

# **AGENDA**

**Regular Meeting of the Bradbury City Council  
To be held on Tuesday, September 15, 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/84836131191>, One tap mobile +16699009128,,84836131191#, or dial (669) 900 9128 and enter code 848 3613 1191#.*

## **OPEN SESSION 7:00 PM**

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

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

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

**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.*

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

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

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

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### **ACTION ITEMS\***

#### **1. CONSENT CALENDAR**

***All items on the Consent Calendar are considered by the City Council to be routine and will be enacted by one motion unless a Council Member request otherwise, in which***

**case the item will be removed and considered by separate action. All Resolutions and Ordinances for Second Reading on the Consent Calendar, the motion will be deemed to be “to waive the reading and adopt.”**

- A. Minutes: Regular Meeting of August 18, 2020
- B. Resolution No. 20-17: Demands and Warrants for August 2020
- C. Monthly Investment Report for the month of August 2020
- D. Appointment of Planning Commissioners for Districts 2 and 4

**2. Resolution No. 20-18: Amending the 2020-21 Budget to Incorporate a List of Projects Funded by SB 1: The Road Repair and Accountability Act**

To meet State regulations, Staff is recommending approval of Resolution No. 20-18 which designates allocation of \$35,658 of SB 1 funds toward the Lemon Avenue Curb & Gutter project. This project designation can be changed later. Staff also recommends a general discussion about how to best spend the City's current \$205,179 road restricted fund balance.

**3. Discussion on the Bobcat Fire**

This is an overall discussion on the Bobcat Fire.

**4. Matters from the City Manager**

**5. Matters from the City Attorney**

**6. Matters from the City Council**

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

**Mayor Lewis**

*California JPIA*

*Director of Bradbury Disaster Committee*

*Area "D" Office of Disaster Management*

**Mayor Pro-Tem 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*

**Councilmember Hale**

**7. Items for Future Agendas**

## CLOSED SESSION

**CALL TO ORDER/ROLL CALL**

**PUBLIC COMMENT – REGARDING CLOSED SESSIONS ONLY**

**RECESS TO CLOSED SESSIONS REGARDING:**

**A. Public Employee Performance Evaluation**

Government Code Section 54957 (b)(4)

Title: Jones & Mayer – City Attorney

**REPORT FROM CLOSED SESSION**

**ADJOURNMENT**

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Ave., Bradbury, CA 91008 on Tuesday, October 20, 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, September 11, 2020 at 5:00 p.m."*

  
CITY CLERK - CITY OF BRADBURY

**MINUTES OF A REGULAR MEETING OF THE  
CITY COUNCIL OF THE CITY OF BRADBURY  
HELD ON TUESDAY, AUGUST 18, 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 Lewis at 7:01 p.m. followed by the Pledge of Allegiance.

**ROLL CALL:**

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

ABSENT: None

STAFF: City Manager Kearney, City Attorney Reisman, City Engineer Gilbertson and Deputy City Engineer Leveillee (RKA), and City Clerk Saldana

**APPROVAL OF AGENDA:**

Councilmember Barakat made a motion to approve the agenda to proceed with City business. Mayor Pro-Tem 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.

City Attorney Reisman stated there were none.

**PUBLIC COMMENT:**

James Finlay introduced himself as the son of Duarte City Councilmember Margaret Finlay. Mr. Finlay stated he is serving on the Board for the Duarte Unified School District.

**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 – Special Meeting of June 16, 2020
- B. Minutes – Regular Meeting of July 21, 2020
- C. Resolution No. 20-515: Demands & Warrants for August 2020

- D. Monthly Investment Report for the month of July 2020
- E. Budget Amendment to the COPS Account for FY 19/20

**QUESTIONS REGARDING  
DEMANDS & WARRANTS:**

Councilmember Lathrop had questions regarding two checks. The first one was Check No. 16086 for the Law Office of Kathy M. Gandara and the second was Check No. 16091 for JudicateWest. Are these matters final or ongoing? City Attorney Reisman stated that the check for Kathy M. Gandara is final, the matter with Ramona Inc. (JudicateWest) is ongoing.

**MOTION TO APPROVE  
CONSENT CALENDAR:**

Councilmember Hale made a motion to approve the Consent Calendar as presented. Councilmember Barakat seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

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

Motion passed 5:0

**APPROVAL OF CONTRACT WITH DUDEK  
FOR FIRE PROTECTION CONSULTING  
REGARDING AB 68:**

City Manager Kearney stated during the August 10, 2020 Special Meeting, the City Council directed staff to move toward retaining a consultant to provide services to develop a document that analyzes fire hazards associated with AB 68, which is the State's mandate on how cities are to treat accessory dwelling units.

Staff has contacted Dudek, and they are willing to perform an analysis and a draft document. Michael Huff of Dudek was online to answer any questions the Council may have.

**SUMMARY OF  
SCOPE OF WORK:**

City Manager Kearney stated that the following is a summary of the scope of work (greater detail is laid out in the proposal): Conduct a review of wildfire structure loss information, Accessory Dwelling Unit law text, building code text, and other relevant related items; perform an analysis of the Accessory Dwelling Unit law in terms of its impacts on fire safety and conflicts with existing fire and building codes.

The following areas will also be addressed as requested by the City:

- Review any challenges of hillside area setbacks being calculated from property lines instead of building pads;
- Investigate safe distances between ADUs or ADUs and other structures in fire severity zones where there are no sprinklers in the ADUs or main residence;
- Understanding the danger of fire spreading if the ADU has sprinklers but the main house does not;
- Understanding the 20-foot right-of-way needed to get a fire truck into the street and how that correlates with 20 feet between buildings for fire apparatus;
- Verifying if a 1,200 square foot addition is added to an existing home (i.e. not an ADU) would one have to add sprinklers to the existing home?

- Understanding State mandated allowances of manufactured homes in the City without significant City review and understanding if it poses any threats in a high fire hazard area; and
- Understanding any contradictions between the State's desire to fortify high fire hazard areas through land use policies and their housing density regulations.

**FINANCIAL ANALYSIS:**

The estimate for the current scope of work is not to exceed \$10,550. The project will be billed on a time and materials basis and will not exceed the listed anticipated cost unless authorized by the City. The City has \$20,000 in the Long-Term Planning Fee Fund (Account 112-20-7245) that could be used for this purpose.

**RECOMMENDATION:**

It is recommended that the City Council approve the \$10,550 expenditure and authorize the Mayor to sign the Agreement with Dudek.

**DISCUSSION:**

Councilmember Barakat inquired if new construction in Bradbury requires fire sprinklers in all zones or in just the high fire hazard area. City Engineer Gilbertson thought fire sprinklers were required for all new construction in all zones. Councilmember Barakat would like to see all new ADUs to have fire sprinklers, regardless of the setback requirements.

Councilmember Hale stated that it is his understanding that ADUs don't have to have fire sprinklers if the main residence doesn't have any. Can the City require fire sprinklers for any new ADUs?

Michal Huff (Dudek) stated that he is doing work for the City of Santa Monica and Santa Monica put a moratorium on all new ADUs.

Councilmember Lathrop stated that there is no deadline in the contract for the schedule. Council directed the City Manager to work with Michael Huff on the deadline.

**MOTION TO APPROVE CONTRACT WITH DUDEK FOR FIRE PROTECTION CONSULTING REGARDING AB 68:**

Councilmember Hale made a motion to authorize the Mayor to sign the Professional Services Agreement between the City of Bradbury and Dudek (Fire Protection Services Consultant) not to exceed \$10,550. Councilmember Barakat seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

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

NOES: None

ABSENT: None

Motion passed 5:0

**ADOPTION OF RESOLUTION NO 20-16 – VEHICLE MILES TRAVELLED:**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY ADOPTING "VEHICLE MILES TRAVELLED" THRESHOLDS OF SIGNIFICANCE FOR PURPOSES OF ANALYSING TRANSPORTATION IMPACTS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

City Manager Kearney turned this item over to Deputy City Engineer John Leveillee (RKA).

