tax	22,709	14,000	18,174	130%
101-00-4200	Motor Vehicle In-Lieu	137,540	140,000	141,339	101%
101-00-4210	Dist & Bail Forfeiture	1,116	1,500	2,257	150%
101-00-4220	Fines-City	21,732	2,000	866	43%
101-00-4350	Business License	40,611	40,700	31,657	78%
101-00-4360	Movie & TV Permits	-	-	30,900	#DIV/0!
101-00-4370	Bedroom License Fee	14,420	15,000		0%
101-00-4410	Variances & CUPs	1,635	1,600	1,635	102%
101-00-4420	Lot Line Adjustment/Zone Changes	-	-		#DIV/0!
101-00-4440	Subdivisions/Lot Splits	4,844	5,000		0%
101-00-4460	Planning Dept. Review	25,382	25,000	73,112	292%
101-00-4470	Building Construction Permit	236,173	250,000	79,743	32%
101-00-4480	Building Plan Check Fees	159,454	250,000	85,222	34%
101-00-4485	Landscape Plan Check Permit	7,433	5,500	2,793	51%
101-00-4490	Green Code Compliance	29,086	27,000	7,796	29%
101-00-4500	Civic Center Rental Fee	-	1,050	900	86%
101-00-4530	Environmental & Other Fees	371	1,000	1,112	111%
101-00-4540	City Engineering Plan Check	127,680	135,000	47,186	35%
101-00-4600	Interest Income	70,777	77,712	41,011	53%
101-00-4700	Sales of Maps & Publications	352	400	125	31%
101-00-4800	Other Revenue	148	200		0%
101-00-4850	Cal-Am Loan Repayment	-	4,820		0%
101-00-4900	Reimbursements	5,783	3,000	1,231	41%
101-00-4920	Sale of Prop. A Funds		-		#DIV/0!
101-23-4950	Vacant Property Registry Fee	100	100	100	100%
101-24-4610	Donations	500	-	500	#DIV/0!
Total General Fund Revenues		1,554,316	1,672,682	1,150,792	69%
Utility Users Tax Fund:					
102-00-4600	Interest	16,097	18,810	11,356	60%
102-00-4830	Electric	36			
		16,133	18,810	11,356	60%

Revenues

Acct. Number	Account Description	2018-19 Actual	2019-20 Budget	2019-20 YTD @ 05/30/20	
Long Term Planning Fee Fund:					
112-00-4490	Long-Term Planning Fee	7,027	8,000	2,432	30%
112-00-4600	LTP Fee Interest Income	411	400	277	69%
		7,438	8,400	2,709	32%
Technology Fee Fund:					
113-00-4520	Technology Fee	18,864	18,500	6,305	34%
	Transfers In				#DIV/0!
113-00-4600	Technology Fee Interest Income	894	1,000	724	72%
		19,758	19,500	7,029	36%
Gas Tax Fund:					
200-00-4000	Transfers In				
200-00-4200	TCRA Funds	1,206	-	1,211	#DIV/0!
200-00-4600	Gas Tax Interest	2,313	-	127	#DIV/0!
200-48-4260	Gas Tax	26,111	25,000	25,586	102%
		29,630	25,000	26,924	108%
SB1 Gas Tax Fund:					
201-00-4000	Transfers In	6,623	-		#DIV/0!
201-48-4260	Gas Tax	19,604	15,000	13,512	90%
201-00-4600	Gas Tax Interest	331	-	127	#DIV/0!
		26,558	15,000	13,639	91%
Prop. A Fund:					
203-40-4260	Prop. A Transit Funds	22,224	23,000	19,266	84%
203-40-4600	Prop. A Transit Interest	291	308	344	112%
		22,515	23,308	19,610	84%
Prop. C Fund:					
	Transfers In				
204-48-4260	Prop. C Funds	18,434	19,000	15,091	79%
204-48-4600	Prop. C Interest	1,447	-	130	#DIV/0!
		19,881	19,000	15,221	80%
Transportation Development Act Fund:					
205-48-4260	TDA Funds	22,637	5,000	4,170	83%
205-48-4600	TDA Interest	-		6	#DIV/0!
		22,637	5,000	4,176	84%
Sewer Fund:					
206-00-4000	Transfers In	-	600,000		0%
206-50-4600	Sewer Fund Interest	13,901	885	8,448	955%
206-50-4730	Mount Olive Drive Assessment				#DIV/0!
		13,901	600,885	8,448	1%
STPL Fund:					
208-00-4260	STPL Funds				
208-00-4600	STPL Interest	703	-	15	#DIV/0!
		703	-	15	#DIV/0!

Revenues

Acct. Number	Account Description	2018-19 Actual	2019-20 Budget	2019-20 YTD @ 05/30/20	
Recycling Grant Fund:					
209-00-4260	Recycling Grant Funds	10,000	5,000		0%
209-00-4600	Recycling Grant Interest	201		141	#DIV/0!
		10,201	5,000	141	3%
Measure R Fund:					
210-48-4260	Measure R Funds	13,830	15,000	11,973	80%
210-48-4600	Measure R Interest	1,767	-	793	#DIV/0!
		15,597	15,000	12,766	85%
Measure M Fund					
212-48-4260	Measure M Funds	15,596	16,500	17,963	109%
212-48-4600	Measure M Interest	284	-	326	#DIV/0!
		15,880	16,500	18,289	111%
Measure W Fund					
213-48-4260	Measure W Funds		60,000	-	
213-48-4600	Measure W Interest	-			#DIV/0!
		-	60,000	-	0%
Citizen's Option for Public Safety (COPS) Fund:					
215-23-4260	COPs Funds	148,747	100,000	155,948	156%
215-23-4600	COPs Interest	3,679	982	3,573	364%
		152,426	100,982	159,521	158%
County Park Grant:					
217-00-4210	County Park Grant				
217-00-4600	Grant Fund Interest Income	190	180	127	71%
		190	180	127	71%
Fire Safe Grant:					
219-00-4260	Community Wildfire Protection Plan		45,000	-	
219-00-4270	HOA Contribution				
219-00-4600	Fire Safe Grant Interest Income	226	215	162	75%
		226	45,215	162	0%
Total Revenues		1,927,989	2,650,462	1,450,925	55%

Expenditures

Account Description		2018-19 Actual	2019-20 Budget	2019-20 YTD @ 05/30/20	
General Fund:					
101-00-5000	Transfers Out		600,000	-	0%
City Council Division:					
101-11-6500	Community Support (homelessness)	3,000	4,000	3,000	75%
101-11-6100	Events and awards	6,490	6,000	6,451	108%
101-11-6110	City Newsletter	1,257	-	235	#DIV/0!
		10,747	10,000	9,686	97%
City Manager Division:					
101-12-5010	Salaries	106,395	109,268	110,000	101%
101-12-5100	Benefits	44,100	46,174	44,217	96%
101-12-6020	Meetings & Conferences	3,373	3,500	4,853	139%
101-12-6025	Expense Account	317	1,500	1,232	82%
101-12-6050	Mileage	1,104	1,200	910	76%
101-12-6210	Special Department Supplies				#DIV/0!
101-12-6440	Cell Phone	900	1,000	825	83%
		156,189	162,642	162,037	100%
City Clerk Division:					
101-13-5010	Salaries	59,809	61,424	51,187	83%
101-13-5100	Benefits	24,706	24,702	27,905	113%
101-13-6020	Meetings & Conferences	-	-	12	#DIV/0!
101-13-6050	Mileage	47	50	114	228%
101-13-6210	Special Department Supplies	122	275	157	57%
101-13-6220	Election Supplies	-	500	314	63%
101-13-6225	Codification	7,064	7,000	1,912	27%
101-13-7000	Contract Election Services	-	12,000		0%
		91,748	105,951	81,601	77%
Finance Division:					
101-14-5010	Salaries	15,100	15,449	11,335	73%
101-14-5100	Benefits	1,116	1,371	1,097	80%
101-14-6210	Special Department Supplies	575	600	37	6%
101-14-6230	Contracted Computer Services	1,141	500	1,231	246%
101-14-7010	Contracted Banking Services	4,254	4,000	4,109	103%
101-14-7020	Contracted Audit Services	17,466	18,000	15,300	85%
101-14-7040	GASB Reports	700	725	700	97%
		40,352	40,645	33,809	83%
City Attorney Division:					
101-15-7020	City Attorney Retainer	29,400	31,800	26,500	83%
101-15-7070	City Attorney Special Service	1,331	5,000	415	8%
101-15-7075	Development Code Update		26,000		
101-15-7080	Seminars & Training	1,100	1,100		0%
		31,831	63,900	26,915	42%

Expenditures

Account Description		2018-19 Actual	2019-20 Budget	2019-20 YTD @ 05/30/20	
General Government Division:					
101-16-5010	Salaries	47,038	48,308	41,785	86%
101-16-5100	Benefits	12,695	13,107	14,370	110%
101-16-6010	Seminars & Training		1,000		0%
101-16-6020	Meetings & Conferences	60	200	150	75%
101-16-6040	Transportation & Lodging	388	1,000		0%
101-16-6050	Mileage	261	300	151	50%
101-16-6120	Postage	856	300	634	211%
101-16-6200	Office Supplies	2,061	2,500	642	26%
101-16-6210	Special Departmental Supplies	397	500		0%
101-16-6230	Computer & Website Services	10,929	15,000	8,013	53%
101-16-6240	PERS UAL Payment	2,068	3,717	3,867	104%
101-16-6242	PERS SSA 218 Annual Fee			200	
101-16-6241	PERS Replacement Benefit Contribution	2,535	3,000	2,557	85%
101-16-6250	Copier & Duplications	6,740	5,000	903	18%
101-16-6300	Insurance	55,553	56,000	19,811	35%
101-16-6400	Utilities	4,114	4,500	2,698	60%
101-16-6440	Telephone	4,163	6,000	1,743	29%
101-16-6450	Building Operations	603	4,000	3,557	89%
101-16-6460	Building & Cleaning Service	2,825	3,000	3,275	109%
101-16-6470	Maintenance & Supplies	328	400	13	3%
101-16-7600	Operating Contingency	-	-		#DIV/0!
		153,614	167,832	104,369	62%
Engineering Division:					
101-19-7230	Contracted Engineering Services	100,399	130,000	55,467	43%
101-19-7238	Annexation				#DIV/0!
101-19-7310	Woodlyn Lane/Mt. Olive Drainage				#DIV/0!
		100,399	130,000	55,467	43%
Planning, Zoning & Development Division:					
101-20-6020	Meetings & Conferences	38			#DIV/0!
101-20-6120	Postage	727	1,000	319	32%
101-20-6210	Special Department Supplies	430	500		0%
101-20-6240	Environmental Filing Fees		500		0%
101-20-7210	City Planner Retainer	46,843	46,800	35,100	75%
101-20-7220	Contracted Building & Safety	199,684	250,000	92,318	37%
101-20-7240	City Planner Special Service	18,191	15,000	13,530	90%
101-20-7245	General Plan update	2,160	-	4,150	#DIV/0!
101-20-7075	Development Code Update		26,000	-	0%
		268,073	339,800	145,417	43%
Parks & Landscape Maintenance Division:					
101-21-7015	Royal Oaks Trail Maintenance	13,724	10,000	4,612	46%
101-21-7020	City Hall Grounds Maintenance	10,780	7,000	2,145	31%
101-21-7025	Trail Maintenance	11,311	10,000	4,356	44%
101-21-7035	Mt.Olive Entrance & Trail	7,343	12,000	3,852	32%
101-21-7045	Lemon/RO Horse Trail	29,197	43,000	1,168	3%
101-21-7060	Street Tree Trimming	10,857	-	-	#DIV/0!
		83,212	82,000	16,133	20%

Expenditures

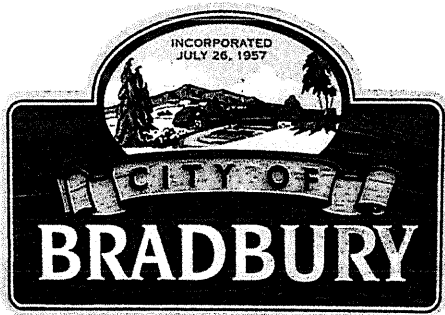
Account Description		2018-19 Actual	2019-20 Budget	2019-20 YTD @ 05/30/20	
Public Safety Division:					
101-23-6210	Special Departmental Services	20,336	-	11	#DIV/0!
101-23-7410	Contract Services Sheriff	112,465	118,522	88,891	75%
101-23-7420	City Hall Security	3,282	3,500	2,645	76%
101-23-7450	Code Enforcement	11,241	6,000	16,913	282%
101-23-7757	AED Purchase	2,863	-		#DIV/0!
		150,187	128,022	108,460	85%
Emergency Preparedness Division:					
101-24-6010	Seminars & Training				
101-24-6020	Meetings & Conferences	133	100	67	67%
101-24-6030	Memberships & Dues	360	375	360	96%
101-24-6100	Events & Awards		500		0%
101-24-6470	Maintenance & Supplies	2,406	5,500	1,299	24%
101-24-6480	Civic Center Generator	1,191	-	857	#DIV/0!
101-55-7030	Hazard Mitigation Plan	5,063	-	8	#DIV/0!
101-24-7245	Hazard Mitigation Plan		5,000		0%
		9,153	11,475	2,591	23%
Animal & Pest Control Division:					
101-25-7000	Animal Control Services	3,330	18,085	15,847	88%
101-25-7010	Pest Control Services	200	300		0%
		3,530	18,385	15,847	86%
Intergovernmental Relations Division:					
101-30-6030	Memberships & Dues	4,072	9,200	10,459	114%
General Fund Totals		1,103,107	1,869,852	772,791	41%
Utility Users Tax Fund:					
101-15-7075	NPDES Stormwater Compliance	32,802	26,000	11,536	44%
Long Term Planning Fee Fund:		8,645			#DIV/0!
Technology Fee Fund:					
113-20-4500	Permit Digitizing	17,495	10,000	14,733	147%
113-20-7730	Website	-	20,000		0%
113-20-8120	Capital Equipment-Server & Copier	1,188			#DIV/0!
	Misc. Technology Expenses				
		18,683	30,000	14,733	49%
Gas Tax Fund:					
200-48-5000	Transfers Out	6,623	-		
200-48-6400	Utilities-Select System	9,394	9,000	7,564	84%
200-48-6410	Street Lights	8,073	8,000	6,815	85%
200-48-7000	PW Contract Services	2,126	3,000	440	15%
200-48-7290	Street Sweeping	3,131	4,000	2,818	70%
200-48-7750	Woodlyn Lane Pavement Rehab.				#DIV/0!
200-48-7755	City Wide Slurry Seal	110,394			#DIV/0!
		139,741	24,000	17,637	73%

Expenditures

Account Description		2018-19 Actual	2019-20 Budget	2019-20 YTD @ 05/30/20	
SB1 Gas Tax Fund:					
201-48-7745	Royal Oaks North Curb Extension		19,000		0%
201-48-7755	City Wide Slurry Seal	21,623	-		#DIV/0!
		21,623	19,000	-	0%
Prop. A Fund:					
203-00-7600	Sale of Prop. A Funds				
203-40-7625	Transit Services	7,745	9,000	7,745	86%
		7,745	9,000	7,745	86%
Prop. C Fund:					
	Staffing				
204-20-6030	Memberships & Dues	833	900		0%
204-40-7325	Transit Services	-	-		#DIV/0!
204-48-7745	Royal Oaks North Curb Extension		19,000		0%
204-48-7755	City Wide Slurry Seal	73,867			#DIV/0!
		74,700	19,900	-	0%
Transportation Development Act Fund:					
205-48-7720	Lemon/RO Horse Trail Project	22,636			#DIV/0!
205-48-7735	Royal Oaks & Mt. Olive Trail Rehab.		5,000	4,768	95%
205-00-7760	Return of Funds				#DIV/0!
		22,636	5,000	4,768	95%
Sewer Fund:					
206-50-7600	Mt. Olive Drive Sewer Project	9,760	2,619	2,619	100%
206-50-7601	Mt. Olive Lane Sewer Project	6,271	65,000	31,691	49%
206-50-7605	Lemon Ave. Project	-	580,000	-	0%
206-50-7606	Winston Ave Project	587,816	5,125	5,152	101%
		603,847	652,744	39,462	6%
STPL Fund:					
208-48-7745	Royal Oaks North Curb Extension				
208-48-6555	Citywide Slurry Seal	32,774			#DIV/0!
		32,774	-	-	#DIV/0!
Recycling Grant Fund:					
209-35-7300	Recycling Education	5,801	5,000	3,182	64%
Measure R Fund:					
210-48-7755	City Wide Slurry Seal	49,950	-	1,610	#DIV/0!
210-48-7745	Royal Oaks North Curb Extension		14,000		0%
210-00-7760	Return of Funds	3,990			#DIV/0!
		53,940	14,000	1,610	12%
Measure M Fund					
212-48-7755	Citywide Slurry Seal	4,514		-	#DIV/0!
212-48-7745	Royal Oaks North Curb Extension		27,000		0%
212-48-7756	Bridge Repair	12,066			#DIV/0!
		16,580	27,000	-	0%

Expenditures

Account Description	2018-19 Actual	2019-20 Budget	2019-20 YTD @ 05/30/20	
Measure W Fund				
213-42-7630 NPDES Stormwater Compliance		60,000		
Citizen's Option for Public Safety (COPS) Fund:				
215-23-7410 Contract Services Sheriff	73,198	100,000	100,000	100%
215-23-7411 Contract CSO Services & Supplies		55,000	52,000	95%
	73,198	155,000	152,000	98%
County Park Grant:				
217-21-7650 Civic Center Park	-	1,000	1,000	-
Fire Safe Grant 14-USFS-SFA-0053:				
219-21-7761 Community Wildfire Protection Plan		72,000	1,310	
Total Expenditures	2,215,822	2,989,496	1,027,774	34%



Richard Hale, Mayor (District 1)
D. Montgomery Lewis, Mayor Pro Tem (District 2)
Richard Barakat, Council Member (District 3)
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

INITIATED BY: Lisa Bailey, Finance Director

DATE: June 16, 2020

SUBJECT: **RESOLUTION NO. 20-08 – APPROVAL OF GANN
APPROPRIATION LIMIT FOR FY 2020-21**

SUMMARY

In 1979, the voters of the State of California approved Proposition 4, better known as the GANN initiative, which amended the State Constitution, Article XIII-B, requiring that the City establish an appropriation (spending) limit each year. The initiative established a method of computing this appropriations limit. It involves taking the prior year's limit and modifying it for population change and inflation change. Certain types of revenue and spending are exempt from this requirement and are part of the computation. It is recommended that Resolution No. 20-08 setting the Appropriations Limit for Fiscal Year 2020-21 at \$2,385,497. in accordance with Article XIII-B of the Constitution of the State of California be approved.

ANALYSIS

Bradbury's appropriations limit (GANN Limit) places an "upper limit" each year on the amount of monies that can be spent from City tax proceeds. Section 9710 of the Government Code provides that, "each year the governing body of each local jurisdiction shall, by resolution, establish its appropriation limit for the following year..." The GANN limit gets adjusted annually by a population and cost-of-living factor, provided by the California Department of Finance.

The GANN Appropriation Limit only applies to the City government funds. It does not apply to the Redevelopment Agency, Financing Authority, or Enterprise (Business Type) funds. Also, the law exempts certain types of appropriations from the limit, including capital outlay, revenues for "Other Agencies (Federal, State and County) Revenues", revenues for "City Services", revenues from "Fines and Forfeitures", and debt service

payments. Accordingly, no revenues or expenditures from these sources are included in this calculation.

FINANCIAL REVIEW

The City is in compliance with Article XIII-B of the Constitution of the State of California related to its appropriation limit. Attached are the computations for the City of Bradbury appropriations limit for fiscal 2020-21. The new limit is \$2,385,497.

This amount has been calculated by the City's Finance Director Lisa Bailey.

PUBLIC NOTICE PROCESS

Resolution No. 20-08 provides public notice that the calculations and documentation for the GANN Limit for 2020-21 fiscal year are made in accordance with applicable constitutional and statutory law and declares that the appropriations estimated in the 2020-2021 Budget year do not exceed the limitation imposed by Proposition 4.

This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall.

STAFF RECOMMENDATION

It is recommended that Resolution No. 20-08 setting the Appropriations Limit for Fiscal Year 2020-2021 at \$2,385,497 in accordance with Article XIII-B of the Constitution of the State of California be approved.

Attachments (1): Resolution No. 20-08
GANN Appropriation Limit Calculation

RESOLUTION NO. 20-08

**A Resolution of the City Council of the
City of Bradbury, California, Confirming the Factors Used For
Calculating the Annual Appropriations Limit
FOR THE FISCAL YEAR 2020-21**

WHEREAS, the voters of California in November, 1979 added Article XIII B (Proposition 4) to the State Constitution placing various limitations on the appropriations of the State and local governments; and

WHEREAS, the voters of California in June 1990 modified Article XIII B by approving Proposition 111 and SB88 (Chapter 60/90) which revised the annual adjustment factors to be applied to the 1986-87 Limit and each year thereafter; and

WHEREAS, the decision as to which of the factors:

- a) either the California Per Capita Income or the Percentage change in the local assessment roll from the preceding year due to the addition of local non-residential construction in the city;
- b) either the city's own population growth or the entire county; must be done by a recorded vote of the City Council; and

WHEREAS, the City of Bradbury has complied with all the provisions of Article XIII B in determining the Appropriations Limit for Fiscal Year 2020-21

Now, Therefore, the City Council of the City of Bradbury, California does resolve, determine and order as follows:

SECTION 1. That the appropriations limit for the City of Bradbury for FY 2020-21 shall be \$2,385,497.

SECTION 2. That the inflation factor being used to calculate the FY 2020-21 appropriations limit is California per capita income.

SECTION 3. That the population factor being used to calculate the FY 2020-21 appropriations limit is the LA County population growth.

SECTION 4. That the City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 16th day of June, 2020.

Mayor – City of Bradbury

ATTEST:

CITY CLERK - CITY OF BRADBURY

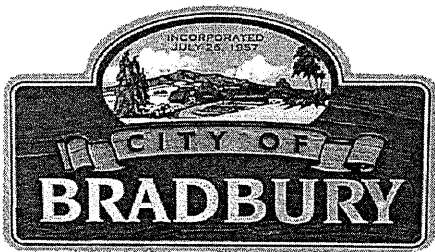
"I, Claudia Saldana, City Clerk, hereby certify that the foregoing resolution was duly adopted by the City Council of the City of Bradbury at an adjourned regular meeting held on the 16th day of June, 2020 by the following vote:

AYES:

NOES:

ABSENT:

City Clerk - City of Bradbury



Richard T. Hale, Jr., Mayor (District 1)
Monte Lewis, Mayor Pro Tem (District 2)
Richard Barakat, Council Member (District 3)
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: June 16, 2020

SUBJECT: Fiscal Year 2018-2019 Annual Financial Audit Report

ATTACHMENT: 1) FY 2018-19 Audit Report

SUMMARY

As required by local and State law, the City of Bradbury must complete an annual audit of its financial activities. The Pun Group has completed its independent audit of the City's general-purpose financial statements for fiscal year 2019-19, and the City Treasurer has been sent the report.

The FY 18-19 audit report had been scheduled for adoption during the May City Council meeting, but Staff pulled it due to a disagreement with the auditors on the following specific language in Note 11B: *"The City is a defendant in a number of lawsuits, which have arisen in the normal course of business. While substantial damages are alleged in some of these actions, their outcome cannot be predicted with certainty."* After Staff's dispute, the Auditors agreed to revise the language in the current Audit Report to the following: *"The City has not been named in any lawsuit that has a potentially material effect on its financial position. There is one matter involving a threat of litigation, which has been accrued in the City's financial position. While the outcome of this matter if litigation is commenced is not presently determinable, in the opinion of management of the City, based in part on the advice of counsel, the resolution of this matter is not expected to have a material adverse effect on the financial position or results of operations of the City."*

It is recommended the City Council receive and file the Annual Financial Report as presented.

ANALYSIS

The Pun Group Accountants & Advisors have prepared the annual independent auditor's report and general-purpose financial statement for the fiscal year ending June 30, 2019. The work was completed in accordance with generally accepted auditing standards; Government Auditing Standards, issued by the Comptroller General of the United States.

