

**MINUTES OF A REGULAR MEETING OF THE  
CITY COUNCIL OF THE CITY OF BRADBURY  
HELD ON TUESDAY, JUNE 17, 2014**

- MEETING CALLED TO ORDER:** The Regular Meeting of the City Council of the City of Bradbury was called to order by Mayor Barakat at 7:02 p.m.
- ROLL CALL:** PRESENT: Mayor Barakat, Mayor Pro-Tem Hale, Councilmembers Lewis, Lathrop and Pycz
- ABSENT: None
- STAFF: City Manager Keith, City Attorney Reisman, City Planner McIntosh, Deputy City Engineer Gilbertson & Cody Howding of RKA, City Clerk Saldana and Management Analyst Kearney
- APPROVAL OF AGENDA:** Councilmember Lewis made a motion to approve the agenda as presented and proceed with City business. Mayor Pro-Tem Hale seconded the motion, which carried.
- DISCLOSURE OF ITEMS REQUIRED BY GOV. CODE SECTION 1090 & 81000 ET SEQ.:** In compliance with the California Political Reform Act, each City Councilmember has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision making process concerning agenda items.
- City Attorney Reisman stated that he is not aware of any conflicts and none were reported.
- PUBLIC COMMENT:** Sheriff Liaison Lt. Chris Marks, Temple Station, introduced "Deputy of the month" Reuben Gonzalez. Lt. Marks also stated that the new commander of Temple Station, Captain Donnie Maudlin, is going to take over on June 22. Temple Station will be in contact with City staff to arrange a time and place, preferably a Council meeting, to have Captain Maudlin introduce himself.
- 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 be "to waive further reading and adopt."
- A. Minutes - Regular City Council Meeting of May 20, 2014
  - B. Resolution No. 14-19: Demands & Warrants for June 2014
  - C. Financial Statement for the month of May 2014
  - D. Appointment of Brian Hamill (District Three) to the UUT Oversight Committee
  - E. Second Reading of Ordinance No. 336 - Amending the Municipal Code by Amending Article IV Chapter 10 relating to Animal Care and Control
  - F. Bradbury Mayday Emergency Expo End of Program Report
  - G. Resolution No. 14-13: Authorizing the signatures for accounts in the name of "City of Bradbury"
  - H. Resolution No. 14-14: Appointing the Governing Board Member and Alternate to the San Gabriel Valley Council of Governments
  - I. Resolution No. 14-21: Approval of GANN Appropriation Limit

**CORRECTION TO MINUTES:**

Councilmember Lathrop had a correction on page 5 of the May Minutes regarding the contract with the Pasadena Humane Society (PHS). Section 13 (Licensing and Canvassing) should state that canvassing is to be done only at the City's request ... and for the contract to be amended as such.

**ITEM F PULLED FROM  
CONSENT CALENDAR:**

Councilmember Lathrop Pycz added to item F (Bradbury Mayday Emergency Expo End of Program Report) that on page 4 under Special Acknowledgments the following correction needs to be made: Jesus Diaz de Leon of the Duarte High School Key Club was not there; Jovan Wu should be listed as being present to assist with the event.

**MOTION TO APPROVE  
CONSENT CALENDAR:**

Mayor Pro-Tem Hale moved to approve the Consent Calendar, as amended. Councilmember Lathrop seconded the motion, which was carried by the following roll call vote:

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

NOES: None

ABSENT: None

Motion passed 5:0

**PUBLIC HEARING – CONFORMANCE  
WITH CONGESTION MANGEMENT  
PROGRAM (CMP) AND ADOPTION OF  
THE CMP LOCAL DEVELOPMENT  
REPORT (LDR) BY RESOLUTION  
NO. 14-22:**

City Manager Keith stated that the Congestion Management Program (CMP) is based on California's Proposition 111, which enacted Assembly Bill 471. The Los Angeles County Congestion Management Program (CMP) was created to meet the State of California requirements for a Congestion Management System (CMS), pursuant to the provisions of the Intermodal Surface Transportation Efficiency Act (ISTEA). This is a federally funded program (based on State Gas Tax) that evaluates local transportation, land use and air quality decisions and their potential impact on regional transportation congestion.