**CITY ENGINEER'S REPORT:**

John Leveillee stated that due to changes in State Law, the City is required to adopt new California Environmental Quality Act (CEQA) thresholds of significance for the transportation impacts for new development. For the purposes of CEQA, these changes will modify how the City evaluates new projects for transportation impacts. Specifically, the City is required to use Vehicle Miles Travelled (VMT) instead of Level of Service (LOS) as the metric to evaluate transportation impacts in CEQA documents such as Environmental Impact Reports. Outside of the CEQA process, the City can choose to continue to evaluate projects using the LOS metric. Based on guidance provided through an implementation process led by the San Gabriel Valley Council of Governments, City staff has prepared new CEQA transportation impact thresholds for consideration by the City Council.

**RECOMMENDATION:**

It is recommended that the City Council review the parameters presented for adopting Vehicle Miles Travelled (VMT) as the analytical tool in determining a project's transportation impact under CEQA; review the thresholds presented by staff to be used as part of a VMT analysis; and adopt these parameters and thresholds by Resolution No. 20-16.

**DISCUSSION:**

Councilmember Hale inquired if these changes are going to impact Bradbury. John Leveillee replied that it is going to impact large developments.

**MOTION:**

Councilmember Lathrop made a motion to adopt Resolution No. 20-16: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY ADOPTING "VEHICLE MILES TRAVELLED" THRESHOLDS OF SIGNIFICANCE FOR PURPOSES OF ANALYSING TRANSPORTATION IMPACTS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT. Councilmember Barakat seconded the motion which was carried by the following roll call vote:

**APPROVED:**

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

NOES: None

ABSENT: None

ABSTAIN: None

Motion passed 5:0

**MATTERS FROM THE CITY MANAGER:**

City Manager Kearney reminded everyone to complete the online AB 1234 Ethics Training by the end of September.

The approval for the subdivision for 1533 Royal Oaks Drive North expires this week. No application for an extension has been filed.

City Manager Kearney stated that he will be on vacation from August 27<sup>th</sup> through September 1<sup>st</sup> (4 business days).

**MATTERS FROM THE CITY ATTORNEY:**

None

**MATTERS FROM THE CITY COUNCIL:**

**MAYOR LEWIS:** Nothing to report

**MAYOR PRO-TEM BRUNY:** Nothing to report

**COUNCILMEMBER LATHROP:** Nothing to report

**COUNCILMEMBER BARAKAT:** Councilmember Barakat stated that he just received his first agenda from the San Gabriel Valley Council of Governments (COG) and it is 800 pages long.

**COUNCILMEMBER HALE:** Nothing to report

**ITEMS FOR FUTURE AGENDAS:** None

**CLOSED SESSION**

**CALL TO ORDER/ROLL CALL** Mayor Lewis, Mayor Pro-Tem Bruny, Councilmembers Lathrop, Barakat, Hale, City Attorney Reisman, City Manager Kearney

**PUBLIC COMMENT REGARDING  
CLOSED SESSION ONLY:** None

**RECESS TO CLOSED SESSION:** At 7:30 p.m. the City Council recessed to a Closed Session regarding:

**A. Conference with Labor Negotiator**

Government Code Section 54957(b)(4)

Title: VCA Code Group – Assistant Building Official

**RECONVENE TO OPEN SESSION  
AND ANNOUNCE ANY ACTION TAKEN:** At 7:57 pm the Regular Meeting was reconvened and City Attorney Reisman reported that the City Council met in Closed Session to evaluate the performance of the VCA Code Group. The Council instructed the City Manager as to how to proceed.

**ADJOURNMENT:** At 7:59 p.m. Mayor Lewis adjourned the meeting to a Special Meeting on Monday, September 10, 2020 at 7:00 p.m.

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**MAYOR – CITY OF BRADBURY**

ATTEST:

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**CITY CLERK – CITY OF BRADBURY**



## RESOLUTION NO. 20-17

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, APPROVING DEMANDS AND WARRANTS NO. 16109 THROUGH NO. 16127 (PRE-RELEASED CHECKS) AND DEMANDS AND WARRANTS NO. 16128 THROUGH NO. 16151 (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 \$8,452.68 (pre-released Checks) and \$92,487.16 at September 15, 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>
16109	Burrtec Waste Services (8/18/20)	Feb 2020 Street Sweeping Mar 2020 Street Sweeping Acct. #200-48-7290	\$313.14 <u>\$313.14</u> \$626.28
16110	Priority Landscape Services, LLC (4/21/20)	Installed 6 yards of DG Walking Trail along Mt Olive Drive Acct. #101-21-7035	\$1,500.00
16111	Priority Landscape Services, LLC (5/1/20)	<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
16112	TeamLogic IT (8/10/20)	Cables and Adaptors POE Injector Acct. #113-20-8120	\$82.13
16113	California American Water (9/1/20)	1775 Woodlyn Lane Acct. #200-48-6400	\$926.00
16114	California American Water (9/4/20)	301 Mt Olive Dr Irrigation 2410 Mt Olive Ln Irrigation 2256 Gardi Street Acct. #200-48-6400	\$224.47 \$71.92 <u>\$63.22</u> \$359.61
16115	Burrtec Waste Services (Aug 2020)	June 2020 Street Sweeping Acct. #200-48-7290	\$313.14

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16116	Burrtec Waste Services (Aug 2020)	July 2020 Street Sweeping Acct. #200-48-7290	\$313.14
16117	Molly Maid (8/26/20)	Aug 5 & 19, 2020 City Hall Cleaning Acct. #101-16-6460	\$210.00
16118	Delta Dental (9/1/20)	<u>Dental Insurance:</u> City Manager (family) Acct. #101-12-5100 City Clerk Acct. #101-13-5100	\$131.43 <u>\$42.88</u> \$174.31
16119	Vision Service Plan (9/1/20)	<u>Vision Insurance:</u> City Manager (family) Acct. #101-12-5100 City Clerk Acct. #101-13-5100	\$61.07 <u>\$23.66</u> \$84.73
16120	The Standard (9/1/20)	<u>Basic Life and AD&amp;D:</u> City Manager Acct. #101-12-5100 City Clerk Acct. #101-13-5100	\$9.25 <u>\$9.25</u> \$18.50
16121	California American Water (9/8/20)	600 Winston (City Hall) Acct. #101-16-6400	\$328.09
16122	Time Warner Cable (9/9/20)	Spectrum Business Internet Acct. #101-16-6230	\$149.98
16123	Southern California Edison (9/14/20)	Street Lights for Mt. Olive/Gardi Acct. #200-48-6400	\$34.34
16124	Southern California Edison (9/14/20)	City Hall Utilities Acct. #101-16-6400	\$341.82
16125	The Gas Company (9/11/20)	City Hall Utilities Acct. #101-16-6400	\$14.30
16126	Staples Credit Plan (9/15/20)	Office Supplies Acct. #101-16-6200 Tech Expense (toner for copier) Acct. #113-20-8120	\$37.64 <u>\$1,631.61</u> \$1,669.25
16127	Frontier Communications (9/15/20)	Telephone Service (fire alarm line) Acct. #101-23-7420	\$119.06