It was determined that the statements present fairly in all material respects the financial position of the City of Bradbury and that they are in conformity with the generally accepted accounting principals. With regard to internal controls over financial reporting, the independent auditors noted no matters that they would consider to be a material weakness.

The City Council's approval and acceptance of the Fiscal Year 2018-19 audited financial report is needed to remain in compliance with local, State and Federal law.

FINANCIAL REVIEW

There is no financial impact in accepting this report.

STAFF RECOMMENDATION

It is recommended the City Council receive and file the Annual Financial Audit Report as presented.

ATTACHMENT # 1

City of Bradbury

Bradbury, California

Independent Auditors' Reports and Basic Financial Statements

For the Year Ended June 30, 2019



City of Bradbury
Basic Financial Statements
For the Year Ended June 30, 2019

Table of Contents

	<u>Page</u>
Independent Auditors' Reports:	
Report on the Financial Statements.....	1
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	5
Basic Financial Statements:	
Government-Wide Financial Statements:	
Statement of Net Position	11
Statement of Activities	12
Governmental Fund Financial Statements:	
Balance Sheet	14
Reconciliation of the Governmental Funds Balance Sheet to the Government-Wide Statement of Net Position.....	17
Statement of Revenues, Expenditures, and Changes in Fund Balances	18
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Government-Wide Statement of Activities.....	20
Notes to the Basic Financial Statements	23
Required Supplementary Information (Unaudited):	
Budgetary Comparison Schedules:	
General Fund	47
Sewer Special Revenue Fund	48
Utility Users Tax (UUT) Special Revenue Fund.....	49
Citizens' Option for Public Safety (COPS) Special Revenue Fund.....	50
Gas Tax Special Revenue Fund.....	51
Budgetary Information	53
Schedule of the City's Proportionate Share of the Net Pension Liability and Related Ratios	54
Schedule of the City's Contributions - Pensions	55

City of Bradbury
Basic Financial Statements
For the Year Ended June 30, 2019

Table of Contents (Continued)

Supplementary Information:

Nonmajor Governmental Funds:

Combining Balance Sheet	60
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances	63
Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual	
Public Transportation Funds (Proposition A) Special Revenue Fund	66
Measure R Special Revenue Fund	67
STPL Special Revenue Fund	68
Recycling Grant Special Revenue Fund	69
Measure M Special Revenue Fund	70
TDA Special Revenue Fund	71
Proposition C Special Revenue Fund.....	72
SB 1 Gas Tax Special Revenue Fund	73

INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and Members of the City Council
of the City of Bradbury
Bradbury, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Bradbury, California (the "City"), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City as of June 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America, require that the Budgetary Comparison Schedules, the Schedules of the City's Proportionate Share of the Net Pension Liabilities and Related Ratios, and the Schedule of the City's Contributions - Pensions on pages 47 through 55 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the Required Supplementary Information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the Management's Discussion and Analysis ("MD&A") that accounting principles generally accepted in the United States of America required to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The Combining and Individual Nonmajor Fund Financial Statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Combining and Individual Nonmajor Fund Financial Statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Combining and Individual Nonmajor Fund Financial Statements are fairly stated in all material respects, in relation to the basic financial statements as a whole.

To the Honorable Mayor and Members of the City Council
of the City of Bradbury
Bradbury, California
Page 3

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated April 9, 2020, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

The PwC Group, LLP

Santa Ana, California
April 9, 2020

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Independent Auditors' Report

To the Honorable Mayor and Members of the City Council
of the City of Bradbury
Bradbury, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Bradbury, California (the "City"), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated April 9, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

To the Honorable Mayor and Members of the City Council
of the City of Bradbury
Bradbury, California
Page 2

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

The Pw Group, LLP

Santa Ana, California
April 9, 2020

BASIC FINANCIAL STATEMENTS

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

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City of Bradbury
Statement of Net Position
June 30, 2019

	Governmental Activities
ASSETS	
Current assets:	
Cash and investments	\$ 5,161,674
Accounts receivable	158,961
Taxes receivable	16,452
Interest receivable	21,396
Prepaid items	13,434
Total current assets	<u>5,371,917</u>
Noncurrent assets:	
Capital assets:	
Nondepreciable	178,453
Depreciable, net	2,829,214
Total capital assets	<u>3,007,667</u>
Total noncurrent assets	<u>3,007,667</u>
Total assets	<u><u>8,379,584</u></u>
DEFERRED OUTFLOWS OF RESOURCES	
Pension related deferred outflows of resources	94,594
Total deferred outflows of resources	<u>94,594</u>
LIABILITIES	
Current liabilities:	
Accounts payable and accrued liabilities	459,495
Deposits	19,402
Unearned revenue	156,465
Net pension liability	67,418
Total current liabilities	<u>702,780</u>
Total liabilities	<u>702,780</u>
DEFERRED INFLOWS OF RESOURCES	
Pension related deferred inflows of resources	61,053
Total deferred inflows of resources	<u>61,053</u>
NET POSITION	
Investment in capital assets	3,007,667
Restricted	148,565
Unrestricted	4,554,113
Total net position	<u><u>\$ 7,710,345</u></u>

City of Bradbury
Statement of Activities
For the Year Ended June 30, 2019

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
General government	\$ 929,468	\$ 672,854	\$ -	\$ -	\$ (256,614)
Public safety	223,385	-	89,900	-	(133,485)
Public works	444,359	-	166,071	-	(278,288)
Parks and recreation	71,902	-	-	-	(71,902)
Total governmental activities	\$ 1,669,114	\$ 672,854	\$ 255,971	\$ -	(740,289)
General Revenues:					
					518,415
					1,962
					118,471
					36
					137,540
					40,611
					88,179
					6,283
					911,497
					171,208
					Net Position:
					Beginning of year
					7,539,137
					End of year
					\$ 7,710,345

GOVERNMENTAL FUND FINANCIAL STATEMENTS

City of Bradbury
Balance Sheet
Governmental Funds
June 30, 2019

	Major Funds			
	General Fund	Special Revenue Funds		
		Sewer	Utility Users Tax	COPS
ASSETS				
Cash and investments	\$ 3,232,418	\$ 587,753	\$ 761,035	\$ 192,703
Accounts receivable	158,961	-	-	-
Taxes receivable	8,715	-	-	-
Interest receivable	13,525	2,401	3,113	790
Prepaid items	13,434	-	-	-
Due from other funds	413	-	-	-
Total assets	\$ 3,427,466	\$ 590,154	\$ 764,148	\$ 193,493
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES				
Liabilities:				
Accounts payable and accrued liabilities	\$ 78,462	\$ 95,694	\$ 220	\$ -
Deposits	19,402	-	-	-
Unearned revenues	-	-	-	145,518
Due to other funds	-	-	-	-
Total liabilities	97,864	95,694	220	145,518
Deferred Inflows of Resources:				
Unavailable revenue	149,408	-	-	-
Total deferred inflows of resources	149,408	-	-	-
Fund Balances:				
Nonspendable	13,434	-	-	-
Restricted	-	-	-	47,975
Committed	-	494,460	763,928	-
Assigned	1,000,000	-	-	-
Unassigned	2,166,760	-	-	-
Total fund balances	3,180,194	494,460	763,928	47,975
Total liabilities, deferred inflows of resources and fund balances	\$ 3,427,466	\$ 590,154	\$ 764,148	\$ 193,493

City of Bradbury
Balance Sheet (Continued)
Governmental Funds
June 30, 2019

	Major Fund Special Revenue Fund Gas Tax	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS			
Cash and investments	\$ 105,110	\$ 282,655	\$ 5,161,674
Accounts receivable	-	-	158,961
Taxes receivable	2,347	5,390	16,452
Interest receivable	440	1,127	21,396
Prepaid items	-	-	13,434
Due from other funds	-	-	413
Total assets	\$ 107,897	\$ 289,172	\$ 5,372,330
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES			
Liabilities:			
Accounts payable and accrued liabilities	\$ 102,391	\$ 182,728	\$ 459,495
Deposits	-	-	19,402
Unearned revenues	-	10,947	156,465
Due to other funds	-	413	413
Total liabilities	102,391	194,088	635,775
Deferred Inflows of Resources:			
Unavailable revenue	-	-	149,408
Total deferred inflows of resources	-	-	149,408
Fund Balances:			
	-	-	13,434
Restricted	5,506	95,084	148,565
Committed	-	-	1,258,388
	-	-	1,000,000
Unassigned	-	-	2,166,760
Total fund balances	5,506	95,084	4,587,147
Total liabilities, deferred inflows of resources and fund balances	\$ 107,897	\$ 289,172	\$ 5,372,330

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City of Bradbury
Reconciliation of the Governmental Funds Balance Sheet
to the Government-Wide Statement of Net Position
June 30, 2019

Total Fund Balances - Total Governmental Funds	\$ 4,587,147
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Amounts reported for governmental activities in the government-wide statement of net position were different because:

Capital assets used in governmental activities were not financial resources and therefore, were not reported in governmental funds.

Capital assets, nondepreciable	\$ 178,453	
Capital assets, net of accumulated depreciation	<u>2,829,214</u>	3,007,667

Net pension liabilities and the related deferred outflows of resources and deferred inflows of resources are not due and payable in the current period or not available for current expenditures and are not reported in the governmental fund financial statements:

Pension related deferred outflows of resources		94,594
Net pension liability		(67,418)
Pension related deferred inflows of resources		(61,053)

Revenue reported as unavailable revenue in the governmental funds when it is not received soon enough after year-end for current expenditures. The availability criteria does not apply to the Government-Wide Financial Statements and, therefore, the revenue is recognized when eligibility requirements are met and earned.

149,408

Net Position of Governmental Activities	<u><u>\$ 7,710,345</u></u>
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City of Bradbury
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended June 30, 2019

	Major Funds			
	General Fund	Special Revenue Funds		
		Sewer	Utility Users Tax	COPS
REVENUES:				
Taxes	\$ 776,387	\$ -	\$ 36	\$ -
Licenses and permits	233,349	-	-	-
Use of money and property	72,082	13,902	16,097	3,680
Intergovernmental	12,797	-	-	73,198
Charges for current services	480,468	-	-	-
Other revenue	10,751	-	-	-
Total revenues	1,585,834	13,902	16,133	76,878
EXPENDITURES:				
Current:				
General government	907,849	-	-	-
Public safety	150,187	-	-	73,198
Public works	-	-	32,802	-
Parks and recreation	71,902	-	-	-
Capital outlay	-	603,847	-	-
Total expenditures	1,129,938	603,847	32,802	73,198
REVENUES OVER (UNDER) EXPENDITURES	455,896	(589,945)	(16,669)	3,680
OTHER FINANCING SOURCES (USES):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Total other financing sources (uses)	-	-	-	-
Net change in fund balances	455,896	(589,945)	(16,669)	3,680
FUND BALANCES:				
Beginning of year	2,724,298	1,084,405	780,597	44,295
End of year	<u>\$ 3,180,194</u>	<u>\$ 494,460</u>	<u>\$ 763,928</u>	<u>\$ 47,975</u>

City of Bradbury
Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued)
Governmental Funds
For the Year Ended June 30, 2019

	Major Fund Special Revenue Fund Gas Tax Fund	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:			
Taxes	\$ -	\$ -	\$ 776,423
Licenses and permits	-	-	233,349
Use of money and property	2,313	5,438	113,512
Intergovernmental	27,316	117,327	230,638
Charges for current services	-	-	480,468
Other revenue	-	-	10,751
Total revenues	<u>29,629</u>	<u>122,765</u>	<u>1,845,141</u>
EXPENDITURES:			
Current:			
General government	-	-	907,849
Public safety	-	-	223,385
Public works	133,120	234,998	400,920
Parks and recreation	-	-	71,902
Capital outlay	-	-	603,847
Total expenditures	<u>133,120</u>	<u>234,998</u>	<u>2,207,903</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(103,491)</u>	<u>(112,233)</u>	<u>(362,762)</u>
OTHER FINANCING SOURCES (USES):			
Transfers in	-	6,623	6,623
Transfers out	(6,623)	-	(6,623)
Total other financing sources (uses)	<u>(6,623)</u>	<u>6,623</u>	<u>-</u>
Net change in fund balances	<u>(110,114)</u>	<u>(105,610)</u>	<u>(362,762)</u>
FUND BALANCES:			
Beginning of year	115,620	200,694	4,949,909
End of year	<u>\$ 5,506</u>	<u>\$ 95,084</u>	<u>\$ 4,587,147</u>

City of Bradbury
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and
Changes in Fund Balances to the Government-Wide Statement of Activities
For the Year Ended June 30, 2019

Net Change in Fund Balances - Total Governmental Funds: \$ (362,762)

Amounts reported for governmental activities in the statement of activities are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in governmental funds:

Capital outlay	603,847
Depreciation	(67,983)

Certain pension expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds, net of contribution made after measurement date in the amount of \$17,974. 2,926

Revenues reported as unavailable revenue in the governmental funds and recognized as revenue in the Statement of Activities. (4,820)

Change in Net Position of Governmental Activities	<u><u>\$ 171,208</u></u>
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NOTES TO THE BASIC FINANCIAL STATEMENTS

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City of Bradbury
Notes to the Basic Financial Statements
For the Year Ended June 30, 2019

Note 1 – Reporting Entity

The City of Bradbury, California (the "City"), was incorporated on July 26, 1957. The City provides a broad range of services to its citizens, including general government, public safety, streets, sanitation, and parks and recreation. Many of the municipal governmental functions of the City are provided by special districts. Examples of some of these special districts, which usually encompass areas larger than the City itself, are the Fire Protection District, the Library District, the Sewer Maintenance District and the County Flood Control District. Certain other governmental functions are paid for by the City, but performed by Los Angeles County departments under contract. Some of the contracts now in effect are for police protection, street maintenance, and tax collection services.

The City is a general law city operating under the City Council/City Manager form of government. The financial reporting entity of the City is comprised of various funds. The accompanying financial statements include those of the City and contain only the funds of the City.

In evaluating how to define the City for financial reporting purposes, management has considered all potential component units. The primary criteria for including a potential component unit within the reporting entity are the governing body's financial accountability and a financial benefit or burden relationship and whether it is misleading to exclude. A primary government is financially accountable and shares a financial benefit or burden relationship, if it appoints a voting majority of an organization's governing body and it is able to impose its will on the organization, or if there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government. A primary government may also be financially accountable if an organization is fiscally dependent on the primary government regardless of whether the organization has a separately elected governing board, a governing board appointed by a higher level of government, or a jointly appointed board, and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government.

There are no component units for the City that meet the criteria for blended presentation.

Note 2 – Summary of Significant Accounting Policies

A. Basis of Presentation

The basic financial statements of the City have been prepared in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP") as applied to governmental agencies. The Governmental Accounting Standards Board ("GASB") is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

B. Measurement Focus, Basis of Accounting, and Financial Statements Presentation

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. City resources are allocated to account for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

Government-Wide Financial Statements

The City's government-wide financial statements include a statement of net position and a statement of activities. These statements present summaries of governmental activities for the City. The City does not have any business-type activities; therefore, only governmental activities are reported.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 2 – Summary of Significant Accounting Policies (Continued)

B. Measurement Focus, Basis of Accounting, and Financial Statements Presentation (Continued)

Government-Wide Financial Statements (Continued)

The government-wide financial statements are presented on an "*economic resources*" measurement focus and the accrual basis of accounting. Accordingly, all of the City's assets and liabilities are included in the accompanying statement of net position. The statement of activities presents changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned, while expenses are recognized in the period in which the liability is incurred.

Certain types of transactions are reported as program revenues for the City in three categories: (1) charges for services, (2) operating grants and contributions, and (3) capital grants and contributions.

Certain eliminations have been made in regards to interfund activities, payables, and receivables. The transfers in and out, and due to due from other funds activities have been eliminated.

Governmental Fund Financial Statements

Governmental fund financial statements include a balance sheet and a statement of revenues, expenditures, and changes in fund balances for all major governmental funds and nonmajor funds in aggregate. An accompanying schedule is presented to reconcile and explain the differences in net position as presented in these statements to the net position presented in the government-wide financial statements. The City has presented all major funds that met the qualifications for major fund reporting.

All governmental funds are accounted for on a spending or "*current financial resources*" measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the balance sheets. The statement of revenues, expenditures, and changes in fund balance presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period.

Revenues are recognized as soon as they are both "measurable" and "available". Revenues are considered to be available when they are collectible within the current period as soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. The primary revenue sources, which have been treated as susceptible to accrual by the City, are property taxes, sales tax, intergovernmental revenues, other taxes, and grant revenues. Expenditures are recorded in the accounting period in which the related fund liability is incurred.

The reconciliations of the Fund Financial Statements to the Government-Wide Financial Statements are presented to explain the differences.

The City reports the following major governmental funds:

General Fund is the general operating fund of the City. All general tax revenues and other receipts not allocated by law or contractual agreement to other funds are accounted for in this fund. Expenditures of this fund include general operating costs not paid through other funds. The General Fund is used to account for all activities of the City not accounted for in some other fund.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 2 – Summary of Significant Accounting Policies (Continued)

B. Measurement Focus, Basis of Accounting, and Financial Statements Presentation (Continued)

Governmental Fund Financial Statements (Continued)

Sewer Special Revenue Fund is used to account for assessments collected and projects funded with the assessments.

Utility Users Tax Special Revenue Fund is used to record the receipt and disbursement of funds received from the utility users tax assessed by the City. When it was approved by voters, it was specified to be separated into its own fund for the purpose of complying with the Clean Water Act. The fund is used to preserve the City's essential municipal services, maintain a safe and quality community and meet the obligations for State and Federal Mandates.

Citizens' Option for Public Safety (COPS) Special Revenue Fund – is used to account for the receipt and disbursement of funds allocated by the State of California and must be used for front line law enforcement expenditures.

Gas Tax Special Revenue Fund – is used to account for the receipt and disbursement of gas tax subventions from the State of California. Cities are allocated a share of the revenues derived by the State from taxes on gasoline, which must be spent on construction, improvement and maintenance of public streets and street engineering services.

C. Cash and Investments

Investments are reported in the accompanying balance sheet at fair value.

Changes in fair value that occur during a fiscal year are recognized as investment income reported for that fiscal year. Investment income includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation, maturity, or sale of investments.

The City pools cash investments of all funds. Each fund's share in this pool is displayed in the accompanying financial statements as cash and investments. Investment income earned from pooled investments is allocated to those various funds based on each fund's average cash and investment balance.

Certain disclosure requirements, if applicable, for deposits and investment risks in the following areas:

- Interest Rate Risk
- Credit Risk
 - Overall
 - Custodial Credit Risk
 - Concentration of Credit Risk
- Foreign Currency Risk

In addition, other disclosures are specified including use of certain methods to present deposits and investments, highly sensitive investments, credit quality at year-end and other disclosures.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 2 – Summary of Significant Accounting Policies (Continued)

D. Fair Value Measurement

U.S. GAAP defines fair value, establishes a framework for measuring fair value and establishes disclosures about fair value measurement. Investments, unless otherwise specified, recorded at fair value in the financial statements, are categorized based upon the level of judgment associated with the inputs used to measure their fair value.

Levels of inputs are as follows:

The three levels of the fair value measurement hierarchy are described below:

- Level 1 – Inputs are unadjusted, quoted prices for identical assets and liabilities in active markets at the measurement date.
- Level 2 – Inputs, other than quoted prices included in Level 1 that are observable for the assets and liabilities through corroboration with market data at the measurement date.
- Level 3 – Unobservable inputs that reflect management’s best estimate of what market participants would use in pricing the assets and liabilities at the measurement date.

E. Receivables

Receivables include such items as taxes, intergovernmental revenues, charges for services, miscellaneous accounts receivable, and interest receivable. No allowance for doubtful accounts has been established, as the City believes all amounts are considered to be collectible in the normal course of business.

F. Capital Assets

Capital assets are valued at historical cost or estimated historical cost if actual historical cost was not available. The City's capitalization policy is \$5,000 and above for machinery and equipment; \$10,000 and above for building improvements; \$20,000 and above for buildings; and \$50,000 and above for infrastructure assets. Capital assets are depreciated on a straight-line basis over their estimated useful lives as follows:

Machinery and Equipments	7-10 Years
Roadways - Pavement	25 Years
Roadways - Signs	10 Years
Sewer - Existing Pipe	75 Years
Fence	50 Years
Buildings	50 Years
Curbs and Gutters	100 Years
Bridge	75 Years

G. Interfund Activity

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the non-current portion of interfund loans).

H. Compensated Absences

The City accrues accumulated unpaid vacation and sick leave and associated employee-related costs when earned (or estimated to be earned) by the employee. All full-time employees accrue vacation leave according to their years of service. Unused sick days are forfeited at termination or resignation; therefore, there is no liability for sick leaves at June 30, 2019.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 2 – Summary of Significant Accounting Policies (Continued)

I. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the plans and additions to/deductions from the plans' fiduciary net position have been determined on the same basis as they are reported by the plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

The following timeframes are used for pension reporting:

Valuation Date	June 30, 2017
Measurement Date	June 30, 2018
Measurement Period	July 1, 2017 to June 30, 2018

Gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time. The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense. The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized straight-line over 5 years. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive, and retired) as of the beginning of the measurement period.

J. Deferred Outflows / Inflows of Resources

The statement of net position reports separate sections for Deferred Outflows of Resources and Deferred Inflows of Resources, when applicable.

Deferred Outflows of Resources represent outflows of resources (consumption of net position) that apply to future periods and that, therefore, will not be recognized as an expense until that time.

Deferred Inflows of Resources represent inflows of resources (acquisition of net position) that apply to future periods and that, therefore, are not recognized as a revenue until that time.

K. Fund Balances

In the governmental fund financial statements, fund balances are classified as follows:

Nonspendable – This amount indicates the portion of fund balance which cannot be spent because they are either not in spendable form, such as prepaid items, inventories or loans receivable, or legally or contractually required to be maintained intact, such as the principal portion of an endowment.

Restricted – This amount indicates the portion of fund balance which has been restricted a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation

Committed – This amount indicates the portion of fund balance which can only be used for specific purposes pursuant to formal resolution or ordinance of the City Council. The City Council is considered the highest authority for the City. Adoption of a resolution by the City Council is required to commit resources or to rescind the commitment.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 2 – Summary of Significant Accounting Policies (Continued)

K. Fund Balances (Continued)

Assigned – This amount indicates the portion of fund balance which is constrained by the City’s intent to be used for specific purposes, but is neither restricted nor committed. The City Manager is authorized by the City Council to determine and define the amount of assigned fund balance.

Unassigned – This amount indicates the portion of fund balance that does not fall into one of the above categories. This category is for any balances that have no restrictions placed upon them. The general fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds it is not appropriate to report a positive unassigned fund balance amount. However, in governmental funds other than the general fund, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

When expenditures are incurred for purposes where only unrestricted fund balances are available, the City uses the unrestricted resources in the following order: committed, assigned, and unassigned.

L. Net Positions

In the government-wide financial statements, net position balances are classified as follows:

Investment in Capital Assets – This component of net position consists of capital assets, net of accumulated depreciation.

Restricted – This component of net position consists of restricted assets reduced by liabilities related to those assets.

Unrestricted – This component of net position is the amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of investment in capital assets or the restricted component of net position.

When expenses are incurred for purposes in which both restricted and unrestricted components of net position are available, the City’s policy is to apply the restricted component of net position first.

M. Property Tax Revenues

Property taxes in California are levied in accordance with Article XIII B of the State Constitution at one percent of county-wide assessed valuations. This one percent is allocated pursuant to state law to the appropriate units of local government. Property tax revenue is recognized in the fiscal year for which taxes have been levied, provided that the revenue is collected in the current period or will be collected within 60 days thereafter.

The following dates relate to property tax levies and collections:

Lien Date	January 1
Levy Date	July 1
Due Dates	November 1 and February 1
Collection Dates	December 10 and April 10

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 2 – Summary of Significant Accounting Policies (Continued)

N. Use of Estimates

The preparation of the basic financial statements in accordance with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Note 3 – Cash and Investments

Cash and investments as of June 30, 2019 consisted of the following:

Demand deposits	\$ 818,368
Petty cash	300
Investments with LAIF	3,356,006
Investments in certificates of deposit	987,000
Total	<u>\$ 5,161,674</u>

A. Deposits

The carrying amount of the City's demand deposits was \$1,066,368 at June 30, 2019. The bank balances at that date were \$1,059,252, the total amount of which was collateralized or insured with accounts held by the pledging financial institutions in the City's name as discussed below.

