

**MINUTES OF A REGULAR MEETING OF THE
CITY COUNCIL OF THE CITY OF BRADBURY
HELD ON TUESDAY, MAY 17, 2016**

**MEETING CALLED TO ORDER AND
PLEDGE OF ALLEGIANCE:**

The Study Session of the City Council of the City of Bradbury was called to order by Mayor Lewis at 6:00 p.m. The Pledge of Allegiance was led by Mayor Lewis.

ROLL CALL:

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

STAFF: City Manager Keith, Finance Director Bailey, City Clerk Saldana and Management Analyst Donayre

APPROVAL OF AGENDA:

Councilmember Hale made a motion to approve the agenda and proceed with City business. Mayor Pro-Tem Lathrop seconded the motion, which carried.

**PROPOSED BUDGET FOR
FISCAL YEAR 2016-2017:**

City Manager Keith stated that the budget determines the City's resource priorities and sets the course for years to come. The City Council does this by linking the most important, highest priority items for the City to accomplish over the next year with the resources necessary to do so. This forecast represents the opportunity for the City Council to review the financial picture before final adoption in June and receive public input on the proposed FY 2016-2017 budget. Following this meeting, staff will make any necessary changes and bring back the final budget document before the City Council for approval.

City Manager Keith reviewed the projected carry-overs from FY 2015-2106, new items for consideration for FY 2016-2017, and the work plan for FY 2016-2017.

DISCUSSION:

Mayor Lewis inquired about the COPS fund balance for FY 2015-2016. City Manager Keith replied that the City did not spend all of its FY 2015-2016 COPS funds in anticipation of possibly having to pay for a Community Services Officer (CSO) with the remaining funds.

While reviewing the sewer fund it was discovered that the expenditures and revenues have the same account number. Finance Director Bailey stated that she will fix this problem to show the correct amounts for revenues and expenditures.

Mayor Lewis felt that the amount budgeted for property tax revenues was low. City Manager Keith stated that she budgeted conservatively because there are 8 properties in foreclosure and construction of new homes often takes longer than anticipated.

City Manager Keith stated that the City's website does not meet ADA requirements. Should tech funds be used for this IT upgrade? The new server and copier will be paid out of the tech fund. The City Council directed the City Manager to plug in the amount for the ADA website upgrade in the final budget.

Mayor Lewis proposed to increase the General Fund Reserves from \$800,000 to \$1.2 million. Mayor Pro-Tem Lathrop suggested to establish a reserve account for sewers instead. Mayor Lewis stated that \$1.2 million would cover City operations for 1 year. Mayor Lewis also stated that the City does not have the ability to borrow money and would prefer to use General Fund Reserves.

**MOTION TO INCREASE
GENERAL FUND RESERVES:**

Councilmember Hale made a motion to increase the General Fund Reserves to \$1.2 million. Councilmember Barakat seconded the motion, which was carried by the following roll call vote:

AYES: Mayor Lewis, Councilmembers Barakat, Hale and Pycz

NOES: Mayor Pro-Tem Lathrop

ABSENT: None

Motion passed 4:1

MORE DISCUSSION:

Mayor Pro-Tem Lathrop inquired if the dial-a-ride service with Monrovia, which is paid with Prop C monies, includes trips to the new Duarte Metro Gold Line Station. City staff will find out.

City Manager Keith asked the City Council if they had any stormwater questions. They had none.

SUMMARY:

Summary of overall Budget Direction:

- Increase General Fund Reserve from \$800,000 to \$1.2 million
- All new items/carryovers approved
- Staff was directed to move server/copier to IT budget
- Approved \$3,000 for homeless initiative to be placed under General Government Support
- Add funds for website upgrade
- Commit COPS funds
- Add details to sewer fund page
- Remove dead City trees with remaining Fire Grant
- Add Capital Improvement Project \$150,000 to Woodlyn Lane Storm Drain Project (use Prop 1B too)

ADJOURNMENT:

The Budget Study Session was adjourned at 6:50 p.m.