**Total Pre-Released Checks** **\$8,452.68**

**REGULAR CHECKS:**

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16128	Area D (9/1/20)	Membership Dues for FY 2020-2021 Acct. #101-24-6030	\$360.00
16129	Best Best & Krieger (8/25/20)	Rio Hondo-San Gabriel Watershed Advocacy – July 20, 2020 Acct. #102-42-7630 (UUT)	\$943.59
16130	GRBCON, Inc. (9/8/20)	Invoice No. 3 Mount Olive Lane Sewer Project Acct. #206-50-7601	\$19,687.80
16131	Kevin Kearney (Sep 2020)	Monthly Cell Phone Allowance Acct. #101-12-6440	\$75.00
16132	Molly Maid (9/2/20)	Sep 2, 2020 City Hall Cleaning Acct. #101-16-6460	\$105.00
16133	City of Monrovia (8/20/20)	Aug 2020 Transportation Services Acct. #203-40-7626 (Prop A)	\$704.07
16134	Petty Cash (Sep 2020)	USPS – bulk mail to send Community Wildfire Protection Plan postcards Acct. #219--21-7761	\$79.30
16135	Pasadena Humane Society (8/31/20)	Animal Control Services for Aug 2020 Acct. #101-25-7000	\$385.89
16136	Post Alarm Systems (9/4/20)	City Hall Monitoring for Oct 2020 Fire & Intrusion Systems Acct. #101-23-7420	\$122.34
16137	Priority Landscape Services, LLC (9/1/20)	<u>Sep 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

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16138	RKA Consulting Group (8/17/20)	Chadwick Ranch Estates Acct. #103-00-2039 City Engineering Services Acct. #101-19-7230 Development Projects Acct. #101-19-7230 NPDES Coordination Acct. #102-42-7630 Mt Olive Lane Sewer Project Acct. #206-50-7601	\$280.00  \$2,205.00  \$3,160.50  \$115.00  <u>\$7,630.00</u> \$13,390.50
16139	LA County Public Works (8/17/20)	Sign Maintenance – Speed Limit Sign at Mt Olive Drive X Mt Olive Lane Acct. #200-48-7000	\$31.56
16140	Southern Calif Edison (9/2/20)	Street Lights Acct. #200-48-6410	\$817.86
16141	SGV City Managers' Association (8/26/20)	Membership Dues for FY 2020-2021 Acct. #101-30-6030	\$55.00
16142	Los Angeles County Sheriff's Dept. (8/26/20)	July 2020 Law Enforcement Services Acct. #101-23-7410	\$10,426.74
16143	TeamLogic IT (8/26/20)	Computer Supplies (Battery) Acct. #113-20-8120	\$203.62
16144	TeamLogic IT (9/8/20)	Computer Supplies (Laptop) Acct. #220-00-6215 (COVID Expense)	\$2,482.42
16145	U.S. Bank (8/31/20)	Custody Charges for Aug 2020 Safekeeping Fees Acct. #101-14-7010	\$33.00
16146	U.S. Bank Corporate Payment Systems (8/24/20)	<u>Claudia Saldana Visa Card:</u> MyFax (July & August) Acct. 101-16-6230 USPS (stamps) Acct. #101-20-6120 USPS (postage) Acct. #101-16-6120 USPS (certified mail) Acct. #101-23-7450 99-Cent Store (office supplies) Acct. #101-16-6200	 40.00  \$110.00  \$7.50  \$8.50  <u>\$16.43</u> <b><u>\$182.43</u></b>

16146	U.S. Bank Corporate Payment Systems (8/24/20)	<u>Kevin Kearney Visa Card:</u> Amazon.com (face masks) \$38.86 Acct. #220-00-6215 ZOOM (monthly fee) \$14.99 Acct. 220-00-6215 Vistaprint (CWPP postcards) \$94.16 Acct. #219-21-7761 Target (lighters) \$4.73 Acct. #101-237450 USPS (certified mail) \$8.20 Acct. #101-23-7450 Broadvoice <u>\$177.40</u> \$520.77 Acct. #101-16-6440 <u>\$338.34</u>
14147	VCA Code Group (8/12/20)	<u>Professional Services from June 28 through Aug 1, 2020:</u> City Planner (Retainer) \$3,900.00 Acct. #101-20-7210 City Planner (Hourly Services) \$2,62.50 Acct. #101-20-7240 Chadwick Ranch Hours \$330.00 Acct. #101-20-7210 (8/14/20) Plan Check Services <u>\$9,664.79</u> \$15,957.29 Acct. #101-20-7220
14148	Jones & Mayer (8/31/20)	<u>City Attorney:</u> August Retainer \$2,650.00 Acct. #101-15-7020 243 Barranca Receivership \$682.50 Acct. #101-23-7450 Chadwick Ranch \$12,739.91 Acct. #103-00-2039 Code Enforcement \$125.00 Acct. #101-23-7450 Litigation (Ramona v BBY) \$50.00 Acct. #101-15-7070 Zoning/General Plan <u>\$1,650.00</u> \$17,897.41 Acct.#112-20-7245
14149	TeamLogic IT (9/1/20)	Computer Services \$590.00 Acct. #113-20-8120
14150	Michael Baker (9/11/20)	Chadwick Estates \$4,725.00 Acct. #103-00-2039
14151	Michael Baker (9/11/20)	Chadwick Estates (VMT) \$1705.00 Acct.#112-20-7245
<b>Total Regular Checks</b>		<b><u>\$92,487.16</u></b>

**SEPTEMBER 2020 PAYROLL:**

ACH	Kevin Kearney (Sep 2020)	Salary: City Manager Acct. #101-12-5010	\$10,000.00	
		Withholdings Acct. #101-00-2011	<u>(2,221.99)</u>	\$7,778.01
ACH	Claudia Saldana (Sep 2020)	Salary: City Clerk Acct. #101-13-5010	\$5,118.67	
		Withholdings Acct. #101-00-2011	<u>(1,276.49)</u>	\$3,842.18
ACH	Lisa Bailey (Sep 2020)	Finance Director (Aug 2020) 15.42 x \$82.94/hour Acct. #101-14-5010	\$1,278.67	
		Withholdings Acct. #101-00-2011	<u>(147.69)</u>	\$1,130.98

**Total August 2020 Payroll** **\$12,751.17**

**ELECTRONIC FUND TRANSFER (EFT) PAYMENTS for September 2020:**

EFT	Aetna (Sep 2020)	<u>Health Insurance for Aug 2020:</u> City Manager Acct. #101-12-5100	\$1,510.63	
		City Clerk Acct. #101-13-5100	<u>\$894.03</u>	\$2,404.66
EFT	EDD (Sep 2020)	State Tax Withholdings SDI Acct. #101-00-2011	\$617.27 <u>\$163.96</u>	\$781.23
EFT	Dept. of Treasury Internal Revenue Service (Sep 2020)	Federal Tax Withholdings Social Security Medicare (Employee's portion of Social Security and Medicare is matched by the City) Acct. #101-00-2011	\$1,613.10 \$2,028.16 <u>\$475.52</u>	\$4,116.78
EFT	California PERS (Sep 2020)	City Manager Acct. #101-12-5100	\$1,570.07	
		City Clerk Acct. #101-13-5100	<u>\$799.11</u>	\$2,369.18
EFT	California PERS (Sep 2020)	Unfunded Accrued Liability UAL Payment (Classic) UAL Payment (PEPRA) Acct. #101-16-6240	\$508.72 <u>\$15.55</u>	\$524.27

EFT	California PERS (Sep 2020)	GASB-68 Reports & Schedules Acct. #101-14-7040	\$700.00
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**MAYOR – CITY OF BRADBURY**

ATTEST:

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**CITY CLERK – CITY OF BRADBURY**

"I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 20-17, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 15th day of September 2020 by the following roll call vote:"

AYES:

NOES:

ABSENT:

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**CITY CLERK – CITY OF BRADBURY**

see CK # 16126

**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 #:
\$31.74	07/22/20	09/15/20	2588641871
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
HAMMERMILL COPY PLUS PAPE	122374	1.0000 EA	\$63.99	\$63.99
COUPONDISCOUNT	558100	1.0000 ST	-\$4.00	-\$4.00
COUPONDISCOUNT	558100	1.0000 ST	-\$31.00	-\$31.00