The California Government Code requires California banks and savings and loan associations to secure the City's cash deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral for cash deposits is considered to be held in the City's name.

The market value of pledged securities must equal at least 110% of the City's cash deposits. California law also allows institutions to secure City's deposits by pledging first trust deed mortgage notes having a value of 150% of the City's total cash deposits. The City may waive collateral requirements for cash deposits, which are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation ("FDIC"). The City, however, has not waived the collateralization requirements.

The City follows the practice of pooling cash and investments of all funds, except for funds required to be held by fiscal agents under the provisions of bond indentures, if applicable. Interest income earned on pooled cash and investments is allocated on an accounting period basis to the various funds based on the period-end cash and investment balances.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 3 – Cash and Investments (Continued)

B. Investments

Under the provisions of the City's investment policy and in accordance with Section 53601 of the California Government Code, the City may invest in the type of investments listed in the table below. The table also identifies certain provisions intended to limit the City's exposure to interest rate risk, credit risk, and concentration of credit risk.

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Investment Fund	N/A	No Limit	\$ 40,000,000
U.S. Government Obligations	5 Years	No Limit	No Limit
Certificates of Deposit	360 Days	No Limit	No Limit

C. Fair Value Measurement

At June 30, 2019, investments are reported at fair value. The following table presents the fair value measurement of investments on recurring basis and the levels within the fair value hierarchy in which the fair value measurements fall at June 30, 2019:

<u>Investment Type</u>	<u>Significant Other Observable Input (Level 2)</u>
Negotiable certificates of deposit	\$ 987,000 ⁽¹⁾

⁽¹⁾ Price based on market prices from Intercontinental Exchange.

D. Risk Disclosures

Interest Rate Risk - As a means of limiting its exposure to fair value losses arising from rising interest rates, the City's investment policy limits investments to a maximum maturity of five years.

At June 30, 2019, the City had the following investment maturities:

<u>Investment Type</u>	<u>Amount</u>	<u>Investment Maturities (in Years)</u>		
		<u>Less than 1</u>	<u>1 to 2</u>	<u>2 to 3</u>
Local Agency Investment Fund	\$ 3,356,006	\$ 3,356,006	\$ -	\$ -
Negotiable certificates of deposit	987,000	248,000	247,000	492,000
Total	\$ 4,343,006	\$ 3,604,006	\$ 247,000	\$ 492,000

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 3 – Cash and Investments (Continued)

D. Risk Disclosures (Continued)

Credit Risk – State law limits investments in commercial paper and corporate bonds to the top two ratings issued by nationally recognized statistical rating organizations. It is the City’s policy to limit its investments in these investment types to the top rating issued by Standard & Poor’s and Moody’s Investor Service. At June 30, 2019, the City’s credit risks, expressed on a percentage basis, were as follows:

Credit Quality Distribution for Securities with Credit Exposure as a Percentage of Total Investments			
Investment Type	Moody's Credit Rating	S&P's Credit Rating	% of Investments with Interest Rate Risk
Local Agency Investment Fund	Not Rated	Not Rated	77.27%
Negotiable certificates of deposit	Not Rated	Not Rated	22.73%
Total			100.00%

Custodial Risk – For deposits, custodial credit risk is the risk that, in the event of the failure of a depository financial institution, the City will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer), the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

Concentration of credit risk – The City’s investment policy does not allow for investments in any one institution that is in excess of 5% of the City’s total portfolio, except for LAIF, where there is no limit. The City’s certificates of deposit in the amount of \$987,000 represented 22.7% of total City investments.

E. Investment in Local Agency Investment Fund (“LAIF”)

The City is a participant in LAIF, which is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The City’s investments with LAIF at June 30, 2019 included a portion of the pool funds invested in Structured Notes and Asset-Backed Securities, which included the following:

Structured Notes: debt securities (other than asset-backed securities) whose cash flow characteristics (coupon rate, redemption amount, or stated maturity) depend upon one or more indices and/or that have embedded forwards or options.

Asset-Backed Securities: generally, mortgage-backed securities that entitle their purchasers to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (for example, Collateralized Mortgage Obligations) or credit card receivables.

As of June 30, 2019, the City had \$3,356,006 invested in LAIF, which had invested 1.77% of the pool investment funds in Structured Notes and Asset-Backed Securities. The investment in LAIF is reported at amortized cost.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 4 – Interfund Transactions

Due To and Due From

At June 30, 2019 the City had the following due to and from other funds:

Due To Other Funds		Due From Other Funds	
		General Fund	
Nonmajor Governmental Fund		\$	413

The due to and due from is short-term borrowing to cover cash deficit.

Transfers In and Out

At June 30, 2019 the City had the following transfers in and out from other funds:

Transfer Out		Transfer In	
		Nonmajor Governmental Fund	
Gax Tax Special Revenue Fund		\$	6,623

The purpose of the transfers was to transfer funds to newly established SB1 Fund in accordance with Road Repair and Accountability Act of 2017.

Note 5 – Capital Assets

The following schedule shows changes in capital assets for the year ended June 30, 2019:

	Balance July 1, 2018	Additions	Deletions	Reclassification	Balance July 1, 2019
Nondepreciable Assets:					
Land	\$ 117,197	\$ -	\$ -	\$ -	\$ 117,197
Construction in progress	115,734	603,847	-	(658,325)	61,256
Total Nondepreciable Assets	232,931	603,847	-	(658,325)	178,453
Depreciable Assets:					
Structures and improvements	859,900	-	-	-	859,900
Machinery and equipment	101,709	-	-	-	101,709
Infrastructure	2,266,325	-	-	658,325	2,924,650
Total Depreciable Assets	3,227,934	-	-	658,325	3,886,259
Less Accumulated Depreciation:					
Structures and improvements	(131,090)	(17,198)	-	-	(148,288)
Machinery and equipment	(52,855)	(7,346)	-	-	(60,201)
Infrastructure	(805,117)	(43,439)	-	-	(848,556)
Total Accumulated Depreciation	(989,062)	(67,983)	-	-	(1,057,045)
Total Depreciable Assets, Net	2,238,872	(67,983)	-	658,325	2,829,214
Total Capital Assets, Net	\$ 2,471,803	\$ 535,864	\$ -	\$ -	\$ 3,007,667

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 5 – Capital Assets (Continued)

Depreciation expense was charged in the following functions in the statement of activities:

General government	\$	24,544
Public works		43,439
Total	\$	<u>67,983</u>

Note 6 – Self-Insurance with Joint Powers Authority

A. Description of Self-Insurance Pool Pursuant to Joint Powers Agreement

The City of Bradbury is a member of the California Joint Powers Insurance Authority (the “Authority”). The Authority is composed of 116 California public entities and is organized under a joint powers agreement pursuant to California Government Code §6500 et seq. The purpose of the Authority is to arrange and administer programs for the pooling of self-insured losses, to purchase excess insurance or reinsurance, and to arrange for group purchased insurance for property and other lines of coverage. The California JPIA began covering claims of its members in 1978. Each member government has an elected official as its representative on the Board of Directors. The Board operates through a nine-member Executive Committee.

B. Primary Self-Insurance Programs of the Authority

Each member pays an annual contribution at the beginning of the coverage period. A retrospective adjustment is then conducted annually thereafter, for coverage years 2012-13 and prior. Coverage years 2013-14 and forward are not subject to routine annual retrospective adjustment. The total funding requirement for primary self-insurance programs is based on an actuarial analysis. Costs are allocated to individual agencies based on payroll and claims history, relative to other members of the risk-sharing pool.

Primary Liability Program

Claims are pooled separately between police and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to \$30,000 for each occurrence and is evaluated as a percentage of the pool’s total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$30,000 to \$750,000 for each occurrence and is evaluated as a percentage of the pool’s total incurred costs within the second layer. (4) Incurred costs from \$750,000 to \$50 million, are distributed based on the outcome of cost allocation within the first and second loss layers.

The overall coverage limit for each member, including all layers of coverage, is \$50 million per occurrence. Subsidence losses have a sub-limit of \$40 million per occurrence. The coverage structure includes retained risk that is pooled among members, reinsurance, and excess insurance. More detailed information about the various layers of coverage is available on the following website: <https://cjpia.org/protection/coverage-programs>.

Primary Workers’ Compensation Program

Claims are pooled separately between public safety (police and fire) and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 6 – Self-Insurance with Joint Powers Authority (Continued)

B. Primary Self-Insurance Programs of the Authority (Continued)

Primary Workers' Compensation Program (Continued)

(2) The first layer of losses includes incurred costs up to \$50,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$50,000 to \$100,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from \$100,000 to statutory limits are distributed based on the outcome of cost allocation within the first and second loss layers.

For 2018-19 the Authority's pooled retention is \$2 million per occurrence, with reinsurance to statutory limits under California Workers' Compensation Law. Employer's Liability losses are pooled among members to \$2 million. Coverage from \$2 million to \$5 million is purchased as part of a reinsurance policy, and Employer's Liability losses from \$5 million to \$10 million are pooled among members.

C. Purchased Insurance

Pollution Legal Liability Insurance

The City of Bradbury participates in the pollution legal liability insurance program which is available through the Authority. The policy covers sudden and gradual pollution of scheduled property, streets, and storm drains owned by the City of Bradbury. Coverage is on a claims-made basis. There is a \$50,000 deductible. The Authority has a limit of \$50 million for the 3-year period from July 1, 2017 through July 1, 2020. Each member of the Authority has a \$10 million sub-limit during the 3-year policy term.

Property Insurance

The City of Bradbury participates in the all-risk property protection program of the Authority. This insurance protection is underwritten by several insurance companies. City of Bradbury property is currently insured according to a schedule of covered property submitted by the City of Bradbury to the Authority. City of Bradbury property currently has all-risk property insurance protection in the amount of \$2,336,419. There is a \$10,000 deductible per occurrence except for non-emergency vehicle insurance which has a \$2,500 deductible.

Crime Insurance

The City of Bradbury purchases crime insurance coverage in the amount of \$1,000,000 with a \$2,500 deductible. The fidelity coverage is provided through the Authority.

D. Adequacy of Protection

During the past three fiscal years, none of the above programs of protection experienced settlements or judgments that exceeded pooled or insured coverage. There were also no significant reductions in pooled or insured liability coverage in 2018-2019.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 7 – Deferred Compensation Plan

The City had made available to its employees a deferred compensation plan, whereby employees authorize the City to withhold funds from salaries to be invested in individual investment accounts. Funds may be withdrawn by participants upon termination of employment or retirement. The City makes no contributions under the Plan. The amount held by trustees for the employees at June 30, 2019 was \$32,972. The Trustee invests compensation deferred by employees in various investment options selected by the employee and retains title to all accumulated funds until they are paid to the employee or other beneficiary. Plan assets were established in the trust arrangement specified by Internal Revenue Code Section 457(g). The plan assets are not reflected on the City's financial statements.

Note 8 – Defined Benefit Pension Plans

General Information about the Pension Plan

Plan Description

The City contributes to the California Public Employees' Retirement System ("CalPERS"), a cost-sharing multiple-employer defined benefit pension plan. CalPERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by State statute and City ordinance. Copies of the CalPERS annual financial report may be obtained from their website at www.calpers.ca.gov under Forms and Publications.

Employees Covered by Benefit Terms

At June 30, 2017, the valuation date, the following employees were covered by the benefit terms:

	Miscellaneous	
	Classic	PEPRA
Active employees	2	1
Transferred and terminated employees	6	-
Retired Employees and Beneficiaries	1	-
Total	9	1

Benefit Provided

CalPERS provide retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. A classic CalPERS member becomes eligible for Service Retirement upon attainment of age 60 with at least 5 years of credited service. PEPRA miscellaneous members become eligible for service retirement upon attainment of age 62 with at least 5 years of service. The service retirement benefit is a monthly allowance equal to the product of the benefit factor, years of service, and final compensation. The final compensation is the monthly average of the member's highest 36 full-time equivalent monthly pay. Retirement benefits for miscellaneous employees are calculated as 2.0% of the average final 60-month compensation.

Participant is eligible for non-industrial disability retirement if becomes disabled and has at least 5 years of credited service. There is no special age requirement. The standard non-industrial disability retirement benefit is a monthly allowance equal to 1.8 percent of final compensation, multiplied by service. Industrial disability benefits are not offered to miscellaneous employees.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 8 – Defined Benefit Pension Plans (Continued)

General Information about the Pension Plan (Continued)

Benefit Provided (Continued)

An employee's beneficiary may receive the basic death benefit if the employee dies while actively employed. The employee must be actively employed with the City to be eligible for this benefit. An employee's survivor who is eligible for any other pre-retirement death benefit may choose to receive that death benefit instead of this basic death benefit. The basic death benefit is a lump sum in the amount of the employee's accumulated contributions, where interest is currently credited at 7.5 percent per year, plus a lump sum in the amount of one month's salary for each completed year of current service, up to a maximum of six months' salary. For purposes of this benefit, one month's salary is defined as the member's average monthly full-time rate of compensation during the 12 months preceding death.

Upon the death of a retiree, a one-time lump sum payment of \$500 will be made to the retiree's designated survivor(s), or to the retiree's estate.

Benefit terms provide for annual cost-of-living adjustments to each employee's retirement allowance. Beginning the second calendar year after the year of retirement, retirement and survivor allowances will be annually adjusted on a compound basis by 2 percent.

Contributions

Section 20814(c) of the California Public Employees' Retirement Law ("PERL") requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The Public agency cost-sharing plans covered by either the Safety risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the measurement period ended June 30, 2018, the active employee and employer's contribution rates for miscellaneous plan were 7.000% and 7.200% of annual payroll, respectively.

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension

Actuarial Methods and Assumptions Used to Determine Total Pension Liability

The June 30, 2017 were rolled forward to determine the June 30, 2018 total pension liabilities, based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table	Derived using CalPERS' Membership Data for all Funds.
Post Retirement Benefit Increase	Contract COLA up to 2.0% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.50% thereafter

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 8 – Defined Benefit Pension Plans (Continued)

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension (Continued)

¹The mortality table used in 2018 was developed based on CalPERS' specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to December 2017 Experience Study Report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website at www.calpers.ca.gov under Forms and Publications.

Change of Assumption

In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate.

Long-Term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The expected real rates of return by asset class are as followed:

Asset Class ¹	New Strategic Allocation	Real Return Years 1-10 ²	Real Return Years 11+ ³
Global Equity	50.00%	4.80%	5.98%
Fixed Income	28.00%	1.00%	2.62%
Inflation Assets	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Assets	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%
	<u>100.00%</u>		

¹In the System's CAFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.

²An expected inflation of 2.00% used for this period

³An expected inflation of 2.92% used for this period.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 8 – Defined Benefit Pension Plans (Continued)

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension (Continued)

Discount Rate

The discount rate used to measure the total pension liabilities was 7.15 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liabilities of the Plan as of the measurement date at June 30, 2018, calculated using the discount rate of 7.15%, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15%) or 1 percentage-point higher (8.15%) than the current rate:

	Plan's Net Pension Liability/(Asset)		
	Discount Rate -1% (6.15%)	Current Discount Rate (7.15%)	Discount Rate + 1% (8.15%)
Miscellaneous	\$ 108,292	\$ 67,418	\$ 33,677

Pension Plan Fiduciary Net Position

Detail information about the plan's fiduciary net position is available in the separately issued CalPERS financial report and can be obtained from CalPERS' website under Forms and Publications.

Proportionate Share of Net Pension Liability and Pension Expense

The following table shows the plan's proportionate share of the risk pool collective net pension liability over the measurement period:

	Increase (Decrease)		
	Plan Total Pension Liability	Plan Fiduciary Net Position	Plan Net Pension Liability/(Asset)
Miscellaneous			
Balance at: 6/30/17 (Valuation date)	\$ 1,007,121	\$ 930,702	\$ 76,419
Balance at: 6/30/18 (Measurement date)	1,079,683	1,012,265	67,418
Net Changes during 2017-2018	72,562	81,563	(9,001)

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 8 – Defined Benefit Pension Plans (Continued)

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension (Continued)

Proportionate Share of Net Pension Liability and Pension Expense (Continued)

The following is the approach established by the plan actuary to allocate the net pension liability and pension expense to the individual employers within the risk pool.

- (1) In determining a cost-sharing plan's proportionate share, total amounts of liabilities and assets are first calculated for the risk pool as a whole on the valuation date (June 30, 2017). The risk pool's fiduciary net position ("FNP") subtracted from its total pension liability ("TPL") determines the net pension liability ("NPL") at the valuation date.
- (2) Using standard actuarial roll forward methods, the risk pool TPL is then computed at the measurement date (June 30, 2018). Risk pool FNP at the measurement date is then subtracted from this number to compute the NPL for the risk pool at the measurement date. For purposes of FNP in this step and any later reference thereto, the risk pool's FNP at the measurement date denotes the aggregate risk pool's FNP at June 30, 2018 less the sum of all additional side fund (or unfunded liability) contributions made by all employers during the measurement period (2017-2018).
- (3) The individual plan's TPL, FNP and NPL are also calculated at the valuation date. TPL is allocated based on the rate plan's share of the actuarial accrued liability. FNP is allocated based on the rate plan's share of the market value assets.
- (4) Two ratios are created by dividing the plan's individual TPL and FNP as of the valuation date from (3) by the amounts in step (1), the risk pool's total TPL and FNP, respectively.
- (5) The plan's TPL as of the Measurement Date is equal to the risk pool TPL generated in (2) multiplied by the TPL ratio generated in (4). The plan's FNP as of the Measurement Date is equal to the FNP generated in (2) multiplied by the FNP ratio generated in (4) plus any additional side fund (or unfunded liability) contributions made by the employer on behalf of the plan during the measurement period.
- (6) The plan's NPL at the Measurement Date is the difference between the TPL and FNP calculated in (5).

Deferred outflows of resources, deferred inflows of resources, and pension expenses are allocated based on the City's share of contributions during the measurement period.

The City's proportionate share of the net pension liability was as follows:

	Miscellaneous Plan
June 30, 2017	0.00077%
June 30, 2018	0.00070%
Change - Increase (Decrease)	<u><u>-0.00007%</u></u>

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 8 – Defined Benefit Pension Plans (Continued)

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension (Continued)

Proportionate Share of Net Pension Liability and Pension Expense (Continued)

For the year ended June 30, 2019, the City recognized pension expense of \$15,048 for the miscellaneous plan.

The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized over 5-years straight line. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive and retired) as of the beginning of the measurement period.

The expected average remaining service lifetime (“EARS”) is calculated by dividing the total future service years by the total number of plan participants (active, inactive, and retired) in the risk pool. The EARS for risk pool for the 2017-2018 measurement period is 3.8 years, which was obtained by dividing the total service years of 516,147 (the sum of remaining service lifetimes of the active employees) by 135,474 (the total number of participants: active, inactive, and retired).

At June 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Miscellaneous Plan		
	Deferred outflows of Resources	Deferred inflows of Resources
Pension contribution made after measurement date	\$ 17,974	\$ -
Changes of Assumptions	7,687	(1,884)
Difference between Expected and Actual Experience	2,587	(881)
Actual earnings in excess of expected earning on pension investments	333	-
Adjustment due to differences in proportions	40,848	(29,279)
Difference between employer's actual contributions and employer's proportionate share of contributions	25,165	(29,009)
Total	<u>\$ 94,594</u>	<u>\$ (61,053)</u>

For the year ended June 30, 2019, deferred outflows of resources related to pensions was \$17,949, resulting from City’s contributions subsequent to the measurement date, will be recognized as a reduction of the collective net pension liability in the year ending June 30, 2020.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 8 – Defined Benefit Pension Plans (Continued)

Pension Liabilities, Pension Expenses, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension (Continued)

Proportionate Share of Net Pension Liability and Pension Expense (Continued)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending June 30,	Miscellaneous Plan
2020	\$ 5,683
2021	7,604
2022	2,888
2023	(608)
2024	-
Thereafter	-
	\$ 15,567

Note 9 – Classification of Fund Balances

At June 30, 2019, fund balances are classified in the governmental funds as follows:

	General Fund	Sewer	Special Revenue Funds UUT	COPS	GAS	Nonmajor Governmental Funds	Total
Nonspendable:							
Prepaid items	\$ 13,434	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,434
Restricted:							
COPS	-	-	-	47,975	-	-	47,975
Gas Tax	-	-	-	-	5,506	-	5,506
Proposition C	-	-	-	-	-	1,399	1,399
Country Park Grant	-	-	-	-	-	9,137	9,137
Proposition A	-	-	-	-	-	18,092	18,092
Measure R	-	-	-	-	-	38,070	38,070
STPL	-	-	-	-	-	1,016	1,016
Recycling	-	-	-	-	-	409	409
Fire Grant	-	-	-	-	-	10,862	10,862
Measure M	-	-	-	-	-	11,164	11,164
SB 1 Gas Tax	-	-	-	-	-	4,935	4,935
Total Restricted	-	-	-	47,975	5,506	95,084	148,565
Committed:							
Sewer improvements and operations	-	494,460	-	-	-	-	494,460
Clean water	-	-	763,928	-	-	-	763,928
Total Committed	-	494,460	763,928	-	-	-	1,258,388
Assigned:							
Economic uncertainties	1,000,000	-	-	-	-	-	1,000,000
Unassigned:	2,166,760	-	-	-	-	-	2,166,760
Total Fund Balances	\$ 3,180,194	\$ 494,460	\$ 763,928	\$ 47,975	\$ 5,506	\$ 95,084	\$ 4,587,147

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 9 – Classification of Fund Balances (Continued)

In order to prudently protect its fiscal solvency, the City maintains a minimum assigned fund balance of \$1,000,000 as reserves for economic uncertainties. The reserve is important in order to:

- Ensure that the City is able to respond to the challenges of a changing environment.
- Reduce the budgetary impacts of bad economic times.
- Insulate the City from actions of the State that may result in reduction of revenues.
- Mitigate exposure to natural disasters or other catastrophic events.
- Demonstrate continued creditworthiness to bond rating agencies and the financial community.

The nature and purpose of each reserve is described below:

- A. Infrastructure - funds set aside for one-time infrastructure expenditures relating to City owned infrastructure repairs such as streets, sewers or other City facilities.
- B. Economic changes, natural disaster or other catastrophic events - funds set aside for local disasters, emergencies, and /or unexpected economic changes that adversely impact the City's financial position.

This reserve was not formally adopted by the City Council.

Note 10 – Other Required Disclosures

Excess of Expenditures over Appropriations

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Excess Expenditures over Appropriations</u>
General Fund:			
Public safety	\$ 144,793	\$ 150,187	\$ (5,394)
Nonmajor Governmental Funds:			
Recycling Grant Special Revenue Fund			
Public works	-	5,000	(5,000)
Proposition C Fund:			
Public works	73,867	74,700	(833)

The excess was due to higher than anticipated expenditures that exceeded the approved appropriations. The Council was informed of the excesses through monthly reports, and that the expenditures were higher than yearly budgeted amounts due to unforeseen expenses. However, the Council did not formally increase the budgetary appropriations since the revenues were higher than expected and they exceeded the total expenditures.

City of Bradbury
Notes to the Basic Financial Statements (Continued)
For the Year Ended June 30, 2019

Note 11 – Commitments and Contingencies

A. Grants

The City participates in Federal and State grant programs. These programs are subject to further examination by the grantors. Expenditures which may be disallowed by the granting agencies, if any, cannot be determined at this time. The City expects such amounts, if any, to be immaterial.

B. Litigation

The City has not been named in any lawsuit that has a potentially material effect on its financial position. There is one matter involving a threat of litigation, which has been accrued in the City's financial position. While the outcome of this matter if litigation is commenced is not presently determinable, in the opinion of management of the City, based in part on the advice of counsel, the resolution of this matter is not expected to have a material adverse effect on the financial position or results of operations of the City.

