

AGENDA

Regular Meeting of the Bradbury City Council To be held on Tuesday, February 16, 2021 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/83983867567>, One tap mobile +16699009128, 83983867567#, or dial (669) 900-9128 and enter code 839 8386 7567#.

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 Lathrop, Barakat and Hale

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.

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.

ACTION ITEMS*

1. CONSENT CALENDAR

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

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

- A. Minutes: Regular Meeting of January 19, 2021
- B. Minutes: Adjourned Meeting of February 1, 2021
- C. Resolution No. 21-04: Demands and Warrants for February 2021
- D. Monthly Investment Report for the month of January 2021

2. Winston/Lemon Trail

RKA Engineering has developed a few options to review with the City Council regarding a possible walking trail on the streets of Winston and Lemon Avenues. It is recommended that the City Council provide overall direction to Staff on how to proceed.

3. Discussion of Development Standards and Design Guidelines for Front and Street-Side Yards

During their January 27, 2021 meeting, the Planning Commission reviewed development standards and design guidelines for front and street-side yards. They also made recommendations, in the form of Resolution No. PC 21-295, for City Council review. After City Council discussion, Staff can return at a later date with a drafted ordinance with any proposed regulations.

4. Introduction of Ordinance No. 373: An Ordinance of the City Council of the City of Bradbury, California Amending the Zoning Provisions of the Bradbury Municipal Code Relating to Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) in Accordance with State Law and Provisions Related to Accessory Living Quarters (ALQs)

After a series of City Council Study Sessions, a draft ordinance on ADUs, JADUs, and ALQs was reviewed by the Planning Commission at their January 27, 2021. This item reviews the Planning Commission's recommendation on the draft Ordinance No. 373, and Staff recommends approval of such ordinance.

5. Agreement for Continued Government Relations Advocacy Services with Best Best & Krieger

Given the recent successes by Best Best & Krieger (BB&K), it is recommended that the City Council authorize the City Manager to enter into an Agreement with BB&K and appropriate \$11,323.08 for lobbying services for the 2021 calendar year.

6. Appointment of Applicant to Public Safety Committee Primary Seat for District 3 and Removal of Inactive Public Safety Committee Members

For the last few months, Ms. Janet Barakat has been an active participant of the Public Safety Committee and has recently expressed interest in joining the Committee. Additionally, there are a few Committee members who have been absent from meetings for more than 6 months. It is recommended that the City Council confirm the appointment of Ms. Janet Barakat and remove inactive members from the Committee.

7. Matters from the City Manager

8. Matters from the City Attorney

9. 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

San Gabriel Valley Council of Governments (SGVCOG)

San Gabriel Valley Mosquito & Vector Control District

Foothill Transit

Councilmember Hale

10. Items for Future Agendas

CLOSED SESSION

CALL TO ORDER/ROLL CALL

PUBLIC COMMENT – REGARDING CLOSED SESSIONS ONLY

RECESS TO CLOSED SESSIONS REGARDING:

- A. Pending Litigation** Pending Litigation pursuant to Government Code Section 54956.9 (d)(4) (Based on existing facts and circumstances, the legislative body of the local agency has decided to initiate or is deciding whether to initiate litigation. (3 potential cases).

ADJOURNMENT

The City Council will adjourn to a Regular Meeting at the Bradbury Civic Center, 600 Winston Ave., Bradbury, CA 91008 on Tuesday, March 16, 2021 at 7:00 p.m.

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

"I, Claudia Saldana, City Clerk, hereby certify that I caused this agenda to be posted at the Bradbury City Hall entrance gate on Friday, February 12, 2021 at 5:00 p.m."



CITY CLERK - CITY OF BRADBURY

**MINUTES OF A REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF BRADBURY
HELD ON TUESDAY, JANUARY 19, 2021**

DRAFT

EXECUTIVE ORDER NO. 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 7:00 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, Cody Howing (RKA), City Clerk Saldana, Management Analyst Musa

APPROVAL OF AGENDA:

Councilmember Hale made a motion to approve the agenda to proceed with City business. Councilmember Barakat 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.

Councilmember Barakat stated that he needs to recuse himself from the decision-making process concerning Agenda Item #2 (Appeal of the Planning Commission Decision for 734 Braewood Drive) because he resides within 500 feet of 734 Braewood Drive.

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: Special Meeting of December 9, 2020
- B. Minutes: Regular Meeting of December 15, 2020
- C. Resolution No. 21-01: Demands & Warrants for January 2021
- D. Monthly Investment Report for the month of December 2020
- E. Conflict of Interest Code

F. Resolution No. 21-02: A Resolution of the City Council of the City of Bradbury Authorizing Application for, and Receipt of, Local Government Planning Support Grant Program Funds

**MOTION TO APPROVE
CONSENT CALENDAR:**

Councilmember Barakat made a motion to approve the Consent Calendar as presented. Councilmember Hale 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

COUNCILMEMBER BARAKAT RECUSED:

Councilmember Barakat recused himself from the decision-making process regarding the appeal for 734 Braewood Drive because he lives within 500 feet of the subject property.

**APPEAL OF THE PLANNING COMMISSION
DECISION FOR 734 BRAWOOD DRIVE:**

City Manager Planner Kasama stated that Minor Architectural Review Nos. 18-009 and 20-007 were referred to the Planning Commission for the exterior finish of the residence, the re-landscaping of the front yard, and the expansion of the driveway at 734 Braewood Drive. The Planning Commission considered the project at its July 22 and August 26, 2020 meetings, and continued the hearing for the homeowner to provide complete plans and material samples. These were presented at the December 2, 2020 meeting. The Planning Commission adopted Resolution No. PC 20-290 to conditionally approve the project with additional stone veneer to be added to the garage, additional landscaping to be planted along the north property line to screen the recreational vehicle parking area, and repaint the house with a color that is more compatible with the neighborhood. The homeowner appealed the Planning Commission Decision on December 11, 2020. All aspects of the proposal comply with the Development Code and the project is Categorically Exempt under the California Environmental Quality Act (CEQA).

RECOMMENDATION:

It is recommended that the City Council adopt Resolution No. 21-003 to approve the appeal and amend the Planning Commission decision to allow the house to be finished with the color Larkspur.

DISCUSSION:

Mayor Lewis stated that the City Council is puzzled about the controversy as all four Councilmembers stated that they have no issue with the color of the house.

Nicholas D'Amico, Attorney at law, representing the homeowners of 734 Braewood Drive, stated that his clients also object to planting additional landscaping along the north property line to screen the recreational vehicle.

PUBLIC COMMENT:

Mayor Lewis opened the discussion for public comment.

Kevin Stiver, 722 Braewood Drive, property owner to the north, stated his objection to the 35-foot long, 9-foot high recreational vehicle being parked right along the shared property line. Mr. Stiver stated that the RV would stick above the fence by at least 4 feet. Mr. Stiver also said that if someone was to live in the RV they could look right into his bedroom and bathroom windows.

Mr. D'Amico stated that no one is going to live in the RV and the parking location meets all code requirements. City Planner Kasama added that the Bradbury Municipal Code does not allow people to live in RVs, so there would be no privacy issue.

Melani Jayasinghe, 734 Braewood Drive, stated there are no City guidelines regarding RV parking and that the only issue was the screening with additional landscaping.

Mayor Lewis asked Melani what her concern was about planting trees. Is it about cost? Melani replied that it would be unfair, because no one else in the City had to it.

Councilmember Lathrop stated that painting the window frames a contrasting color would enhance the appearance of the house. Melani replied that 9 out of 10 neighbors are fine with the way the house is painted right now and that the additional stone veneer the Planning Commission asked for has been added.

Councilmember Hale stated that he no issue with the color, but thought that screening the RV was an issue. City Planner Kasama stated that there are no setback requirements for RV parking.

Councilmember Lathrop stated that he is fine with the color, highlights would be nice, and that the RV screening is an issue for a future ordinance. The City does not have regulations right now.

PUBLIC COMMENT CLOSED:

Mayor Lewis closed the discussion for public comment.

FIRST MOTION:

Councilmember Lathrop made a motion to approve the appeal and amend the Planning Commission's conditional approval.

SECOND MOTION:

Councilmember Hale made a substitute motion to approve the appeal in regards to the color, but to require the additional landscaping to screen the RV. Councilmember Hale asked the if the City Council could require the property owner to pave the driveway all the way to the back of the property. City Planner Kasama stated that there is already an accessory structure in the back of the property. Melani added that the property is not level and that trees would have to be removed. Councilmember Hale's motion died due to a lack of second.

Mayor Lewis seconded Councilmember Lathrop's motion.

RESTATE MOTION:

Councilmember Lathrop made a motion to approve Resolution No. 21-003:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA, SETTING FORTH THE FINDINGS OF FACT AND DECISION WITH A CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) TO APPROVE AN APPEAL AND AMEND THE PLANNING COMMISSION DECISION ADPTING RESOLUTION NO. PC 20-290 TO CONDITIONALLY APPROVE THE EXTERIOR FINISHING OF THE RESIDENCE UNDER MINOR ARCHITECTURAL REVIEW NO. MAR 18-009 AND TO AFFIRM THE PLANNING COMMISSION'S CONDITIONAL APPROVAL OF THE RE-LANDSCAPING OF THE FRONT YARD AND EXPANSION OF THE DRIVEWAY UNDER MINOR ARCHITECTURAL REVIEW NO. MAR-20-007 AT 734 BRAEWOOD DRIVE.

Mayor Lewis seconded the motion, which was carried by the following roll vote:

APPROVED:

AYES: Mayor Lewis, Mayor Pro-Tem Bruny, Councilmember Lathrop

NOES: Councilmember Hale

ABSENT: None

ABSTAIN: Councilmember Barakat

Motion passed 3:1

COUNCILMEMBER BARAKAT:

Councilmember Barakat re-joined the Zoom meeting.

**UPDATING ADMINISTRATIVE
POLICY NO. 12-01:
(FILM POLICY)**

Management Analyst Musa stated that in accordance with Bradbury Municipal Code Section 13.01.340, the City of Bradbury issues film permits to businesses and individuals who wish to film on public or private property within the City limits. Filming activities include, but are not limited to, all onsite preparation (prep), filming and all breakdown (strike) activities. It is important to include, in writing, the desired role of the Community Services Officer (CSO) to formalize the filming process in the City of Bradbury.

RECOMMENDATION:

It is recommended that the City Council approve the updated Film Policy to include the role of the CSO.

MOTION:

Mayor Lewis made a motion to approve the updated Film Policy to include the role of the Community Services Officer (CSO). Mayor Pro-Tem Bruny seconded the motion, which was carried by the following roll vote:

APPROVED:

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

NOES: None

ABSENT: None

Motion passed 5:0

MEMORANDUM OF AGREEMENT WITH THE CITIES OF ARCADIA, BRADBURY, DUARTE, MONROVIA, SIERRA MADRE, THE COUNTY OF LOS ANGELES, AND LOS ANGELES COUNTY FLOOD CONTROL DISTRICT REGARDING THE ADMINISTRATION AND COST SHARING OF THE AGREEMENT WITH CWE INC. FOR IMPLEMENTATION OF THE COORDINATED INTEGRATED MONITORING PROGRAM ("CIMP") FOR THE RIO HONDO/SAN GABRIEL RIVER WATER QUALITY GROUP:

City Manager Kearney stated that the City of Arcadia solicited bids to implement the continuation of the Coordinated Integrated Monitoring Plan (CIMP) for 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, the County of Los Angeles as well as the Los Angeles County Flood Control District, has agreed to prepare a Memorandum of Agreement (MOA) to aid in the administration, implementation and cost sharing of the CIMP.

RECOMMENDATION:

It is recommended that the City Council approve the Memorandum of Agreement with the cities of Arcadia, Bradbury, Duarte, Monrovia and Sierra Madre, the County of Los Angeles and the Los Angeles County Flood Control District regarding the administration and cost sharing of the Agreement, with Bradbury's cost share totaling \$211,148.52 over the next five (5) years.

It is also recommended that the City Council approve an amendment to the 2020-2021 budget to increase account number 102-15-7075 (Utility Users Tax Fund) by \$42,229.70 to cover the costs for this calendar year.