**REGULAR MEETING CALLED TO ORDER
AND PLEDGE OF ALLEGIANCE:**

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

ROLL CALL:

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

STAFF: City Manager Keith, Acting City Attorney Kranitz, Deputy City Engineer Gilbertson, City Clerk Saldana and Management Analyst Donayre

APPROVAL OF AGENDA:

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

Acting City Attorney Kranitz stated that staff is not aware of any conflicts.

PUBLIC COMMENT:

Woodlyn Lane Improvement Association (WLIA) President Tom Bigley stated that the Superior Court of the State of California for the County of Los Angeles, North Central District, has decided in favor of the WLIA in the dispute regarding ownership of the gate at Woodlyn Lane and Mount Olive Drive. WLIA has been in litigation with the homeowners of 48 and 53 Woodlyn Lane since 2007. Mr. Bigley stated that WLIA will ask the City to approve the building permit to upgrade the gate.

**PRESENTATION BY SAN GABRIEL
VALLEY MOSQUITO & VECTOR CONTROL
DISTRICT:**

Hendricks Pena, Vector Control Specialist I, and Joseph Wakoli Wekesa, PhD, from the San Gabriel Valley Mosquito & Vector Control District gave a brief presentation about mosquitoes and disease, in particular West Nile Virus (WNV) and Zika Virus. Mr. Pena talked about invasive Aedes Mosquitos that bite aggressively during the day and can transmit several serious pathogens including dengue, chikungunya and Zika viruses. Councilmember Barakat asked Dr. Wakoli Wekesa to describe what Zika does to adults. Dr. Wakoli Wekesa stated that 80% of adults don't know they have Zika virus. Symptoms are similar to the flu. Mr. Pena also talked about Best Management Practices for mosquito control to avoid common residential mosquito sources (such as standing water). Informational brochures were left with the City Council and staff. Information is also available online at www.sgvmosquito.org.

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 April 17, 2016
- B. Resolution No. 16-08: Demands & Warrants for May 2016
- C. Preliminary Financial Statement for the month of April 2016
- D. Resolution No. 16-09: Signatures for City of Bradbury Checking Account at Wells Fargo Bank
- E. Resolution No. 16-10: Continue Participation in Cal Recycle Program
- F. City Copier Purchase Options
- G. May Legislative Update
- H. Amendments to the Budget for FY 2015-2016

**ITEM G PULLED FROM
CONSENT CALENDAR:**

Mayor Pro-Tem Lathrop pulled item G (Legislative Update) from the Consent Calendar for discussion. Mayor Pro-Tem Lathrop stated that the City should keep the status quo regarding Spaying/Neutering and Microchipping of cats. Mayor Pro-Tem Lathrop stated that the City should oppose AB 45 which would require cities and counties to establish a baseline

for Household Hazardous Waste (HHW) collection and diversion, and increase their collection and diversion rate of HHW by an unspecified amount.

**MOTION TO APPROVE
CONSENT CALENDAR:**

Councilmember Barakat moved to approve the Consent Calendar (items A through G) as presented. Councilmember Hale seconded the motion, which was carried by the following roll call vote:

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

NOES: None

ABSENT: None

Motion passed 5:0

**CONTINUED DISCUSSION ON POLICING
SERVICES FOR FY 2016-2017:**

At the April meeting the City Council requested a study session to review several options the City could consider regarding policing services for the City of Bradbury. On May 11th representatives from the City of Monrovia as well as the Los Angeles County Sheriff's Department were present to discuss these options with the City Council. Following this discussion the City Council directed staff to put the item on the agenda for further discussion. Staff recommends that the City Council review the item and provide further direction to staff.

COMPARISON CHART:

Following the May 11th study session the City Council directed staff to prepare a chart with the various services the City was seeking and the cost per agency as outlined in the proposals.

The City Council discussed response and patrol time and communication with the LA County Fire Department (in case of an emergency) as well as costs for various services.