Note 12 – Subsequent Events

COVID19

The COVID-19 outbreak in the United States has caused business disruption through mandated and voluntary closings of business. While the disruption is currently expected to be temporary, there is considerable uncertainty around the duration of the closings. However, the related financial impact on the City and the duration cannot be reasonably estimated at this time.

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REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)

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City of Bradbury
Required Supplementary Information (Unaudited)
Budgetary Comparison Schedule
For the Year Ended June 30, 2019

	General Fund			
	Budget		Actual	Variance with Final Budget
	Original	Final		
REVENUES:				
Taxes	\$ 712,900	\$ 712,900	\$ 776,387	\$ 63,487
Licenses and permits	263,000	263,000	233,349	(29,651)
Use of money and property	20,790	20,790	72,082	51,292
Intergovernmental	13,700	13,700	12,797	(903)
Charges for current services	392,700	392,700	480,468	87,768
Other revenue	5,020	5,020	10,751	5,731
Total revenues	<u>1,408,110</u>	<u>1,408,110</u>	<u>1,585,834</u>	<u>177,724</u>
EXPENDITURES:				
Current:				
General government	997,385	1,009,062	907,849	101,213
Public safety	119,415	144,793	150,187	(5,394)
Public works	15,000	15,000	-	15,000
Parks and recreation	72,830	72,830	71,902	928
Total expenditures	<u>1,204,630</u>	<u>1,241,685</u>	<u>1,129,938</u>	<u>111,747</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>203,480</u>	<u>166,425</u>	<u>455,896</u>	<u>289,471</u>
Net change in fund balance	<u>\$ 203,480</u>	<u>\$ 166,425</u>	<u>455,896</u>	<u>\$ 289,471</u>
FUND BALANCE:				
Beginning of year			<u>2,724,298</u>	
End of year			<u>\$ 3,180,194</u>	

City of Bradbury
Required Supplementary Information (Unaudited)
Budgetary Comparison Schedule (Continued)
For the Year Ended June 30, 2019

Sewer Special Revenue Fund

	Budget			Variance with
	Original	Final	Actual	Final Budget
REVENUES:				
Use of money and property	\$ -	\$ -	\$ 13,902	\$ 13,902
Total revenues	<u>-</u>	<u>-</u>	<u>13,902</u>	<u>13,902</u>
EXPENDITURES:				
Capital outlay	-	1,040,149	603,847	436,302
Total expenditures	<u>-</u>	<u>1,040,149</u>	<u>603,847</u>	<u>436,302</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>-</u>	<u>(1,040,149)</u>	<u>(589,945)</u>	<u>450,204</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ (1,040,149)</u>	<u>(589,945)</u>	<u>\$ 450,204</u>
FUND BALANCE:				
Beginning of year			1,084,405	
End of year			<u>\$ 494,460</u>	

City of Bradbury
Required Supplementary Information (Unaudited)
Budgetary Comparison Schedule (Continued)
For the Year Ended June 30, 2019

Utility Users Tax (UUT) Special Revenue Fund

	Budget			Variance with
	Original	Final	Actual	Final Budget
REVENUES:				
Taxes	\$ -	\$ -	\$ 36	\$ 36
Use of money and property	4,000	4,000	16,097	12,097
Total revenues	<u>4,000</u>	<u>4,000</u>	<u>16,133</u>	<u>12,133</u>
EXPENDITURES:				
Current:				
Public works	100,000	100,000	32,802	67,198
Total expenditures	<u>100,000</u>	<u>100,000</u>	<u>32,802</u>	<u>67,198</u>
Net change in fund balance	<u>\$ (96,000)</u>	<u>\$ (96,000)</u>	(16,669)	<u>\$ 79,331</u>
FUND BALANCE:				
Beginning of year			780,597	
End of year			<u>\$ 763,928</u>	

City of Bradbury
Required Supplementary Information (Unaudited)
Budgetary Comparison Schedule (Continued)
For the Year Ended June 30, 2019

Citizens' Option for Public Safety (COPS) Special Revenue Fund

	Budget		Actual Amounts	Variance with Final Budget
	Original	Final		
REVENUES:				
Use of money and property	\$ 300	\$ 300	\$ 3,680	\$ 3,380
Intergovernmental	100,000	100,000	73,198	(26,802)
Total revenues	<u>100,300</u>	<u>100,300</u>	<u>76,878</u>	<u>(23,422)</u>
EXPENDITURES:				
Current:				
Public safety	<u>88,500</u>	<u>95,500</u>	<u>73,198</u>	<u>22,302</u>
Total expenditures	<u>88,500</u>	<u>95,500</u>	<u>73,198</u>	<u>22,302</u>
Net change in fund balance	<u>\$ 11,800</u>	<u>\$ 4,800</u>	3,680	<u>\$ (1,120)</u>
FUND BALANCE:				
Beginning of year			<u>44,295</u>	
End of year			<u>\$ 47,975</u>	

City of Bradbury
Required Supplementary Information (Unaudited)
Budgetary Comparison Schedule (Continued)
For the Year Ended June 30, 2019

Gas Tax Special Revenue Fund

	Budget		Actual Amounts	Variance with Final Budget
	Original	Final		
REVENUES:				
Use of money and property	\$ 300	\$ 300	\$ 2,313	\$ 2,013
Intergovernmental	27,500	27,500	27,316	(184)
Total revenues	<u>27,800</u>	<u>27,800</u>	<u>29,629</u>	<u>1,829</u>
EXPENDITURES:				
Current:				
Public works	27,000	135,399	133,120	2,279
Total expenditures	<u>27,000</u>	<u>135,399</u>	<u>133,120</u>	<u>2,279</u>
REVENUES OVER (UNDER) EXPENDITURES	800	(107,599)	(103,491)	4,108
OTHER FINANCING (USES):				
Transfers out	-	-	(6,623)	(6,623)
Total other financing (uses)	<u>-</u>	<u>-</u>	<u>(6,623)</u>	<u>(6,623)</u>
Net Change in Fund Balance	<u>\$ 800</u>	<u>\$ (107,599)</u>	(110,114)	<u>\$ (2,515)</u>
FUND BALANCE:				
Beginning of year			115,620	
End of year			<u>\$ 5,506</u>	

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City of Bradbury
Required Supplementary Information (Unaudited)
Budgetary Information
For the Year Ended June 30, 2019

Budget and Budgetary Accounting

The City adopts an annual budget prepared on the modified accrual basis of accounting for the governmental funds. The City Manager or his designee is authorized to transfer budgeted amounts between the accounts of any department. Revisions that alter the total appropriations of any department or fund must be approved by City Council. Expenditures may not legally exceed appropriations at the program level. Budgets were not adopted for County Park Grant Special Revenue Fund, and Fire Grant Special Revenue Fund.

City of Bradbury
Required Supplementary Information (Unaudited)
Schedule of the City's Proportionate Share of the Net Pension Liability and Related Ratios
For the Year Ended June 30, 2019

Last Ten Fiscal Years

California Public Employees' Retirement System ("CalPERS") Miscellaneous Plan

Measurement Date	<u>June 30, 2018</u>	<u>June 30, 2017</u>	<u>June 30, 2016</u>	<u>June 30, 2015</u>	<u>June 30, 2014¹</u>
City's Proportion of the Net Pension Liability	0.07000%	0.00077%	0.00077%	0.00256%	0.00322%
City's Proportionate Share of the Net Pension Liability	\$ 67,418	\$ 76,419	\$ 66,246	\$ 175,694	\$ 200,391
City's Covered Payroll	<u>200,481</u>	<u>185,286</u>	<u>203,105</u>	<u>167,611</u>	<u>190,547</u>
City's Proportionate Share of the Net Pension Liability as a Percentage of Its Covered Payroll	<u>33.63%</u>	<u>41.24%</u>	<u>32.62%</u>	<u>104.82%</u>	<u>105.17%</u>
Plan's Proportionate Share of the Fiduciary Net Position as a Percentage of the Total Pension Liability	<u>93.76%</u>	<u>92.41%</u>	<u>92.47%</u>	<u>78.51%</u>	<u>74.45%</u>

¹ Historical information is presented only for measurement periods for which GASB 68 is available.

City of Bradbury
Required Supplementary Information (Unaudited)
Schedule of the City's Contributions - Pensions
For the Year Ended June 30, 2019

Last Ten Fiscal Years

California Public Employees' Retirement System ("CalPERS") Miscellaneous Plan

Fiscal Year	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14 ¹
Actuarially Determined Contribution	\$ 17,974	\$ 14,550	\$ 11,319	\$ 13,626	\$ 29,107	\$ 28,041
Contribution in Relation to the						
Actuarially Determined Contribution ²	(17,974)	(14,550)	(11,319)	(163,293)	(29,107)	(28,041)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ (149,667)	\$ -	\$ -
Covered Payroll	\$ 206,495	\$ 200,481	\$ 185,286	\$ 203,105	\$ 167,611	\$ 190,547
Contributions as a Percentage of						
Covered Payroll	8.70%	7.26%	6.11%	6.71%	17.37%	14.72%

¹ Historical information is presented only for measurement periods for which GASB 68 is applicable.

² Employers are assumed to make contributions equal to the actuarially determined contributions. However, some employers may choose to make additional contributions towards their side fund or their unfunded liability. Employer contributions for such plans exceed the actuarially determined contributions. CalPERS has determined that employer obligations referred to as "side funds" are not considered separately financed specific liabilities.

Notes to Schedule

Change in Benefit Terms: There were no changes to benefit terms.

Changes of Assumptions: In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate. In 2017, the accounting discount rate reduced from 7.65 percent to 7.15 percent. In 2016, there were no changes. In 2015, amounts reported reflect an adjustment of the discount rate from 7.5 percent (net of administrative expense) to 7.65 percent (without a reduction for pension plan administrative expense.) In 2014, amounts reported were based on the 7.5 percent discount rate.

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SUPPLEMENTARY INFORMATION

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NONMAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS:

County Park Grant Special Revenue Fund - To account for the park grants provided by state and county agencies to build the recreational park located behind City Hall.

Public Transportation (Prop A) Special Revenue Fund - To account for the receipt and disbursement of funds received from the motor vehicle registration fee collected by the State of California and must be used for programs that reduce motor vehicle emissions. The City has used these funds for the purchase of alternative fuel vehicles and for enhancements to the City's website.

Measure R Special Revenue Fund - To account for the receipt and disbursement of funds from Los Angeles County which were created by a voter approved sales tax in 2008. These funds are allocated by Metropolitan Transportation Authority (MTA) to fund street projects.

Surface Transportation Program Local (STPL) Special Revenue Fund - To account for the receipt and disbursement of funds received from the State of California through the MTA and must be used for street improvements on certain major streets within the City.

Recycling Grant Special Revenue Fund - To account for the receipt and disbursement of funds received from the State of California for programs that promote the recycling of waste materials.

Fire Grant Special Revenue Fund - To account for the receipt and disbursement of grant funds received from the U.S. Department of Forestry for brush clearance.

Measure M Special Revenue Fund - To account for the receipt and disbursement of funds from Los Angeles County which were created by a voter approved sales tax in 2016. These funds are allocated by MTA to fund street projects.

TDA Special Revenue Fund - To account for the receipt and distribution of funds allocated by MTA originating from the Transportation Development Act, Article 3 for the planning and construction of pedestrian and bicycle facilities.

Proposition C Special Revenue Fund - To account for the receipt and disbursement of a portion of the ½ cent sales tax approved by the voters in 1982 and 1990. Approximately 20% of the monies generated by the tax are returned to local agencies to be used for public transportation purposes and maintenance of streets "heavily used by public transit".

SB1 Gas Tax Special Revenue Fund - To account for the receipt and disbursement of funds received from the Road Repair and Accountability Act of 2017. These funds must be spent for local streets and roads.

City of Bradbury
Combining Balance Sheet
Nonmajor Governmental Funds
June 30, 2019

Special Revenue Funds				
	County Park Grant Fund	Public Transportation Fund (Prop A)	Measure R Fund	STPL Fund
ASSETS				
Cash and investments	\$ 9,100	\$ 18,022	\$ 87,666	\$ 33,652
Taxes receivable	-	-	-	-
Interest receivable	37	70	354	138
Total assets	\$ 9,137	\$ 18,092	\$ 88,020	\$ 33,790
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable and accrued liabilities	\$ -	\$ -	\$ 49,950	\$ 32,774
Unearned revenues	-	-	-	-
Due to other funds	-	-	-	-
Total liabilities	-	-	49,950	32,774
Fund Balances:				
Restricted	9,137	18,092	38,070	1,016
Total fund balances	9,137	18,092	38,070	1,016
Total liabilities and fund balances	\$ 9,137	\$ 18,092	\$ 88,020	\$ 33,790

(Continued)

City of Bradbury
Combining Balance Sheet (Continued)
Nonmajor Governmental Funds
June 30, 2019

	Special Revenue Funds			
	Recycling Grant Fund	Fire Grant Fund	Measure M Fund	TDA Fund
ASSETS				
Cash and investments	\$ 11,317	\$ 10,818	\$ 15,619	\$ -
Taxes receivable	-	-	-	413
Interest receivable	39	44	59	-
Total assets	\$ 11,356	\$ 10,862	\$ 15,678	\$ 413
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable and accrued liabilities	\$ -	\$ -	\$ 4,514	\$ -
Unearned revenues	10,947	-	-	-
Due to other funds	-	-	-	413
Total liabilities	10,947	-	4,514	413
Fund Balances:				
Restricted	409	10,862	11,164	-
Total fund balances	409	10,862	11,164	-
Total liabilities and fund balances	\$ 11,356	\$ 10,862	\$ 15,678	\$ 413

(Continued)

City of Bradbury
Combining Balance Sheet (Continued)
Nonmajor Governmental Funds
June 30, 2019

	Proposition C Fund	SB 1 Gas Tax Fund	Total Nonmajor Governmental Funds
ASSETS			
Cash and investments	\$ 74,965	\$ 21,496	\$ 282,655
Taxes receivable	-	4,977	5,390
Interest receivable	301	85	1,127
Total assets	\$ 75,266	\$ 26,558	\$ 289,172
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable and accrued liabilities	\$ 73,867	\$ 21,623	\$ 182,728
Unearned revenues	-	-	10,947
Due to other funds	-	-	413
Total liabilities	73,867	21,623	194,088
Fund Balances:			
Restricted	1,399	4,935	95,084
Total fund balances	1,399	4,935	95,084
Total liabilities and fund balances	\$ 75,266	\$ 26,558	\$ 289,172

(Concluded)

City of Bradbury
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Nonmajor Governmental Funds
For the Year Ended June 30, 2019

	Special Revenue Fund			
	County Park Grant Fund	Public Transportation Fund (Prop A)	Measure R Fund	STPL Fund
REVENUES:				
Use of money and property	\$ 190	\$ 291	\$ 1,766	\$ 703
Intergovernmental	-	22,224	13,830	-
Total revenues	<u>190</u>	<u>22,515</u>	<u>15,596</u>	<u>703</u>
EXPENDITURES:				
Current:				
Public works	-	7,746	53,940	32,773
Total expenditures	<u>-</u>	<u>7,746</u>	<u>53,940</u>	<u>32,773</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	190	14,769	(38,344)	(32,070)
OTHER FINANCING SOURCES:				
Transfers in	-	-	-	-
Total other financing sources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	190	14,769	(38,344)	(32,070)
FUND BALANCES:				
Beginning of year	8,947	3,323	76,414	33,086
End of year	<u>\$ 9,137</u>	<u>\$ 18,092</u>	<u>\$ 38,070</u>	<u>\$ 1,016</u>

(Continued)

City of Bradbury
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued)
Nonmajor Governmental Funds
For the Year Ended June 30, 2019

Special Revenue Fund

	Recycling Grant Fund	Fire Grant Fund	Measure M Fund	TDA Fund
REVENUES:				
Use of money and property	\$ 200	\$ 226	\$ 284	\$ -
Intergovernmental	5,000	-	15,597	22,638
Total revenues	<u>5,200</u>	<u>226</u>	<u>15,881</u>	<u>22,638</u>
EXPENDITURES:				
Current:				
Public works	5,000	-	16,580	22,636
Total expenditures	<u>5,000</u>	<u>-</u>	<u>16,580</u>	<u>22,636</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	200	226	(699)	2
OTHER FINANCING SOURCES:				
Transfers in	-	-	-	-
Total other financing sources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	200	226	(699)	2
FUND BALANCES:				
Beginning of year	209	10,636	11,863	(2)
End of year	<u>\$ 409</u>	<u>\$ 10,862</u>	<u>\$ 11,164</u>	<u>\$ -</u>

(Continued)

City of Bradbury
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued)
Nonmajor Governmental Funds
For the Year Ended June 30, 2019

	Proposition C Fund	SB 1 Gas Tax Fund	Total Nonmajor Governmental Funds
REVENUES:			
Use of money and property	\$ 1,447	\$ 331	\$ 5,438
Intergovernmental	18,434	19,604	117,327
Total revenues	<u>19,881</u>	<u>19,935</u>	<u>122,765</u>
EXPENDITURES:			
Current:			
Public works	74,700	21,623	234,998
Total expenditures	<u>74,700</u>	<u>21,623</u>	<u>234,998</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	(54,819)	(1,688)	(112,233)
OTHER FINANCING SOURCES:			
Transfers in	-	6,623	6,623
Total other financing sources	<u>-</u>	<u>6,623</u>	<u>6,623</u>
Net change in fund balances	(54,819)	4,935	(105,610)
FUND BALANCES:			
Beginning of year	56,218	-	200,694
End of year	<u>\$ 1,399</u>	<u>\$ 4,935</u>	<u>\$ 95,084</u>

(Concluded)

City of Bradbury
Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual
Public Transportation Funds (Proposition A) Special Revenue Fund
For the Year Ended June 30, 2019

	Budget			Variance with
	Original	Final	Actual Amounts	Final Budget
REVENUES:				
Use of money and property	\$ 50	\$ 50	\$ 291	\$ 241
Intergovernmental	21,050	21,050	22,224	1,174
Total revenues	<u>21,100</u>	<u>21,100</u>	<u>22,515</u>	<u>1,415</u>
EXPENDITURES:				
Current:				
Public works	<u>9,000</u>	<u>9,000</u>	<u>7,746</u>	<u>1,254</u>
Total expenditures	<u>9,000</u>	<u>9,000</u>	<u>7,746</u>	<u>1,254</u>
Net Change in Fund Balance	<u>\$ 12,100</u>	<u>\$ 12,100</u>	14,769	<u>\$ 2,669</u>
FUND BALANCE:				
Beginning of year			<u>3,323</u>	
End of year			<u>\$ 18,092</u>	

City of Bradbury
Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual
Measure R Special Revenue Fund
For the Year Ended June 30, 2019

	Budget			Variance with
	Original	Final	Actual Amounts	Final Budget
REVENUES:				
Use of money and property	\$ 350	\$ 350	\$ 1,766	\$ 1,416
Intergovernmental	12,000	12,000	13,830	1,830
Total revenues	<u>12,350</u>	<u>12,350</u>	<u>15,596</u>	<u>3,246</u>
EXPENDITURES:				
Current:				
Public works	35,936	88,763	53,940	34,823
Total expenditures	<u>35,936</u>	<u>88,763</u>	<u>53,940</u>	<u>34,823</u>
Net Change in Fund Balance	<u>\$ (23,586)</u>	<u>\$ (76,413)</u>	(38,344)	<u>\$ 38,069</u>
FUND BALANCE:				
Beginning of year			76,414	
End of year			<u>\$ 38,070</u>	

City of Bradbury
Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual
STPL Special Revenue Fund
For the Year Ended June 30, 2019

	Budget		Actual Amounts	Variance with
	Original	Final		Final Budget
REVENUES:				
Use of money and property	\$ -	\$ -	\$ 703	\$ 703
Total revenues	<u>-</u>	<u>-</u>	<u>703</u>	<u>703</u>
EXPENDITURES:				
Current:				
Public works	32,773	32,773	32,773	-
Total expenditures	<u>32,773</u>	<u>32,773</u>	<u>32,773</u>	<u>-</u>
Net Change in Fund Balance	<u>\$ (32,773)</u>	<u>\$ (32,773)</u>	(32,070)	<u>\$ 703</u>
FUND BALANCE:				
Beginning of year			33,086	
End of year			<u>\$ 1,016</u>	

City of Bradbury
Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual
Recycling Grant Special Revenue Fund
For the Year Ended June 30, 2019

	Budget		Actual Amounts	Variance with Final Budget
	Original	Final		
REVENUES:				
Use of money and property	\$ -	\$ -	\$ 200	\$ 200
Intergovernmental	5,000	5,000	5,000	-
Total revenues	<u>5,000</u>	<u>5,000</u>	<u>5,200</u>	<u>200</u>
EXPENDITURES:				
Current:				
Public works	-	-	5,000	(5,000)
Total expenditures	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>(5,000)</u>
Net Change in Fund Balance	<u>\$ 5,000</u>	<u>\$ 5,000</u>	200	<u>\$ (4,800)</u>
FUND BALANCE:				
Beginning of year			209	
End of year			<u>\$ 409</u>	

City of Bradbury
Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual
Measure M Special Revenue Fund
For the Year Ended June 30, 2019

	Budget			Variance with
	Original	Final	Actual Amounts	Final Budget
REVENUES:				
Use of money and property	\$ 50	\$ 50	\$ 284	\$ 234
Intergovernmental	11,500	11,500	15,597	4,097
Total revenues	11,550	11,550	15,881	4,331
EXPENDITURES:				
Current:				
Public works	18,900	23,414	16,580	6,834
Total expenditures	18,900	23,414	16,580	6,834
Net Change in Fund Balance	\$ (7,350)	\$ (11,864)	(699)	\$ 11,165
FUND BALANCE:				
Beginning of year			11,863	
End of year			\$ 11,164	

City of Bradbury
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual
TDA Special Revenue Fund
For the Year Ended June 30, 2019

	Budget		Actual Amounts	Variance with Final Budget
	Original	Final		
REVENUES:				
Intergovernmental	\$ 30,000	\$ 30,000	\$ 22,638	\$ (7,362)
Total revenues	<u>30,000</u>	<u>30,000</u>	<u>22,638</u>	<u>(7,362)</u>
EXPENDITURES:				
Current:				
Public works	<u>30,000</u>	<u>30,000</u>	<u>22,636</u>	<u>7,364</u>
Total expenditures	<u>30,000</u>	<u>30,000</u>	<u>22,636</u>	<u>7,364</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	2	<u>\$ 2</u>
FUND BALANCE:				
Beginning of year			(2)	
End of year			<u>\$ -</u>	

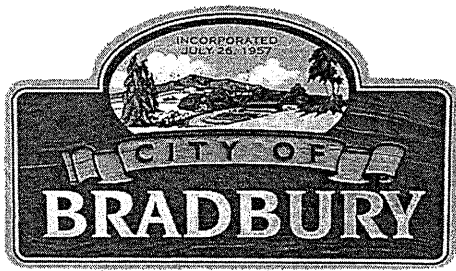
City of Bradbury
Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual
Proposition C Special Revenue Fund
For the Year Ended June 30, 2019

	Budget			Variance with
	Original	Final	Actual Amounts	Final Budget
REVENUES:				
Use of money and property	\$ 100	\$ 100	\$ 1,447	\$ 1,347
Intergovernmental	17,550	17,550	18,434	884
Total revenues	<u>17,650</u>	<u>17,650</u>	<u>19,881</u>	<u>2,231</u>
EXPENDITURES:				
Current:				
Public works	70,000	73,867	74,700	(833)
Total expenditures	<u>70,000</u>	<u>73,867</u>	<u>74,700</u>	<u>(833)</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>(52,350)</u>	<u>(56,217)</u>	<u>(54,819)</u>	<u>1,398</u>
Net Change in Fund Balance	<u>\$ (52,350)</u>	<u>\$ (56,217)</u>	<u>(54,819)</u>	<u>\$ 1,398</u>
FUND BALANCE:				
Beginning of year			56,218	
End of year			<u>\$ 1,399</u>	

City of Bradbury
Schedule of Revenues, Expenditures, and Change in Fund Balance - Budget and Actual
SB 1 Gas Tax Special Revenue Fund
For the Year Ended June 30, 2019

	Budget			Variance with
	Original	Final	Actual Amounts	Final Budget
REVENUES:				
Use of money and property	\$ -	\$ -	\$ 331	\$ 331
Intergovernmental	-	-	19,604	19,604
Total revenues	-	-	19,935	19,935
EXPENDITURES:				
Current:				
Public works	-	21,623	21,623	-
Total expenditures	-	21,623	21,623	-
REVENUES OVER (UNDER) EXPENDITURES	-	(21,623)	(1,688)	19,935
OTHER FINANCING SOURCES:				
Transfers in	-	-	6,623	6,623
Total other financing sources	-	-	6,623	6,623
NET CHANGE IN FUND BALANCE	<u>\$ -</u>	<u>\$ (21,623)</u>	4,935	<u>\$ 26,558</u>
FUND BALANCE:				
Beginning of year			-	
End of year			<u>\$ 4,935</u>	

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Richard T. Hale, Jr., Mayor (District 1)
Monte Lewis, Mayor Pro Tem (District 2)
Richard Barakat, Council Member (District 3)
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
Lisa Bailey, Finance Director

DATE: June 16, 2020

SUBJECT: **RESOLUTION NO. 20-09: PROPOSED BUDGET FOR FISCAL YEAR 2020-21, AND RESOLUTION NO. 20-10 ALLOCATING THE CITY OF BRADBURY'S CITIZENS OPTION FOR PUBLIC SAFETY (COPS) FUNDS**

ATTACHMENTS:

1. Resolution No. 20-09: Annual Budget for FY 2020-21
2. Resolution No. 20-10: COPS Funds
3. FY 2020 – 2021 Work Plan
4. FY 2020 – 2021 Projected Fund Activity by Fund
5. FY 2020 – 2021 Revenue Projections
6. FY 2020 – 2021 Expenditure Projections
7. General Fund History
8. Property Tax & Development Activity History
9. Sewer Fund Balances

SUMMARY

The proposed Fiscal Year 2020 – 2021 draft budget is a snap-shot of next year's budget forecast, and it allows the City Council to discuss any priorities in the coming year.