**Purchased by:** CLAUDIA SALDANA  
**Order #:** 9819929450

<b>SUBTOTAL</b>	\$28.99
<b>TAX</b>	\$2.75
<b>TOTAL</b>	\$31.74

**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 #:
\$1,590.44	07/30/20	09/15/20	2596389381
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
HP 651A BLACK TONER CARTR	990208	1.0000 EA	\$189.99	\$189.99
HP 651A CYAN TONER CARTRI	990209	1.0000 EA	\$477.89	\$477.89
HP 651A YELLOW TONER CART	990210	1.0000 EA	\$477.89	\$477.89
HP 651A MAGENTA TONER CAR	990211	1.0000 EA	\$477.89	\$477.89
COUPONDISCOUNT	558100	1.0000 ST	-\$9.50	-\$9.50
COUPONDISCOUNT	558100	1.0000 ST	-\$2.33	-\$2.33
COUPONDISCOUNT	558100	1.0000 ST	-\$2.92	-\$2.92
COUPONDISCOUNT	558100	1.0000 ST	-\$2.92	-\$2.92
COUPONDISCOUNT	558100	1.0000 ST	-\$2.33	-\$2.33
COUPONDISCOUNT	558100	1.0000 ST	-\$23.90	-\$23.90
COUPONDISCOUNT	558100	1.0000 ST	-\$5.89	-\$5.89
COUPONDISCOUNT	558100	1.0000 ST	-\$7.36	-\$7.36
COUPONDISCOUNT	558100	1.0000 ST	-\$5.89	-\$5.89
COUPONDISCOUNT	558100	1.0000 ST	-\$7.36	-\$7.36
COUPONDISCOUNT	558100	1.0000 ST	-\$23.90	-\$23.90
COUPONDISCOUNT	558100	1.0000 ST	-\$5.89	-\$5.89
COUPONDISCOUNT	558100	1.0000 ST	-\$7.36	-\$7.36
COUPONDISCOUNT	558100	1.0000 ST	-\$5.89	-\$5.89
COUPONDISCOUNT	558100	1.0000 ST	-\$7.36	-\$7.36
COUPONDISCOUNT	558100	1.0000 ST	-\$5.89	-\$5.89
COUPONDISCOUNT	558100	1.0000 ST	-\$7.36	-\$7.36
COUPONDISCOUNT	558100	1.0000 ST	-\$5.89	-\$5.89
COUPONDISCOUNT	558100	1.0000 ST	-\$7.36	-\$7.36
COUPONDISCOUNT	558100	1.0000 ST	-\$5.89	-\$5.89
COUPONDISCOUNT	558100	1.0000 ST	-\$7.36	-\$7.36

**Purchased by:** CLAUDIA SALDANA  
**Order #:** 9820324164

<b>SUBTOTAL</b>	\$1,452.46
<b>TAX</b>	\$137.98
<b>TOTAL</b>	\$1,590.44

**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 #:
\$47.07	08/01/20	09/15/20	2598637111
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
DURACELL RECHARGEABLE AA	62171	2.0000 EA	\$18.80	\$37.60
AVERY LASERINKJET FILE FO	298414	1.0000 EA	\$6.08	\$6.08
COUPONDISCOUNT	558100	1.0000 ST	-\$0.69	-\$0.69

**Purchased by:** CLAUDIA SALDANA  
**Order #:** 9820437033

<b>SUBTOTAL</b>	\$42.99
<b>TAX</b>	\$4.08
<b>TOTAL</b>	\$47.07

724105







P.O. BOX 6343  
FARGO ND 58125-6343



ACCOUNT NUMBER 4246 0445 5575 6224  
STATEMENT DATE 08-24-2020  
AMOUNT DUE \$1,273.76  
NEW BALANCE \$1,273.76  
PAYMENT DUE ON RECEIPT



00000550 01 SP 0.560 106481225413788 P

CITY OF BRADBURY  
ATTN CLAUDIA SALDANA  
600 WINSTON AVE.  
BRADBURY CA 91008-1123

AMOUNT ENCLOSED  
\$ 556.45

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYSTEMS  
P.O. BOX 790428  
ST. LOUIS, MO 63179-0428

4246044555756224 000127376 000127376

see CR # 16146

Please tear payment coupon at perforation.

### CORPORATE ACCOUNT SUMMARY

CITY OF BRADBURY 4246 0445 5575 6224	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New Balance
Company Total	\$1,664.87	\$556.45	\$0.00	\$0.00	\$0.00	\$0.00	\$947.56	\$1,273.76

### CORPORATE ACCOUNT ACTIVITY

CITY OF BRADBURY  
4246-0445-5575-6224

TOTAL CORPORATE ACTIVITY  
\$947.56 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-28	07-27	74798260210000000000510	PAYMENT - THANK YOU 00000 C	947.56 PY

### NEW ACTIVITY

CLAUDIA A SALDANA  
4246-0400-8040-6665

CREDITS  
\$0.00

PURCHASES  
\$218.11

CASH ADV  
\$0.00

TOTAL ACTIVITY  
\$218.11

Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-23	07-23	24692160205100071030338	MYFAX *PROTUS IP SOLN 866-563-9212 CA	20.00
08-03	07-31	24137460214001167221177	USPS PO 0522740820 DUARTE CA	110.00
08-05	08-04	24137460218000988932828	USPS PO 0522740820 DUARTE CA	7.50
08-18	08-17	24137460231001034542861	USPS PO 0522740820 DUARTE CA	8.50

### CUSTOMER SERVICE CALL

800-344-5696

### ACCOUNT NUMBER

4246-0445-5575-6224

STATEMENT DATE  
08/24/20

DISPUTED AMOUNT  
.00

### AMOUNT DUE

1,273.76

### ACCOUNT SUMMARY

PREVIOUS BALANCE	1,664.87
PURCHASES & OTHER CHARGES	556.45
CASH ADVANCES	.00
CASH ADVANCE FEES	.00
LATE PAYMENT CHARGES	.00
CREDITS	.00
PAYMENTS	947.56
ACCOUNT BALANCE	1,273.76

### SEND BILLING INQUIRIES TO:

U.S. Bank National Association  
C/O U.S. Bancorp Purchasing Card Program  
P.O. Box 6335  
Fargo, ND 58125-6335

AUG 31



Company Name: CITY OF BRADBURY
Corporate Account Number: 4246 0445 5575 6224
Statement Date: 08-24-2020

see Check # 16146

#### NEW ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-19	08-18	24445000232000609452506	99-CENTS-ONLY #0336 DUARTE CA	16.43
08-24	08-23	24692160236100359756425	MYFAX *PROTUS IP SOLN 866-563-9212 CA	20.00

<b>KEVIN KEARNEY</b> 4246-0446-0277-2711	<b>CREDITS</b> \$0.00	<b>PURCHASES</b> \$338.34	<b>CASH ADV</b> \$0.00	<b>TOTAL ACTIVITY</b> \$338.34
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Post Date	Tran Date	Reference Number	Transaction Description	Amount
07-30	07-29	24692160211100626888182	AMZN MKTP US*MV9PT0962 AMZN.COM/BILL WA	38.86
07-31	07-30	24492150212637760646639	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	14.99
08-06	08-05	24692160218100415902346	VISTAPR*VISTAPRINT.COM 866-8936743 MA	94.16
08-07	08-06	24164070219091017146664	TARGET 00003020 DUARTE CA	4.73
08-10	08-07	24137460221001146564243	USPS PO 0522740820 DUARTE CA	8.20
08-17	08-15	24453510229017052834941	BROADVOICE 888-325-5875 CA	177.40

Department: 00000 Total:	\$556.45
Division: 00000 Total:	\$556.45

# City of Bradbury Monthly Investment Report for the month of August 2020

## CASH ON DEPOSIT BY ACCOUNT

### Bank Accounts:

Wells Fargo Bank - General Checking

Amount	Maturity	Interest Rate
\$ 192,619.39	n/a	0%

### Investments:

Local Agency Investment Fund (LAIF)

\$ 3,339,887.63	n/a	0.78%
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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**

\$ 4,518,507.02
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## CASH & INVESTMENTS ON DEPOSIT BY FUND

### Funds

General Fund (101)

\$3,338,319.72
----------------

Utility Users Tax Fund (102)

\$764,810.45
--------------

Deposits Fund (103)

\$21,207.07
-------------

Long Term Planning Fee Fund (112)

\$16,475.18
-------------

Technology Fee Fund (113)

\$40,957.32
-------------

Gas Tax Fund (200)

\$13,176.78
-------------

SB 1 Gas Tax Fund (201)

\$23,801.45
-------------

Prop A Fund (203)

\$32,862.23
-------------

Prop C Fund (204)

\$21,260.60
-------------

TDA Fund (205)

\$657.64
----------

Sewer Fund (206)

(\$86,588.31)
---------------

STPL Fund (208)

\$1,035.17
------------

Recycling Grant Fund (209)

\$13,360.45
-------------

Measure R Fund (210)

\$52,481.82
-------------

Measure M Fund (212)

\$33,031.57
-------------

COPS Fund (215)

\$201,614.26
--------------

County Park Grant Fund (217)

\$8,301.99
------------

CWPP Grant Fund (219)

\$5,214.50
------------

Cares Act Fund (220)

\$16,527.13
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**Total**

\$ 4,518,507.02
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I hereby certify that there are sufficient funds available to meet the City's obligations for the next three (3) months.