**RECOMMENDATION:**

It is recommended that the City Council adopt Resolution No. 14-22 finding that the City of Bradbury is in conformance with the CMP and adopt the 2014 CMP Local Development Report.

**PUBLIC HEARING OPEN:**

Mayor Barakat opened the public hearing inviting anyone wishing to speak in favor or opposition to come forward and be heard.

**PUBLIC HEARING CLOSED:**

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

**MOTION:**

Mayor Pro-Tem Hale made a motion to adopt Resolution No. 14-22 finding that the City of Bradbury is in conformance with the Congestion Management Program (CMP) and adopt the 2014 CMP Local Development Report. Councilmember Lewis seconded the motion which was carried by the following roll call vote:

**APPROVED:**

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

NOES: None

ABSENT: None

Motion passed 5:0

**SYSTEM SEWER MANAGEMENT PLAN (SSMP) RECERTIFICATION AND ADOPTION OF RESOLUTION NO. 14-20:**

Cody Howding with RKA Consulting Group stated that the City's first SSMP Plan was adopted on November 17, 2009. The City, as a member of the Consolidated Sewer Maintenance District, relied on the County to provide the staffing and equipment to maintain the City's sewer system and to respond to Sanitary Sewer Overflow (SSO) events with support by City staff. The Water Discharge Requirements allow the SSMP to have a life cycle of five (5) years. At the conclusion of the five-year cycle the SSMP is required to be updated and re-certified. Mr. Howding stated that there are only a few minor updates to the new SSMP.

**RECOMMENDATION:**

It is recommended that the City Council adopt Resolution No. 14-20 declaring its intention to re-certify the City Sewer Maintenance Management Plan as required by the State Water Resources Control Board Order No. 2006-003 Statewide General Waste Discharge Requirement for Sanitary Sewer Systems.

**MOTION:**

Mayor Pro-Tem Hale made a motion to adopt Resolution No. 14-20: A Resolution of the City of Council of the City of Bradbury declaring its intention to re-certify the City Sewer System Management Plan as required by the State Water Resources Control Board Order No. 2006-003 Statewide General Waste Discharge Requirements for Sanitary Sewer Systems. Councilmember Lathrop seconded the motion which was carried by the following roll call vote:

**APPROVED:**

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

NOES: None

ABSENT: None

Motion passed 5:0

**DISCUSSION – BRADBURY ROAD WIDENING REPORT:**

Deputy City Engineer Gilbertson stated that the City of Bradbury desires to improve the segment of Bradbury Road between Winding Oak Drive and the main entrance to the Bradbury Estates. At its September 17, 2013 meeting, the City Council authorized RKA Consulting Group to proceed with the preparation of preliminary design plans for the widening of Bradbury Road. During the City Council discussion, RKA was directed to evaluate the feasibility of installing a bike lane as well.

**PROJECT DESCRIPTION:**

Deputy City Engineer Gilbertson stated that this segment of Bradbury Bradbury Road is a narrow curvilinear two-lane roadway with limited shoulder areas due to the presence of large hedges, severe slopes, mature trees, and topography. The proposed improvements to Bradbury Road will consist of widening the paved area an additional 11 feet. The existing curb-to-curb street width of 25 feet will be increased to a proposed curb-to-curb width of 36 feet. This alignment will allow for two 11-foot wide travel lanes, an 8-foot potential parking lance along the Monrovia side of the street, and a 6-foot wide bike lane on the Bradbury side of the street. It should be noted that curb-side parking is currently prohibited on the Monrovia side of the street and it would be up to the discretions of the Monrovia City Council to allow parking once the street improvements are completed.

**PROJECT COST:**

The total project cost is anticipated to be \$495,225. A breakdown of the project costs were provided to the City Council in the staff report.