The budget determines the City's resource priorities and sets the course for years to come. The City Council does that by linking the most important, highest priority items for the City to accomplish over the next year with the necessary resources.

It is recommended that the City Council adopt Resolution No. 20-09 approving the City of Bradbury's Annual Budget for Fiscal Year 2020-2021 and Resolution No. 20-10 approving the expenditure plan for grant funds pursuant to Citizen's Options for Public Safety (COPS)/Supplemental Law Enforcement Services Fund.

NEW UPDATES

This section reviews the updated items and incorporate any City Council feedback since the last meeting in May. The following items have been altered to the final budget and to this report:

- Sewer Fund Expenses & Revenues have been added in Attachment #9
- Beautification of the Mount Olive Drive medians has been added to the upcoming City Council Work Plan
- Costs associated with the Bradbury Night Out, Annual Appreciation Event, and Lemon Trail Cap have been removed from the budget.
- Staff CPI increases and the Management Analyst Salary increase have been placed on hold until further discussion ensues with the City Council during the August meeting.
- The Mount Olive Lane Sewer award-of-bid, the decrease in the contractual agreement with the Pasadena Humane Society, and the Multi-benefit Stormwater Project Concept Reports have been incorporated into the budget.
- A transfer out of the General Fund to the Sewer Fund in the amount of \$240,000 was added to fund the Mt. Olive Lane Project and the DUSD Marquee.

ANALYSIS

Linking objectives with necessary resources involves a process that identifies key goals prior to budget preparation, and these goals become priorities for the budget process. The following five key goals (in no particular order of importance) have been developed by the City Council:

- **Disaster Preparedness**
- **Fiscal Responsibility**
- **Capital Improvements**
- **Infrastructure Improvements**
- **City Beautification**

DISCUSSION

A Snapshot of the Budget FY 2020 - 2021

Revenue projects are based on the trends and forecast reports from the County and State. These estimates are conservative and reflect the expectation of the City's revenues from the previous year.

Revenue to the General Fund projected at \$1,183,520 and expenditures total is \$1,166,240. This includes a \$240,000 transfer to the Sewer Fund for capital projects. The City's major General Fund revenue sources are Property Tax, Transfer Tax, Franchise Fees and Fees for Service. It should be noted that the General Fund revenues are subject to changes in economic conditions and can fluctuate significantly. As such,

Staff had downgraded revenues in response to the current COVID-19 situation. Revenue from Licenses and Permits have leveled off this year due to a slowing in construction activity. We anticipate continued slowing in Fiscal Year 2020-21 (Attachment #8).

Below is a summary for the upcoming Fiscal Year:

Projected General Fund Revenue =	\$1,183,520
Projected General Fund Expenditures =	\$1,166,240
Projected Difference	\$ 17,280
Projected Fund Balance =	\$3,495,131
Projected General Fund Reserves =	\$1,200,000
Projected Infrastructure Reserves =	\$ 200,000
Projected Contingency =	\$ 5,000
Projected General Fund Liability =	\$ 25,000
Unreserved General Fund Balance =	\$2,065,131

Staff's current projection with property taxes is similar to that of other municipalities – the upcoming Fiscal Year will see slowing but not a drop in property tax (Attachment #6). Reason being – there are limited evictions and financial lenders are remaining flexible on individuals not paying mortgages. Lenders are also providing ample time to catch up on past payments. However, some time will pass before foreclosures start occurring and once the real-estate market would be affected. As such, there may be a possibility that the market could be affected in the preceding cycle of Fiscal Year 2021-22.

Significant Projects Completed in FY 2019-2020

▪ Policies, Ordinances, and Projects

A wide variety of policies, ordinances, and projects were completed throughout the year. These include:

- ✓ Renewed the CSO Program
- ✓ Digitized the City's Building Permits
- ✓ Updated the City's Noise Ordinance
- ✓ Altered Overnight Parking Regulations
- ✓ Implemented Regulations for Ground Covering
- ✓ Strengthened Property Maintenance Standards
- ✓ Continuance of Routine Performance Evaluations
- ✓ Facilitation of Cal Recycle Competitive Grant Funding
- ✓ Maintained City Operations during COVID-19 Pandemic
- ✓ Renewed Agreement with the Pasadena Humane Society
- ✓ Adopted an Environmentally Preferred Procurement Policy

- *Bradbury Night Out*
On July 29, 2019, the City hosted Bradbury Night out in recognition of National Night Out and Bradbury's Birthday Event at City Hall. There were approximately 190 attendees.
- *Public Safety Committee*
The Public Safety Committee, which acts in an advisory capacity in relation to law enforcement priorities, crime prevention and control, animal control, and emergency preparedness, was very active during this year. Three committee members received training in First Aid/CPR/AED through the City of Bradbury attended and passed the CERT training program offered in neighboring cities, and one volunteer became an amateur HAM Radio operator. The Committee reorganized the emergency supply shed, restored it, and has purchased supplies, food, and water to ensure resources in an emergency situation. Additionally, the committee assisted with the distribution, outreach, and collection of the Citywide Disaster Data Survey and Connect C-T-Y forms. It is anticipated that the committee will have an active role in the development of the Community Wildfire Protection Plan.
- *Citywide Street Slurry*
All public streets were a part of the citywide street slurring program performed last August.
- *Development Code Updates*
The following Development Code updates were performed:
 1. Update to Official Zoning Map
 2. Addition of Minimum Lot Frontage Requirements
 3. Update of Intersection Vision Clearance Requirements
 4. Drafted Urgency Regulations for Accessory & Junior Accessory Dwelling Units
 5. Amended Development Code for Allowance of 2nd Story Dwellings in the R-7,500 Zone.

New Items for Consideration in FY 2020 – 2021

Recommended New Items Utilizing Restricted Funds: Currently in Budget

- *COPS/SLESF Funds - \$103,500 (Restricted Funds)*
The City receives \$100,000 in Citizens' Option for Public Safety (COPS) / Supplemental Law Enforcement Services Fund (SLESF) funding from the State for additional local law enforcement purposes each Fiscal Year. The City currently has a \$197,941 surplus from previous years. This past year, the City utilized funding for a contracted Monrovia CSO at a rate of \$52,000, administrative supplies (such as tickets) for \$3,000, and \$50,000 for extra Sheriffs Department

patrol in Bradbury. As such, Staff is recommending the following for this upcoming fiscal year:

➤ \$ 50,000	Additional LASD Patrol in Bradbury
➤ \$ 52,000	Monrovia CSO
➤ \$ 1,500	Administrative Supplies
\$103,500	TOTAL

With the current recommendation, the City is expected to have a remaining balance of \$197,441 in surplus COPS/SLESF funding for future years.

Recommended New Items Utilizing General Funds: Currently in Budget

- *Los Angeles Sheriff's Department Contract Increase - \$7,163*
The Sheriff's Department has notified the City that their contracting cost model will overall increase by 5.56%. The contract between Bradbury and LASD accounts for 730 annual scheduled hours within the City. The Sheriffs Department had originally noticed the City of an increase to the Contract Cities Liability Trust Fund from 11% to 11.5%. However, the California Contract Cities Association lobbied the County Board of Supervisors to defer the increase due to the adverse effect the pandemic has had on municipal budgets. Ultimately, the Board of Supervisors agree to defer the increase.

Other Notable Items

- For the 12 designated unpaid days, Staff recommends the following days to be designated: Friday, July 3, 2020; Friday, August 7, 2020; Friday, September 4, 2020; Monday, October 12, 2020 (Columbus Day); Monday, November 6, 2020; Monday, December 28, 2020; Tuesday, December 29, 2020; Wednesday, December 30, 2020; Friday, March, 5 2021; Friday, April 2021; Friday, May 7, 2021; Friday, June 4, 2021

STAFF RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 20-09 approving the City of Bradbury's Annual Budget for Fiscal Year 2020-2021 and Resolution No. 20-10 approving the expenditure plan for grant funds pursuant to Citizen's Options for Public Safety (COPS)/Supplemental Law Enforcement Services Fund.

ATTACHMENT # 1

RESOLUTION NO. 20-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2020-21 AND APPROPRIATING THE AMOUNTS BUDGETED

WHEREAS, a proposed annual budget for the City of Bradbury (City) for the fiscal year commencing July 1, 2020 and concluding June 30, 2021 was submitted to the City Council and is on file at City Hall; and

WHEREAS, On May 19, 2020, the City Manager did present the City's proposed 2020-21 budget to the City Council for its consideration; and the City Council did, at a public meeting, carefully consider the proposed budget; and

WHEREAS, the City Council did, at a public meeting, receive input from the City Manager, City staff and the public; and

WHEREAS, the City Council directed staff to make changes to the proposed budget; and those changes have been incorporated into the proposed budget.

NOW, THEREFORE, THE CITY OF BRADBURY DOES RESOLVE AS FOLLOWS:

SECTION 1. The budget, as amended, is adopted as the Annual Budget for the City of Bradbury for Fiscal Year commencing July 1, 2020 and concluding June 30, 2021.

SECTION 2. Appropriations for the City as described in the documents titled "Proposed Budget for Fiscal Year 2020-2021" attached hereto as exhibits, respectively, are hereby adopted for the fiscal year commencing July 1, 2020 and concluding on June 30, 2021.

SECTION 3. The City Manager is hereby authorized to make transfers between budget line items in accordance with the Budget Policies adopted by the City Council.

APPROVED AND ADOPTED this 16th day of June, 2020.

Mayor,
City of Bradbury, California

I hereby certify that the foregoing Resolution No. 20-09 was adopted at an adjourned meeting of the City Council of the City of Bradbury held on this 16th day of June, 2020 by the following vote:

AYES:

NOES:

ABSENT:

Claudia Saldana
City Clerk

ATTACHMENT # 2

RESOLUTION NO. 20-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, ALLOCATING FUNDS FROM THE CITIZEN'S OPTION FOR PUBLIC SAFETY ("COPS") PROGRAM, AND DOCUMENTING THE DETERMINATIONS REQUIRED BY THE SUPPLEMENTAL LAW ENFORCEMENT OVERSIGHT COMMITTEE

Whereas, the City of Bradbury receives funds pursuant to Assembly Bill 3229 of 1996, commonly known as the Brulte Bill or the Citizen's Option for Public Safety ("COPS") Program; and

Whereas, the City of Bradbury currently has a budget allocation of \$100,000 in COPS funding for Fiscal Year 2020-2021; and

Whereas, all cities which receive COPS must allocate the funds and account for these allocations through an oversight process coordinated by the Supplemental Law Enforcement Oversight Committee ("SLEOC") of the County of Los Angeles; and

Whereas, this resolution will confirm and document decisions made during the Fiscal Year 2020-2021 budget process.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRADBURY DOES HEREBY FIND AND RESOLVE AS FOLLOWS:

Section 1. The City Council allocates a portion of its COPS funds as follows:

Additional Bradbury Patrol	\$ 50,000
City of Monrovia for CSO	\$ 52,000
Administrative Supplies	\$ 1,500
Total amount allocated	\$103,500

Section 2. That the City Clerk shall certify to the passage and adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 16th day of June, 2020.

MAYOR

"I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 16th day of June, 2020 by the following roll call vote:"

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

CLAUDIA SALDANA - CITY CLERK

ATTACHMENT # 3

ATTACHMENT # 4

Fiscal Year 2020-21 Summary

	7/1/2020	Proposed Revenues	Proposed Expenditures	Estimated 6/30/2021 Fund Balance		Estimated Increase/(Decrease) in Fund Balance
	Estimated Fund Balance			Reserved	Unreserved	
Unrestricted Funds:						
Fund 101 - General Fund	3,477,851	1,183,520	1,166,240	1,430,000	2,065,131	17,280
Fund 102 - Utility Users Tax Fund	766,392	10,000	8,555		767,837	1,445
Fund 112 - Long Term Planning Fee Fund	19,811	3,300	20,000		3,111	(16,700)
Fund 113 - Technology Fee Fund	25,939	7,800	14,000		19,739	(6,200)
	4,289,993	1,204,620	1,208,795	1,430,000	2,855,818	(4,175)
					4,285,818	
Restricted Funds:						
Fund 200 - Gas Tax Fund	690	23,700	22,000		2,390	1,700
Fund 201 - SB1 Fund	25,158	13,500	-		38,658	13,500
Fund 203 - Prop. A Fund	33,613	23,919	9,000		48,532	14,919
Fund 204 - Prop. C Fund	20,198	18,700	900		37,998	17,800
Fund 205 - TDA Fund	4	5,000	5,000		4	-
Fund 206 - Sewer Fund	464,997	251,000	673,396		42,601	(422,396)
Fund 208 - STPL Fund	1,031	-	-		1,031	-
Fund 209 - Recycling Grant Fund	7,558	5,050	5,000		7,608	50
Fund 210 - Measure R Fund	53,730	15,460	-		69,190	15,460
Fund 212 - Measure M Fund	32,523	16,305	-		48,828	16,305
Fund 213 - Measure W Fund	-	60,000	60,000		-	-
Fund 215 - COPs Fund	197,941	103,000	103,500		197,441	(500)
Fund 217 - County Park Grant Fund	8,287	100	1,000		7,387	(900)
Fund 219 - Fire Safe Grant 14-USFS-SFA-005;	6,062	45,150	50,000		1,212	(4,850)
	851,792	580,884	929,796	-	502,880	(348,912)
	5,141,785	1,785,504	2,138,591	1,430,000	3,358,699	(353,087)
	-	-	-			
					All Street Funds	198,095

ATTACHMENT # 5

Revenues

Acct. Number	Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
General Fund:							
101-00-4010	Property Tax-Current Secured	397,293	438,658	471,209	495,000	462,086	430,000
101-00-4030	Property Tax-Current Unsecured	16,148	3,941	18,096	18,500	18,096	14,000
101-00-4060	Public Safety Augmentation F	9,922	10,323	11,680	12,000	10,857	10,000
101-00-4070	Delinquent Taxes	6,408	6,624	6,401	7,500	6,945	6,000
101-00-4100	Sales & Use Tax	7,465	4,114	1,962	1,500	1,075	1,200
101-00-4110	Franchise Fee-Cable TV	17,736	18,708	22,476	23,000	31,950	26,000
101-00-4120	Franchise Fee-SC Edison	17,658	17,722	18,739	19,000	18,321	20,000
101-00-4130	Franchise Fee-SC Refuse	34,025	33,402	37,159	37,000	37,905	38,000
101-00-4140	Franchise Fee-SC Gas Co.	2,426	2,574	2,539	2,600	3,300	3,000
101-00-4150	Franchise Fee-Cal Am Water	27,483	31,388	37,557	38,000	40,285	40,000
101-00-4160	AB939 Refuse Admin. Fee	17,514	17,952	18,652	18,000	18,000	18,000
101-00-4190	Real Property Transfer Tax	32,492	31,081	22,709	14,000	18,321	20,000
101-00-4200	Motor Vehicle In-Lieu	123,481	130,646	137,540	140,000	141,339	140,000
101-00-4210	Dist & Bail Forfeiture	4,996	2,867	1,116	1,500	2,257	2,000
101-00-4220	Fines-City	-	21,906	21,732	2,000	866	1,000
101-00-4350	Business License	41,296	44,063	40,611	40,700	36,000	40,000
101-00-4360	Movie & TV Permits	7,000	3,030	-	-	30,900	-
101-00-4370	Bedroom License Fee	30,900	10,301	14,420	15,000	-	10,000
101-00-4410	Variances & CUPs	-	1,635	1,635	1,600	1,635	1,500
101-00-4420	Lot Line Adjustment/Zone Changes	1,902	3,805	-	-	-	-
101-00-4440	Subdivisions/Lot Splits	3,312	4,844	4,844	5,000	-	-
101-00-4460	Planning Dept. Review	100,020	50,073	25,382	25,000	73,112	70,000
101-00-4470	Building Construction Permit	309,178	179,175	236,173	250,000	94,743	85,000
101-00-4480	Building Plan Check Fees	270,669	260,790	159,454	250,000	96,222	90,000
101-00-4485	Landscape Plan Check Permit	28,204	10,627	7,433	5,500	2,800	3,500
101-00-4490	Green Code Compliance	40,268	26,871	29,086	27,000	7,796	6,500
101-00-4500	Civic Center Rental Fee	-	1,050	-	1,050	900	900
101-00-4530	Environmental & Other Fees	4,450	8,612	371	1,000	1,112	1,300
101-00-4540	City Engineering Plan Check	173,070	140,793	127,680	135,000	47,186	50,000
101-00-4600	Interest Income	17,136	20,081	70,777	77,712	60,000	50,000
101-00-4700	Sales of Maps & Publications	446	317	352	400	125	200
101-00-4800	Other Revenue	9	-	148	200	-	-
101-00-4850	Cal-Am Loan Repayment	4,820	-	-	4,820	4,820	4,820
101-00-4900	Reimbursements	4,323	65	5,783	3,000	1,231	500
101-00-4920	Sale of Prop. A Funds	-	56,000	-	-	-	-
101-23-4950	Vacant Property Registry Fee	-	50	100	100	100	100
101-24-4610	Donations	-	-	500	-	500	-
Total General Fund Revenues		1,752,050	1,594,088	1,554,316	1,672,682	1,270,784	1,183,520

Revenues

Acct. Number	Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
Utility Users Tax Fund:							
102-00-4600	Interest	2,902	7,099	16,097	18,810	14,000	10,000
102-00-4810	Water	40,212	47,920				
102-00-4820	Trash	22,815	22,991				
102-00-4830	Electric	94,765	108,595	36			
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	16,133	18,810	14,000	10,000
Long Term Planning Fee Fund:							
112-00-4490	Long-Term Planning Fee	11,637	10,647	7,027	8,000	2,500	3,000
112-00-4600	LTP Fee Interest Income	29	143	411	400	350	300
		11,666	10,790	7,438	8,400	2,850	3,300
Technology Fee Fund:							
113-00-4520	Technology Fee	24,453	14,646	18,864	18,500	7,000	7,000
113-00-4600	Technology Fee Interest Income	217	498	894	1,000	900	800
		24,670	15,144	19,758	19,500	7,900	7,800
Gas Tax Fund:							
200-00-4200	TCRA Funds		1,258	1,206	-	1,206	1,200
200-00-4600	Gas Tax Interest	552	1,045	2,313	-	100	-
200-48-4260	Gas Tax	26,788	34,031	26,111	25,000	22,500	22,500
		27,340	36,334	29,630	25,000	23,806	23,700
SB1 Gas Tax Fund:							
201-00-4000	Transfers In			6,623	-		
201-48-4260	Gas Tax			19,604	15,000	13,500	13,500
201-00-4600	Gas Tax Interest			331	-	100	-
				26,558	15,000	13,600	13,500
Prop. A Fund:							
203-40-4260	Prop. A Transit Funds	19,835	20,948	22,224	23,000	23,619	23,619
203-40-4600	Prop. A Transit Interest	293	95	291	308	350	300
		20,128	21,043	22,515	23,308	23,969	23,919

Revenues

Acct. Number	Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
Prop. C Fund:							
204-48-4260	Prop. C Funds	16,295	17,532	18,434	19,000	18,700	18,700
204-48-4600	Prop. C Interest	252	524	1,447	-	100	-
		16,547	18,056	19,881	19,000	18,800	18,700
Transportation Development Act Fund:							
205-48-4260	TDA Funds	-	7,362	22,637	5,000	5,000	5,000
205-48-4600	TDA Interest	-	(2)	-	-	5	-
		-	7,360	22,637	5,000	5,005	5,000
Sewer Fund:							
206-00-4000	Transfers In	481,229	1,100,000	-	600,000	-	240,000
206-50-4600	Sewer Fund Interest	-	9,700	13,901	885	10,000	11,000
206-50-4730	Mount Olive Drive Assessment	25,000	43,140				
		506,229	1,152,840	13,901	600,885	10,000	251,000
STPL Fund:							
208-00-4260	STPL Funds	18,828	-				-
208-00-4600	STPL Interest	166	316	703	-	12	-
		18,994	316	703	-	12	-
Recycling Grant Fund:							
209-00-4260	Recycling Grant Funds	5,000	5,000	10,000	5,000		5,000
209-00-4600	Recycling Grant Interest	62	90	201		200	50
		5,062	5,090	10,201	5,000	200	5,050
Measure R Fund:							
210-48-4260	Measure R Funds	12,342	13,014	13,830	15,000	14,660	14,660
210-48-4600	Measure R Interest	311	692	1,767	-	1,000	800
		12,653	13,706	15,597	15,000	15,660	15,460
Measure M Fund							
212-48-4260	Measure M Funds		11,795	15,596	16,500	21,009	16,005
212-48-4600	Measure M Interest		69	284	-	350	300
		-	11,864	15,880	16,500	21,359	16,305
Measure W Fund							
213-48-4260	Measure W Funds				60,000	-	60,000
213-48-4600	Measure W Interest			-	-	-	-
		-	-	-	60,000	-	60,000

Revenues

Acct. Number	Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
Citizen's Option for Public Safety (COPS) Fund:							
215-23-4260	COPs Funds	116,750	143,168	148,747	100,000	155,948	100,000
215-23-4600	COPs Interest	539	1,383	3,679	982	3,500	3,000
		117,289	144,551	152,426	100,982	159,448	103,000
County Park Grant:							
217-00-4210	County Park Grant	48					
217-00-4600	Grant Fund Interest Income	-	85	190	180	150	100
		48	85	190	180	150	100
Fire Safe Grant:							
219-00-4260	Community Wildfire Protection Plan	-			45,000	-	45,000
219-00-4600	Fire Safe Grant Interest Income	57	101	226	215	200	150
		57	101	226	45,215	200	45,150
Total Revenues		2,739,039	3,274,560	1,927,989	2,650,462	1,587,743	1,785,504