BACKGROUND:

In 2013, the Bradbury City Council approved a Memorandum of Understanding (MOU) with the cities of Arcadia, Azusa, Duarte, Monrovia and Sierra Madre, the County of Los Angeles and the Los Angeles County Flood Control District for cost sharing and development of both the Enhanced Watershed Management Program (EWMP) and the CIMP plans for the Rio Hondo/San Gabriel River watershed. These plans were submitted to the Regional Board on July 28, 2014. On June 29, 2014, the CIMP was approved.

In 2014, the Bradbury City Council worked with the group to approve a three-year contract with two one-year optional extensions to CWE, which was set to expire in December 2020. The City of Azusa was a party to the original CIMP contract in 2014; however, the City of Azusa declined to participate in this new contract.

FISCAL IMPACT:

Annual costs would be divided among participating agencies based on the MOU's cost sharing formula. The City of Bradbury's total cost for the monitoring program is approx. \$211,148.52 over five calendar years, which translates into \$42,229.70 each year, starting this year. Yearly costs will come from the City's Utility Users Tax Fund, which has sufficient funds to cover these costs.

DISCUSSION:

Mayor Lewis asked if these costs will be ongoing beyond the next five years. Cody Howing, RKA Consulting Group, replied yes. Councilmember Lathrop inquired if there were any non-recurring costs. Mr. Howing stated that the monitoring costs will remain at the same level.

Mayor Lewis stated that the MOA cost sharing is a bad deal for Bradbury, but we are in a position to pay for it. Councilmember Barakat stated that the City of Duarte is bigger in size, has a much larger population and commercial property, and Duarte pays the same as Bradbury. Cody Howing stated that the shared costs are for the monitoring and that is why every city pays the same amount.

Councilmember Lathrop stated that according to Section 9 of the MOA the City of Arcadia can add another city without consent from the other parties. City Attorney Reisman stated that adding another city would reduce the cost for the other parties, so why would they object? Mayor Lewis agreed with Councilmember Lathrop and suggested that the City Council should approve the MOA with a modification that all cities have to consent to adding another participant.

MOTION:

Councilmember Lathrop made a motion to approve the Memorandum of Agreement as modified (SECTION 9.F – Additional Participants). Councilmember Hale seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

Motion passed 4:0

MATTERS FROM THE CITY MANAGER:

City Manager Kearney stated that the City Council needs to pick a date for a Special Meeting during the first week of February to approve the contract with a consultant for the City's Housing Element Update. The Special Meeting was scheduled for Monday, February 1, 2021 at 6:00 p.m.

MATTERS FROM THE CITY ATTORNEY:

Nothing to report

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 was selected to sit on a committee to review new County Sanitation rates.

COUNCILMEMBER HALE:

Nothing to report

ITEMS FOR FUTURE AGENDAS:

Councilmember Barakat would like to discuss regulations for motor home parking in the side yard setback areas.

CLOSED SESSION

**PUBLIC COMMENT REGARDING
CLOSED SESSION ONLY:**

None

**RECESS TO CLOSED SESSION
AT 7:25 PM:**

A. Pending Litigation

Pending Litigation pursuant to Government Code Section 45956.9(d)(4)
(Based on existing facts and circumstances, the legislative body of the
local agency has decided to initiate or is deciding whether to initiate
litigation. One potential case).

REPORT FROM CLOSED SESSION:

The City Council instructed the City Attorney and City Manager
as to how to proceed. No formal votes were requested or
taken.

ADJOURNMENT:

Mayor Lewis adjourned the meeting to a Special Meeting on
Monday, February 1, 2021 at 6:00 p.m.

MAYOR – CITY OF BRADBURY

ATTEST:

CITY CLERK – CITY OF BRADBURY

**MINUTES OF AN ADJOURNED MEETING OF THE
CITY COUNCIL OF THE CITY OF BRADBURY
HELD ON MONDAY, FEBRUARY 1, 2021**

DRAFT

EXECUTIVE ORDER NO. 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 Adjourned Meeting of the City Council of the City of Bradbury was called to order by Mayor Lewis at 6:00 p.m.

ROLL CALL:

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

ABSENT: None

STAFF: City Manager Kearney and City Attorney Reisman

PUBLIC COMMENT:

None

**APPROVAL OF SERVICES WITH
JHD PLANNING, LCC FOR
COMPLETION OF BRADBURY'S
6TH CYCLE HOUSING ELEMENT:**

City Manager Kearney stated the City underwent two (2) Requests for Proposal (RFP) in 2020 for the City's Housing Element Update. The first RFP resulted in zero bids. Staff released a second RFP that resulted in a bid from Kimley-Horn in the amount of \$194,150. At the December meeting, the City Council deemed Kimley-Horn's bid too high for the scope of work and rejected the bid. The City Council then directed staff to seek any competent professional to perform the necessary services to timely adopt the Housing Element Update. After conversing with consultants, staff received a proposal from JHD Planning, LLLC for \$63,000.

Staff feels that JHD Planning, LLC is qualified to perform such services, as they have prepared approximately 100 certified housing elements since the 1980s. Additionally, the consultant has experience preparing Housing Elements for smaller cities like Hidden Hills, La Habra Heights, Rolling Hills Estates, Palos Verdes Estates and Villa Park.

City Manager Kearney added that Karen Warner Associates, who prepared the City's previous Housing Element Update, was too busy and did not submit a proposal.

GRANT:

City Manager Kearney stated that the City has applied for a non-competitive grant in the amount of \$65,000 to cover the cost of the Housing Element Update.

RECOMMENDATION:

It is recommended that the City Council approve the proposal from JHD Planning, LLC in the amount of \$63,000 and approve the Professional Services Agreement with JHD Planning, LLC to update the City's 6th Cycle Housing Element. It is also recommended that the City Council amend the FY 2020-2021 budget to include an additional appropriation of \$63,000 to account number 101-20-7245.

DISCUSSION:

Councilmember Lathrop had a comment regarding Section 6.7 (Indemnification and Hold Harmless) of the Agreement. Councilmember Lathrop questioned why the City should indemnify the contractor. City Attorney Reisman stated that it is not unreasonable and a standard clause to indemnify each other. The City is getting a tremendous price and willingness by the contractor to get it done in time and there is no reason that the City Council should not approve the contract.

MOTION:

Councilmember Barakat made a motion to approve the proposal from JHD Planning, LLC in the amount of \$63,000, approve the Professional Services Agreement with JHD Planning, LLC to update the City's 6th Cycle Housing Element, and an amendment to the FY 2020-2021 budget to include an additional appropriation of \$63,000 to account 101-20-7245. Councilmember Hale seconded the motion, which was carried by the following roll vote:

APPROVED:

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

NOES: None

ABSENT: None

Motion passed 5:0

ADJOURNMENT:

At 6:13 pm Mayor Lewis adjourned the meeting to a Regular Meeting on Tuesday, February 16, 2021 at 7:00 p.m.

MAYOR – CITY OF BRADBURY

ATTEST:

CITY CLERK – CITY OF BRADBURY

RESOLUTION NO. 21-04

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADBURY, CALIFORNIA,
APPROVING DEMANDS AND WARRANTS NO. 16312 THROUGH NO. 16326
(PRE-RELEASED CHECKS)
AND DEMANDS AND WARRANTS NO. 16327 THROUGH NO. 16340
(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 \$1,685.82 (pre-released Checks) and \$38,215.34 at February 16, 2021 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>
16213	California American Water (2/2/21)	600 Winston Ave (City Hall) <i>Acct. #101-16-6400</i> 301 Mt Olive Drive Irrigation 2410 Mt Olive Lane Irrigation 2256 Gardi Street <i>Acct. #200-48-6400</i>	\$347.55 \$123.46 \$45.38 <u>\$26.47</u> \$542.86
16314	Molly Maid (1/20/21)	06-Jan-2021 Cleaning 12-Jan-2021 Cleaning 20-Jan-2021 Cleaning <i>Acct. #101-16-6460</i>	\$130.00 \$105.00 <u>\$105.00</u> \$340.00
16315	Division of the State Architect (9/30/20)	Disability Access and Education Fee Quarterly Report for Jul-Sep 2020 <i>Acct. #101-00-4350</i>	\$12.30
16316	Division of the State Architect (12/31/20)	Disability Access and Education Fee Quarterly Report for Oct-Dec 2020 <i>Acct. #101-00-4350</i>	\$9.60
16317	Molly Maid (1/27/21)	27-Jan-2021 Cleaning <i>Acct. #101-16-6460</i>	\$105.00
16318	Delta Dental (2/1/21)	<u>Dental Insurance:</u> City Manager (family) <i>Acct. #101-12-5100</i> City Clerk <i>Acct. #101-13-5100</i>	\$131.43 <u>\$42.88</u> \$174.31

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16319	Vision Service Plan (2/1/21)	<u>Vision Insurance:</u> City Manager (family) <i>Acct. #101-12-5100</i> City Clerk <i>Acct. #101-13-5100</i> Management Analyst <i>Acct. #101-13-5100</i>	\$61.07 \$23.66 <u>\$23.66</u> \$108.39
16320	The Standard (2/1/21)	<u>Basic Life and AD&D:</u> City Manager <i>Acct. #101-12-5100</i> City Clerk <i>Acct. #101-13-5100</i> Management Analyst <i>Acct. #101-13-5100</i>	\$9.25 \$9.25 <u>\$9.25</u> \$27.75
16321	Southern California Edison (2/16/21)	Street Lights for Mt. Olive/Gardi <i>Acct. #200-48-6400</i>	\$36.76
16322	Southern California Edison (2/16/21)	City Hall Utilities <i>Acct. #101-16-6400</i>	\$168.67
16323	The Gas Company (2/16/21)	City Hall Utilities <i>Acct. #101-16-6400</i>	\$25.26
16324	Staples Credit Plan (2/15/21)	Office Supplies <i>Acct. #101-16-6200</i>	\$114.97
16325	Dept. of Conservation (12/31/20)	Fee Report: Strong Motion Instrumentation and Seismic Hazard Mapping Fee for Oct-Dec 2020 <i>Acct. #101-20-7220</i>	\$14.55
16326	California Building Standards Commission (12/31/20)	SB1473 Fee Report Form Building Standards Administration Special Revolving Fund Oct-Dec 2020 <i>Acct. #101-20-7220</i>	\$5.40

Total Pre-Released Checks \$1,685.82

REGULAR CHECKS:

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16327	Best Best &Krieger (1/22/21)	Rio Hondo-San Gabriel Watershed Advocacy December 2020 Professional Services <i>Acct. #102-42-7630 (UUT)</i>	\$943.59
16328	Jones & Mayer (1/31/21)	<u>City Attorney:</u> January Retainer \$2,650.00 <i>Acct. #101-15-7020</i> 243 Barranca Receivership \$3,139.90 <i>Acct. #101-23-7450</i> Chadwick Ranch \$5,525.00 <i>Acct. #103-00-2039</i> Code Enforcement \$450.00 <i>Acct. #101-23-7450</i> Zoning/General Plan <u>\$125.00</u> <i>Acct. #101-15-7075</i>	\$11,889.90
16329	Kevin Kearney (Feb 2021)	Monthly Cell Phone Allowance <i>Acct. #101-12-6440</i>	\$75.00
16330	City of Monrovia (2/4/21)	Transportation Services for Feb 2021 <i>Acct. #204-40-7325 (Prop C)</i>	\$704.07
16331	Pasadena Humane Society (1/31/21)	Animal Control Services for Jan 2021 <i>Acct. #101-25-7000</i>	\$448.98
16332	Post Alarm Systems (1/21 & 2/5/21)	Service Call: Restored FACP System \$247.50 Radio Communication City Hall Monitoring for Mar 2021 <u>\$122.34</u> Fire & Intrusion Systems <i>Acct. #101-23-7420</i>	\$369.84
16333	Priority Landscape Services, LLC (1/1/21)	<u>Feb 2021 Landscape Services:</u> Bradbury Civic Center \$204.12 <i>Acct. #101-21-7020</i> Royal Oaks Drive North \$402.41 <i>Acct. #101-21-7015</i> Lemon Trail \$134.14 <i>Acct. #101-21-7045</i> Mt. Olive Drive Entryway & Trail <u>\$542.38</u> <i>Acct. #101-21-7035</i>	\$1,283.05