The City used Federal STPL funds and Measure R funds for the preliminary engineering portion of the project. The City has the option of applying for a 2015 Metro Call for Projects funding as part of this project. Staff will also pursue the potential for cost sharing with other affected agencies for the construction portion of the project if the City Council elects to proceed with the project.

**RECOMMENDATION:**

It is recommended that the City Council authorize staff to proceed with the preparation of final plans and documents for the widening of Bradbury Road between Winding Oak Lane to the main tranche to the Bradbury Estates.

**DISCUSSION:**

Councilmember Lathrop asked where the safety problem on Bradbury Road was. Mayor Pro-Tem Hale stated that Monrovia residents have complained about big trucks going in and out of the Estates.

Councilmember Lewis stated that he understands the problem at the entrance to the gate, but why improve the entire length of Bradbury Road?

Deputy City Engineer Gilbertson stated that we needed a conceptual plan to show to Metro for the grant application. City Manager Keith stated that the City is waiting to hear back from Metro.

Councilmember Lewis felt that the preliminary drawing was taking it too far when the problem is created at the gate and didn't see the need. Cost was also a factor.

City Manager Keith stated that Monrovia imposes a weight limit on Wildrose for trucks crossing the bridge. The current route of traffic is the only access to that area of the community.

Councilmember Lathrop wanted to know how the City would fund this project and that funding should not come out of the General Fund. City Manager Keith stated that the Council needs to decide on the scope of the project first, then we can look at grant funding options

Mayor Pro-Tem Hale stated that the CSD might be able to assist with some funding.

City Manager Keith stated that the wall is a big part of the cost. Deputy City Engineer Gilbertson stated that the wall is 50% of the cost.

Mayor Pro-Tem Hale stated that we need a dedicated right turn lane into the Estates. This is a huge problem (with Monrovia residents).

Councilmember Lewis wants to do only what is absolute necessary.

Councilmember Lathrop inquired about issuance of a 30-year bond to pay for the project because this is a capital improvement project.

**PUBLIC COMMENT:**

Mayor Barakat opened up the discussion for public comment.

Judy Sizemore, 313 Bradbury Road in Monrovia, wanted to know why nobody asked the Monrovia residents what they thought about this project. How long has this been going on? Ms. Sizemore also stated that she did not wish to see a bike lane or parking on Bradbury Road.

City Manager Keith stated that so far there was no project to talk about. These are still preliminary plans. City Attorney Reisman added that no decisions have been made yet.

Nancy McGrain, 302 Bradbury Road in Bradbury, stated that she was made aware of the project through the City Newsletter and that she notified her neighbors in Monrovia.

Susan Pilcher, 103 Wildrose in Monrovia, asked who in Monrovia complained about the safety of Bradbury Road. City Manager Keith replied that Ms. Pilcher is welcome to come to City Hall during office hours to view the complaint. Lt. Marks stated that he also has information about the complaint as the Sheriff's Department was called after a recent incident.

**DIRECTION TO STAFF:**

Councilmember Lathrop suggested to go back to the drawing board to cut back the scope of the project and notify the Monrovia neighbors. Councilmember Lathrop also stated that he was concerned about the cost.

Councilmember Pycz stated that he was scared about the cost but he was also concerned about the trucks on Bradbury Road.

Mayor Barakat stated that he needed to take a hard look for himself and suggested to table the issue until the July 15 meeting.

Councilmember Pycz stated that this agenda item needs to be brought back.

Councilmember Lewis requested that when the item was brought back it be broken into smaller parts, physical and safety issues, cost breakdowns, as well as the results each improvement will get us.

City Manager Keith suggested to break the project into phases, like we did with the Mount Olive Pedestrian Pathway.

Mayor Barakat also suggested breaking up the project into smaller parts to assist with the funding issue.

**ITEM TABLED TO JULY:**

The City Council continued the discussion to the July 15, 2014 meeting.

**DISCUSSION – BUILDING BRADBURY 101:**

City Planner McIntosh stated that staff has undertaken a project to update the materials provided to property owners who contact the City requesting information about the development review process.