ATTACHMENT # 6

Expenditures

General Fund:		2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
101-00-5000	Transfers Out	485,773	1,100,000		600,000	-	240,000
City Council Division:							
101-11-6500	Community Support (homelessness)	3,000	3,000	3,000	4,000	3,000	4,000
101-11-6100	Events and awards	57	7,662	6,490	6,000	6,451	-
101-11-6110	City Newsletter	215	225	1,257	-	235	300
		3,272	10,887	10,747	10,000	9,686	4,300
City Manager Division:							
101-12-5010	Salaries	93,641	102,500	106,395	109,268	120,000	120,000
101-12-5100	Benefits	26,424	41,806	44,100	46,174	49,455	49,455
101-12-6020	Meetings & Conferences	854	2,027	3,373	3,500	4,853	3,500
101-12-6025	Expense Account	237	1,130	317	1,500	1,250	1,250
101-12-6050	Mileage	488	1,023	1,104	1,200	1,000	1,000
101-12-6210	Special Department Supplies	23,097	-				-
101-12-6440	Cell Phone	350	900	900	1,000	1,000	1,000
		145,091	149,386	156,189	162,642	177,558	176,205
City Clerk Division:							
101-13-5010	Salaries	56,104	60,741	59,809	61,424	61,424	61,424
101-13-5100	Benefits	22,469	24,294	24,706	24,702	27,905	26,126
101-13-6020	Meetings & Conferences	-		-	-	12	-
101-13-6050	Mileage	156	142	47	50	114	115
101-13-6210	Special Department Supplies	290		122	275	275	275
101-13-6220	Election Supplies	-	473	-	500	314	500
101-13-6225	Codification	8,317	2,317	7,064	7,000	2,000	5,000
101-13-7000	Contract Election Services		-	-	12,000	1,000	-
		87,336	87,967	91,748	105,951	93,044	93,440
Finance Division:							
101-14-5010	Salaries	13,746	14,230	15,100	15,449	14,000	14,000
101-14-5100	Benefits	1,198	1,299	1,116	1,371	1,260	1,357
101-14-6210	Special Department Supplies	351	94	575	600	50	50
101-14-6230	Contracted Computer Services	711	1,459	1,141	500	1,231	1,000
101-14-7010	Contracted Banking Services	4,034	4,726	4,254	4,000	4,500	4,500

Expenditures

Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
101-14-7020 Contracted Audit Services	10,000	18,523	17,466	18,000	15,300	18,500
101-14-7040 GASB Reports	1,300	350	700	725	700	725
	31,340	40,681	40,352	40,645	37,041	40,132
City Attorney Division:						
101-15-7020 City Attorney Retainer	36,385	29,400	29,400	31,800	31,800	31,800
101-15-7070 City Attorney Special Service	5,333	2,702	1,331	5,000	1,000	2,500
101-15-7075 Development Code Update				26,000	-	-
101-15-7080 Seminars & Training	1,008	1,211	1,100	1,100	-	1,100
	42,726	33,313	31,831	63,900	32,800	35,400
General Government Division:						
101-16-5010 Salaries	40,785	37,219	47,038	48,308	48,308	48,308
101-16-5100 Benefits	12,277	9,524	12,695	13,107	15,000	15,488
101-16-6010 Seminars & Training	-	375		1,000	-	1,000
101-16-6020 Meetings & Conferences	-	195	60	200	185	200
101-16-6040 Transportation & Lodging	-	-	388	1,000	-	500
101-16-6050 Mileage	195	215	261	300	200	300
101-16-6120 Postage	227	267	856	300	675	700
101-16-6200 Office Supplies	1,652	1,324	2,061	2,500	675	1,000
101-16-6210 Special Departmental Supplies	-	1,622	397	500	-	-
101-16-6230 Computer & Website Services	9,149	7,232	10,929	15,000	8,013	10,000
101-16-6240 PERS UAL Payment	-	2,259	2,068	3,717	4,219	4,500
101-16-6242 PERS SSA 218 Annual Fee					200	200
101-16-6241 PERS Replacement Benefit Contribution	1,767		2,535	3,000	2,557	2,500
101-16-6250 Copier & Duplications	36,431	2,216	6,740	5,000	1,000	1,200
101-16-6300 Insurance	4,051	54,738	55,553	56,000	19,811	35,000
101-16-6400 Utilities	7,118	2,953	4,114	4,500	3,000	3,200
101-16-6440 Telephone	1,047	6,714	4,163	6,000	2,100	2,300
101-16-6450 Building Operations	2,565	1,132	603	4,000	4,000	1,200
101-16-6460 Building & Cleaning Service	152	2,795	2,825	3,000	3,275	3,200
101-16-6470 Maintenance & Supplies	241	-	328	400	500	500
101-16-7600 Operating Contingency			-	-		
	117,657	130,780	153,614	167,832	113,718	131,296

Expenditures

Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
Engineering Division:						
101-19-7230 Contracted Engineering Services	149,888	138,463	100,399	130,000	75,000	75,000
101-19-7238 Annexation	1,630	59,350			-	-
101-19-7310 Woodlyn Lane/Mt. Olive Drainage	128,365					
	279,883	197,813	100,399	130,000	75,000	75,000
Planning, Zoning & Development Division:						
101-20-6020 Meetings & Conferences			38		-	
101-20-6120 Postage	(77)	332	727	1,000	500	500
101-20-6210 Special Department Supplies	-	210	430	500	-	500
101-20-6240 Environmental Filing Fees				500	-	500
101-20-7210 City Planner Retainer	46,800	46,800	46,843	46,800	46,800	46,800
101-20-7220 Contracted Building & Safety	291,247	232,115	199,684	250,000	100,000	90,000
101-20-7240 City Planner Special Service	8,957	15,592	18,191	15,000	15,000	15,000
101-20-7245 General Plan update	-	406	2,160	-	4,150	-
101-20-7075 Development Code Update				26,000	-	-
	346,927	295,455	268,073	339,800	166,450	153,300
Parks & Landscape Maintenance Division:						
101-21-7015 Royal Oaks Trail Maintenance	8,210	7,305	13,724	10,000	5,000	10,000
101-21-7020 City Hall Grounds Maintenance	2,920	2,670	10,780	7,000	3,000	7,000
101-21-7025 Trail Maintenance	23,960	1,777	11,311	10,000	5,000	10,000
101-21-7035 Mt.Olive Entrance & Trail	4,998	7,349	7,343	12,000	4,000	12,000
101-21-7045 Lemon/RO Horse Trail	910	1,380	29,197	43,000	1,419	7,000
101-21-7060 Street Tree Trimming	11,300	11,098	10,857	-	-	-
	52,298	31,579	83,212	82,000	18,419	46,000
Public Safety Division:						
101-23-6210 Special Departmental Services	67		20,336	-	11	-
101-23-7410 Contract Services Sheriff	95,970	117,875	112,465	118,522	125,685	125,121
101-23-7420 City Hall Security	2,643	2,582	3,282	3,500	2,880	3,000
101-23-7450 Code Enforcement	2,771	4,499	11,241	6,000	17,000	12,000
101-23-7757 AED Purchase			2,863	-	-	
	101,451	124,956	150,187	128,022	145,576	140,121

Expenditures

Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
Emergency Preparedness Division:						
101-24-6010 Seminars & Training	-	-	-	-	-	100
101-24-6020 Meetings & Conferences	-	55	133	100	67	100
101-24-6030 Memberships & Dues	-	360	360	375	360	375
101-24-6100 Events & Awards	-	-	-	500	-	200
101-24-6470 Maintenance & Supplies	2,404	869	2,406	5,500	5,500	5,500
101-24-6480 Civic Center Generator	342	-	1,191	-	857	1,000
101-55-7030 Hazard Mitigation Plan	10,000	16	5,063	-	8	-
101-24-7245 Hazard Mitigation Plan	-	-	-	5,000	-	-
	12,746	1,300	9,153	11,475	6,792	7,275
Animal & Pest Control Division:						
101-25-7000 Animal Control Services	2,411	2,745	3,330	18,085	15,874	12,971
101-25-7010 Pest Control Services	-	175	200	300	-	300
	2,411	2,920	3,530	18,385	15,874	13,271
Intergovernmental Relations Division:						
101-30-6030 Memberships & Dues	8,452	8,610	4,072	9,200	10,459	10,500
General Fund Totals	1,717,363	2,215,647	1,103,107	1,869,852	902,417	1,166,240
Utility Users Tax Fund:						
101-15-7075 NPDES Stormwater Compliance	78,602	36,081	32,802	26,000	11,536	8,555
Long Term Planning Fee Fund:						
		1,350	8,645	-	-	20,000
Technology Fee Fund:						
113-20-4500 Permit Digitizing	-	8,631	17,495	10,000	14,733	-
113-20-7730 Website	468	-	-	20,000	10,000	2,000
113-20-8120 Capital Equipment-Server & Copier	-	7,470	1,188	6,000	6,000	10,000
Misc. Technology Expenses	-	-	-	-	-	2,000
	468	16,101	18,683	30,000	30,733	14,000

Expenditures

Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
Gas Tax Fund:						
200-48-5000 Transfers Out			6,623	-		
200-48-6400 Utilities-Select System	7,518	11,272	9,394	9,000	9,000	9,000
200-48-6410 Street Lights	7,752	9,293	8,073	8,000	8,000	8,000
200-48-7000 PW Contract Services	1,741	1,474	2,126	3,000	1,000	1,000
200-48-7290 Street Sweeping	3,765	4,071	3,131	4,000	4,000	4,000
200-48-7750 Woodlyn Lane Pavement Rehab.	3,114	-	110,394		-	-
200-48-7755 City Wide Slurry Seal	23,890	26,110	139,741	24,000	22,000	22,000
SB1 Gas Tax Fund:						
201-48-7745 Royal Oaks North Curb Extension				19,000	-	-
201-48-7755 City Wide Slurry Seal			21,623	-	-	-
			21,623	19,000	-	-
Prop. A Fund:						
203-00-7600 Sale of Prop. A Funds		80,000				-
203-40-7625 Transit Services	-	80,000	7,745	9,000	8,449	9,000
			7,745	9,000	8,449	9,000
Prop. C Fund:						
204-20-6030 Memberships & Dues	514	642	833	900	-	900
204-40-7325 Transit Services	8,449	8,449	-	-	-	-
204-48-7745 Royal Oaks North Curb Extension				19,000	-	-
204-48-7755 City Wide Slurry Seal	-		73,867		-	
	8,963	9,091	74,700	19,900	-	900
Transportation Development Act Fund:						
205-48-7720 Lemon/RO Horse Trail Project	-	7,142	22,636		-	-
205-48-7735 Royal Oaks & Mt. Olive Trail Rehab.				5,000	5,000	5,000
205-00-7760 Return of Funds	-	220			-	-
		7,362	22,636	5,000	5,000	5,000

Expenditures

Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
Sewer Fund:						
206-50-7600 Mt. Olive Drive Sewer Project	323,075	-	9,760	2,619	2,619	
206-50-7601 Mt. Olive Lane Sewer Project	31,530	13,695	6,271	705,087	31,691	673,396
206-50-7602 DUSD Message Board						40,000
206-50-7605 Lemon Ave. Project	7,810	103,816	-	580,000	-	
206-50-7606 Winston Ave Project	44,696	25,813	587,816	5,125	5,152	
	407,111	143,324	603,847	1,292,831	39,462	713,396
STPL Fund:						
208-48-7745 Royal Oaks North Curb Extension			32,774			
208-48-6555 Citywide Slurry Seal			32,774	-	-	-
Recycling Grant Fund:						
209-35-7300 Recycling Education	1,500	4,500	5,801	5,000	4,000	5,000
Measure R Fund:						
210-48-7755 City Wide Slurry Seal			49,950	-		
210-48-7745 Royal Oaks North Curb Extension				14,000	-	
210-00-7760 Return of Funds	-	-	3,990			
			53,940	14,000	-	-
Measure M Fund						
212-48-7755 Citywide Slurry Seal		-	4,514			
212-48-7745 Royal Oaks North Curb Extension				27,000	-	
212-48-7756 Bridge Repair			12,066			
	-	-	16,580	27,000	-	-
Measure W Fund						
213-42-7630 NPDES Stormwater Compliance				60,000	-	60,000
Citizen's Option for Public Safety (COPS) Fund:						
215-23-7410 Contract Services Sheriff	116,750	145,020	73,198	100,000	100,000	50,000
215-23-7411 Contract CSO Services & Supplies				55,000	55,000	53,500
	116,750	145,020	73,198	155,000	155,000	103,500
County Park Grant:						
217-21-7650 Civic Center Park	-	-	-	1,000	1,000	1,000

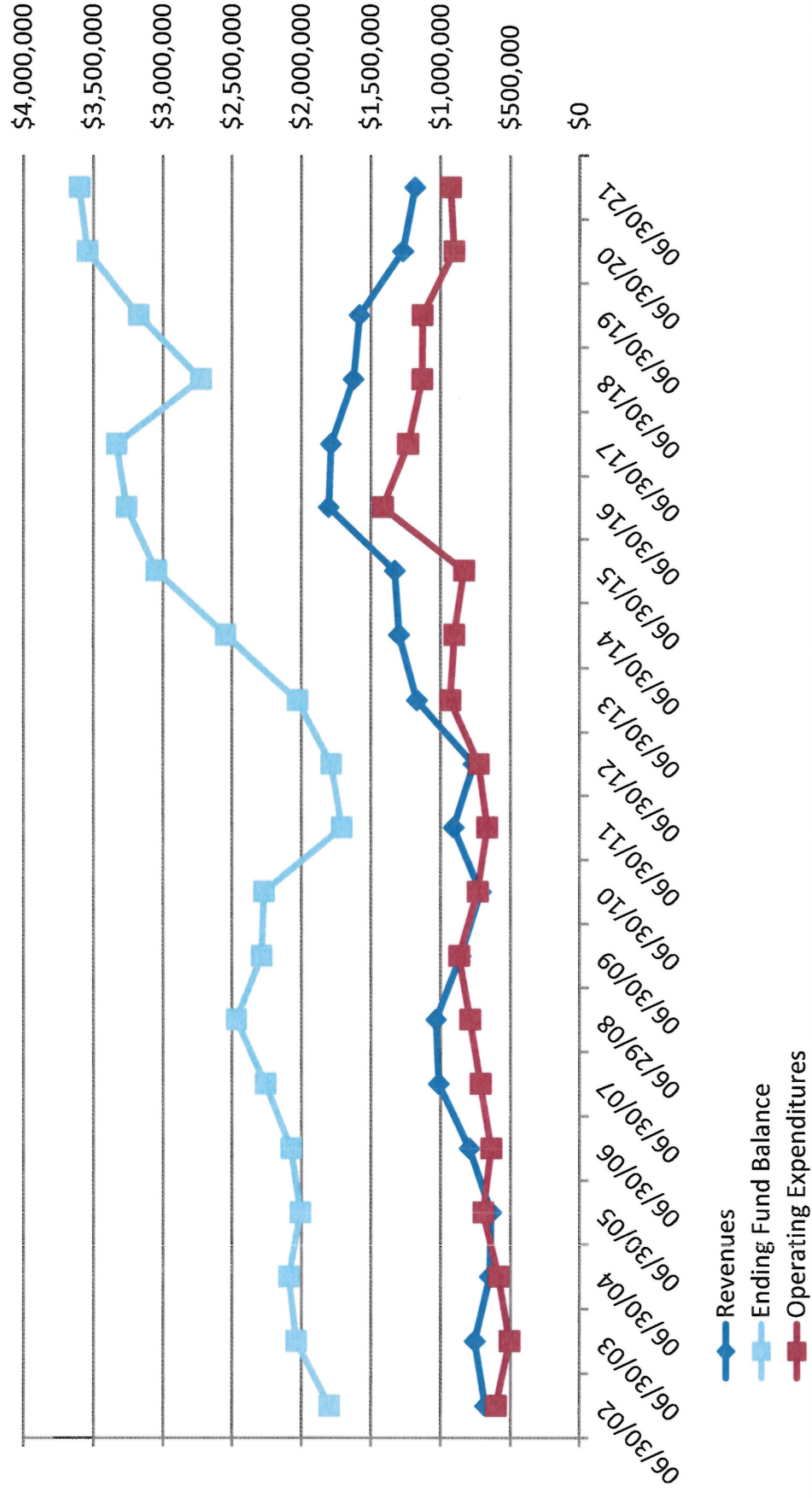
Expenditures

Account Description	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Proposed
Fire Safe Grant 14-USFS-SFA-0053: 219-21-7761 Community Wildfire Protection Plan	-	-		72,000	5,000	50,000
Total Expenditures	2,354,647	2,684,586	2,215,822	3,629,583	1,184,597	2,178,591

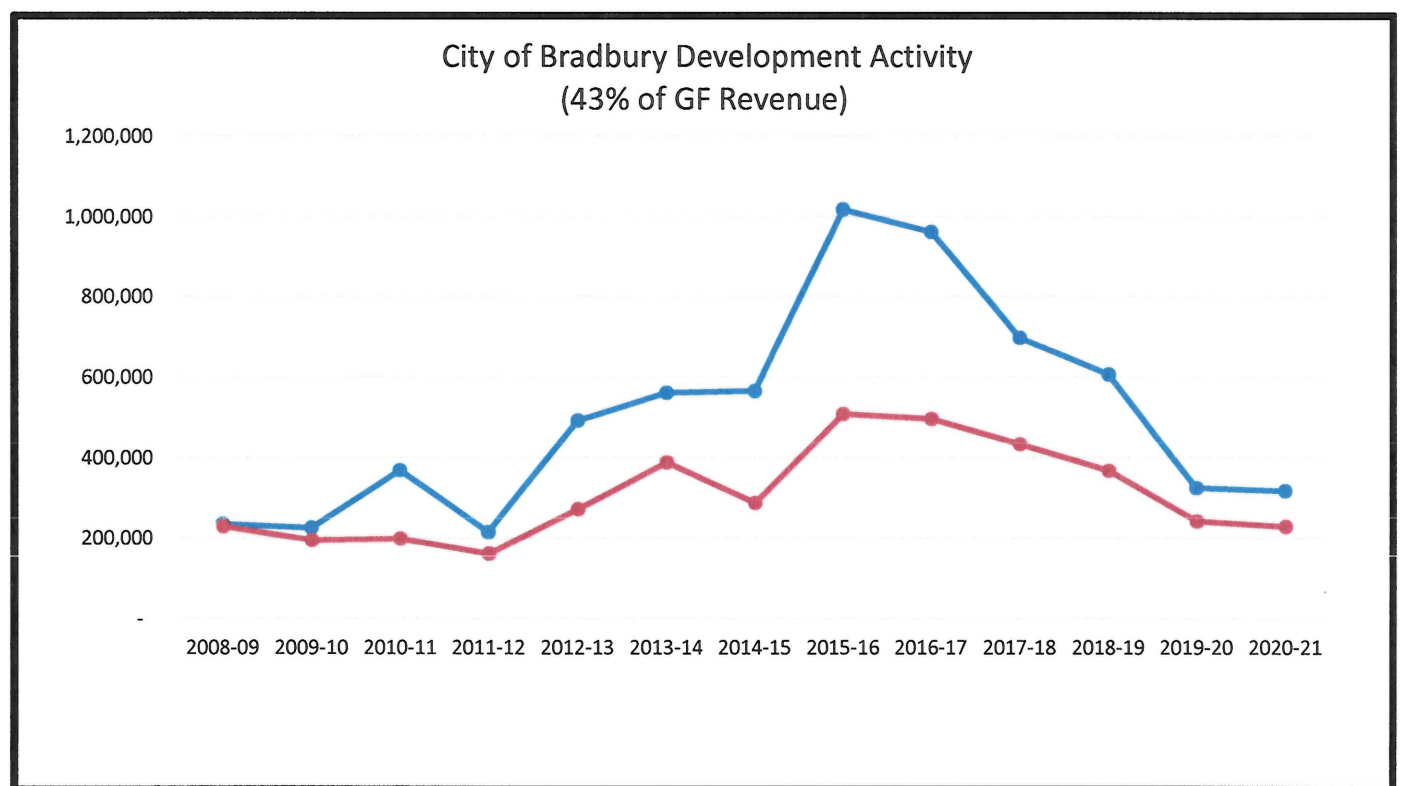
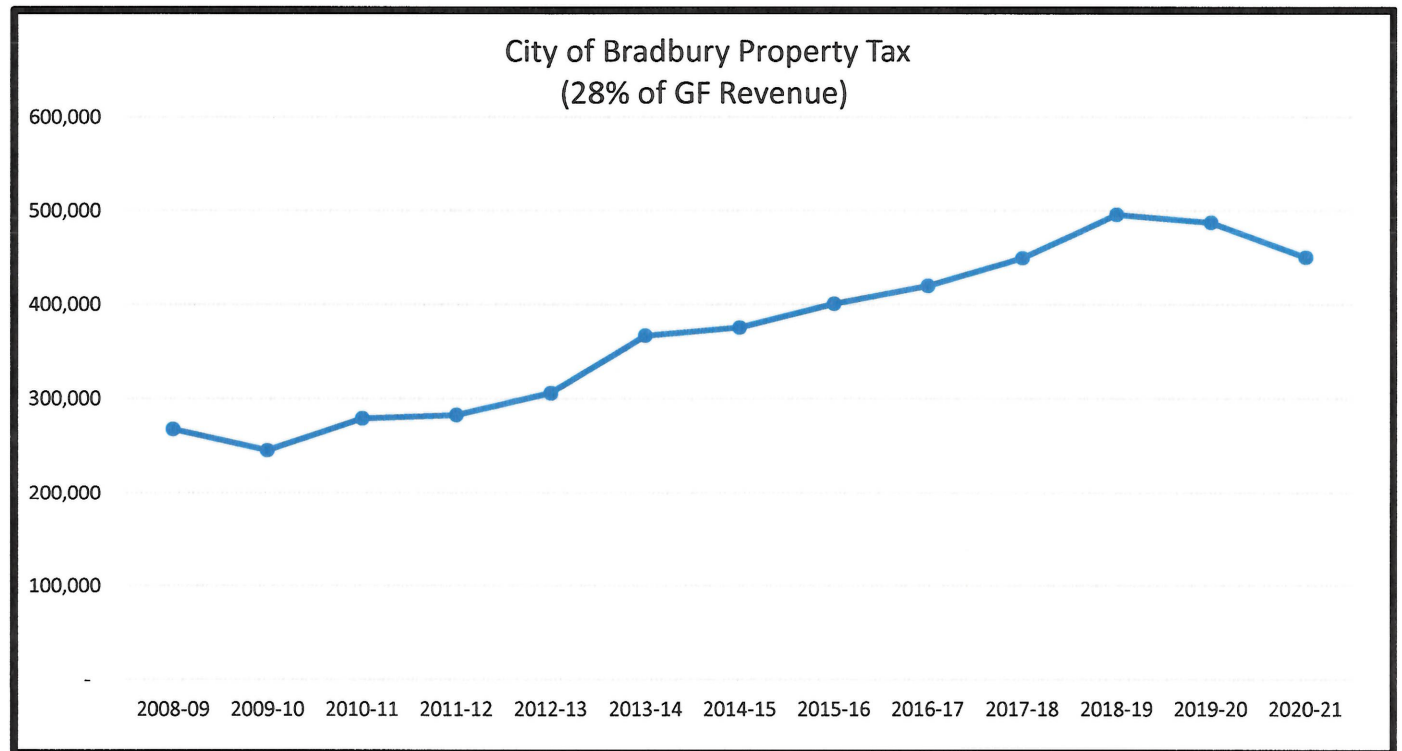
ATTACHMENT # 7

City of Bradbury
General Fund History


City of Bradbury General Fund History



ATTACHMENT # 8




ATTACHMENT # 9

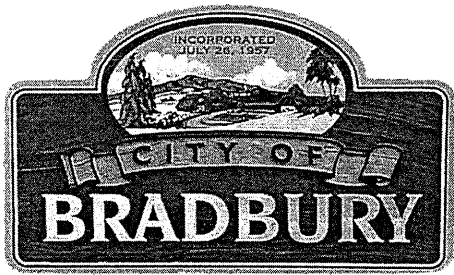
		LEMON AVENUE SEWER REIMBURSEMENT				
ACTUAL COST:		\$	336,000.00			
No.	ADDRESS	APN	AMOUNT OWED*	AMOUNT PAID	DATE PAID	
1	1442 Lemon Avenue Bradbury, CA 91008	8527-023-004	\$ 48,000.00			
2	1404 Lemon Avenue Bradbury, CA 91008	8527-023-001	\$ 48,000.00			
3	1445 Lemon Avenue Bradbury, CA 91008	8527-024-027	\$ 48,000.00			
4	1433 Lemon Avenue Bradbury, CA 91008	8527-024-026	\$ 48,000.00			
5	1423 Lemon Avenue Bradbury, CA 91008	8527-025-016	\$ 48,000.00			
6	1395 Lemon Avenue Bradbury, CA 91008	8527-025-017	\$ 48,000.00			
7	1345 Lemon Avenue Bradbury, CA 91008	8527-025-019	\$ 48,000.00			
			AMOUNT REIMBURSEMENTS-TO-DATE:			0
			AMOUNT REMAINING:	\$		336,000.00

*THE COST SHOWN IS SUBJECT TO CHANGE BASED ON ADJUSTMENTS TO THE CONSTRUCTION COST OF THE PROJECT.