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>	<u>Amount</u>
16334	RKA Consulting Group (1/20/21)	Chadwick Ranch <i>Acct. #103-00-2039</i>	\$140.00
		Bradbury/Wildrose Street Widening <i>Acct. #200-48-7750</i>	\$2,250.00
		Winston/Lemon Trail <i>Acct. #101-19-7230</i>	\$1,863.75
	(1/21/21)	City Engineering Services <i>Acct. #101-19-7230</i>	\$1,029.00
		Development Projects <i>Acct. #101-19-7230</i>	<u>\$7,985.25</u>
			\$13,268.00
16335	Southern Calif Edison (2/2/21)	Street Lights <i>Acct. #200-48-6410</i>	\$839.39
16336	TeamLogic IT (2/1/21)	Computer Services <i>Acct. #113-20-8120</i>	\$595.00
16337	U.S. Bank (12/31/20)	Custody Charges for Dec 2020 Safekeeping Fees <i>Acct. #101-14-7010</i>	\$29.75
16338	U.S. Bank Corporate Payment Systems (01/22/21)	<u>Claudia Saldana Visa Card:</u> MyFax <i>Acct. #101-16-6230</i>	\$20.00
		USPS (stamps) <i>Acct. #101-16-6120</i>	\$110.00
		<i>Acct. #101-20-6120</i>	
		Alliance For Innovation (Govapalooza) <i>Acct. #101-16-6020</i>	<u>\$149.50</u> \$279.50
16338	U.S. Bank Corporate Payment Systems (01/22/21)	<u>Kevin Kearney Visa Card:</u> League of California Cities <i>Acct. 101-12-6020</i>	\$325.00
		Information Forecast/Virtual Conference Protecting your City from Wildfire <i>Acct.#101-24-6020</i>	\$495.00
		Beenverified.com <i>Acct. 101-23-7450</i>	\$52.44
		Broadvoice <i>Acct. #101-16-6440</i>	<u>\$169.68</u> \$1,042.12
16338	U.S. Bank Corporate Payment Systems (01/22/21)	<u>Sophia Musa Visa Card:</u> Rite Aid (City Hall supplies) <i>Acct. 101-16-6450</i>	\$30.46
		Quality Matrix International, Inc. Ham Radio Certification <i>Acct. #101-24-6010</i>	<u>\$75.00</u> \$105.46
			\$1,427.08

<u>Check</u>	<u>Name and (Due Date)</u>	<u>Description</u>		<u>Amount</u>
16339	VCA Code Group (01/20/21)	<u>Nov 29-Jan 02 Professional Services:</u> City Planner (Retainer) <i>Acct. #101-20-7210</i>	\$3,900.00	
		City Planner (Hourly Services) <i>Acct. #101-20-7240</i>	\$1,072.50	
		Management Analyst (temp) <i>Acct. #101-16-5010</i>	<u>\$1,147.00</u>	\$6,119.50
16340	California American Water (2/8/21)	600 Winston Ave (City Hall) <i>Acct. #101-16-6400</i>		\$222.19
Total Regular Checks				<u>\$38,215.34</u>

FEBRUARY 2021 PAYROLL:

ACH	Kevin Kearney (Feb 2021)	Salary: City Manager <i>Acct. #101-12-5010</i>	\$10,000.00	
		Withholdings <i>Acct. #101-00-2011</i>	<u>(2,235.61)</u>	\$7,764.39
ACH	Claudia Saldana (Feb 2021)	Salary: City Clerk <i>Acct. #101-13-5010</i>	\$5,118.67	
		Withholdings <i>Acct. #101-00-2011</i>	<u>(1,284.45)</u>	\$3,834.22
ACH	Sophia Freyre (Feb 2021)	Salary: Management Analyst <i>Acct. #101-16-5010</i>	\$4,583.33	
		Withholdings <i>Acct. #101-00-2011</i>	(879.41)	
		PERS Employee Share <i>Acct. #101-16-5100</i>	<u>(309.37)</u>	\$3,394.55
ACH	Lisa Bailey (Feb 2021)	Finance Director (Jan 2021) 21.83 x \$82.94/hour <i>Acct. #101-14-5010</i>	\$1,361.61	
		Withholdings <i>Acct. #101-00-2011</i>	<u>(174.18)</u>	\$1,187.43
Total December Payroll				<u>\$16,180.59</u>

ELECTRONIC FUND TRANSFER (EFT) PAYMENTS FOR FEBRUARY 2021:

EFT	Aetna (Feb 2021)	Health Insurance for Feb 2021: City Manager <i>Acct. #101-12-5100</i>	\$1,565.52	
		City Clerk <i>Acct. #101-13-5100</i>	<u>\$961.98</u>	\$2,527.50
EFT	EDD (Feb 2021)	State Tax Withholdings SDI <i>Acct. #101-00-2011</i>	\$792.86 <u>\$252.76</u>	\$1,045.62
EFT	Dept. of Treasury Internal Revenue Service (Feb 2021)	Federal Tax Withholdings Social Security Medicare (Employee's portion of Social Security and Medicare is matched by the City) <i>Acct. #101-00-2011</i>	\$1,916.66 \$2,611.90 <u>\$610.84</u>	\$5,139.40
EFT	California PERS (Feb 2021)	City Manager <i>Acct. #101-12-5100</i> City Clerk <i>Acct. #101-13-5100</i> Management Analyst <i>Acct. #101-16-5100</i>	\$1,570.07 \$799.11 <u>\$663.75</u>	\$3,032.93
EFT	California PERS (Feb 2021)	Unfunded Accrued Liability UAL Payment (Classic) UAL Payment (PEPRA) <i>Acct. #101-16-6240</i>	\$508.72 <u>\$15.55</u>	\$524.27

MAYOR – CITY OF BRADBURY

ATTEST:

CITY CLERK – CITY OF BRADBURY

"I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution, being Resolution No. 21-04, was duly adopted by the City Council of the City of Bradbury, California, at a regular meeting held on the 16th day of February 2021 by the following roll call vote:"

AYES:

NOES:

ABSENT:

CITY CLERK – CITY OF BRADBURY



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

CITY OF BRADBURY

ACCOUNT NUMBER 4246-0470-0126-4883
STATEMENT DATE 01-22-21
TOTAL ACTIVITY \$ 279.50

000003719 01 SP 0.560 106481293742104 P

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

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

FEB 01 2021

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
12-24	12-23	MYFAX *PROTUS IP SOLN 866-563-9212 CA PUR ID: 33846171 TAX: 0.00	24692160358100872446399	5968	20.00
01-05	01-04	USPS PO 0522740820 DUARTE CA PUR ID: None TAX: 0.00	24137461005001012083955	9402	110.00
01-07	01-06	ALLIANCE FOR INNOVATION 303-909-9052 AZ PUR ID: TLG Govapalooza TAX: 0.00	24323031006200087000050	8641	149.50

see Ch#16338

Default Accounting Code:			
CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 4246-0470-0126-4883		ACCOUNT SUMMARY
	STATEMENT DATE 01-22-21	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE \$.00
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		PURCHASES & OTHER CHARGES \$279.50
			CASH ADVANCES \$.00
			CASH ADVANCE FEE \$.00
			CREDITS \$.00
		TOTAL ACTIVITY \$279.50	



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

CITY OF BRADBURY

ACCOUNT NUMBER 4246-0446-0277-2711

STATEMENT DATE 01-22-21

TOTAL ACTIVITY \$ 1,042.12

000003717 01 SP 0.560 106481293742102 P

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

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

FEB 01 2021

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
12-23	12-22	CACITIES REGISTRATION CACITIES.ORG CA PUR ID: opsntcny8cswj TAX: 0.00	24011340358000000011606	8699	325.00
01-07	01-06	INFORMATION FORECAST 818-8884445 CA PUR ID: 42440559280 TAX: 0.00	24270741006900015284117	7399	495.00
01-08	01-07	BVD*BEENVERIFIED.COM 855-9046471 NY PUR ID: 11355231822074953142 TAX: 0.00	24906411007111311935417	5968	52.44
01-15	01-14	BROADVOICE 888-325-5875 CA PUR ID: 2792881472 TAX: 0.00	24453511014017043407846	4814	169.68

see Ch # 16338

Default Accounting Code:			
CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 4246-0446-0277-2711		ACCOUNT SUMMARY
	STATEMENT DATE 01-22-21	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE \$.00
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		PURCHASES & OTHER CHARGES \$1,042.12
			CASH ADVANCES \$.00
			CASH ADVANCE FEE \$.00
			CREDITS \$.00
		TOTAL ACTIVITY	\$1,042.12



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

CITY OF BRADBURY

ACCOUNT NUMBER 4246-0446-5320-2600
STATEMENT DATE 01-22-21
TOTAL ACTIVITY \$ 105.46

000003718 01 SP 0.560 106481293742103 P

SOPHIA MUSA
CITY OF BRADBURY
600 WINSTON AVENUE
BRADBURY CA 91008-1123

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

FEB 01 2021

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
01-11	01-08	RITE AID 05528 DUARTE CA PUR ID: 00171257 TAX: 0.00	24431061009838001712574	5912	30.46
01-21	01-20	PAYPAL *QUALITYMATR 402-935-7733 CA PUR ID: 60821809 TAX: 0.00	24492151020852608218091	8249	75.00

see Cr#16338

Default Accounting Code:			
CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 4246-0446-5320-2600		ACCOUNT SUMMARY
	STATEMENT DATE 01-22-21	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE \$.00 PURCHASES & OTHER CHARGES \$105.46
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 \$105.46



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

INVOICE DETAIL

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

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

Amount Due:	Trans Date:	DUE DATE:	Invoice #:
\$61.34	01/05/21	02/15/21	2741106191
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
2021 ATAGLANCE 6 X 35 LOO	24428861	1.0000 EA	\$8.03	\$8.03
AVERY EASY PEEL LASER ADD	209908	1.0000 EA	\$47.99	\$47.99
Purchased by: CLAUDIA SALDANA				
Order #: 9826284990				
SUBTOTAL				\$56.02
TAX				\$5.32
TOTAL				\$61.34

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 #:
\$32.84	01/06/21	02/15/21	2742438831
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	-\$34.00	-\$34.00
Purchased by: CLAUDIA SALDANA				
Order #: 9826284990				
SUBTOTAL				\$29.99
TAX				\$2.85
TOTAL				\$32.84

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 #:
\$20.79	01/15/21	02/15/21	2752019551
PO:		Store: 100088887, WESTBORO, MA	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
VERBATIM PINSTRIPE 8GB US	1913050	1.0000 EA	\$37.99	\$37.99
COUPONDISCOUNT	558100	1.0000 ST	-\$17.00	-\$17.00
COUPONDISCOUNT	558099	1.0000 ST	-\$2.00	-\$2.00
Purchased by: CLAUDIA SALDANA				
Order #: 9826999189				
SUBTOTAL				\$18.99
TAX				\$1.80
TOTAL				\$20.79

see Check # 16324



City of Bradbury **Monthly Investment Report for the month of January 2021**

CASH ON DEPOSIT BY ACCOUNT

Bank Accounts:
Wells Fargo Bank - General Checking

Investments:
Local Agency Investment Fund (LAIF)

Citibank NA CD
Discover Bank CD
Ally Bank CD

Amount	Maturity	Interest Rate
\$ 533,198.62	n/a	0%
\$ 3,352,374.39	n/a	0.46%
\$ 246,000.00	6/7/2021	3.00%
\$ 246,000.00	9/7/2021	3.00%
\$ 247,000.00	9/26/2022	1.95%


Total \$ 4,624,573.01

CASH & INVESTMENTS ON DEPOSIT BY FUND

Funds	Amount
General Fund (101)	\$2,760,101.51
Utility Users Tax Fund (102)	\$598,729.97
Deposits Fund (103)	\$33,829.21
Long Term Planning Fee Fund (112)	\$43.06
Technology Fee Fund (113)	\$34,840.65
Gas Tax Fund (200)	\$16,547.41
SB 1 Gas Tax Fund (201)	\$32,270.25
Prop A Fund (203)	\$51,221.66
Prop C Fund (204)	\$15,442.46
TDA Fund (205)	\$419.36
Sewer Fund (206)	\$624,099.24
STPL Fund (208)	\$1,040.86
Recycling Grant Fund (209)	\$6,233.83
Measure R Fund (210)	\$58,873.28
Measure M Fund (212)	\$35,067.28
COPS Fund (215)	\$341,954.17
County Park Grant Fund (217)	\$8,347.58
CWPP Grant Fund (219)	\$5,511.23
Cares Act Fund (220)	\$0.00
Total	\$ 4,624,573.01