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

Submitted By:



Reviewed By:

Kevin Kearney  
City Manager

Laurie Silver  
City Treasurer

# Revenues

Acct. Number	Account Description	2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 08/31/20	
<b>General Fund:</b>							
101-00-4010	Property Tax-Current Secured	495,000	466,415	94%	430,000	5,307	1%
101-00-4030	Property Tax-Current Unsecured	18,500	17,859	97%	14,000	14,143	101%
101-00-4050	Property Tax Prior Year		(62)	#DIV/0!	-		#DIV/0!
101-00-4060	Public Safety Augmentation F	12,000	10,674	89%	10,000	950	10%
101-00-4070	Delinquent Taxes	7,500	6,945	93%	6,000	604	10%
101-00-4100	Sales & Use Tax	1,500	1,075	72%	1,200		0%
101-00-4110	Franchise Fee-Cable TV	23,000	25,750	112%	26,000	6,353	24%
101-00-4120	Franchise Fee-SC Edison	19,000	18,321	96%	20,000		0%
101-00-4130	Franchise Fee-SC Refuse	37,000	38,058	103%	38,000	-	0%
101-00-4140	Franchise Fee-SC Gas Co.	2,600	3,213	124%	3,000		0%
101-00-4150	Franchise Fee-Cal Am Water	38,000	40,285	106%	40,000		0%
101-00-4160	AB939 Refuse Admin. Fee	18,000	19,267	107%	18,000	-	0%
101-00-4190	Real Property Transfer Tax	14,000	19,714	141%	20,000	3,626	18%
101-00-4200	Motor Vehicle In-Lieu	140,000	141,339	101%	140,000		0%
101-00-4210	Dist & Bail Forfeiture	1,500	2,257	150%	2,000	224	11%
101-00-4220	Fines-City	2,000	1,866	93%	1,000		0%
101-00-4350	Business License	40,700	35,412	87%	40,000	4,092	10%
101-00-4360	Movie & TV Permits	-	30,900	#DIV/0!	-		#DIV/0!
101-00-4370	Bedroom License Fee	15,000		0%	10,000		0%
101-00-4410	Variances & CUPs	1,600	1,635	102%	1,500		0%
101-00-4420	Lot Line Adjustment/Zone Changes	-		#DIV/0!	-		#DIV/0!
101-00-4440	Subdivisions/Lot Splits	5,000		0%	-		#DIV/0!
101-00-4460	Planning Dept. Review	25,000	73,112	292%	70,000	2,163	3%
101-00-4470	Building Construction Permit	250,000	88,887	36%	85,000	11,635	14%
101-00-4480	Building Plan Check Fees	250,000	91,735	37%	90,000	18,845	21%
101-00-4485	Landscape Plan Check Permit	5,500	2,793	51%	3,500		0%
101-00-4490	Green Code Compliance	27,000	9,084	34%	6,500	2,287	35%
101-00-4500	Civic Center Rental Fee	1,050	900	86%	900		0%
101-00-4530	Environmental & Other Fees	1,000	1,112	111%	1,300		0%
101-00-4540	City Engineering Plan Check	135,000	53,417	40%	50,000	6,227	12%
101-00-4600	Interest Income	77,712	68,873	89%	50,000	-	0%
101-00-4700	Sales of Maps & Publications	400	125	31%	200	-	0%
101-00-4800	Other Revenue	200		0%	-		#DIV/0!
101-00-4850	Cal-Am Loan Repayment	4,820	4,820	100%	4,820		0%
101-00-4900	Reimbursements	3,000	1,231	41%	500		0%
101-00-4920	Sale of Prop. A Funds	-		#DIV/0!	-		#DIV/0!
101-23-4950	Vacant Property Registry Fee	100	100	100%	100		0%
101-24-4610	Donations	-	500	#DIV/0!	-		#DIV/0!
<b>Total General Fund Revenues</b>		<b>1,672,682</b>	<b>1,277,612</b>	<b>76%</b>	<b>1,183,520</b>	<b>76,456</b>	<b>6%</b>
<b>Utility Users Tax Fund:</b>							
102-00-4600	Interest	18,810	14,859	79%	10,000		0%
102-00-4830	Electric					2	
		<b>18,810</b>	<b>14,859</b>	<b>79%</b>	<b>10,000</b>	<b>2</b>	<b>0%</b>
<b>Deposits Fund:</b>							
103-00-2039	Chadwick Ranch Development		285,037				
		<b>-</b>	<b>285,037</b>		<b>-</b>	<b>-</b>	
<b>Long Term Planning Fee Fund:</b>							
112-00-4490	Long-Term Planning Fee	8,000	3,490	44%	3,000	658	22%
112-00-4600	LTP Fee Interest Income	400	367	92%	300		0%
		<b>8,400</b>	<b>3,857</b>	<b>46%</b>	<b>3,300</b>	<b>658</b>	<b>20%</b>

**Revenues**

Acct. Number	Account Description	2019-20 Budget	2019-20 YTD @ 06/30/20	2020-21 Budget	2020-21 YTD @ 08/31/20	
<b>Technology Fee Fund:</b>						
113-00-4520	Technology Fee	18,500	7,094 38%	7,000	898	13%
113-00-4600	Technology Fee Interest Income	1,000	913 91%	800		0%
		19,500	8,007 41%	7,800	898	12%
<b>Gas Tax Fund:</b>						
200-00-4200	TCRA Funds	-	1,211 #DIV/0!	1,200		0%
200-00-4600	Gas Tax Interest	-	191 #DIV/0!	-		#DIV/0!
200-48-4260	Gas Tax	25,000	28,773 115%	22,500	3,346	15%
		25,000	30,175 121%	23,700	3,346	14%
<b>SB1 Gas Tax Fund:</b>						
201-00-4000	Transfers In	-	#DIV/0!			#DIV/0!
201-48-4260	Gas Tax	15,000	18,653 124%	13,500	-	0%
201-00-4600	Gas Tax Interest	-	213 #DIV/0!	-		#DIV/0!
		15,000	18,866 126%	13,500	-	0%
<b>Prop. A Fund:</b>						
203-40-4260	Prop. A Transit Funds	23,000	20,741 90%	25,094	3,406	14%
203-40-4600	Prop. A Transit Interest	308	480 156%	300		0%
		23,308	21,221 91%	25,394	3,406	13%
<b>Prop. C Fund:</b>						
204-48-4260	Prop. C Funds	19,000	17,204 91%	20,813	2,825	14%
204-48-4600	Prop. C Interest	-	210 #DIV/0!	-		#DIV/0!
		19,000	17,414 92%	20,813	2,825	14%
<b>Transportation Development Act Fund:</b>						
205-48-4260	TDA Funds	5,000	5,000 100%	5,000	-	0%
205-48-4600	TDA Interest		13 #DIV/0!	-		#DIV/0!
		5,000	5,013 100%	5,000	-	0%
<b>Sewer Fund:</b>						
206-00-4000	Transfers In	600,000	0%	240,000		0%
206-50-4600	Sewer Fund Interest	885	10,551 1192%	11,000		0%
206-50-4730	Mount Olive Drive Assessment		#DIV/0!			#DIV/0!
		600,885	10,551 2%	251,000	-	0%
<b>STPL Fund:</b>						
208-00-4260	STPL Funds			-		#DIV/0!
208-00-4600	STPL Interest	-	20 #DIV/0!	-		#DIV/0!
		-	20 #DIV/0!	-	-	#DIV/0!
<b>Recycling Grant Fund:</b>						
209-00-4260	Recycling Grant Funds	5,000	5,000 100%	5,000		0%
209-00-4600	Recycling Grant Interest		187 #DIV/0!	50		0%
		5,000	5,187 104%	5,050	-	0%
<b>Measure R Fund:</b>						
210-48-4260	Measure R Funds	15,000	12,885 86%	15,572	2,118	14%
210-48-4600	Measure R Interest	-	1,019 #DIV/0!	800		0%
		15,000	13,904 93%	16,372	2,118	13%
<b>Measure M Fund</b>						
212-48-4260	Measure M Funds	16,500	18,997 115%	16,005	2,409	15%
212-48-4600	Measure M Interest	-	462 #DIV/0!	300		0%
		16,500	19,459 118%	16,305	2,409	15%