PUBLIC COMMENT:

The City Council opened up the discussion for public comment.

Karen Dunst, 1527 Lemon Avenue, stated that she was for the City of Monrovia because they work with the community and have a sense of community closeness.

Jim Hunt, 151 Deodar Lane, stated that he was at the May 11th meeting. Mr. Hunt felt that a small City such as Bradbury could benefit from a small police department like Monrovia. Mr. Hunt was also impressed with Monrovia's call back policy.

Mayor Lewis stated that the City received three emails from residents regarding this matter from:

1. Darlene Kuba and Bill Fujioka for LASD
2. Jan Brinks, Bradbury Hills Road, for LASD
3. Susan Esparza, Freeborn Street, for LASD

DISCUSSION:

Councilmember Hale stated that he agrees with Karen Dunst regarding Monrovia PD. Bradbury is not a high crime area and Monrovia has a better response time than the Sheriff's Department.

Councilmember Barakat wanted to know how many cars Monrovia PD has. Mr. Barakat felt that during a natural disaster Monrovia is limited. Councilmember Hale pointed out that other agencies will come in during a disaster to assist.

Mayor Pro-Tem Lathrop wanted to know how many hours the City would get from Monrovia and LASD for the same dollar amount. Mr. Lathrop also stated that Mount Olive Drive and Woodlyn Lane are a long way from Monrovia, and that the Sheriff's Department is also serving the Duarte Mesa. Can the City be served by two agencies? Mayor Lewis stated that two agencies sound good in theory, but in reality it would not work. Mayor Lewis stated that he agrees with Mr. Hunts comments, but that more discussion is needed.

Councilmember Barakat felt that there were more questions than answers tonight.

Councilmember Barakat also agreed that a small department might be good for a small community and pointed out that there is lots of turnover at Temple Station. Captain Jacobs, Temple Station, agreed with the turnover but stated that the deputies from the Duarte Sub-Station tend to stay longer.

**RIGHT OF TERMINATION CLAUSE FOR
CONTRACT LAW ENFORCEMENT
SERVICES WITH LASD:**

The City Council wanted to know if it has to make a decision by the end of the fiscal year when the contract with Sheriff's Department renews or if the contract could be terminated at another time other than on July 1st of every year. Rick Mouwen, Contract Law Enforcement Bureau, addressed this issue.

The Agreement states that:

- Either party may terminate the Agreement as of the first day of July of any year upon notice in writing to the other party of not less than sixty (60) calendar days prior thereto.
- The City may terminate the Agreement upon notice in writing to the County given within 60 calendar days of receipt of written notice from the County of any increase in the rate for any service to be performed hereunder, and in such an event the Agreement shall terminate 60 calendar days from the date of the City's notice to the County.
- The Agreement may be terminated at any time, with or without cause, by either party upon written notice given to the other party at least 180 calendar days before the date specified for such termination.

**APPROVAL OF PLANS FOR THE
WOODLYN LANE STREET
RECONFIGURATION:**

Deputy City Engineer Gilbertson stated that the runoff from Mount Olive Drive upstream of Woodlyn Lane is channeled on the roadway surface and is directed down Woodlyn Lane past the private gate. There are no catch basins in this area to collect the surface runoff. There are catch basins at the bottom of El Cielo Lane at its intersection with Woodlyn Lane; however, they are located in such a manner that the surface runoff from Mount Olive Drive and upper Woodlyn Lane does not enter the storm drain at this location. Thus, the result is an increased amount of surface runoff that continues westerly on Woodlyn Lane until it reaches the next downstream catch basin where it is finally collected into the storm drain.

This situation is undesirable because the runoff over time has undermined the structure of the roadway, thereby increasing maintenance requirements and costs. In addition, the longer that the runoff remains on the roadway surface, pollutants such as motor oils and debris are collected by the runoff and are ultimately distributed into the storm drain, which drains into local and regional bodies of water (San Gabriel River, etc.)