I hereby certify that there are sufficient funds available to meet the City's obligations for the next three (3) months.
This report is prepared in accordance with the guidelines established in the Statement of Investment Policy adopted November 21, 2017

Submitted By:



Kevin Kearney
City Manager

Reviewed By:

Laurie Stiver
City Treasurer

Revenues

Acct. Number	Account Description	2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 12/31/20	
General Fund:							
101-00-4000	Operating Transfers In				-	44,815	
101-00-4010	Property Tax-Current Secured	495,000	466,415	94%	430,000	234,394	55%
101-00-4030	Property Tax-Current Unsecured	18,500	17,859	97%	14,000	15,709	112%
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	5,498	55%
101-00-4070	Delinquent Taxes	7,500	6,945	93%	6,000	6,613	110%
101-00-4100	Sales & Use Tax	1,500	1,075	72%	1,200	4,602	384%
101-00-4110	Franchise Fee-Cable TV	23,000	25,750	112%	26,000	12,131	47%
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	19,657	52%
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	11,804	59%
101-00-4200	Motor Vehicle In-Lieu	140,000	141,339	101%	140,000	71,695	51%
101-00-4210	Dist & Bail Forfeiture	1,500	2,257	150%	2,000	402	20%
101-00-4220	Fines-City	2,000	1,866	93%	1,000	3,460	346%
101-00-4350	Business License	40,700	35,412	87%	40,000	17,112	43%
101-00-4360	Movie & TV Permits	-	30,900	#DIV/0!	-	2,060	#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	16,366	23%
101-00-4470	Building Construction Permit	250,000	88,887	36%	85,000	29,682	35%
101-00-4480	Building Plan Check Fees	250,000	91,735	37%	90,000	30,536	34%
101-00-4485	Landscape Plan Check Permit	5,500	2,793	51%	3,500	1,510	43%
101-00-4490	Green Code Compliance	27,000	9,084	34%	6,500	3,219	50%
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	742	57%
101-00-4540	City Engineering Plan Check	135,000	53,417	40%	50,000	43,077	86%
101-00-4600	Interest Income	77,712	68,873	89%	50,000	14,571	29%
101-00-4700	Sales of Maps & Publications	400	125	31%	200	15	8%
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	15,856	3171%
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!
Total General Fund Revenues		1,672,682	1,277,612	76%	1,183,520	605,526	51%
Utility Users Tax Fund:							
102-00-4600	Interest	18,810	14,859	79%	10,000	3,830	38%
102-00-4830	Electric					2	
		18,810	14,859	79%	10,000	3,832	38%
Deposits Fund:							
103-00-2039	Chadwick Ranch Development		252,530		244,209	78,209	
		-	252,530		244,209	78,209	
Long Term Planning Fee Fund:							
112-00-4490	Long-Term Planning Fee	8,000	3,490	44%	3,000	1,233	41%
112-00-4600	LTP Fee Interest Income	400	367	92%	300	62	21%
		8,400	3,857	46%	3,300	1,295	39%

Revenues

Acct. Number	Account Description	2019-20 Budget	2019-20 YTD @ 06/30/20	2020-21 Budget	2020-21 YTD @ 12/31/20	
Technology Fee Fund:						
113-00-4520	Technology Fee	18,500	7,094 38%	7,000	3,553	51%
113-00-4600	Technology Fee Interest Income	1,000	913 91%	800	215	27%
		19,500	8,007 41%	7,800	3,768	48%
Gas Tax Fund:						
200-00-4200	TCRA Funds	-	1,211 #DIV/0!	1,200		0%
200-00-4600	Gas Tax Interest	-	191 #DIV/0!	-	74	#DIV/0!
200-48-4260	Gas Tax	25,000	28,773 115%	22,500	15,869	71%
		25,000	30,175 121%	23,700	15,943	67%
SB1 Gas Tax Fund:						
201-00-4000	Transfers In	-	#DIV/0!			#DIV/0!
201-48-4260	Gas Tax	15,000	18,653 124%	13,500	8,335	62%
201-00-4600	Gas Tax Interest	-	213 #DIV/0!	-	134	#DIV/0!
		15,000	18,866 126%	13,500	8,469	63%
Prop. A Fund:						
203-40-4260	Prop. A Transit Funds	23,000	20,741 90%	25,094	12,397	49%
203-40-4600	Prop. A Transit Interest	308	480 156%	300	216	72%
		23,308	21,221 91%	25,394	12,613	50%
Prop. C Fund:						
204-48-4260	Prop. C Funds	19,000	17,204 91%	20,813	10,283	49%
204-48-4600	Prop. C Interest	-	210 #DIV/0!	-	101	#DIV/0!
		19,000	17,414 92%	20,813	10,384	50%
Transportation Development Act Fund:						
205-48-4260	TDA Funds	5,000	5,000 100%	5,000	-	0%
205-48-4600	TDA Interest		13 #DIV/0!	-	3	#DIV/0!
		5,000	5,013 100%	5,000	3	0%
Sewer Fund:						
206-00-4000	Transfers In	600,000	600,000 100%	240,000	240,000	100%
206-50-4600	Sewer Fund Interest	885	10,551 1192%	11,000	3,652	33%
206-50-4730	Mount Olive Drive Assessment		#DIV/0!			#DIV/0!
		600,885	610,551 102%	251,000	243,652	97%
STPL Fund:						
208-00-4260	STPL Funds			-		#DIV/0!
208-00-4600	STPL Interest	-	20 #DIV/0!	-	6	#DIV/0!
		-	20 #DIV/0!	-	6	#DIV/0!
Recycling Grant Fund:						
209-00-4260	Recycling Grant Funds	5,000	3,182 64%	5,000		0%
209-00-4600	Recycling Grant Interest		187 #DIV/0!	50	73	146%
		5,000	3,369 67%	5,050	73	1%
Measure R Fund:						
210-48-4260	Measure R Funds	15,000	12,885 86%	15,572	6,593	42%
210-48-4600	Measure R Interest	-	1,019 #DIV/0!	800	306	38%
		15,000	13,904 93%	16,372	6,899	42%
Measure M Fund						
212-48-4260	Measure M Funds	16,500	14,483 88%	16,005	8,779	55%
212-48-4600	Measure M Interest	-	462 #DIV/0!	300	180	60%
		16,500	14,945 91%	16,305	8,959	55%

Revenues

Acct. Number	Account Description	2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 12/31/20	
Measure W Fund							
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%
Citizen's Option for Public Safety (COPS) Fund:							
215-23-4260	COPs Funds	100,000	152,399	152%	100,000	156,190	156%
215-23-4600	COPs Interest	982	4,573	466%	3,000	1,377	46%
		100,982	156,972	155%	103,000	157,567	153%
County Park Grant:							
217-00-4210	County Park Grant						
217-00-4600	Grant Fund Interest Income	180	165	92%	100	46	46%
		180	165	92%	100	46	46%
Fire Safe Grant:							
219-00-4260	Community Wildfire Protection Plan	45,000	-		45,000	3,068	7%
219-00-4600	Fire Safe Grant Interest Income	215	208	97%	150	35	23%
		45,215	208	0%	45,150	3,103	7%
Covid-19 Fund:							
220-00-4215	COVID 19 Revenues					50,000	#DIV/0!
220-00-4600	Interest Income					38	
						50,038	
Total Revenues		2,650,462	2,449,688	92%	2,034,213	1,210,385	60%

Expenditures

Account Description		2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 12/31/20	
General Fund:							
101-00-5000	Transfers Out	600,000	600,000	100%	240,000	240,000	100%
City Council Division:							
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	-	0%
City Manager Division:							
101-12-5010	Salaries	109,268	120,000	110%	120,000	70,000	58%
101-12-5100	Benefits	46,174	48,193	104%	49,455	27,958	57%
101-12-6020	Meetings & Conferences	3,500	4,853	139%	3,500	(30)	-1%
101-12-6025	Expense Account	1,500	1,233	82%	1,250	507	41%
101-12-6050	Mileage	1,200	910	76%	1,000	377	38%
101-12-6440	Cell Phone	1,000	900	90%	1,000	450	45%
		162,642	176,089	108%	176,205	99,262	56%
City Clerk Division:							
101-13-5010	Salaries	61,424	56,305	92%	61,424	35,831	58%
101-13-5100	Benefits	24,702	29,978	121%	26,126	14,975	57%
101-13-6020	Meetings & Conferences	-	12	#DIV/0!	-		#DIV/0!
101-13-6050	Mileage	50	122	244%	115	28	24%
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	9%
101-13-7000	Contract Election Services	12,000		0%	-		#DIV/0!
		105,951	89,951	85%	93,440	51,302	55%
Finance Division:							
101-14-5010	Salaries	15,449	13,160	85%	14,000	8,384	60%
101-14-5100	Benefits	1,371	1,172	85%	1,357	908	67%
101-14-6210	Special Department Supplies	600	37	6%	50	349	698%
101-14-6230	Contracted Computer Services	500	1,231	246%	1,000	400	40%
101-14-7010	Contracted Banking Services	4,000	4,317	108%	4,500	3,226	72%
101-14-7020	Contracted Audit Services	18,000	15,300	85%	18,500		0%
101-14-7040	GASB Reports	725	700	97%	725	700	97%
		40,645	35,917	88%	40,132	13,967	35%
City Attorney Division:							
101-15-7020	City Attorney Retainer	31,800	31,800	100%	31,800	15,900	50%
101-15-7070	City Attorney Special Service	5,000	4,190	84%	2,500	14,810	592%
101-15-7075	NPDES Stormwater Compliance					1,550	
101-15-7080	Seminars & Training	1,100		0%	1,100	500	45%
		37,900	35,990	95%	35,400	32,760	93%
General Government Division:							
101-16-5010	Salaries	48,308	45,810	95%	48,308	25,271	52%
101-16-5100	Benefits	13,107	15,436	118%	15,488	2,114	14%
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	120	17%
101-16-6200	Office Supplies	2,500	814	33%	1,000	2,309	231%
101-16-6210	Special Departmental Supplies	500		0%	-		#DIV/0!
101-16-6230	Computer & Website Services	15,000	9,383	63%	10,000	3,027	30%
101-16-6240	PERS UAL Payment	3,717	4,219	114%	4,500	3,670	82%
101-16-6241	PERS Replacement Benefit Contributor	3,000	2,557	85%	2,500	2,488	100%