## Revenues

Acct. Number	Account Description	2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 08/31/20	
<b>Measure W Fund</b>							
213-48-4260	Measure W Funds	60,000	-		60,000		0%
213-48-4600	Measure W Interest			#DIV/0!	-		#DIV/0!
		60,000	-	0%	60,000	-	0%
<b>Citizen's Option for Public Safety (COPS) Fund:</b>							
215-23-4260	COPs Funds	100,000	155,948	156%	100,000		0%
215-23-4600	COPs Interest	982	4,573	466%	3,000		0%
		100,982	160,521	159%	103,000	-	0%
<b>County Park Grant:</b>							
217-00-4210	County Park Grant						
217-00-4600	Grant Fund Interest Income	180	165	92%	100		0%
		180	165	92%	100	-	0%
<b>Fire Safe Grant:</b>							
219-00-4260	Community Wildfire Protection Plan	45,000	-		45,000		0%
219-00-4600	Fire Safe Grant Interest Income	215	208	97%	150		0%
		45,215	208	0%	45,150	-	0%
<b>Covid-19 Fund:</b>							
220-00-4215	COVID 19 Revenues					16,666	#DIV/0!
<b>Total Revenues</b>		2,650,462	1,892,076	71%	1,790,004	92,118	5%

## Expenditures

Account Description		2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 08/31/20
<b>General Fund:</b>						
101-00-5000	Transfers Out	600,000	-	0%	240,000	0%
<b>City Council Division:</b>						
101-11-6500	Community Support (homelessness)	4,000	3,000	75%	4,000	0%
101-11-6100	Events and awards	6,000	6,451	108%	-	#DIV/0!
101-11-6110	City Newsletter	-	475	#DIV/0!	300	0%
		10,000	9,926	99%	4,300	-
<b>City Manager Division:</b>						
101-12-5010	Salaries	109,268	120,000	110%	120,000	20,000
101-12-5100	Benefits	46,174	48,193	104%	49,455	7,611
101-12-6020	Meetings & Conferences	3,500	4,853	139%	3,500	(30)
101-12-6025	Expense Account	1,500	1,232	82%	1,250	0%
101-12-6050	Mileage	1,200	910	76%	1,000	0%
101-12-6440	Cell Phone	1,000	900	90%	1,000	327
		162,642	176,088	108%	176,205	27,908
<b>City Clerk Division:</b>						
101-13-5010	Salaries	61,424	56,305	92%	61,424	10,237
101-13-5100	Benefits	24,702	29,978	121%	26,126	4,037
101-13-6020	Meetings & Conferences	-	12	#DIV/0!	-	#DIV/0!
101-13-6050	Mileage	50	122	244%	115	0%
101-13-6210	Special Department Supplies	275	157	57%	275	0%
101-13-6220	Election Supplies	500	314	63%	500	0%
101-13-6225	Codification	7,000	3,063	44%	5,000	468
101-13-7000	Contract Election Services	12,000		0%	-	#DIV/0!
		105,951	89,951	85%	93,440	14,742
<b>Finance Division:</b>						
101-14-5010	Salaries	15,449	13,160	85%	14,000	1,099
101-14-5100	Benefits	1,371	1,172	85%	1,357	310
101-14-6210	Special Department Supplies	600	37	6%	50	0%
101-14-6230	Contracted Computer Services	500	1,231	246%	1,000	0%
101-14-7010	Contracted Banking Services	4,000	4,317	108%	4,500	742
101-14-7020	Contracted Audit Services	18,000	15,300	85%	18,500	0%
101-14-7040	GASB Reports	725	700	97%	725	0%
		40,645	35,917	88%	40,132	2,151
<b>City Attorney Division:</b>						
101-15-7020	City Attorney Retainer	31,800	31,800	100%	31,800	2,650
101-15-7070	City Attorney Special Service	5,000	4,190	84%	2,500	10,910
101-15-7080	Seminars & Training	1,100		0%	1,100	0%
		37,900	35,990	95%	35,400	13,560
<b>General Government Division:</b>						
101-16-5010	Salaries	48,308	45,810	95%	48,308	3,299
101-16-5100	Benefits	13,107	15,436	118%	15,488	856
101-16-6010	Seminars & Training	1,000		0%	1,000	0%
101-16-6020	Meetings & Conferences	200	150	75%	200	0%
101-16-6040	Transportation & Lodging	1,000		0%	500	0%
101-16-6050	Mileage	300	151	50%	300	0%
101-16-6120	Postage	300	690	230%	700	0%
101-16-6200	Office Supplies	2,500	814	33%	1,000	93
101-16-6210	Special Departmental Supplies	500		0%	-	#DIV/0!
101-16-6230	Computer & Website Services	15,000	9,383	63%	10,000	992
101-16-6240	PERS UAL Payment	3,717	4,219	114%	4,500	1,049
101-16-6242	PERS SSA 218 Annual Fee		200		200	200

## Expenditures

Account Description		2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 08/31/20	
101-16-6241	PERS Replacement Benefit Contribution	3,000	2,557	85%	2,500		0%
101-16-6250	Copier & Duplications	5,000	903	18%	1,200		0%
101-16-6300	Insurance	56,000	19,811	35%	35,000	22,982	66%
101-16-6400	Utilities	4,500	3,606	80%	3,200	313	10%
101-16-6440	Telephone	6,000	2,087	35%	2,300		0%
101-16-6450	Building Operations	4,000	3,601	90%	1,200	71	6%
101-16-6460	Building & Cleaning Service	3,000	3,695	123%	3,200	210	7%
101-16-6470	Maintenance & Supplies	400	13	3%	500		0%
101-16-7600	Operating Contingency	-	#DIV/0!			#DIV/0!	
		167,832	113,126	67%	131,296	30,065	23%
<b>Engineering Division:</b>							
101-19-7230	Contracted Engineering Services	130,000	80,950	62%	75,000		0%
		130,000	80,950	62%	75,000	-	0%
<b>Planning, Zoning &amp; Development Division:</b>							
101-20-6020	Meetings & Conferences		#DIV/0!			#DIV/0!	
101-20-6120	Postage	1,000	427	43%	500	55	11%
101-20-6210	Special Department Supplies	500		0%	500		0%
101-20-6240	Environmental Filing Fees	500		0%	500		0%
101-20-7210	City Planner Retainer	46,800	46,800	100%	46,800		0%
101-20-7220	Contracted Building & Safety	250,000	114,219	46%	90,000		0%
101-20-7240	City Planner Special Service	15,000	13,530	90%	15,000		0%
101-20-7245	General Plan update	-	4,150	#DIV/0!	-	#DIV/0!	
101-20-7075	Development Code Update	26,000	-	0%	-	#DIV/0!	
		339,800	179,126	53%	153,300	55	0%
<b>Parks &amp; Landscape Maintenance Division:</b>							
101-21-7015	Royal Oaks Trail Maintenance	10,000	7,143	71%	10,000	1,620	16%
101-21-7020	City Hall Grounds Maintenance	7,000	3,534	50%	7,000	2,102	30%
101-21-7025	Trail Maintenance	10,000	4,356	44%	10,000	2,600	26%
101-21-7035	Mt.Olive Entrance & Trail	12,000	4,679	39%	12,000	2,504	21%
101-21-7045	Lemon/RO Horse Trail	43,000	1,293	3%	7,000	373	5%
101-21-7060	Street Tree Trimming	-	-	#DIV/0!	-	#DIV/0!	
		82,000	21,005	26%	46,000	9,199	20%
<b>Public Safety Division:</b>							
101-23-6210	Special Departmental Services	-	74	#DIV/0!	-	#DIV/0!	
101-23-7410	Contract Services Sheriff	118,522	118,521	100%	125,121		0%
101-23-7420	City Hall Security	3,500	2,887	82%	3,000	483	16%
101-23-7450	Code Enforcement	6,000	17,308	288%	12,000	1,307	11%
101-23-7757	AED Purchase	-	#DIV/0!			#DIV/0!	
		128,022	138,790	108%	140,121	1,790	1%
<b>Emergency Preparedness Division:</b>							
101-24-6010	Seminars & Training				100		0%
101-24-6020	Meetings & Conferences	100	67	67%	100		0%
101-24-6030	Memberships & Dues	375	360	96%	375		0%
101-24-6100	Events & Awards	500		0%	200		0%
101-24-6470	Maintenance & Supplies	5,500	4,856	88%	5,500	635	12%
101-24-6480	Civic Center Generator	-	857	#DIV/0!	1,000		0%
101-55-7030	Hazard Mitigation Plan	-	8	#DIV/0!	-	#DIV/0!	
101-24-7245	Hazard Mitigation Plan	5,000		0%	-	#DIV/0!	
		11,475	6,148	54%	7,275	635	9%
<b>Animal &amp; Pest Control Division:</b>							
101-25-7000	Animal Control Services	18,085	17,653	98%	12,971	430	3%
101-25-7010	Pest Control Services	300		0%	300		0%
		18,385	17,653	96%	13,271	430	3%

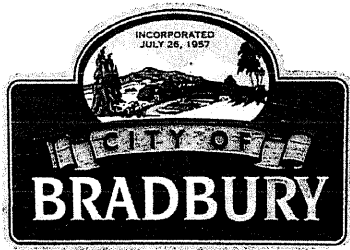


## Expenditures

Account Description		2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 08/31/20	
<b>Intergovernmental Relations Division:</b>							
101-30-6030	Memberships & Dues	9,200	10,459	114%	10,500	9,588	91%
<b>General Fund Totals</b>		1,843,852	915,129	50%	1,166,240	110,123	9%
<b>Utility Users Tax Fund:</b>							
102-15-7075	NPDES Stormwater Compliance	26,000	91,920	354%	8,555	79,440	929%
<b>Deposits Fund:</b>							
103-00-2039	Chadwick Ranch Development		263,530			3,348	
			263,530		-	3,348	
<b>Long Term Planning Fee Fund:</b>							
112-20-7245	General Plan Expense		2,800	#DIV/0!	20,000	2,200	11%
<b>Technology Fee Fund:</b>							
113-20-4500	Permit Digitizing	10,000	14,748	147%	-		#DIV/0!
113-20-7730	Website	20,000	576	3%	2,000		0%
113-20-8120	Capital Equipment-Server & Copier		1,257	#DIV/0!	10,000	140	1%
	Misc. Technology Expenses				2,000		0%
		30,000	16,581	55%	14,000	140	1%
<b>Gas Tax Fund:</b>							
200-48-5000	Transfers Out	-					
200-48-6400	Utilities-Select System	9,000	9,370	104%	9,000	1,343	15%
200-48-6410	Street Lights	8,000	9,691	121%	8,000	818	10%
200-48-7000	PW Contract Services	3,000	557	19%	1,000		0%
200-48-7290	Street Sweeping	4,000	3,445	86%	4,000	626	16%
200-48-7750	Woodlyn Lane Pavement Rehab.			#DIV/0!	-		#DIV/0!
200-48-7755	City Wide Slurry Seal			#DIV/0!	-		#DIV/0!
		24,000	23,063	96%	22,000	2,787	13%
<b>SB1 Gas Tax Fund:</b>							
201-48-7745	Royal Oaks North Curb Extension	19,000		0%	-		#DIV/0!
201-48-7755	City Wide Slurry Seal	-	-	#DIV/0!	-		#DIV/0!
		19,000	-	0%	-	-	#DIV/0!
<b>Prop. A Fund:</b>							
203-00-7600	Sale of Prop. A Funds				-		
203-40-7625	Transit Services	9,000	8,449	94%	9,000	704	8%
		9,000	8,449	94%	9,000		0%
<b>Prop. C Fund:</b>							
204-20-6030	Memberships & Dues	900		0%	900	378	42%
204-40-7325	Transit Services	-		#DIV/0!	-		#DIV/0!
204-48-7745	Royal Oaks North Curb Extension	19,000		0%	-		#DIV/0!
204-48-7755	City Wide Slurry Seal			#DIV/0!			#DIV/0!
		19,900	-	0%	900	378	42%
<b>Transportation Development Act Fund:</b>							
205-48-7720	Lemon/RO Horse Trail Project			#DIV/0!	-		#DIV/0!
205-48-7735	Royal Oaks & Mt. Olive Trail Rehab.	5,000	4,768	95%	5,000		0%
205-00-7760	Return of Funds			#DIV/0!	-		#DIV/0!
		5,000	4,768	95%	5,000	-	0%

## Expenditures

Account Description		2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 08/31/20	
<b>Sewer Fund:</b>							
206-50-7600	Mt. Olive Drive Sewer Project	2,619	2,619	100%			#DIV/0!
206-50-7601	Mt. Olive Lane Sewer Project	705,087	404,275	57%	673,396	179,553	27%
206-50-7602	DUSD Message Board				40,000		0%
206-50-7605	Lemon Ave. Project	580,000	-	0%			#DIV/0!
206-50-7606	Winston Ave Project	5,125	5,152	101%			#DIV/0!
		1,292,831	412,046	32%	713,396	179,553	25%
<b>Recycling Grant Fund:</b>							
209-35-7300	Recycling Education	5,000	3,182	64%	5,000	-	0%
<b>Measure R Fund:</b>							
210-48-7755	City Wide Slurry Seal	-	1,610	#DIV/0!			#DIV/0!
210-48-7745	Royal Oaks North Curb Extension	14,000		0%			#DIV/0!
210-00-7760	Return of Funds			#DIV/0!			#DIV/0!
		14,000	1,610	12%	-	-	#DIV/0!
<b>Measure M Fund</b>							
212-48-7755	Citywide Slurry Seal		-	#DIV/0!			#DIV/0!
212-48-7745	Royal Oaks North Curb Extension	27,000		0%			#DIV/0!
212-48-7756	Bridge Repair			#DIV/0!			#DIV/0!
		27,000	-	0%	-	-	#DIV/0!
<b>Measure W Fund</b>							
213-42-7630	NPDES Stormwater Compliance	60,000			60,000	-	
<b>Citizen's Option for Public Safety (COPS) Fund:</b>							
215-23-7410	Contract Services Sheriff	100,000	100,000	100%	50,000		0%
215-23-7411	Contract CSO Services & Supplies	55,000	52,399	95%	53,500		0%
		155,000	152,399	98%	103,500	-	0%
<b>County Park Grant:</b>							
217-21-7650	Civic Center Park	1,000	1,000	-	1,000		0%
<b>Fire Safe Grant 14-USFS-SFA-0053:</b>							
219-21-7761	Community Wildfire Protection Plan	72,000	5,856		50,000		0%
<b>Covid-19 Fund:</b>							
220-00-6215	COVID 19 Expenses					139	
<b>Total Expenditures</b>		3,603,583	1,902,333	53%	2,178,591	377,969	17%



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

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Claudia Saldana, City Clerk

DATE: September 15, 2020

SUBJECT: **Appointment of Planning Commissioners for Districts 2 and 4**

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### **SUMMARY**

At this time the Planning Commission has two (2) vacancies to be filled due to the expiration of terms. The current commission vacancies have been properly noticed per the requirements of the Maddy Act. Staff recommends that the City Council confirm the appointments of the Planning Commissioners for Districts and 4.