WINSTON AVENUE SEWER REIMBURSEMENT						
ACTUAL COST:		\$689,910.94				
No.	ADDRESS	APN	AMOUNT OWED	AMOUNT PAID	DATE PAID	
1	1527 Lemon Avenue Bradbury, CA 91008	8527-024-012	\$ 62,719.18			
2	1545 Lemon Avenue Bradbury, CA 91008	8527-024-028	\$ 62,719.18			
3	1561 Lemon Avenue Bradbury, CA 91008	8527-024-029	\$ 62,719.18			
4	480 Winston Avenue Bradbury, CA 91008	8527-024-031	\$ 62,719.18			
5	1550 Lemon Avenue Bradbury, CA 91008	8527-023-015	\$ 62,719.18			
6	525 Winston Avenue Bradbury, CA 91008	8527-023-016	\$ 62,719.18			
7	529 Winston Avenue Bradbury, CA 91008	8527-023-017	\$ 62,719.18			
8	611 Winston Avenue Bradbury, CA 91008	8527-023-018	\$ 62,719.18			
9	528 Winston Avenue Bradbury, CA 91008	8527-022-018	\$ 62,719.18			
10	504 Winston Avenue Bradbury, CA 91008	8527-022-019	\$ 62,719.18			
11	500 Winston Avenue Bradbury, CA 91008	8527-022-027	\$ 62,719.18			
			AMOUNT REIMBURSEMENTS-TO-DATE:	\$	-	
			AMOUNT REMAINING:	\$	689,910.94	

Last Modified: #NAME?

		MOUNT OLIVE DRIVE PHASE II SEWER REIMBURSEMENT				
ACTUAL COST:		\$	503,282.00			
No.	ADDRESS	APN	AMOUNT OWED	AMOUNT PAID	DATE PAID 100%	
1	428 Mount Olive Drive Bradbury, CA 91008	8527-016-003	\$ 43,140.00			
2	412 Mount Olive Drive Bradbury, CA 91008	8527-016-004	\$ 43,140.00	\$ 43,140.00	2/13/2018	
3	406 Mount Olive Drive Bradbury, CA 91008	8527-016-021	\$ 43,140.00			
4	394 Mount Olive Drive Bradbury, CA 91008	8527-016-007	\$ 43,140.00			
5	370 Mount Olive Drive Bradbury, CA 91008	8527-016-009	\$ 43,140.00			
6	350 Mount Olive Drive Bradbury, CA 91008	8527-016-020	\$ 43,140.00			
7	338 Mount Olive Drive Bradbury, CA 91008	8524-016-019	\$ 43,140.00	\$ 5,000.00	Paid deposit - date unknown	
8	300 Mount Olive Drive Bradbury, CA 91008	8524-016-036	\$ 43,140.00	\$ 5,000.00	Paid deposit - date unknown	
9	330 Mount Olive Drive Bradbury, CA 91008	8524-016-035	\$ 43,140.00	\$ 30,000.00	Paid deposit - date unknown. Paid \$25,000 on 10/7/16	
10	375 Mount Olive Drive Bradbury, CA 91008	8527-019-044	\$ 43,140.00			
11	425 Mount Olive Drive Bradbury, CA 91008	8527-019-042	\$ 43,140.00	\$ 38,714.00	3/7/2016	
12	301 Mount Olive Drive Bradbury, CA 91008	8527-019-040	\$ 43,140.00			
			AMOUNT REIMBURSEMENTS-TO-DATE:		\$121,854.00	
			AMOUNT REMAINING:		\$ 381,428.00	



Richard T. Hale, Jr., Mayor (District 1)
Monte Lewis, Mayor Pro Tem (District 2)
Richard Barakat, Council Member (District 3)
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: June 16, 2020

SUBJECT: **PRESENTATION – CALIFORNIA AMERICAN WATER**

ATTACHMENTS: 1. Perfluorooctanoic acid (PFOA) Notification Level Exceedance at California American Water's Crownhaven Well, Duarte Distribution System PWSID No. 1910186

SUMMARY

Representatives from California American Water will be presenting on Perfluorooctanoic acid (PFOA) notification level exceedance and their Crownhaven Well.

The City was sent a letter on December 19, 2019 providing notification to residents and businesses within the Cal Am district which served as notification of PFOA level exceedances. This letter is found in Attachment #1.

ATTACHMENT # 1



Shauna Sarras
655 W. Broadway, Suite 1410
San Diego, CA 92101
www.amwater.com/caaw/

P 619.446.4768
F 619.230.1096

December 19, 2019

Mr. Rami Kahlon
Director, Division of Water and Audits
California Public Utilities Commission
505 Van Ness Avenue
San Francisco, CA 94102

Perfluorooctanoic acid (PFOA) Notification Level Exceedance at California American Water's Crownhaven Well, Duarte Distribution System PWSID No. 1910186

Dear Mr. Kahlon:

As you know, California American Water provides water service to residents and businesses within the cities of Duarte, Bradbury, Irwindale, Monrovia, Azusa and the County of Los Angeles from our Duarte distribution system.

This distribution system uses exclusively local groundwater as a source of drinking water. As required by the California Health and Safety Code as well as State Water Resources Control Board, Division of Drinking Water regulations, California American Water and the Main San Gabriel Basin Watermaster collect samples of water from our system, and test those samples for various regulated and unregulated chemical substances and microorganisms.

On December 2, 2019, California American Water was informed by the American Water Central Laboratory of a confirmed detection of perfluorooctanoic acid (PFOA) at a concentration of 10.2 nanograms per liter (equivalent to 10.2 parts per trillion). If PFOA is detected over 5.1 parts per trillion and a confirmation sample also contains that same substance over 5.1 parts per trillion, we are required to provide local agencies and the California Public Utilities Commission this notice within 30 days of receiving the results of the confirmation sample. We are required to report the following information:

- **Drinking Water Source:** Crownhaven Well, drawing from the Main San Gabriel Groundwater Basin. Crownhaven Well is located southeast of the intersection of Huntington Drive and Las Lomas Road.
- **Origin of Contaminant, if known:** Unknown at this time. PFOA has been used extensively in consumer products such as carpets, clothing, fabrics for furniture, paper packaging for food, and other materials (e.g., cookware) designed to be waterproof, stain-resistant or non-stick. In addition, they have been used in fire-retarding foam and various industrial processes.
- **Maximum Contaminant Level:** None. The Maximum Contaminant Level is the regulatory threshold over which water purveyors are in violation of the Safe Drinking Water Act.
- **Response Level:** 70 parts per trillion for both PFOA and PFOS (Perfluorooctanesulfonic acid) as a total concentration. At the Response Level, a water purveyor is required to remove the impacted source from service or justify continued use of the source.

- **Notification Level:** 5.1 parts per trillion. The Notification Level is the concentration at which the water purveyor is required to give this notice. To imagine one part per trillion, it is the equivalent of 1 second in 32,000 years.
- **Detected Concentrations:** 13.4 parts per trillion on October 22, 2019, and a confirmation sample collected on November 19, 2019 contained 10.2 parts per trillion.
- **Operational Status of Well:** Crownhaven Well is placed at the end of the well rotation and will be operational when necessary to meet customer demands.
- **Health Effects of PFOA:** Exposure to PFOA above certain levels may result in adverse health effects, including harmful effects to a developing fetus or infant, the immune system and liver, and cancer. In May 2016, the United States Environmental Protection Agency (U.S. EPA) issued a lifetime health advisory for PFOS and PFOA for drinking water at 70 parts per trillion and offers a margin of protection for all persons throughout their life from adverse health effects resulting from exposure to PFOA and PFOS in drinking water. The Office of Environmental Health Hazard Assessment (OEHHA) is recommending that the State Water Resources Control Board (SWRCB) set the notification levels for PFOA and PFOS at the lowest levels at which they can be reliably detected in drinking water using currently available and appropriate technologies.

At this time, there is no action required of our customers. While the concentration of PFOA is above the Notification Level (5.1 ppt), the combined concentration of PFOA and PFOS is below the EPA lifetime health advisory level, which is also the Response Level (70 ppt). Therefore, Crownhaven Well is not required to be taken out of service. The well will be placed at the end of the well rotation and will only be operational if necessary to meet customer demands. California American Water will continue to routinely monitor for PFOA and PFOS at Crownhaven Well at the frequency recommended by the Division of Drinking Water.

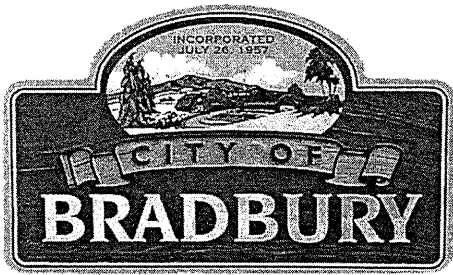
Please do not hesitate to contact me if you have questions regarding this notice.

Best Regards,



Shauna Sarras
Manager, Southern Division
Water Quality and Environmental Compliance

cc: Dmitry Ginzburg, State Water Resource Control Board, Division of Drinking Water
Anthony Zampello, Main San Gabriel Basin Watermaster
Kenneth Manning, San Gabriel Basin Water Quality Authority
Manuel Enriquez, City of Duarte
Kevin Kearney, City of Bradbury
William Tam, City of Irwindale
Dylan Feik, City of Monrovia
Sergio Gonzalez, City of Azusa
Cindy Chen, Office of Supervisor Hilda Solis
Florencio Briones, Office of Supervisor Hilda Solis
Anna Mouradian, Office of Supervisor Kathy Barger
Sussy Nemer, Office of Supervisor Kathy Barger



Richard T. Hale, Jr., Mayor (District 1)
Monte Lewis, Mayor Pro Tem (District 2)
Richard Barakat, Council Member (District 3)
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

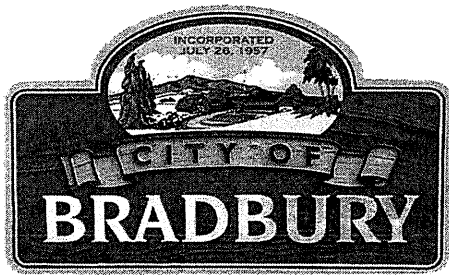
DATE: June 16, 2020

SUBJECT: SCHEDULE OF STUDY SESSION(S) FOR REVIEW OF A DRAFT ORDINANCE RELATING TO DEVELOPMENT REGULATIONS, WHICH INCLUDES ADUs, JADUs, AND ALQs

SUMMARY

This item notices the public of the upcoming Study Session(s) scheduled on ***Monday, July 13, 2020 at 7:00pm*** for the review of a draft ordinance relating to development regulations, which includes Accessory Dwelling Units (ADUs), Junior Accessory Dwelling Units (JADUs), and Accessory Living Quarters (ALQs). Should it be needed, a follow-up Study Session discussion is also scheduled for ***Wednesday, July 15, 2020 at 7:00pm***.

Additional information, including the publishing of an agenda, will be made public as it develops.



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

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Scarlett Santos Leon, Management Analyst

DATE: June 16, 2020

SUBJECT: **DISCUSSION OF AUDIO/VIDEO FOR CITY COUNCIL MEETINGS**

ATTACHMENTS: 1. Red 88 Media Estimate
2. PrimeGov Estimate
3. Granicus Estimate
4. Hidden Hills List of Purchased Equipment
5. Rolling Hills Estates Equipment Proposal
6. San Marino Equipment Proposal
7. Sierra Madre Compensation of Services/Fees

SUMMARY

At the April meeting, the City Council expressed interest in better understanding audio/video recording of City Council meetings. This report provides information to the City Council on recording and/or live stream options, potential costs, and compares similar sized cities in California are doing. This report allows Council to inform Staff on their visualization of recording City Council meetings and how it should operate.

There are no current financial impacts associated with this report, as this report does not specifically call for action. It is recommended that the City Council provide Staff direction on how to move forward, should there be desire to audio/video record and/or live stream. Staff would then return with more specific information to meet the City Council's direction.

DISCUSSION

Many local government organizations have made their public meetings available on the internet to allow them to be more accessible to members of the public. Most recently, live streaming has become a commonly used tool for governments to increase civic

engagement as this approach gives constituents the opportunity to attend meetings without having to be physically present.

When considering recording and/or live streaming city council meetings, there are three factors often considered:

1. **Audio & Video:** Both audio/video recording and/or live stream, require equipment. To capture audio and video recordings, audio and video equipment may be purchased. Depending on the quality desired, equipment costs range up to \$100,00 and anywhere in between.

An alternative to purchasing equipment, is hiring a consultant to provide meeting coverage, with equipment included. Cost of AV recording services may vary depending on whether there is desire for audio/video recording or live streaming, and frequency of recordings.

2. **Platform for Video Accessing:** Another key factor to consider is the platform that will be utilized to broadcast and/or archive recording of meetings. There are a variety of platforms that local governments are using to make meetings more accessible to the public such as Facebook Live and YouTube. Facebook Live has its challenges as content is limited to Facebook users and hard to search for through the newsfeed. YouTube is available to a broader audience without limiting content to account users.

Videos embedded and/or streamed through the City website can be archived in the server; however, depending on the length of recordings, the server may need to be updated to allow for more room to archive audio/video. Additionally, the internet speed may need to be increased as streaming could affect video quality.

All recordings are subject to the Public Records Act. In 2008, the City Council adopted a Records Retention schedule that requires the retention of audio and video tapes for three (3) months. The policy may be amended as long as it is in compliance with Government Code requirements. According to the Government Code, recordings may be erased or destroyed after 30 days from the recording. YouTube automatically archives live streams under 12 hours, as well as, self-uploaded videos.

3. **Encoding:** Should there be a desire to live stream via YouTube or the City's website, an encoder is needed to convert content from external audio and video into digital format. Encoding hardware are sold by resellers with pricing varying from \$150 to \$1,500 depending on the AV equipment utilized for recording; however, encoding services can often be bundled with AV recording services.

In addition to recording and/or streaming, some cities contract consultants for streaming and agenda management capabilities. Agenda management software can provide the

ability to start/stop webcasts and index agendas (e.g. link agenda item to discussion in video). Some more extensive agenda management software can record votes and attendance, and create minutes. Consultants assist with the encoding process to embed on the desired platform. Not all consultants have recording capabilities nor all features of agenda management; therefore, pricing could be estimated anywhere from \$4,500 to \$8,100 annually (Attachment 1, 2 & 3).

In order to gain a better understanding of how cities are currently recording and/or live streaming council meetings, Staff surveyed similar sized cities. The following cities were included in the survey: Hidden Hills, Rolling Hills, Rolling Hill Estates, and Palos Verdes Estates, San Marino, and Sierra Madre.

City of Hidden Hills

The City of Hidden Hills broadcasts its City Council meetings on their local Cable TV Channel 3 and streams using Granicus software. The initial startup fee for the software totaled \$9,818, which included an encoder, training, set-up and annual fee. The ongoing annual cost for years two through five is \$7,068. In addition to software, the city invested \$25,585 (Attachment 4) on new equipment to improve the quality of the city's broadcast. As part of the improvement, five (5) moveable cameras were purchased and installed, as well as a new software system, and a hard drive used to digitally archive meetings. The city contracts with the company NTT to manage audio and video during meetings for a monthly fee of \$500.

City of Rolling Hills

Staff researched the City of Rolling Hills and found that the city records audio of the meetings using microphones that automatically record through LiveManager software provided by Granicus. Audio is recorded by connecting an encoder to the laptop running Zoom, while LiveManager is running on a separate laptop to monitor emails submitted for comment. Fees for Granicus include a one-time fee of \$2,625 for the purchase of an encoder and a 36-month subscription at \$7,068 per year; however, information on equipment cost is unknown.

City of Rolling Hills Estates

The City of Rolling Hills Estates live streams their City Council meetings using the Granicus software. Most recently, the city has been using Zoom to support virtual meetings and are able to link the feed to Granicus. The Granicus software provides agenda and meeting management services for a monthly fee of \$943. To capture audio and video, the city purchased \$74,286 of AV equipment including, two (2) new monitors in the Council Chambers, a new system to incorporate sound, microphones, computer, iPads for controls, and more (Attachment 5). Additionally, the city purchased an encoder to support live streaming on their website for approximately \$5,000.

City of Palos Verdes Estates

The City of Palos Verdes Estates records and live streams City Council meetings. Their staff was not able to provide information on the platform used to live stream, or the extent of the services Granicus provides; however, staff confirmed the yearly budget line items for Granicus were \$12,000 and \$7,700 for the videographer.

City of San Marino

The city uses an older model camera to record City Council meetings and staff uploads the video to YouTube after the meeting. In 2019, there was interest in upgrading the Council Chambers with AV equipment to support live stream features. The estimated cost for the upgrades totaled \$91,761, this is including a discount received through the city's IT vendor (Attachment 6). As of now, the city has decided not to pursue live streaming for their City Council meetings.

City of Sierra Madre

The City of Sierra Madre uses a vendor, Community Media of the Foothills (CMF), to live stream and record meetings, edit, and upload video content to YouTube. A staff person then takes the YouTube video content and embeds it on the city's website. CMF provides streaming services for an annual fee of \$30,939 (Attachment 7).

Summary

There are various ways to make City Council meetings available to the public using internal Staff and/or hiring consultants to assist with the process. The cost of audio/video recording varies depending on the method of recording, encoding, and if there is interest on additional features, such as management software.

FINANCIAL ANALYSIS

Should there be a desire to move forward with audio/video recording and/or streaming, the City's Technology Fee Fund may be able to cover certain expenses. Technology funds are collected with building permits and therefore, vary each fiscal year. During FY 2018-19, the City collected \$18,864, while \$6,305 has been collected thus far in FY 2019-20. It is anticipated that tech fees collected may decrease with the current slowing of development. As of May 2020, the Technology Fee Fund has a balance of \$31,000 of available funding, which takes into account dedicated expenses toward the City's website.

STAFF RECOMMENDATION

It is recommended that the City Council provide Staff direction on how to move forward, should there be desire to audio/video record and/or live stream.

ATTACHMENT #1

Fees

Option #1	One time install of full turn-key integrated video broadcast system with HD cameras, live switcher, cables, recording devices, monitors. Record city meetings with built on-air graphics, live YouTube stream, manage system, and archive & index each meeting.	\$22,000 / Installed Equipment \$415 / per Meeting
Option #2	Record city meetings utilizing Red 88 equipment with built on-air graphics, live YouTube stream, manage system, and archive & index each meeting.	\$645 / per Meeting

This pricing is an estimate only



ATTACHMENT #2

Pricing

The PrimeGov Legislative Management platform is a single hosted solution that we can partition into separate modules when clients are looking to start with specific functions only. Should you decided to add services in the future you never have to worry about integration or data migration issues because all modules share the same database. The pricing is based on population and there are no limits to the number of users, committees, or amount of data uploaded to the solution.

The following PrimeGov modules are available:

- Agenda Management
- Minutes & Live Meeting Management
- Electronic Voting
- Video streaming
- Boards and Commissions
- Community Engagement

Agenda Management	Not Included
Minutes & Live Meeting Management	\$500.00
Electronic Voting	Not Included
Video Streaming	\$500.00
Committee Management	Not Included
Community Engagement	Included
Live Meeting Support (1 meeting per month)	\$500.00
Total Monthly Cost	\$1,500.00
One Time Set Up Fee (including 4 hours staff training and 1 encoder)	\$2,250.00
2nd Quarter Promotion	-\$1000.00
Total First Month Cost	\$3,750.00
Subsequent Months	\$1,500.00

ATTACHMENT #3

Granicus Proposal for Bradbury, CA

Granicus Contact

Name: Cody Beltran

Phone:

Email: cody.beltran@granicus.com

Proposal Details

Quote Number: Q-103375

Prepared On: 5/14/2020

Valid Through: 7/13/2020

Pricing

Payment Terms: Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)

Currency: USD

Period of Performance: The term of the Agreement will commence on the date this document is signed and will continue for 36 months.

One-Time Fees

Solution	Billing Frequency	Quantity/Unit	One-Time Fee
Meeting Efficiency - Setup & Configuration (Standard)	Up Front	1 Each	\$900.00
Minutes - Online Training	Upon Delivery	6 Hours	\$1,350.00
Meeting Efficiency - Setup & Configuration (Standard)	Up Front	1 Each	\$900.00
Minutes - Online Training	Upon Delivery	6 Hours	\$1,350.00
Government Transparency - Setup & Configuration	Up Front	1 Each	\$0.00
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	Upon Delivery	1 Each	\$3,500.00
Granicus Video - Online Training	Upon Delivery	6 Hours	\$0.00
Peak - Setup & Configuration	Up Front	1 Each	\$0.00
Peak - Online Training	Upon Delivery	8 Hours	\$0.00
Open Platform - Setup and Configuration	Up Front	1 Hours	\$0.00
SUBTOTAL:			\$9,000.00

One-Time Fees			
Solution	Billing Frequency	Quantity/Unit	One-Time Fee
Granicus Encoding Appliance Hardware - Setup & Config	Upon Delivery	1 Each	\$875.00
US Shipping Charge C - Large Item	Upon Delivery	1 Each	\$125.00
Open Platform - Setup and Configuration	Up Front	1 Hours	\$0.00
Send Agenda (Peak) Set up and Config	Up Front	1 Each	\$0.00
govDelivery for Integrations Set Up and Config	Up Front	1 Each	\$0.00
SUBTOTAL:			\$9,000.00

Annual Fees for New Subscriptions			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Meeting Efficiency Suite	Annual	1 Each	\$0.00
Meeting Efficiency Suite	Annual	1 Each	\$0.00
Government Transparency Suite	Annual	1 Each	\$2,568.00
Peak Agenda Management	Annual	1 Each	\$3,300.00
Open Platform Suite	Annual	1 Each	\$0.00
Open Platform Suite	Annual	1 Each	\$0.00
Send Agenda (Peak)	Annual	1 Each	\$0.00
Granicus Encoding Appliance Software (GT)	Annual	1 Each	\$1,200.00
govDelivery for Integrations	Annual	1 Each	\$0.00
SUBTOTAL:			\$7,068.00

Remaining Period(s)		
Solution(s)	Year 2	Year 3
Meeting Efficiency Suite	\$0.00	\$0.00
Meeting Efficiency Suite	\$0.00	\$0.00
Government Transparency Suite	\$2,747.76	\$2,940.10
Peak Agenda Management	\$3,531.00	\$3,778.17
Open Platform Suite	\$0.00	\$0.00
SUBTOTAL:	\$7,562.76	\$8,092.15

Remaining Period(s)		
Solution(s)	Year 2	Year 3
Open Platform Suite	\$0.00	\$0.00
Send Agenda (Peak)	\$0.00	\$0.00
Granicus Encoding Appliance Software (GT)	\$1,284.00	\$1,373.88
govDelivery for Integrations	\$0.00	\$0.00
SUBTOTAL:	\$7,562.76	\$8,092.15

Product Descriptions	
Name	Description
Meeting Efficiency Suite	<p>Meeting Efficiency is a hybrid Software-as-a-Service (SaaS) and Hardware-as-a-Service (HaaS) solution that enables government organizations to simplify the in-meeting management and post-meeting minutes creation processes of the clerk's office. By leveraging this solution, the client will be able to streamline meeting data capture and minutes production, reducing staff efforts and decreasing time to get minutes published. During a meeting, use LiveManager to record roll calls, motions, votes, notes, and speakers, all indexed with video. Use the index points to quickly edit minutes, templates to format in Microsoft Word, and publish online with the click of a button. Meeting Efficiency includes:</p> <ul style="list-style-type: none"> • Unlimited user accounts • Unlimited meeting bodies • Unlimited storage of minutes documents • Access to the LiveManager software application for recording information during meetings • Access to the Word Add-in software component for minutes formatting in MS Word if desired • Up to one (1) MS Word minutes template (additional templates can be purchased if needed)