Expenditures

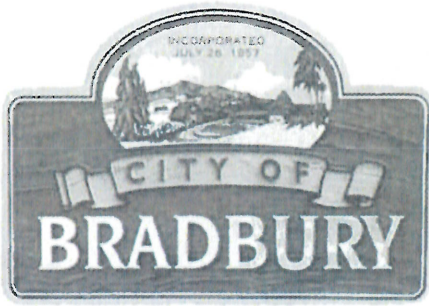
Account Description		2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 12/31/20	
101-16-6242	PERS SSA 218 Annual Fee		200		200	200	100%
101-16-6250	Copier & Duplications	5,000	903	18%	1,200		0%
101-16-6300	Insurance	56,000	19,811	35%	35,000	36,352	104%
101-16-6400	Utilities	4,500	3,606	80%	3,200	3,739	117%
101-16-6440	Telephone	6,000	2,087	35%	2,300	1,121	49%
101-16-6450	Building Operations	4,000	3,601	90%	1,200	684	57%
101-16-6460	Building & Cleaning Service	3,000	3,695	123%	3,200	2,530	79%
101-16-6470	Maintenance & Supplies	400	13	3%	500	3,804	761%
101-16-7600	Operating Contingency	-	#DIV/0!			#DIV/0!	
		167,832	113,126	67%	131,296	87,429	67%
Engineering Division:							
101-19-7230	Contracted Engineering Services	130,000	80,950	62%	75,000	33,383	45%
		130,000	80,950	62%	75,000	33,383	45%
Planning, Zoning & Development Division:							
101-20-6020	Meetings & Conferences		#DIV/0!			#DIV/0!	
101-20-6120	Postage	1,000	427	43%	500	158	32%
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	19,500	42%
101-20-7220	Contracted Building & Safety	250,000	114,219	46%	90,000	18,385	20%
101-20-7240	City Planner Special Service	15,000	13,530	90%	15,000	8,044	54%
101-20-7245	General Plan update	-	4,150	#DIV/0!	63,000	5,534	9%
101-20-7075	Development Code Update	26,000	-	0%	-	#DIV/0!	
		339,800	179,126	53%	216,300	51,621	24%
Parks & Landscape Maintenance Division:							
101-21-7015	Royal Oaks Trail Maintenance	10,000	7,515	75%	10,000	3,110	31%
101-21-7020	City Hall Grounds Maintenance	7,000	3,723	53%	7,000	2,858	41%
101-21-7025	Trail Maintenance	10,000	4,356	44%	10,000	4,195	42%
101-21-7035	Mt.Olive Entrance & Trail	12,000	6,681	56%	12,000	3,984	33%
101-21-7045	Lemon/RO Horse Trail	43,000	1,417	3%	7,000	1,409	20%
101-21-7060	Street Tree Trimming	-	-	#DIV/0!	-	560	#DIV/0!
		82,000	23,692	29%	46,000	16,116	35%
Public Safety Division:							
101-23-6210	Special Departmental Services	-	74	#DIV/0!	-	5	#DIV/0!
101-23-7410	Contract Services Sheriff	118,522	118,521	100%	125,121	62,560	50%
101-23-7420	City Hall Security	3,500	2,887	82%	3,000	1,754	58%
101-23-7450	Code Enforcement	6,000	17,308	288%	12,000	(2,114)	-18%
101-23-7757	AED Purchase	-	#DIV/0!			#DIV/0!	
		128,022	138,790	108%	140,121	62,205	44%
Emergency Preparedness Division:							
101-24-6010	Seminars & Training				100	35	35%
101-24-6020	Meetings & Conferences	100	67	67%	100		0%
101-24-6030	Memberships & Dues	375	360	96%	375	360	96%
101-24-6100	Events & Awards	500		0%	200		0%
101-24-6470	Maintenance & Supplies	5,500	4,856	88%	5,500	835	15%
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	1,230	17%
Animal & Pest Control Division:							
101-25-7000	Animal Control Services	18,085	17,653	98%	12,971	2,259	17%
101-25-7010	Pest Control Services	300		0%	300		0%
		18,385	17,653	96%	13,271	2,259	17%

Expenditures

Account Description		2019-20 Budget	2019-20 YTD @ 06/30/20		2020-21 Budget	2020-21 YTD @ 12/31/20	
Intergovernmental Relations Division:							
101-30-6030	Memberships & Dues	9,200	10,459	114%	10,500	9,643	92%
General Fund Totals		1,843,852	1,517,817	82%	1,229,240	701,177	57%
Utility Users Tax Fund:							
102-15-7075	NPDES Stormwater Compliance	26,000	91,920	354%	8,555	91,970	1075%
Deposits Fund:							
103-00-2039	Chadwick Ranch Development		252,530		166,000	44,398	
			252,530		166,000	44,398	
Long Term Planning Fee Fund:							
112-20-7245	General Plan Expense		2,800	#DIV/0!	20,000	19,270	96%
Technology Fee Fund:							
113-20-4500	Permit Digitizing	10,000	14,748	147%	-	865	#DIV/0!
113-20-7730	Website	20,000	576	3%	2,000	4,300	215%
113-20-8120	Capital Equipment-Server & Copier		1,257	#DIV/0!	10,000	3,961	1%
	Misc. Technology Expenses				2,000		0%
		30,000	16,581	55%	14,000	9,126	65%
Gas Tax Fund:							
200-48-5000	Transfers Out	-					
200-48-6400	Utilities-Select System	9,000	9,370	104%	9,000	7,409	82%
200-48-6410	Street Lights	8,000	9,691	121%	8,000	4,972	62%
200-48-7000	PW Contract Services	3,000	588	20%	1,000		0%
200-48-7290	Street Sweeping	4,000	4,384	110%	4,000	1,566	39%
200-48-7750	Wild Rose Project			#DIV/0!	5,000		0%
200-48-7755	City Wide Slurry Seal		1,610	#DIV/0!	-		#DIV/0!
		24,000	25,643	107%	27,000	13,947	52%
SB1 Gas Tax Fund:							
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!
Prop. A Fund:							
203-00-7600	Sale of Prop. A Funds				-		
203-40-7625	Transit Services	9,000	-	0%	-	-	#DIV/0!
		9,000	-	0%	-	-	#DIV/0!
Prop. C Fund:							
204-20-6030	Memberships & Dues	900		0%	900	378	42%
204-40-7325	Transit Services	-	8,449	#DIV/0!	9,000	4,928	55%
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	8,449	42%	9,900	5,306	54%
Transportation Development Act Fund:							
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 @ 12/31/20	
Sewer Fund:						
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	260,767	39%
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%	40,000	51,750	129%
	1,292,831	412,046	32%	753,396	312,517	41%
Recycling Grant Fund:						
209-35-7300 Recycling Education	5,000	3,182	64%	5,000	7,200	144%
Measure R Fund:						
210-48-7755 City Wide Slurry Seal	-	-	#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	-	0%	-	-	#DIV/0!
Measure M Fund						
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!
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	100,000	100,000	100%	50,000		0%
215-23-7411 Contract CSO Services & Supplies	55,000	52,399	95%	53,500	17,228	32%
	155,000	152,399	98%	103,500	17,228	17%
County Park Grant:						
217-21-7650 Civic Center Park	1,000	1,000	-	1,000		0%
Fire Safe Grant 14-USFS-SFA-0053:						
219-21-7761 Community Wildfire Protection Plan	72,000	4,546		50,000	4,116	8%
Covid-19 Fund:						
220-00-5000 Operating Transfers Out					44,815	
220-00-6215 COVID 19 Expenses					5,223	
				-	50,038	
Total Expenditures	3,603,583	2,493,681	69%	2,452,591	1,276,293	52%



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

City of Bradbury Agenda Memo

TO: Honorable Mayor and Members of the City Council

FROM: Kevin Kearney, City Manager

INITIATED BY: David Gilbertson, City Engineer

DATE: February 16, 2021

SUBJECT: Winston/Lemon Trail Analysis

SUMMARY

At its November 17, 2020 meeting, the City Council directed the City Engineer's office to analyze Winston Avenue and Lemon Avenue for the installation of a walking trail.

ANALYSIS

Staff has developed five (5) options for the Winston Avenue walking trail.

Option 1 (west side improvements)

The limits of the Option 1 walking trail are from the northerly terminus of Tentative Parcel Map No. 73673 (*expired*) to Lemon Avenue. Option 1 is proposed to be a 6' wide decomposed granite (DG) trail on the west side of the street with trail fencing on the street side of the trail. There is insufficient parkway width available in order to construct the walking trail, therefore, a 3' street dedication is required. This option would also require the removal and reconstruction of the existing private decorative front yard walls and mailboxes on the west side of Winston Avenue. The existing private driveways would also require reconstruction in order to provide an ADA compliant path of travel.

The estimated cost for the Option 1 walking trail is \$375,000 (\$166,000 for construction, \$207,950 for right-of-way acquisition).

Option 2 (west side improvements)

The limits of the Option 2 walking trail are from the northerly terminus of Tentative Parcel Map No. 73673 to Lemon Avenue. Option 2 is proposed to be a 4' wide DG trail on the west side of the street without trail fencing. The walking trail for this option would not be

ADA compliant due to insufficient width, existing driveways, and the restrictions at the existing power poles. This option would also require the removal and reconstruction of the existing private mailboxes but the existing front yard walls and driveways would remain.

The estimated cost for the Option 2 walking trail is \$65,000.

Note: There may be sufficient Rule 20A power pole undergrounding funds available to remove the existing power poles along the east side of Winston Avenue. However, the trail would, more than likely, still not be ADA compliant due to the other restrictions.

Option 3 (west side improvements)

The limits of the Option 3 walking trail are from the northerly terminus of Tentative Parcel Map No. 73673 to Lemon Avenue. Option 3 is proposed to be a 6' wide DG trail on the west side of the street with trail fencing. This option would shift the existing westerly curb 2.5 feet closer to the street centerline in order to avoid the costly right-of-way acquisition. In addition, the existing easterly curb north of city hall would also shift 2.5 feet away from the street centerline in order to maintain sufficient lane widths. This option would require the removal and reconstruction of the existing private mailboxes on the west side of the street but the existing front yard walls would remain. The existing private driveways would also require reconstruction in order to provide an ADA compliant path of travel. This option also requires the removal of seven (7) significant Oak trees on the east side of Winston Avenue due to the shifting of the easterly curb.

It should be noted that there would still be 'point' ADA restrictions at each power pole unless the poles were removed with Rule 20A funds.

The estimated cost for the Option 3 walking trail is \$250,000.

Option 4 (east side improvements)

The limits of the Option 4 walking trail are from Royal Oaks Drive North to Lemon Avenue. Option 4 is proposed to be a 6' wide DG trail on the east side of the street with trail fencing. This option would require the relocation of two (2) existing fire hydrants and the City's monument sign. The existing private driveways would also require reconstruction in order to provide an ADA compliant path of travel. This option also requires the removal of seven (7) significant Oak trees on the east side of Winston Avenue in order to construct the walking trail within the existing right-of-way.

The estimated cost for the Option 4 walking trail is \$220,000.

Option 5 (east side improvements)

The limits of the Option 5 walking trail are from Royal Oaks Drive North to Lemon Avenue. Option 5 is proposed to be a 6' wide DG trail on the east side of the street with trail fencing. South of city hall, the walking trail would be adjacent to the existing curb. North of city hall, the walking trail would meander in order to avoid the existing Oak trees. This option would require the relocation of two (2) existing fire hydrants and the City's monument sign. The existing private driveways would also require reconstruction in order to provide an ADA compliant path of travel. This option would require the acquisition of a pedestrian easement for the meandering portion of the walking trail north of city hall.

The estimated cost for the Option 4 walking trail is \$250,000 (\$202,500 for construction, \$47,500 for right-of-way acquisition).

Staff has developed one (1) option for the Lemon Avenue walking trail.

The limits of the Lemon Avenue walking trail are from the westerly city limits to Winston Avenue. The walking trail is proposed to be a 6' wide DG trail on the south side of the street with trail fencing on the street side of the trail. There is sufficient parkway width available in order to construct the walking trail. The existing private driveways would require reconstruction in order to provide an ADA compliant path of travel.

The estimated cost for the walking trail is \$145,000.

PROPERTY OWNER NOTIFICATION

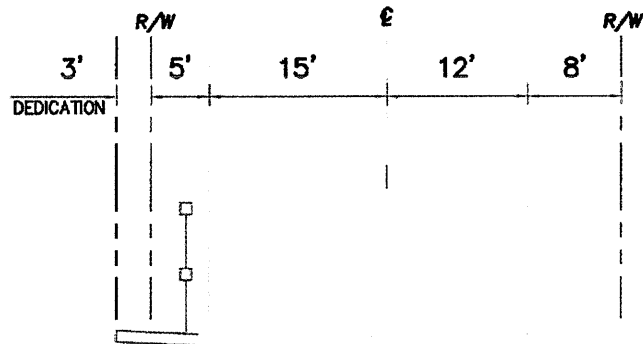
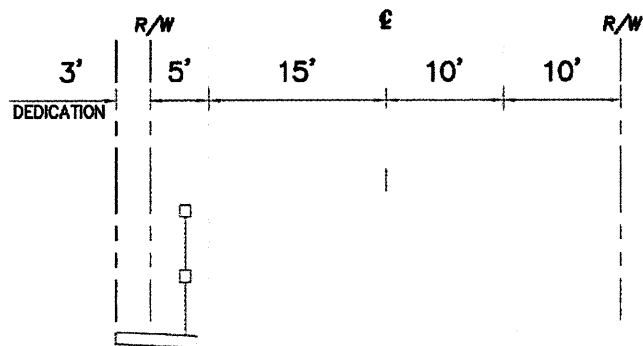
This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall.

STAFF RECOMMENDATION

It is recommended by staff that the City Council provide direction to staff.