BACKGROUND:

At its July 21, 2015 meeting, the City Council authorized staff to investigate potential design alternatives at the intersection of Woodlyn Lane and Mount Olive Drive to alleviate the drainage impacts further downstream in lieu of extending the storm drain improvements on Woodlyn Lane.

At its September 15, 2015 meeting, staff presented a preliminary design to the City Council to collect a small portion of the runoff that is tributary to the Woodlyn Lane drain. The design included the installation of a 7-foot wide curb opening catch basin at the northwest corner of Woodlyn Lane and Mount Olive Drive. The runoff collected in the catch basin would outlet through a 12" PVC pipe into a "burping" catch basin at the southwest corner of the intersection. The City Council authorized staff to proceed with the installation of these improvements for an estimated cost of \$25,000.

The City Council also directed staff to perform a field review of the Woodlyn Lane area to determine if there were alternative improvements that could be made in the area in lieu of constructing the expensive full storm drain improvements. A field review was conducted by City staff, City Council Members, and a local resident on September 25, 2015.

At the October 20, 2015 meeting, staff presented a preliminary design and cost estimate to the City Council to reconstruct Woodlyn Lane from the intersection of El Cielo Lane to the private gate. Consequently, staff was authorized to proceed with a formal design for the described improvements and to abandon installation of the storm drain improvements at the Woodlyn Lane and Mount Olive Drive intersection.

ANALYSIS:

Staff has determined that the runoff travels westerly along Woodlyn Lane from Mount Olive Drive and meanders from one side of the street to the other at several locations along the way. Woodlyn Lane is relatively steep at the intersection of Woodlyn Lane and El Cielo Lane. Consequently, the runoff is travelling too fast to enter the existing catch basins, so the stormwater bypasses the existing catch basins and continues further downstream along Woodlyn Lane.

Staff proposed to reconstruct Woodlyn Lane from the intersection of El Cielo Lane to the private gate. The improvements would consist of pulverizing the existing pavement, reconfiguring the street grate to provide a "tilt" section to the roadway to direct and contain the runoff to the north side of the street, and installing concrete curb and gutter on the north side of the street.

In addition, the intersection of Woodlyn Lane and El Cielo Lane would be reconfigured to flatten the grades through the intersection and to enhance the crown to the street. The flatter street grade would reduce the velocity of the runoff and the enhanced crown would better direct the runoff into the existing catch basins. The existing catch basins would also be modified to collect more of the runoff with the installation of grated inlets and concrete local depressions in front of the basins. Finally, the proposed improvements will require the removal of two (2) existing Olive trees.

**RESIDENTS AT 48 WOODLYN LANE
AND 53 WOODLYN LANE:**

Staff met with the affected residents at 48 and 53 Woodlyn Lane prior to the commencement of the formal design. At the initial meeting, the resident at 48 Woodlyn Lane, Donna Zimmerman, expressed her approval of the overall design. However, she subsequently submitted written correspondence expressing concern for the well-being of her two horses during construction of the improvements and requested that the City reimburse her for the transport and boarding of the horses. The resident at 53 Woodlyn Lane, Mr. Maiwandi, had no initial comments or concerns with the proposed improvements. Completed plans were recently distributed to both of the affected residents and staff is waiting for responses from both of them.

PRELIMINARY COST ESTIMATE:

The total cost to reconfigure Woodlyn Lane is estimated to be \$150,000.

RECOMMENDATION:

It is recommended that the City Council approve the plans for the Woodlyn Lane Street Reconfiguration and authorize staff to receive formal bids.

DISCUSSION:

The City Council asked WLIA President Tom Bigley if the Association would agree to pay for the removal of the two trees (cost estimate \$3,000). Mr. Bigley stated that WLIA will be happy to contribute to the project by paying for the tree removal.

Councilmember Pycz inquired about Mrs. Zimmerman's request for the City to pay for boarding her horses during construction. The City Council denied this request.