**BACKGROUND:**

The City of Bradbury provides development review services via contract planning, building (including landscape) and engineering staff. Additionally, applicants are required to contact outside agencies such as LA County Fire and LA County Sanitation Districts for other required reviews and approvals. Application fees pay for the City's cost in application review.

As a service to the community, contract staff hold public counter hours and is available via telephone to answer questions and provide cursory review for property owners, realtors, potential buyers, architects and engineers. This takes place prior to fees being paid and can consume a significant amount of contract staff time.

Several years ago the City prepared a two-page document called "Building 101" to help guide constituents through the overall process, from initial inquiry to project completion. This document is useful, but does not provide enough detail about specific site conditions that exist to answer most questions posed to staff.

It has now been a year since the City began contracting planning services with Lilley Planning Group. Lilley Planning Group has been able to access the highest needs of the constituents who approach the City and have identified a number of efficiencies that will streamline the initial process, benefitting both the City and the potential applicant.

**RECOMMENDATION:**

It is recommended that the City Council discuss staff's suggestions for the Building 1010 packet and provide direction regarding contents and process.

**DISCUSSION:**

Mayor Pro-Tem Hale suggested that staff look at an ordinance of the City of Indian Wells. City Manager Keith stated that she and the City Attorney are already looking at the ordinance. City Attorney Reisman stated that the ordinance would be difficult to enforce here in our City.

Councilmember Pycz inquired if the two developments projects on Mount Olive Drive are required to post a bond with the City. City Planner McIntosh replied "no." City Manager Keith clarified that bonds are only required when somebody wants to move in before completion.

City Manager Keith also stated that things are different now with the Water Efficient Landscape Ordinance and Green Code Compliance.

Mayor Barakat stated that the Mead property is parched. City Manager Keith replied that the City already opened a code enforcement case.

**DIRECTION TO STAFF:**

There was general discussion regarding the preparation packets to owners trying to develop. Council requested property maintenance standards and penalties be provided, and general comments about types of development.

**DISCUSSION – VACANCIES ON THE EMERGENCY RESPONSE COMMITTEE (ERC):**

City Manager Keith stated in June of last year all members of the Emergency Response Committee (ERC) were re-appointed to a 2-year term ending June 2015, however, there are currently four vacancies on the Emergency Response Committee. The vacancies to be filled are as follows:

Alternate for District One  
Primary and Alternate for District Three  
Primary for District Four

ERC members must be either a Bradbury Resident, or a non-resident professional who represent a specialized expertise in a specific emergency service, who are employed/contracted with the City, and must be 18 years of age.

**DISCUSSION:**

Mayor Barakat inquired if Brian Hamill, who was just appointed to the UUT Oversight Committee, knows that he is allowed to serve on more than one committee. City Manager Keith stated that Mr. Hamill is well aware of that fact but does not wish to be on two committees.

**DIRECTION TO STAFF:** The City Council directed staff to re-advertise the positions in the City Newsletter and on the City's website pursuant to compliance with the Maddy Act.

**MATTERS FROM THE CITY MANAGER:** City Manager Keith stated that City Hall will be closed on July 4<sup>th</sup> and the Pasadena Humane Society takes over July 1<sup>st</sup>. The June Planning Commission meeting has been cancelled.

**MATTERS FROM THE CITY COUNCIL:**

**MAYOR BARAKAT:** Nothing to report.

**MAYOR PRO-TEM HALE:** Nothing to report.

**COUNCILMEMBER LEWIS:** Nothing to report.

**COUNCILMEMBER LATHROP:** Councilmember Lewis stated that the Duarte Education Foundations is selling fireworks again this year in the parking lot at Fresh & Easy. However, fireworks are not allowed in the City of Bradbury.

**COUNCILMEMBER PYCZ:** Nothing to report.

**ITEMS FO FUTURE AGENDAS:** None

**ADJOURNMENT:** At 8:32 p.m. Mayor Barakat adjourned the meeting to Tuesday, July 15, 2014 at 7:00 p.m.



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**MAYOR – CITY OF BRADBURY**

**ATTEST:**

  
CITY CLERK – CITY OF BRADBURY