Product Descriptions

Name	Description
Meeting Efficiency Suite	<p>Meeting Efficiency is a hybrid Software-as-a-Service (SaaS) and Hardware-as-a-Service (HaaS) solution that enables government organizations to simplify the in-meeting management and post-meeting minutes creation processes of the clerk's office. By leveraging this solution, the client will be able to streamline meeting data capture and minutes production, reducing staff efforts and decreasing time to get minutes published. During a meeting, use LiveManager to record roll calls, motions, votes, notes, and speakers, all indexed with video. Use the index points to quickly edit minutes, templates to format in Microsoft Word, and publish online with the click of a button. Meeting Efficiency includes:</p> <ul style="list-style-type: none"> • Unlimited user accounts • Unlimited meeting bodies • Unlimited storage of minutes documents • Access to the LiveManager software application for recording information during meetings • Access to the Word Add-in software component for minutes formatting in MS Word if desired • Up to one (1) MS Word minutes template (additional templates can be purchased if needed)
Government Transparency Suite	<p>Government Transparency are the live in-meeting functions. Streaming of an event, pushing of documents, and indexing of events.</p>
Peak Agenda Management	<p>Peak Agenda Management is a Software-as-a-Service (SaaS) solution that enables government organizations to simplify the agenda management and minutes recording process of the clerk's office. Peak Agenda Management allows clerks to streamline the way they compile and produce agendas and record minutes for public meetings and includes:</p> <ul style="list-style-type: none"> • Unlimited user accounts • Unlimited meeting bodies and meeting types • Access to up to one (1) Peak Agenda Management site
Meeting Efficiency - Setup & Configuration (Standard)	<p>Setup and Configuration for Meeting Efficiency Suite includes implementation of:</p> <ul style="list-style-type: none"> • Up to one (1) client Installation of Minutes Maker (compatible client hardware required for software) • Up to one (1) Minutes report
Minutes - Online Training	<p>online training for Minutes, which allows clients to have online sessions with a Granicus trainer to show clerks how to take minutes during a meeting and how to edit and publish them after a meeting.</p>

Product Descriptions

Name	Description
Meeting Efficiency - Setup & Configuration (Standard)	Setup and Configuration for Meeting Efficiency Suite includes implementation of: <ul style="list-style-type: none"> Up to one (1) client Installation of Minutes Maker (compatible client hardware required for software) Up to one (1) Minutes report
Minutes - Online Training	online training for Minutes, which allows clients to have online sessions with a Granicus trainer to show clerks how to take minutes during a meeting and how to edit and publish them after a meeting.
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/ documents, and index of archives. These are able to be published and accessible through a searchable viewpage.
Government Transparency - Setup & Configuration	Setup and Configuration for Government Transparency Suite includes implementation of: <ul style="list-style-type: none"> Up to one (1) View Page and Player template Up to one (1) Live Manager configuration
Granicus Encoding Appliance Hardware - SDI (AMAX) (GT)	AMAX Encoder with Osprey SDI Card. Used to pass commands and data from LiveManager that include Start/Stop of webcast, indexing, and document display. Also serves to distribute video and captions to be distributed to the CDN or Performance Accelerator.
Granicus Video - Online Training	Granicus Video - Online Training
Open Platform Suite	Open Platform is access to MediaManager, upload of archives, ability to post agendas/ documents, and index of archives. These are able to be published and accessible through a searchable viewpage.
Peak - Setup & Configuration	Setup and Configuration for Peak Agenda Management includes implementation of: <ul style="list-style-type: none"> Up to one (1) meeting body's Standard Agenda, Cover Page and Minutes report template Up to one (1) public view page portal
Peak - Online Training	Peak Agenda Management - Online Training is for online training for Peak Agenda Management, which allows clients to have online sessions with a Granicus trainer to learn how to use the system.
Open Platform - Setup and Configuration	Setup and configuration for Open Platform
Granicus Encoding Appliance Software (GT)	Granicus Encoding Appliance Software (GT) This includes the LiveManager Software solution where webcasts are started/stopped, agendas amended and indexed, votes and attendance recorded, and minutes created.
Granicus Encoding Appliance Hardware - Setup & Config	Remote configuration and deployment of an encoding appliance.

Product Descriptions

Name	Description
US Shipping Charge C - Large Item	US shipping of a large item
Open Platform - Setup and Configuration	Setup and configuration for Open Platform

ATTACHMENT #4

Equipment	Cost
Panasonic PTZ Camera HD-SDI (4 total)	\$12,375
Panasonic PTZ HDMI	\$2,475
Panasonic Remote Camera Controller	\$1,895
Panasonic Wall Mount	\$1,025
Netgear 16 Port Switch	\$182
Blackmagic ATEM TV Studio	\$995
Blackmagic Mini Converter HDMI-SDI	\$290
Blackmagic Mini Converter SDI-HDMI	\$185
Blackmagic Mini Converter SDI-Analog	\$195
Blackmagic Smartscope Dual Monitor	\$795
Samsung 40" LED TV	\$328
Kanto Wall Mount	\$100
Middle Atlantic 15 amp Power Strip	\$356
Ki Pro Rack File Based Recorder	\$1,900
KiStor Media Storage Module	\$990
Miscellaneous equipment	\$1,500
	\$25,585

ATTACHMENT #5



City of Rolling Hills Estates

Submitted by:

Western Audio Visual

Date: 6/24/2016

Revision: A

Item	Qty	Manuf	Model	Description	Unit Price	Ext Price
AV Bid						
	3	Vaddio	999-9933-000	RoboSHOT 30 HD-SDI, Black	3,495.00	10,485.00
	1	Vaddio	999-5750-000	Precision Camera Controller - Premier	2,499.00	2,499.00
	1	Blackmagic Design	SWATEMPSW1ME 4K	ATEM 1 M/E Production Studio 4K (Switcher Only. Control Panel is Software Based)	2,495.00	2,495.00
	1	Blackmagic	VHUBSMTCS6G12	Smart Videohub CleanSwitch 12 x 12 6G-SDI	1,495.00	1,495.00
	1	Blackmagic	HDL-	SmartScope Duo 4K	995.00	995.00
	1	Blackmagic Design	CONVNTRM/BA/SD IAN	Teranex Mini - SDI to Analog 12G	495.00	495.00
	1	Blackmagic Design	CONVNTRM/YA/SM TPN	Teranex Mini Smart Panel	89.00	89.00
	1	Blackmagic Design	CONVNTRM/YA/RS H	Teranex Mini Rack Shelf	145.00	145.00
	1	Kramer	VM-80V	1:8 Composite/SDI/s-Video Distribution Amplifier	227.00	227.00
	1	Kramer	VM-1610	1:10 Balanced Stereo Audio Distribution Amplifier	512.00	512.00
	1	Lilliput	FA1013-NP/H/Y	10" Video Monitor w/ Composite Video	252.00	252.00
	1	TP Link	T1500-28PCT	24-Port 10/100Mbps + 4-Port Gigabit Smart PoE+ Switch	294.00	294.00
	2	JBL	LSR305	5-inch two-way powered studio monitor	124.00	248.00
	1	Samsung	DC40E	40" Professional LED Display	639.00	639.00
	1	Premier Mounts	AM100	Low Profile Ultra-Slim Swingout Mount for Flat-Panels up to 100 lb.	291.00	291.00
	1	Adobe	Photoshop CS6	Required for lower thirds/CG creation	699.00	699.00
	1	Dell		Inspiron Small Desktop (PC Used for Switcher Control, Lower Thirds Creation and Audio Control)	330.00	330.00
	2	Viewsonic	VX2252MH	22" LED LCD Monitor - 2 ms	164.00	328.00
Council Chambers Displays						
	1	Sharp	LC-90LE657U	AQUOS 90" LED Display	6,708.00	6,708.00
	2	Sharp	LC-60LE661U	AQUOS 60" LED Display	1,084.00	2,168.00
	1	Premier Mounts	P5080T	Tilting Low-Profile Mount for Flat-Panels up to 300 lb.	116.00	116.00
	2	Premier Mounts	P4263T	Tilting Low-Profile Mount for Flat-Panels up to 175 lb.	75.00	150.00



City of Rolling Hills Estates

Submitted by:

Western Audio Visual

Date: 6/24/2016

Revision:

A

Item	Qty	Manuf	Model	Description	Unit Price	Ext Price
Council Chambers Switching & Video Distribution						
	1	Crestron	DM-MD8X8	8x8 DigitalMedia™ Switcher	2,365.00	2,365.00
	2	Crestron	DM-TX-201-C	DigitalMedia 8G+® Transmitter 201	715.00	1,430.00
	2	Crestron	DMC-4K-C	HDBaseT® Certified 4K DigitalMedia 8G+® Input Card	605.00	1,210.00
	4	Crestron	DMC-4K-HD-HDCP2	4K HDMI® Input Card	550.00	2,200.00
	1	Crestron	DMC-SDI	3G-SDI Input Card (Broadcast Feed)	660.00	660.00
	2	Crestron	DM-RMC-4K-SCALER-C	4K DigitalMedia 8G+® Receiver & Room Controller w/Scaler	990.00	1,980.00
	1	Crestron	DMC-4K-HDO	2-Channel 4K Scaling HDMI® Output Card	990.00	990.00
	1	Crestron	DMC-4K-CO-HD-HDCP2	2-Channel HDBaseT® Certified 4K DigitalMedia 8G+® Output Card	715.00	715.00
	1	Blackmagic Design	CONVMBHS2	HDMI to SDI Mini Converter (Graphics Feed to Production Switcher)	195.00	195.00
	2	AMX	FG560-02-BL	HPX-900 SL, Silver 9 Module Connection Ports	220.00	440.00
	4	AMX	FG561-01	HPX-P200-PC-US, Power Outlet (US) Module with Cord	77.00	308.00
	2	AMX	FG553-13	HPX-N102-USB-PC, Dual USB Module with Printed Charging Symbol	44.00	88.00
	2	AMX	FG553-11	HPX-N100-USB, Single USB Module with Integrated Cable	20.00	40.00
	2	AMX	FG552-24	HPX-AV101-HDMI, Single HDMI Module	88.00	176.00
	2	AMX	FG552-25	HPX-AV102-RGB_A, RGB w/ Stereo Audio Module	72.00	144.00
	2	AMX	FG553-02	HPX-N102-RJ45, Dual Ethernet Module	21.00	42.00
	2	Icron	ICR1850	USB 1.1 Rover 1850 1-Port Cat5e Port Powered USB Extender System (USB extension to Technology Connectivity Centers)	81.00	162.00
	1	Icron	ICR2850	USB 1.1 Rover 2850 2-Port Cat5e Port Powered USB Extender System (USB extension to Room Computer Staff Area)	92.00	92.00
	1	Crestron	HD-DA2-4K-E	1-to-2 4K HDMI® Distribution Amplifier (Video Distribution to Staff Monitor)	165.00	165.00
	1	Atlona	AT-UHD-EX-70-KIT	HDBaseT TX/RX Kit (Video Distribution to Staff Monitor)	271.00	271.00
	1	Sony	BDPS3500	Streaming Wi-Fi Built-In Blu-ray Player	88.00	88.00
	1	Apple	Apple TV	Apple TV	77.00	77.00



City of Rolling Hills Estates

Submitted by:

Western Audio Visual

Date: 6/24/2016

Revision: A

Item	Qty	Manuf	Model	Description	Unit Price	Ext Price
Council Chambers Audio						
	6	QSC	AD-Ci52ST-WH	5.25" Two-way shallow ceiling speaker, 70/100V transformer with 8Ω bypass, 100° conical coverage	127.00	762.00
	2	QSC	AD-S6T-BK	6.5" Two-way surface speaker, 70/100V transformer with 8Ω bypass, 105° conical DMT™ coverage, includes X-Mount™ and weather input cup, Black	208.00	416.00
	1	QSC	SPA4-60	1/2 RU 4 Channel ENERGY STAR amplifier / Multichannel operation 60 watts into 8Ω & 4Ω, Bridged pair operation 200 watts into 8Ω & 4Ω, and 250 watts into 70v and 100v	495.00	495.00
	11	Shure	MX418/C	18" Gooseneck Condenser Microphone, Cardioid w/ Shock Mount	174.00	1,914.00
	2	Shure	QLXD24/SM58	Wireless Handheld Microphone System	879.00	1,758.00
	1	Shure	UA221	Passive Antenna Splitter/Combiner Kit	112.00	112.00
	2	Shure	UA830USTV	In-Line Antenna Amplifier for Remote-Mounting, 470-698 MHz	131.00	262.00
	2	Shure	UABIAST	In-line adapter. Supplies 12V DC bias power over coaxial BNC cable, includes PS23US	61.00	122.00
	11	Clock Audio	TS-001	Through Table / Desk / Flush Mount Electronic Capacitive Touch	126.00	1,386.00
	1	Biamp	TesiraFORTÉ AVB CI	TesiraFORTÉ DSP fixed I/O server with 12 analog inputs, 8 analog outputs, 8 channels configurable USB audio, 128 x 128 channels of AVB, and Sona™ Acoustic Echo Cancellation (AEC) technology (all 12 inputs)	1,953.00	1,953.00
	1	Biamp	TesiraFORTÉ AVB TI	TesiraFORTÉ DSP fixed I/O server with 12 analog inputs, 8 analog outputs, 8 channels configurable USB audio, 128 x 128 channels of AVB, Sona™ Acoustic Echo Cancellation (AEC) technology (all 12 inputs), and standard telephone interface	2,111.00	2,111.00
	2	Biamp	Tesira EX-LOGIC	Tesira PoE logic expander with 16 logic GPIO	346.00	692.00
	1	Listen Technologies	LS-54-072	LISTEN IDSP PRIME LEVEL II STATIONARY RF SYSTEM (72 MHZ)	1,309.00	1,309.00
	1	Atlas Sound	DS7E	Adjustable Height Mic Stand	24.00	24.00
Council Chambers Control System						
	1	Crestron	TSW-1050-B-S	10.1" Touch Screen, Black Smooth	1,320.00	1,320.00
	1	Crestron	CP3N	3-Series Control System	1,430.00	1,430.00
	1	Apple	Crestron	Crestron App	99.99	99.99
	1	Apple	iPad Air 2	iPad Air 2, Space Gray, 16 GB, Wi-Fi Only	399.00	399.00
	1	iPort	70158	LaunchPort BaseStation, Black	219.00	219.00
	1	iPort	70300	LaunchPort AP.5 Sleeve - iPad Air / 2, Black	164.00	164.00
	1	TP Link	T1500-28PCT	24-Port 10/100Mbps + 4-Port Gigabit Smart PoE+ Switch	294.00	294.00



City of Rolling Hills Estates

Submitted by:

Western Audio Visual

Date: 6/24/2016

Revision: A

Item	Qty	Manuf	Model	Description	Unit Price	Ext Price
				Miscellaneous		
	1	Western AV	LOT	Miscellaneous Materials and Cabling	2,503.00	2,503.00
	1	Omnirax	PSJR-B	ProStation Junior Audio / Video Editing Workstation, Black Melamine	1,060.00	1,060.00
	2	Ergotron	45-241-026	LX Series Mounting Arm	138.00	276.00
	1	Middle Atlantic	Misc.	Miscellaneous Rack Accessories	963.00	963.00
	1	Middle Atlantic	RSH4A4S	Custom Rack Shelf for TSW-1050	107.00	107.00
	1	Middle Atlantic	RSH4A2S	Custom Rack Shelf for BDPS3500	107.00	107.00
				Lobby Digital Signage		
	1	Samsung	DC55E	55" LED with Built-In Digital Signage Player	1,213.00	1,213.00
	1	Premier Mounts	P4263T	Tilting Low-Profile Mount for Flat-Panels up to 175 lb.	75.00	75.00
	1	Blackmagic Design	CONVMBSH	SDI to HDMI Mini Converter (Broadcast Feed Converter)	195.00	195.00
	1	Western AV	LOT	Miscellaneous Materials and Cabling	303.00	303.00
				System 1 Equipment Sub-Total:		69,541.99



City of Rolling Hills Estates

Submitted by:

Western Audio Visual

Date: 6/24/2016

Revision: A

Item	Qty	Manuf	Model	Description <u>Add-Changes 001</u>	Unit Price	Ext Price
	-2	Sharp	LC-60LE661U	AQUOS 60" LED Display	1,084.00	(2,168.00)
	-2	Premier Mounts	P4263T	Tilting Low-Profile Mount for Flat-Panels up to 175 lb.	75.00	(150.00)
	1	Sharp	LC-80LE661U	80" 1080P LED Display	4,199.00	4,199.00
	1	Premier	ECM-3763S	Ceiling Mount for Flat-Panels up to 175 lb	165.00	165.00
	1	Premier	PP-5	6 x 6 in. Ceiling Adapter with 1.5 in. NPT Welded Coupler	50.00	50.00
	1	WAV		Custom Ceiling Structure	248.00	248.00
	-6	QSC	AD-Ci52ST-WH	5.25" Two-way shallow ceiling speaker, 70/100V transformer with 8Ω bypass, 100° conical coverage	127.00	(762.00)
	2	QSC	AD-S6T-BK	6.5" Two-way surface speaker, 70/100V transformer with 8Ω bypass, 105° conical DMT™ coverage, includes X-Mount™ and weather input cup, Black	208.00	416.00
	9	RDL	DB-PSP1	Decora-Style Active Loudspeaker	156.00	1,404.00
	9	RDL	PS-24AS	Power Supply	20.00	180.00
	-1	Samsung	DC55E	55" LED with Built-In Digital Signage Player (Lobby Display)	1,213.00	(1,213.00)
	-1	Premier Mounts	P4263T	Tilting Low-Profile Mount for Flat-Panels up to 175 lb.	75.00	(75.00)
	1	Samsung	DC40E	40" Direct-Lit LED Display for Business (Lobby Display)	639.00	639.00
	1	Premier	AM80	Dual Arm Swingout Mount for Flat-Panel Displays up to 80 lb	159.00	159.00
	1	Dell	Vostro	Desktop Computer	699.00	699.00
	1	Viewsonic	TD2230	22" Touchscreen Monitor (Switcher Control)	297.00	297.00
	1	Middle Atlantic	ERK-2725LRD	27-Space Equipment Rack	423.00	423.00
	1	Middle Atlantic	ERK-RR27	Rackrail	45.00	45.00
	2	Middle Atlantic	PDT-1015C-NS	10 Outlet Power Strip	94.00	188.00
System 2 Equipment Sub-Total:						4,744.00
TOTAL EQUIPMENT COST:						74,285.99



Project Pricing Summary

PROJECT NAME: City of Rolling Hills Estates													
DATE: 6/24/2016													
ROOM	EQUIPMENT	ENGINEERING, DRAFTING & DSP	PROGRAMMING	PROJECT MANAGEMENT	AV INSTALL	TRAINING	PREVENTATIVE MAINTENANCE (1 Year Included)	G&A	ELECTRONIC WASTE RECYCLING FEE	SHIPPING AND HANDLING	PRE-TAX TOTAL	TAX	TOTAL
AV Bid	\$ 69,541.99	\$ 5,980.00	\$ 6,480.00	\$ 2,368.00	\$ 17,612.00	\$ 592.00	\$ -	\$ 375.00	\$ 15.00	\$ 2,475.00	\$ 105,438.99	\$ 6,481.53	\$ 111,920.52
Add-Changes 001	\$ 4,744.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71.16		\$ 122.75	\$ 4,937.91	\$ 438.01	\$ 5,375.92
Total	\$ 74,285.99	\$ 5,980.00	\$ 6,480.00	\$ 2,368.00	\$ 17,612.00	\$ 592.00	\$ -	\$ 446.16	\$ 15.00	\$ 2,597.75	\$ 110,376.90	\$ 6,919.54	\$ 117,296.44

ATTACHMENT #6

Intelesys

Phone: 888-546-8353
 Fax: 909-305-2100
 3155-B Sedona Court
 Ontario, CA 91764

**Quote****No.: 8906****Date: 9/15/2019**

Prepared for:
 Marcella Marlowe
 City of San Marino
 2200 Huntington Drive
 San Marino, CA 91108 U.S.A.

Prepared by: Richard Balzer
 Account No.: 93047
 Phone: (626) 300-0700
 Job: Project

Quantity	Item ID	Description	UOM	Discount	Sell	Total
Video Bundle						
2.00	Network Hardware	Video Studio Recorder with 4 Inputs	EA	\$0.00	\$16,995.00	\$33,990.00
4.00	Network Hardware	PTZ (Pan, Tilt, Zoom) Camera	EA	\$0.00	\$2,189.00	\$8,756.00
2.00	Network Hardware	Cables and Hardware	EA	\$0.00	\$2,195.00	\$4,390.00
2.00	Network Hardware	8 Port PoE Switch	EA	\$0.00	\$295.00	\$590.00
2.00	Labor - IT Engineer	Labor - IT Engineer - Setup and program AV system	HR	\$0.00	\$5,400.00	\$10,800.00
Live Switching						
2.00	Network Hardware	Studio Design Production Mixer	EA	\$0.00	\$6,195.00	\$12,390.00
2.00	Network Hardware	4 Channel Multiplexer	EA	\$0.00	\$595.00	\$1,190.00
2.00	Network Hardware	SSD Recorder with Dual Drives	EA	\$0.00	\$3,695.00	\$7,390.00
2.00	Network Hardware	Cables and Hardware	EA	\$0.00	\$195.00	\$390.00
2.00	Labor - IT Engineer	Labor - IT Engineer - Setup and program mixer	HR	\$0.00	\$3,600.00	\$7,200.00
Remote Conferencing						
2.00	Network Hardware	Remote Access Station with looping	EA	\$0.00	\$2,295.00	\$4,590.00
2.00	Network Hardware	Webcam Converter	EA	\$0.00	\$495.00	\$990.00
2.00	Network Hardware	Cables and Hardware	EA	\$0.00	\$95.00	\$190.00
2.00	Labor - IT Engineer	Labor - IT Engineer	HR	\$0.00	\$900.00	\$1,800.00
1.00	Shipping	Shipping and Handling	EA	\$0.00	\$397.00	\$397.00
2.00	Discount T	Discount applied to taxable items	EA	\$9,500.50	(\$4,750.25)	(\$9,500.50)

Item Total: \$95,053.00

Your Price: \$85,552.50

Sales Tax \$6,208.77

SubTotal: \$91,761.27**Total: \$91,761.27****You saved: \$9,500.50****For a savings of 9.99%**

Prices are firm until 9/29/2019

Terms: Net 30

Prepared by: Richard Balzer, rbalzer@intelesysone.com**Date:** 9/15/2019

Quote

No.: **8906**

Date: 9/15/2019

Scope of Work:

Setup and Install Video Studio Recorder

Install (2) Cameras

Program Studio on City Hall network and Library network

Setup Live Switching

Train on studio operation

Conduct first meeting with staff

Each System includes 800 total recording hours dynamically allocated across up to 4 devices (200 hours if all 4 devices are active)

Annual support cost after first year - \$5,276.25 per unit or \$10,552.50 for both units

Optional cold storage for video - \$0.99 per hour per year

Edited files may be uploaded to YouTube if desired

Accepted by: _____ **Date:** _____

ATTACHMENT #7

EXHIBIT B

COMPENSATION OF SERVICES/FEEES

<u>Base Contract for Services</u>	<u>Monthly</u>	<u>Annual</u>
Includes 60 meetings covered, cablecasting, 3 PSAs, 3 City events, online archival of meeting replays:	\$2,194.93	\$26,339.16
Live Streaming Computer and live online meeting playback for all broadcasts of Council and Planning Commission meetings, up to 300 Viewer Hours monthly:	\$350	\$4,200
Maintenance Agreement for payout server currently with Telvue in the current amount of:		\$416.67
Total with all options:		\$30,939.16

<u>Additional Services</u>	<u>Monthly</u>	<u>Annual</u>
301 to 2000 Viewer Hours monthly:	\$500	\$6,000
Additional Commission Meetings:	\$300 per meeting (as needed)	
Additional Events:	\$900 per event	
Additional PSAs:	\$800 per PSA	
Additional Interview 30 Min Show:	\$1,200 per show	
Additional Services not included in by any other provision of this Agreement:	\$35 per hour	
Servicing, Testing, Replacement of Equipment: (for work performed in house)	\$35 per hour	