Attachment:

- Trail Exhibits
- Cost Estimates

OPTION 1**WINSTON AVENUE****ROYAL OAKS DRIVE NORTH TO CITY HALL****CITY HALL TO LEMON AVE.**

- ① 6' WIDE DG TRAIL WITH FENCING
- ② REMOVE AND RECONSTRUCT FRONT YARD WALLS
- ③ REMOVE AND RECONSTRUCT DRIVEWAYS (FOR ADA ACCESSIBILITY)
- ④ POWER POLES TO REMAIN
- ⑤ 3' PROPERTY ACQUISITION
- ⑥ REMOVE AND RECONSTRUCT MAILBOXES

RKA
CONSULTING GROUP
280 LEMON CREEK DRIVE SUITE E WILMINGTON CA 91769
(909) 794-5702 FAX (909) 594-2839
WWW.RKAGROUP.COM

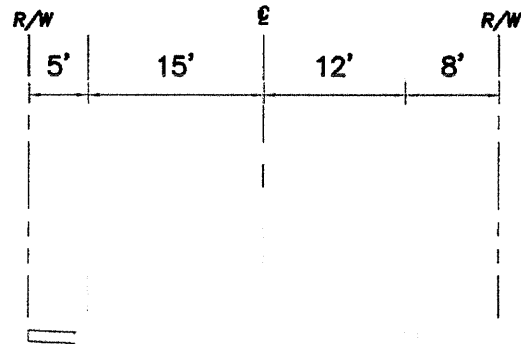
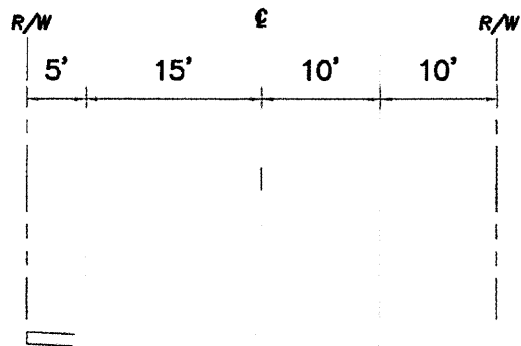
EXHIBIT A
OPTION 1
CITY OF BRADBURY

DATE: 2/2/2021

SCALE: N.T.S.

DRAWN BY: SCONZALEZ

SHEET: EXH01

OPTION 2**WINSTON AVENUE****ROYAL OAKS DRIVE NORTH TO CITY HALL****CITY HALL TO LEMON AVE.**

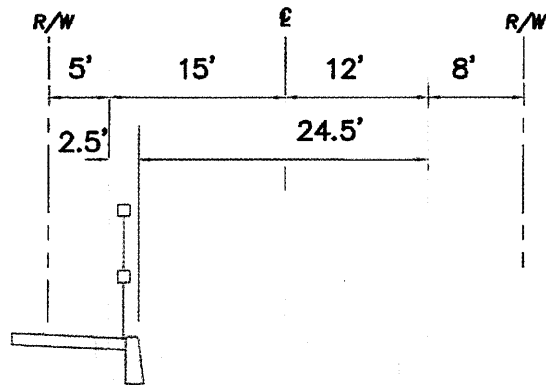
- ① REMOVE (UNDERGROUND) POWER POLES WITH RULE 20A FUNDS (OPTIONAL)
- ② 4' WIDE NON-ADA DG TRAIL WITHOUT FENCING
- ③ DRIVEWAYS REMAIN (NOT ADA COMPLAINT)
- ④ REMOVE AND RECONSTRUCT MAILBOXES

**EXHIBIT B
OPTION 2
CITY OF BRADBURY**DATE: **2/2/2021**SCALE: **N.T.S.**DRAWN BY: **SGONZALEZ**SHEET: **EXH02**

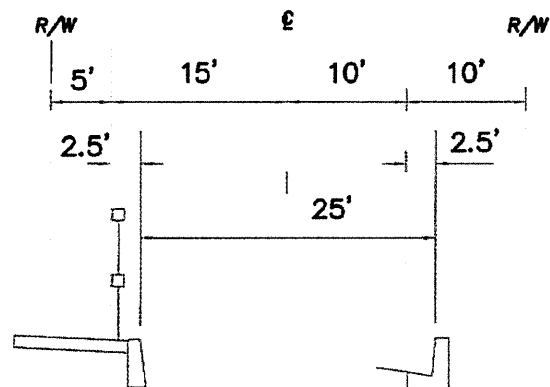
OPTION 3

WINSTON AVENUE

ROYAL OAKS DRIVE NORTH TO CITY HALL



CITY HALL TO LEMON AVE.



- ① 6' WIDE DG TRAIL WITH FENCING
- ② SHIFT WEST CURB 2.5'
- ③ SHIFT EAST CURB 2.5' NORTH OF CITY HALL
(SOUTH OF CITY HALL TO REMAIN)
- ④ REMOVE 7 SIGNIFICANT OAK TREES
- ⑤ REMOVE AND RECONSTRUCT DRIVEWAYS (FOR ADA ACCESSIBILITY)
- ⑥ REMOVE AND RECONSTRUCT MAILBOXES
- ⑦ REMOVE (UNDERGROUND) POWER POLES WITH RULE 20A FUNDS (OPTIONAL)

RKA
CONSULTING GROUP
388 LEMON CREEK DRIVE, SUITE E, WALNUT, CA 91790
(909) 594-8702 • FAX (909) 594-2808
WWW.RKAGROUP.COM

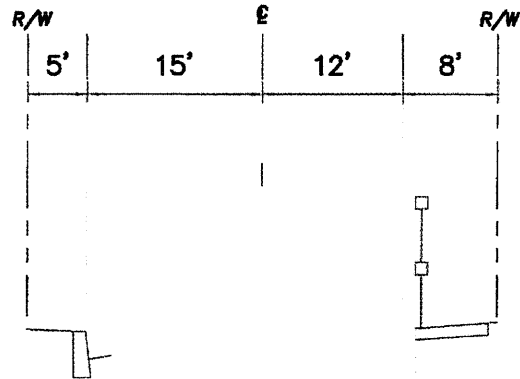
EXHIBIT C
OPTION 3
CITY OF BRADBURY

DATE: 2/2/2021	SCALE: N.T.S.	DRAWN BY: SGONZALEZ	SHEET: EXH03
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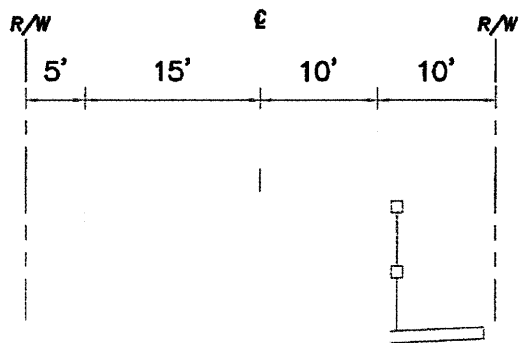
OPTION 4

WINSTON AVENUE

ROYAL OAKS DRIVE NORTH TO CITY HALL



CITY HALL TO LEMON AVE.



- ① 6' WIDE DG TRAIL WITH FENCING
- ② REMOVE 7 SIGNIFICANT OAK TREES
- ③ REMOVE AND RECONSTRUCT DRIVEWAYS (FOR ADA ACCESSIBILITY)
- ④ RELOCATE FIRE HYDRANT
- ⑤ RELOCATE CITY MONUMENT SIGN

RKA
CONSULTING GROUP
289 LEMON CREEK DRIVE SUITE E WALKER CA 91790
(909) 594-6702 FAX (909) 594-2808
WWW.RKAGROUP.COM

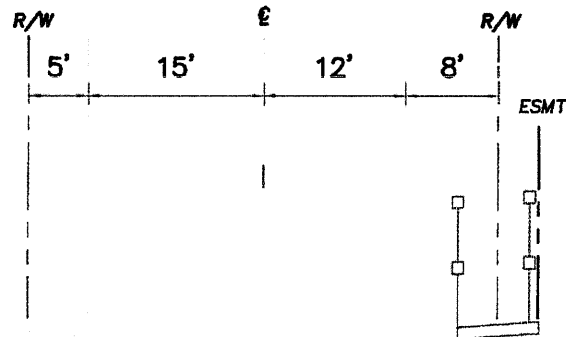
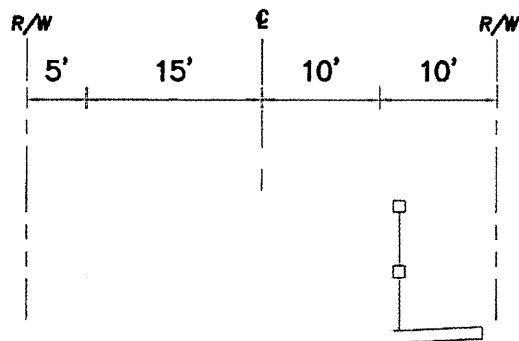
EXHIBIT D
OPTION 4
CITY OF BRADBURY

DATE: 2/2/2021

SCALE: N.T.S.

DRAWN BY: SGONZALEZ

SHEET: EXH04

OPTION 5**WINSTON AVENUE****ROYAL OAKS DRIVE NORTH TO CITY HALL****CITY HALL TO LEMON AVE.**

- ① 6' WIDE MEANDERING DG TRAIL WITH FENCING
- ② VARIABLE WIDTH PEDESTRIAN EASEMENT
- ③ PROTECT SIGNIFICANT OAK TREES
- ④ REMOVE AND RECONSTRUCT DRIVEWAYS (PER ADA ACCESSIBILITY)
- ⑤ RELOCATE FIRE HYDRANT
- ⑥ RELOCATE CITY MONUMENT SIGN

RKA
CONSULTING GROUP
299 LEMON CREEK DRIVE SUITE E WALNUT CA 91789
(909) 594-9702 FAX (909) 594-2536
WWW.RKAGROUP.COM

EXHIBIT E
OPTION 5
CITY OF BRADBURY

DATE: 2/2/2021

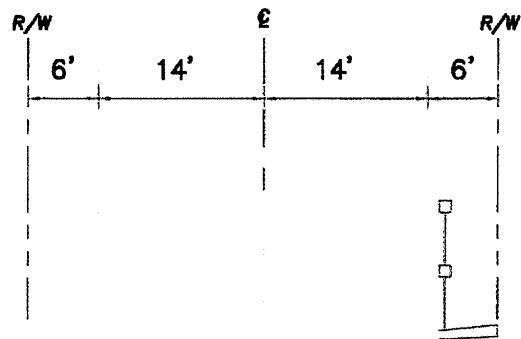
SCALE: N.T.S.

DRAWN BY: SGONZALEZ

SHEET: EXH05

LEMON AVENUE

CITY LIMITS TO WINSTON AVENUE



- ① 6' WIDE DG TRAIL WITH FENCING
- ② REMOVE AND RECONSTRUCT DRIVEWAYS (FOR ADA ACCESSIBILITY)
- ③ REMOVE AND RECONSTRUCT MAILBOXES

RKAG
CONSULTING GROUP
308 LEMON CREEK DRIVE - SUITE E - WALNUT - CA - 91786
(909) 594-6702 - FAX (909) 594-2828
WWW.RKAGROUP.COM

EXHIBIT F
LEMON AVENUE
CITY OF BRADBURY

DATE: 2/2/2021

SCALE:

N.T.S.