MOTION:

Councilmember Hale made to motion to approve the plans for the Woodlyn Lane Street Reconfiguration and authorize staff to receive formal bids. Councilmember Barakat seconded the motion, which was carried by the following roll call vote:

APPROVED:

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

NOES: None

ABSENT: None

Motion passed 5:0

**DISCUSSION -- AUTHORIZATION TO
INSTALL SPEED FEEDBACK SIGN ON
ROYAL OAKS DRIVE NORTH:**

City Manager Keith stated that for some time residents along the Winston Avenue and Royal Oaks Drive North corridors have voiced concerns over speeding cars. At the same time staff has worked with the Sheriff's Department for additional

enforcement, but the affected neighbors continue to have concerns. One idea raised was to place speed feedback sign similar to those on Mount Olive Drive to educate drivers about their speed.

Staff has analyzed the existing roadway configuration and has identified four (4) possible locations for the proposed speed feedback signs: two signs would be westerly of Winston Avenue and two signs easterly of Winston Avenue.

FINANCIAL REVIEW:

The cost for the installation of four (4) new speed feedback signs is estimated to be \$90,000.

If the City Council elects to install the new signs, staff will add this project for the FY 2016-2017 budget. Some restricted funds may be appropriated in Measure R Restricted Funds, Prop A or Prop C.

RECOMMENDATION:

It is recommended that the City Council authorize staff to obtain construction bids for the installation of four (4) new speed feedback signs on Royal Oaks Drive North.

DISCUSSION:

City Manager Keith stated that staff has received a lot of complaints about speeding cars and Winston Avenue and Royal Oaks Drive North.

Mayor Lewis felt that spending \$90,000 for ½ mile of road seemed excessive. Councilmember Barakat agreed.

Councilmember Pycz pointed out that no one was here in the audience to address the Council about this item.

Mayor Pro-Tem Lathrop suggested to consider speed bumps instead and asked how much they cost. Deputy City Engineer Gilbertson stated that speed bumps cost about \$5,000 a piece.

ACTION TAKEN:

The City Council directed staff to consider more cost effective measures.

SHERIFF'S DEPUTIES INTRODUCED:

City Manager Keith asked Lt. McNeal to introduce his two deputies. The Sheriff's deputies present were Deputy Matt Thomas and Deputy Jaime Kisner, a trainee.

MATTERS FROM THE CITY MANAGER:

City Manager Keith stated that the Planning Commission will meet on Wednesday, April 25, to hold a public hearing regarding the annexation of 4 Monrovia parcels located at 1 Deodar Lane (2 parcels), 62 Deodar Lane and 150 Deodar Lane, which are located within the Bradbury Estates.

City Hall will be closed on Monday, May 30th, for Memorial Day and Friday, June 3rd, for First Friday Closure.

The City Manager will be on vacation from June 2 to June 15.

MATTERS FROM THE CITY COUNCIL:

MAYOR LEWIS:

Nothing to report

MAYOR PRO-TEM LATHROP:

Mayor Pro-Tem Lathrop stated that the DUSD Newsletter has information into which colleges Duarte students got accepted.

COUNCILMEMBER BARAKAT:

Councilmember Barakat stated LA County Sanitation Districts is inviting the public to take a tour of the San Jos Jose Creek Water Reclamation Plant and Puente Hills Material Recovery Facility on June 11, 2016.

Mr. Barakat reported that he is on the Executive Board of Foothill Transit. Foothill Transit is planning to have an all-electric fleet by 2030.

COUNCILMEMBER HALE:

Nothing to report

COUNCILMEMBER PYCZ:

Councilmember Pycz asked for a map of the four Monrovia parcels to be annexed by the City of Bradbury.

ITEMS FOR FUTURE AGENDAS:

None

ADJOURNMENT:

At 8:30 p.m. Mayor Lewis adjourned the meeting to a Study Session on Tuesday, June 21, 2016 at 7:00 p.m.



MAYOR – CITY OF BRADBURY

ATTEST:

Claudia Saldana
CITY CLERK – CITY OF BRADBURY