### **ANALYSIS**

Each Commissioner serves for a term of two (2) years. The Planning Commission meets on the fourth Wednesday of each month. The primary staff liaison is the Contract City Planner.

The following are the current Commissioners eligible for re-appointment to the Planning Commission.

<b><u>Commissioner</u></b>	<b><u>Term</u></b>	<b><u>Appointed</u></b>	<b><u>Expires</u></b>	<b><u>District</u></b>
Bill Novodor	2-year	March 2010	Sep 2020	2
Robert Jones	2-year	May 2018	Sep 2020	4

### **FINANCIAL REVIEW**

The Appointment of Commissioners will have no fiscal impact on the City.

### **PUBLIC NOTICE PROCESS**

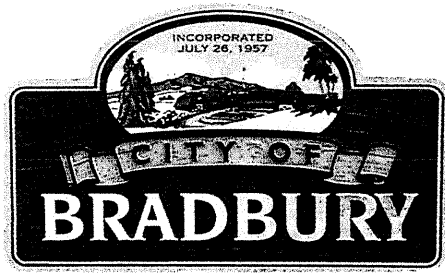
This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall.

### **STAFF RECOMMENDATION**

It is recommended that the City Council confirm the appointments of the Planning Commissioners for Districts 2 and 4.

FOR CITY COUNCIL AGENDA 9-15

AGENDA ITEM # 1.D



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

## City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

DATE: September 15, 2020

SUBJECT: **RESOLUTION NO. 20-18: AMENDING THE 2020-21 BUDGET TO INCORPORATE A LIST OF PROJECTS FUNDED BY SB1: THE ROAD REPAIR AND ACCOUNTABILITY ACT**

ATTACHMENTS: 1. Resolution No. 20-18

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### SUMMARY

The City needs to identify a project for the utilization of SB1 funds by September 30, 2020. Although funds do not have to be spent by this timeline, a resolution must be adopted designating a project, or the City will risk losing the allocation.

As a result, Staff recommends the adoption of Resolution No.20-18, which recognizes SB1's funding allocation and identifies these funds to be used toward the Lemon Avenue Curb and Gutter Project.

Additionally, the City currently has \$205,000 from various restricted funding sources to spend on road improvement. Aside from adopting a resolution with a placeholder project to meet State requirements, it is recommended that the City Council provide guidance to Staff on how to best spend these funds.

### DISCUSSION

The below chart demonstrates how much the City receives on a yearly basis in restricted funding for streets and how much is currently in the accounts:

<b>Restricted Funds:</b>	<b>Approx. Yearly Allocations</b>	<b>Current Amounts</b>
Fund 200 - Gas Tax Fund	23,700	2,390
Fund 201 - SB1 Fund	13,500	38,658
Fund 204 - Prop. C Fund	20,813	42,224
Fund 208 - STPL Fund	----	1,031
Fund 210 - Measure R Fund	16,372	71,014
Fund 212 - Measure M Fund	16,305	49,862
<b>TOTALS</b>	<b>90,690</b>	<b>205,179</b>

Regarding the SB1 funds and Resolution No. 20-18, Staff is recommending that the full amount of \$38,658 be allocated to the Lemon Avenue Curb and Gutter project. The curb on Lemon Avenue, north of the California American Water site, currently has an undeveloped curb and gutter. The City Engineer had previously estimated that the cost of the project to be approximately \$40,000. Staff is currently recommendation adoption of Resolution No. 20-18 so that the City can meet state requirements of designating a project before the September 30, 2020 deadline. Failure to meet the deadline could affect the allocation the City receives next year. Repurposing the funds or changing the project could occur at any time, as long as the City first designated the funds by September 30<sup>th</sup>.

Aside from designating a project to meet requirements, Staff recommends that the City Council discuss how to spend the overall \$205,179 funds. The City last spent funds doing a Citywide slurry seal in April/May 2019, and another seal will not be needed for at least another 4 years. Other potential ideas on allocating funding toward projects include:

- **Redoing City street signage** (costs unknown, but anticipated to be covered by funding)
- **Lemon Avenue curb & gutter** (approx. \$40,000)
- **Royal Oaks Drive North (east side) curb and gutter** (costs unknown, but anticipated to be covered by funding): City Staff had previously talked about this project with the City of Duarte. Currently, runoff water from Bradbury flows into the Duarte trail. If Bradbury moved forward with the project, the water would flow into a Duarte storm drain. Duarte was unwilling to accept Bradbury run off water and requested that Bradbury construct catch basins that would require periodic cleaning due to sediment buildup. The City Engineer at the time had discouraged the City from construction the catch basins due to the costs of the continual cleaning

### **FINANCIAL ANALYSIS**

Adoption of Resolution No. 20-18 poses no current significant financial impact, as final project construction would first need City Council approval before moving forward.

### **STAFF RECOMMENDATION**

It is recommended that City Council review this report and adopt Resolution No. 20-18, which recognizes SB1's funding allocation of \$38,658 to the City of Bradbury and allocates these funds toward the Lemon Avenue Curb and Gutter Project. Additionally, it is recommended that the City Council amend the 2020-21 budget to allocate \$38,658 to account 201-48-7747.

## **RESOLUTION NO. 20-18**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2020-21 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT**

**WHEREAS**, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

**WHEREAS**, SB 1 includes accountability and transparency provisions that will ensure the residents of our City of Bradbury are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

**WHEREAS**, the City of Bradbury must include a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, in the City of Bradbury budget, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

**WHEREAS**, the City of Bradbury, will receive an estimated \$18,510 in RMRA funding in Fiscal Year 2020-21 from SB 1; and

**WHEREAS**, the City of Bradbury has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

**WHEREAS**, the City of Bradbury used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

**WHEREAS**, the funding from SB 1 will help the City of Bradbury maintain and rehabilitate the City's public streets/roads, bridge, add active transportation infrastructure throughout the City of Bradbury this year and other of similar projects into the future; and

**WHEREAS**, the 2018 California Statewide Local Streets and Roads Needs Assessment found that the City of Bradbury streets and roads are in an "good" condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a "excellent" condition; and

**WHEREAS**, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

**NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND** by the City Council of the City of Bradbury, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The following newly proposed projects will be funded in part with fiscal year 2020-21 Road Maintenance and Rehabilitation Account revenues:

***Lemon Avenue Curb & Gutter Project***

*The Lemon Avenue Curb & Gutter project is located on Lemon Avenue in the City of Bradbury. The project area currently lacks curb and gutter, and the new instillation would provide an estimated useful life of 100 years. Project construction is to be completed during the 2020-21 fiscal year.*

**PASSED AND ADOPTED** by the City Council of the City of Bradbury, State of California this 15<sup>th</sup> day of September 2020, by the following vote:

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MAYOR – CITY OF BRADBURY

ATTEST:

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CITY CLERK – CITY OF BRADBURY

"I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 20-18, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 15<sup>th</sup> day of September, 2020 by the following roll call vote:"

AYES:

NOES:

ABSENT:

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CITY CLERK – CITY OF BRADBURY