DRAWN BY:

SGONZALEZ

SHEET:

EXH06

398 Lemon Creek Drive · Suite E
Walnut, California 91789

OPTION 1

COST ESTIMATE WORK SHEET

(909) 594-9702 • (626) 331-8323
Fax: (909) 594-2658

DWG. NO. 393034	DATE 1/28/2021	SHEET 1 of 1
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PROJECT TITLE					
Lemon/Winston Trail Study					
LOCATION					
Winston Avenue - Royal Oaks Drive to Lemon Avenue					
OWNER					
City of Bradbury					
ESTIMATED BY		CHECKED BY		APPROVED BY	
DGG		CAH		DGG	
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
1	Clearing, Grubbing, and Mobilization	1	LS	\$ 5,000.00	\$ 5,000.00
2	Traffic Control	1	LS	\$ 5,000.00	\$ 5,000.00
3	Unclassified Excavation	75	CY	\$ 75.00	\$ 5,625.00
4	4" Thick Polymer Coated DG Trail w/ Border (585 lf)	4400	SF	\$ 6.00	\$ 26,400.00
5	Trail Fencing	585	LF	\$ 20.00	\$ 11,700.00
6	Remove and Replace Existing Driveway	975	SF	\$ 24.00	\$ 23,400.00
7	Adjust Water Meter Cover to Grade	4	EA	\$ 150.00	\$ 600.00
8	Relocate Existing Mailbox	4	EA	\$ 750.00	\$ 3,000.00
9	Remove Existing Tree	2	EA	\$ 1,500.00	\$ 3,000.00
10	Remove and Replace Front Yard Walls/Pilasters	585	LF	\$ 75.00	\$ 43,875.00
A	Right-of-Way Acquisition	2106	SF	\$ 75.00	\$ 157,950.00
B	Acquisition Services	1	LS	\$ 25,000.00	\$ 25,000.00
C	Appraisals	5	EA	\$ 5,000.00	\$ 25,000.00
CONSTRUCTION SUB-TOTAL					\$ 127,600.00
10% CONTINGENCY					\$ 12,760.00
ENGINEERING DESIGN					\$ 13,000.00
CONSTRUCTION MANAGEMENT AND INSPECTION					\$ 13,000.00
TOTAL					\$ 374,310.00



COST ESTIMATE WORK SHEET

(909) 594-9702 • (626) 331-8323
Fax: (909) 594-2658

[illegible]



(909) 594-9702 • (626) 331-8323
Fax: (909) 594-2658

COST ESTIMATE WORK SHEET

DWG. NO. 393034	DATE 1/28/2021	SHEET 1 of 1
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PROJECT TITLE Lemon/Winston Trail Study					
LOCATION Winston Avenue - Royal Oaks Drive to Lemon Avenue					
OWNER City of Bradbury					
ESTIMATED BY DGG		CHECKED BY CAH		APPROVED BY DGG	
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
1	Clearing, Grubbing, and Mobilization	1	LS	\$ 5,000.00	\$ 5,000.00
2	Traffic Control	1	LS	\$ 5,000.00	\$ 5,000.00
3	Unclassified Excavation	75	CY	\$ 75.00	\$ 5,625.00
4	4" Thick Polymer Coated DG Trail w/ Border (585 lf)	4400	SF	\$ 6.00	\$ 26,400.00
5	Trail Fencing	585	LF	\$ 20.00	\$ 11,700.00
6	Remove and Replace Existing Driveway	1,615	SF	\$ 24.00	\$ 38,760.00
7	Adjust Water Meter Cover to Grade	4	EA	\$ 150.00	\$ 600.00
8	Relocate Existing Mailbox	6	EA	\$ 750.00	\$ 4,500.00
9	Remove Existing Tree (West Side)	2	EA	\$ 1,500.00	\$ 3,000.00
10	Remove and Replace Existing 6" Curb	740	LF	\$ 35.00	\$ 25,900.00
11	Remove and Replace Existing 6" Curb and Gutter	500	LF	\$ 50.00	\$ 25,000.00
12	Sawcut, Remove, and Replace Existing AC Pavement	1850	SF	\$ 6.00	\$ 11,100.00
13	Remove Existing Oak Tree	7	EA	\$ 3,000.00	\$ 21,000.00
14	Relocate Existing Fire Hydrant and Valve	1	EA	\$ 4,000.00	\$ 4,000.00
15	Relocate Existing Chain Link Fence	150	LF	\$ 15.00	\$ 2,250.00
CONSTRUCTION SUB-TOTAL					\$ 189,835.00
10% CONTINGENCY					\$ 18,983.50
ENGINEERING DESIGN					\$ 18,000.00
CONSTRUCTION MANAGEMENT AND INSPECTION					\$ 20,500.00
TOTAL					\$ 247,318.50

398 Lemon Creek Drive · Suite E
Walnut, California 91789

OPTION 4

COST ESTIMATE WORK SHEET

(909) 594-9702 • (626) 331-8323
Fax: (909) 594-2658

DWG. NO. 393034	DATE 1/28/2021	SHEET 1 of 1
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[illegible]



398 Lemon Creek Drive · Suite E
Walnut, California 91789

(909) 594-9702 · (626) 331-8323
Fax: (909) 594-2658

OPTION 5

COST ESTIMATE WORK SHEET

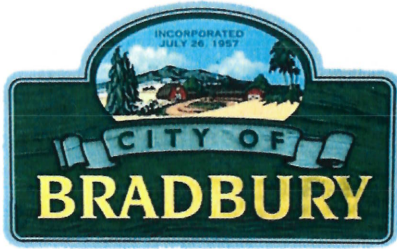
DWG. NO. 393034		DATE 1/28/2021		SHEET 1 of 1	
PROJECT TITLE Lemon/Winston Trail Study					
LOCATION Winston Avenue - Royal Oaks Drive to Lemon Avenue					
OWNER City of Bradbury					
ESTIMATED BY DGG		CHECKED BY CAH		APPROVED BY DGG	
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
1	Clearing, Grubbing, and Mobilization	1	LS	\$ 5,000.00	\$ 5,000.00
2	Traffic Control	1	LS	\$ 5,000.00	\$ 5,000.00
3	Unclassified Excavation	100	CY	\$ 75.00	\$ 7,500.00
4	4" Thick Polymer Coated DG Trail w/ Border (1,025 lf)	5,650	SF	\$ 6.00	\$ 33,900.00
5	Trail Fencing	1,225	LF	\$ 20.00	\$ 24,500.00
6	Remove and Replace Existing Driveway	2,000	SF	\$ 24.00	\$ 48,000.00
7	Adjust Water Meter Cover to Grade	7	EA	\$ 150.00	\$ 1,050.00
8	Relocate Existing Mailbox	9	EA	\$ 750.00	\$ 6,750.00
9	Remove Existing Oak Tree	0	EA	\$ 3,000.00	\$ -
10	Relocate Existing Fire Hydrant and Valve	2	EA	\$ 4,000.00	\$ 8,000.00
11	Relocate Existing Chain Link Fence	150	LF	\$ 15.00	\$ 2,250.00
12	Relocate Existing City Monument Sign	1	EA	\$ 7,500.00	\$ 7,500.00
13	ADA Ramp	2	EA	\$ 4,500.00	\$ 9,000.00
A	Pedestrian Easement Acquisition	1,000	SF	\$ 25.00	\$ 25,000.00
B	Acquisition Services	1	LS	\$ 12,500.00	\$ 12,500.00
C	Appraisals	2	EA	\$ 5,000.00	\$ 10,000.00
CONSTRUCTION SUB-TOTAL					\$ 205,950.00
10% CONTINGENCY					\$ 19,595.00
ENGINEERING DESIGN					\$ 14,000.00
CONSTRUCTION MANAGEMENT AND INSPECTION					\$ 13,000.00
TOTAL					\$ 252,545.00

398 Lemon Creek Drive • Suite E
Walnut, California 91789

(909) 594-9702 • (626) 331-8323
Fax: (909) 594-2658

COST ESTIMATE WORK SHEET

[illegible]



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

City of Bradbury City Council Agenda Report

TO: Honorable Mayor and Council Members

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

DATE: February 16, 2021

**SUBJECT: DISCUSSION OF DEVELOPMENT STANDARDS AND DESIGN
GUIDELINES FOR FRONT AND STREET-SIDE YARDS**

AGENDA ITEM NO. 3

BACKGROUND

In continuing to work on updates of the Development Code, the Planning Commission began a discussion at the October 28, 2020 meeting on issues related to front yards. This was in response to a project that had been referred to the Commission for guidance due to the lack of regulations for driveways, circular driveways, the maximum amount of hardscape or impervious surfaces, and the types of materials to be allowed; e.g., artificial turf, gravel, and other decorative materials. The Commission directed staff to check the regulations of 12 cities: Arcadia, Azusa, Duarte, Glendora, Hidden Hills, La Verne, Malibu, Monrovia, Rolling Hills Estates, San Dimas, San Marino, and Sierra Madre. The applicable regulations were discussed at the December 2, 2020 meeting along with draft regulations for the City of Bradbury. The Commission held a public hearing and determined that the proposed regulations are acceptable and adopted the attached Resolution No. PC 21-295 to recommend to the City Council the preparation and approval of an ordinance to amend the Development Code to add the proposed regulations.

DISCUSSION

The regulations of the twelve cities were reviewed and those that apply to the issues are as follows. If certain cities are not listed, it is because those cities' regulations do not address the matter. For each issue, the proposed regulations for the City of Bradbury are provided. Staff is presenting this material in a discussion format rather than presenting a draft ordinance.

1. Landscaping vs. Hardscape – How much of a front yard should be landscaping and how much should be hardscape, i.e., driveway and walkways?

Arcadia – hardscape, including artificial turf cannot exceed 40% of the front setback area.

Duarte – At least 50% of a front yard shall be landscaping and at least 50% of the publicly visible area of a street-side yard.

Malibu – impervious areas on a lot are limited by lot size; lots less than ¼ acre – 45%, ¼ acre to ½ acre – 35%, and over ½ acre – 30% with a maximum of 25,000 square feet.

Rolling Hills Estates – maximum front yard coverage by structures and hardscape is based on street frontage; less than 50' – 45%, 50' to 74.99' – 40%, 75' to 99.99' – 35%, 100' to 149.99' – 30%, and 150' or more – 25%. Hardscape also counts towards overall lot coverage (i.e., in addition to structures, decks, and satellite antennas)

San Dimas – Up to 50% of a front yard may be hardscape.

San Marino – impervious surfaces can cover up to 25% of a front yard by-right and up to 45% with Planning Commission approval of a conditional use permit, and maximum walkway widths are based on street frontage; 8% of the lot width at the street or 4 feet, whichever is greater to a maximum of 8 feet.

Sierra Madre – 50% of the front yard must be landscaping with plant materials such as trees, shrubs, vines, ground covers, flowers, and lawn, and excludes driveways, walkways, landings, porches, patios, and similar areas.

- For the City of Bradbury, the maximum amount of hardscape (e.g., paving, gravel, rocks, boulders, decomposed granite, and any other non-living material) should vary by zone as follows, because the larger-lot zones have larger front and/or street-side yards, less area of the large-lot front and/or street-side yards needs to be paved for driveways and walkways:

R-7,500 – Maximum 40% hardscape

R-20,000 – Maximum 35% hardscape

A-1 – Maximum 30% hardscape

A-2 – Maximum of 25% hardscape

A-5 – Maximum of 15% hardscape

2. Should there be a maximum width for a driveway? At the street and on site?

Arcadia – in the front and/or street-side yard, driveways are not to be wider than necessary to access the garage.

Azusa – maximum 20 feet.

Duarte – maximum 12 feet for a one-space parking area, and 20 feet for a two-car parking area.

Monrovia – the maximum width cannot exceed the width of the parking area; e.g., 9 feet for a one-car garage or carport, and 18 feet for two cars.

San Dimas – maximum on-site width is limited to 2 feet wider than the garage door(s) and the width at the street is to be determined by the city engineer.

Sierra Madre – maximum 10 feet for a one-car garage, and 20 feet for a two-car garage.

- For the City of Bradbury, the maximum widths should vary by zone because of the wider lot widths of the larger-lot zones. The maximum widths are for the on-site driveways and 30 feet will accommodate three-car garages on the larger lots. The widths within the public right-of-way are for the flat portions of the driveways.

R-7,500 – Maximum of 20 feet for both on-site and within the public right-of-way

R-20,000 – Maximum of 30 feet on-site and 20 feet within the public right-of-way

A-1 – Maximum of 30 feet on-site and 25 feet within the public right-of-way

A-2 – Maximum of 30 feet on-site and 25 feet within the public right-of-way

A-5 – Maximum of 30 feet on-site and 25 feet within the public right-of-way

3. Should there be only one driveway access per property? Are there circumstances for which an additional/circular driveway is to be allowed?

Arcadia – minimum street frontage of 100' required to be allowed a circular driveway, only one circular driveway per lot, minimum width 9' and maximum width 15', and the inner edge at the apex must be 25' from the property line.

Azusa – only 1 driveway per lot, except by approval of a minor use permit, and circular driveways are not allowed.

Duarte – maximum 1 driveway per street frontage, except that circular driveways are allowed on the side of lots that have a minimum street frontage of 100 feet.

Monrovia – a minimum lot width of 75 feet is required to have a circular driveway, and if

the garage is in front the driveway is to be setback 45 feet from the property line. If the garage is to the rear of the house, then the driveway is to be setback 25 feet from the property line. A circular driveway is to be screened by landscaping.

San Dimas – maximum of 1 driveway per lot, except that circular driveways may be allowed in the front portion of lots with at least 100 feet of width at the property line.

Sierra Madre – minimum lot width of 80' required to be allowed a circular driveway, maximum width 12', and design is subject to approval by the city engineer.

- For the City of Bradbury, circular driveways should not be allowed in the R-7,500 zone, and in the other zones the lot must have a minimum width/length of 100 feet along a public right-of-way and be subject to design review approval by the Planning Commission or approval of a conditional use permit, with policies for distance between the driveway approaches and from side property lines.

R-7,500 – Not allowed

R-20,000 – With a minimum lot width/length of 100 feet at a public right-of-way and subject to design review approval by the Planning Commission

A-1 --With a minimum lot width/length of 100 feet at a public right-of-way and subject to design review approval by the Planning Commission

A-2 – With a minimum lot width/length of 100 feet at a public right-of-way and subject to design review approval by the Planning Commission

A-5 – Not allowed in the front setback

4. Should contemporary materials and methods such as stamping, scoring, pavers, and colored concrete be allowed as decorative features for driveways and walkways?

Arcadia – driveways should be enhanced utilizing different textures including, but not limited to, brick, flagstone, interlocking pavers, tile, stamped concrete, decomposed granite, and grass-crete, also landscaping pockets should be provided adjacent to buildings and walls or fencing along driveways.

Duarte – driveways must be cement or of approved impermeable pavers, and walkways are to be cement, pavers, or decomposed granite.

Monrovia – driveways are to concrete or an approved material and with decorative paving or scoring, and walkways may be of concrete, pavers, brick, or steppingstones with gravel.

Sierra Madre – driveways shall be paved with either asphaltic or concrete pavement and this requirement shall not exclude the use of brick or special stones for decorative purposes, and some permeable materials are allowed to reduce stormwater runoff.

- For the City of Bradbury, contemporary decorative materials and methods should be allowed, but the materials and methods should be consistent with the architectural style of the house. Decomposed granite and grass-crete are also materials that are currently in favor for walkway and driveway accenting because these materials are more natural in appearance. The City's Design Guidelines, which were adopted in 1995, should be updated and referenced by the applicable sections of the Development Code.

5. Should artificial turf be allowed in front yards? And, if so, how much?

Arcadia – maximum 15% of a front and/or street-side yard may be artificial turf, but not within 10' of a sidewalk or 20' of the curb if there is not a sidewalk, and not within the public parkway. The blades must be at least 1½" tall and green with at least an 8-year no-fade warranty. In addition, there are extensive standards for the materials, style, installation and maintenance.

Azusa – not allowed.

Duarte – may be used for up to 40% of the required front yard landscape area and visible street-side yard area (At least 50% of a front yard shall be landscaping and at least 50% of the publicly visible area of a street-side yard)

Rolling Hills Estates – it is allowed for up to 25% of the landscaping area but is considered hardscape and as part of the maximum front yard coverage; see issue no. 1, and it is not allowed in public parkways.

San Dimas – up to 80% of the landscape area with blades that are at least 1½" tall and of two-tone green.

San Marino – not allowed, all front yard and parkway areas that are not impervious must be vegetative or plant material.

Sierra Madre – not counted as landscaping and is subject to approval by the Public Works Department for permeability.

- For the City of Bradbury, the use of artificial turf should be limited in areas visible to the public as follows, with qualitative standards to be added to the Design Guidelines and referenced by the applicable sections of the Development Code:

R-7,500 – Not allowed in front and street-side yards, and not allowed in parkways along public streets

R-20,000 – not within 20 feet of a front and/or street-side property line, and not allowed in parkways along public streets

A-1 – not within 20 feet of a front and/or street-side property line, and not allowed in parkways along public streets

A-2 – not within 20 feet of a front and/or street-side property line, and not allowed in parkways along public streets

A-5 – not allowed in parkways along public streets

6. To what extent should stones, boulders, gravel, and other non-living materials be allowed as part of front yard landscaping?

Arcadia – large stones and boulders are considered hardscape and per issue no. 1, hardscape is limited to 40% of a front and/or street-side yard, and the use of decorative materials is encouraged.

Azusa – may be used for up to 15% of the total required landscape area, and artificial or synthetic materials are not allowed.

Duarte – may be used for up to 50% of the required landscape area (At least 50% of a front yard shall be landscaping and at least 50% of the publicly visible area of a street-side yard)

Rolling Hills Estates – such materials count toward the maximum of hardscape allowed; see issue no. 1.

San Dimas – may be used for up to 20% of landscape area (50% of front and/or street-side yards must be landscaped)

San Marino – not allowed in parkways.

Sierra Madre – not allowed for driveways and walkways. Driveways may have brick or special stones as decorative features. Walkways are required to be of concrete or a better material such as brick, exposed and polished aggregate, or inlaid stone, timber inlays are prohibited. Stones, boulders, and gravel may be allowed for stormwater retention purposes per the city engineer.

- For the City of Bradbury, such materials (e.g., paving, gravel, rocks, boulders, decomposed granite, artificial turf, and any other non-living material) are to be considered hardscape and should be used sparingly in front and street-side yards, and not allowed in public parkways. As hardscape such materials are to be limited as follows (see issue no. 1):

R-7,500 – Maximum 40% hardscape

R-20,000 – Maximum 35% hardscape

A-1 – Maximum 30% hardscape

A-2 – Maximum of 25% hardscape

A-5 – Maximum of 15% hardscape

ENVIRONMENTAL DOCUMENT

It is recommended that the proposed regulations are exempt under the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) which provides the commonsense rule that CEQA does not apply where it can be seen with certainty that the project will not cause any impacts. The proposed regulations would restrict development activity and cannot cause environmental impacts.

CITY COUNCIL ACTION

The discussion is not expected to be concluded at this meeting and should be continued with direction to staff to provide additional material, such as diagrams, plot plans, and qualitative standards, as well as how the proposed regulations could be refined for further consideration by the City Council. When the Council determines the proposed regulations are acceptable, an ordinance will be drafted for the Council's consideration at a public hearing.

ATTACHMENT

Resolution No. PC 21-295

ATTACHMENT

PLANNING COMMISSION RESOLUTION NO. PC 21-295

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BRADBURY, CALIFORNIA, SETTING FORTH ITS FINDINGS OF FACT AND DECISION WITH AN EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) TO RECOMMEND TO THE CITY COUNCIL THE PREPARATION AND APPROVAL OF AN ORDINANCE TO AMEND THE BRADBURY DEVELOPMENT CODE TO ADD REGULATIONS FOR FRONT YARDS AND STREET SIDE YARDS IN REGARD TO LIMITS FOR HARDSCAPE AND NON-LIVING LANDSCAPING MATERIALS, DRIVEWAY WIDTHS AND MATERIALS, AND CIRCUMSTANCES FOR ALLOWING CIRCULAR DRIVEWAYS

PLANNING COMMISSION RESOLUTION NO. 21-295

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BRADBURY, CALIFORNIA, SETTING FORTH ITS FINDINGS OF FACT AND DECISION WITH AN EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) TO RECOMMEND TO THE CITY COUNCIL THE PREPARATION AND APPROVAL OF AN ORDINANCE TO AMEND THE BRADBURY DEVELOPMENT CODE TO ADD REGULATIONS FOR FRONT YARDS AND STREET SIDE YARDS IN REGARD TO LIMITS FOR HARDSCAPE AND NON-LIVING LANDSCAPING MATERIALS, DRIVEWAY WIDTHS AND MATERIALS, AND CIRCUMSTANCES FOR ALLOWING CIRCULAR DRIVEWAYS

WHEREAS, the City Council directed staff to update the City's Development Code, and to initiate the updates. The Planning Commission directed staff to provide for review the front yard regulations of neighboring cities and cities that are similar to the City of Bradbury.

WHEREAS, the Planning Commission reviewed the applicable regulations of twelve cities at its October 28, 2020, December 2, 2020, and January 27, 2021, meetings, and directed staff to propose regulations for the City of Bradbury.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF BRADBURY, DOES HEREBY RESOLVE, FIND, AND DETERMINE AS FOLLOWS:

SECTION A. The Planning Commission finds that a duly noticed public hearing has been conducted at the regular meeting on January 27, 2021, in accordance with the provisions of the Bradbury Municipal Code relative to this matter.

SECTION B. The Planning Commission finds that there is consistency between the General Plan and the proposed regulations as they further the goals, policies, and programs of the General Plan.

SECTION C. The Planning Commission finds that the information in the agenda report, and the testimony given at the public hearing are incorporated in this Resolution and comprises the bases on which the findings have been made.

SECTION D. The Planning Commission finds that the proposed regulations are exempt under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) which provides the commonsense rule that CEQA does not apply where it can be seen with certainty that the project will not cause any impacts. Proposed regulations that would restrict development activity cannot cause environmental impacts.

SECTION E. The Planning Commission hereby recommends to the City Council the preparation and approval of an ordinance to amend the Development Code to add the following proposed regulations:

1. The maximum amount of hardscape (e.g., paving, gravel, rocks, boulders, decomposed granite, and any other non-living material) should vary by zone as follows, because the larger-lot zones have larger front and/or street-side yards, less area of the large-lot front and/or street-side yards needs to be paved for driveways and walkways:

R-7,500 – Maximum 40% hardscape

R-20,000 – Maximum 35% hardscape

A-1 – Maximum 30% hardscape

A-2 – Maximum of 25% hardscape

A-5 – Maximum of 15% hardscape

2. The maximum widths should vary by zone as follows, because of the wider lot widths of the larger-lot zones. The maximum widths are for the on-site driveways and 30 feet will accommodate three-car garages on the larger lots. The widths within the public right-of-way are for the flat portions of the driveways.

R-7,500 – Maximum of 20 feet for both on-site and within the public right-of-way

R-20,000 – Maximum of 30 feet on-site and 20 feet within the public right-of-way

A-1 – Maximum of 30 feet on-site and 25 feet within the public right-of-way

A-2 – Maximum of 30 feet on-site and 25 feet within the public right-of-way

A-5 – Maximum of 30 feet on-site and 25 feet within the public right-of-way

3. Circular driveways should not be allowed in the R-7,500 zone, and not in the front or street-side setbacks in the A-5 zone, and in the other zones the lot must have a minimum width/length of 100 feet along a public right-of-way and be subject to design review approval by the Planning Commission or approval of a conditional use permit, with policies for distance between the driveway approaches and from side property lines.

4. Contemporary decorative materials and methods should be allowed, but the materials and methods should be consistent with the architectural style of the house. Decomposed granite and grass-crete are also materials that are currently in favor for walkways and driveway accenting. These materials are more natural in appearance. The City's Design Guidelines, which were adopted in 1995, should be updated and referenced by the applicable sections of the Development Code.

5. The use of artificial turf should be limited in areas visible to the public as follows, with qualitative standards to be added to the Design Guidelines and referenced by the applicable sections of the Development Code:

R-7,500 – Not allowed in front and street-side yards, and not allowed in parkways along public streets

R-20,000 – not within 20 feet of a front and/or street-side property line, and not allowed in parkways along public streets

A-1 – not within 20 feet of a front and/or street-side property line, and not allowed in parkways along public streets

A-2 – not within 20 feet of a front and/or street-side property line, and not allowed in parkways along public streets

A-5 – not allowed in parkways along public streets

6. Materials such as paving, gravel, rocks, boulders, decomposed granite, artificial turf, and any other non-living material are to be considered hardscape and should be used sparingly in front and street-side yards, and not allowed in public parkways. As hardscape, such materials are to be limited as follows:

R-7,500 – Maximum 40% hardscape

R-20,000 – Maximum 35% hardscape

A-1 – Maximum 30% hardscape

A-2 – Maximum of 25% hardscape

A-5 – Maximum of 15% hardscape

SECTION F. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 27th day of January, 2021.

Chairperson

ATTEST:

City Clerk

I, Claudia Saldana, City Clerk, hereby certify that the foregoing Resolution No. PC 21-295 was duly adopted by the Planning Commission of the City of Bradbury, California, at a regular meeting held on the 27th day of January, 2021, by the following vote:

AYES:

NOES:

ABSENT: