

**MINUTES OF A REGULAR MEETING OF THE  
CITY COUNCIL OF THE CITY OF BRADBURY  
HELD ON TUESDAY, OCTOBER 20, 2015**

**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 Hale at 7:02 p.m. The Pledge of Allegiance was led by Mayor Hale.

**ROLL CALL:**

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

ABSENT: None

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

**APPROVAL OF AGENDA:**

Mayor Pro-Tem Lewis made a motion to approve the agenda to proceed with City business. Councilmember Barakat 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 staff is not aware of any conflicts.

**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 be "to waive further reading and adopt."

- A. Minutes - Regular City Council Meeting of September 15, 2015
- B. Resolution No. 15-25: Demands & Warrants for October 2015
- C. Preliminary Financial Statement for the month of September 2015
- D. Quarterly Financial Review of the General Fund Operations as of September 30, 2015
- E. Award of Bid for the Civic Center Park Project

**ITEM E PULLED FOR  
DISCUSSION:**

Mayor Hale asked to pull consent calendar item #E (Award of Bid for Civic Center Project) for discussion.

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

Mayor Pro-Tem Lewis moved to approve Consent Calendar Items A, B, C & D as presented. Councilmember Barakat seconded the motion, which was carried by the following roll call vote:

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

NOES: None

ABSENT: None

Motion passed 5:0

**DISCUSSION - AWARD OF BID FOR CIVIC CENTER PARK PROJECT:**

Mayor Hale had questions regarding cost breakdown, materials, and maintenance. City Manager Keith stated that the bid from Ray's Landscape is in an amount not to exceed \$30,880. The budget for this project is not sufficient to install the bid alternatives, which include:

- ADA accessible picnic table
- Bench with steel frame & recycled plastic seat and back
- Bear-resistant steel trash receptacle
- Prefabricated wood bridge over dry stream

However, staff recommends that the City Council allocate \$1,300 in undesignated reserves to install the wood bridge listed as a bid alternate. The bridge material is cedar.

City Manager Keith stated that staff hopes to buy a bench made from recycled materials with funds from the recycling grant at a later date.

**MOTION TO APPROVE CONSENT CALENDAR ITEM E ONLY:**

Mayor Pro-Tem Lewis moved to approve the Consent Calendar Item E, awarding the bid for the Civic Center Project to Ray's Landscape. Councilmember Pycz seconded the motion, which was carried by the following roll call vote:

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

NOES: None

ABSENT: None

Motion passed 5:0

**OCTOBER LEGISLATIVE UPDATE:**

City Manager Keith stated that Management Analyst Donayre has prepared an update on the 2015 State and Federal legislative sessions. There are currently thousands of pieces of state and federal legislation. The City of Bradbury is currently monitoring multiple pieces of legislation with the assistance of our local representatives and the League of California Cities.

Bradbury is represented in the United States Senate by Diane Feinstein (D) and Barbara Boxer (D). Bradbury is represented in the United States Congress by Judy Chu (D), in the State Senate by Carol Liu (D), in the State Assembly by Roger Hernandez (D), and by LA County Supervisor Michael Antonovich.

**LEGISLATIVE PLATFORM:**

City Manager Keith stated that in April 2014 the City Council reviewed and approved a legislative platform. The platform identifies the fundamental legislative issues deemed important to the City, and allows staff to track and work with legislative representatives on what they are doing to assist on these matters. This platform allows staff to provide timely support or opposition on matters that have an impact on the City. This typically comes in the form of letters to various representatives during the legislative session. Oftentimes these requests come from various intergovernmental agencies the City belongs to. It is practice that these letters are circulated to the City Council with the Weekly Memo when they are sent out. The City Council has requested to review this practice.

Councilmember Lathrop felt that the City Council should have political input on the letters that are sent by the City Manager and that the City Council as elected officials should approve the letters before they get sent.

It was suggested and the City Council approved getting the Mayor's input on letters sent out at the City's behalf before sent.

**ACTION TAKEN:**

The City Council ordered the October Legislative Update received and filed.

**DISCUSSION – WOODLYN LANE  
AND MOUNT OLIVE DRIVE  
DRAINAGE IMPROVEMENTS:**

City Manager Keith turned this item over to Deputy City Engineer David Gilbertson (RKA). Mr. 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 gates. There are no catch basins in the area to collect the surface runoff. There is a catch basin at the bottom of El Cielo Lane at its intersection with Woodlyn Lane, however, it is located in such manner that the surface runoff from Mount Olive Drive 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 undermines the structure of the roadway over time, therefore increasing maintenance requirements and costs.

**BACKGROUND::**

At the July 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 constructing full storm drain improvements on Woodlyn Lane.

At the September meeting, staff presented a preliminary design to collect a small portion of the runoff that is tributary to the Woodlyn 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-inch 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 Councilmembers, and a local resident on September 25, 2015.

**FIELD REVIEW:**

During the field review it was determined that the runoff travels westerly along Woodlyn Lane 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 traveling too fast to enter the existing catch basins, so the stormwater bypasses the existing catch basins and continues further downstream along Woodlyn Lane.

Staff proposes to reconstruct Woodlyn Lane from the intersection of El Cielo Lane to the private gates. The improvements would consist of pulverizing the existing pavement, reconfiguring the street grade 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 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.

**FINANCIAL IMPACT:**

The total cost to reconfigure Woodlyn Lane is estimated to be \$150,000. This cost includes costs for the preparation of complete improvement plans, construction management, inspection, and construction staking.

**OPTIONS:**

The City Council has the following considerations/options regarding the drainage issue on Woodlyn Lane:

- A. Reconfigure Woodlyn Lane (\$150,000)
- B. Install connector pipe at Mount Olive Drive and Woodlyn Lane (partial solution for \$25,000)
- C. Full storm drain improvements on Woodlyn Lane (\$360,000)

The City currently has budgeted \$1,700,000 in undesignated fund reserves. Should the City Council direct staff to proceed with one of the options, there are funds available to do so and are an investment in public infrastructure and a worthy investment of public funds.

**DISCUSSION:**

Mayor Pro-Tem Lewis stated that the Woodlyn Lane Improvement Association (WLIA) will contribute to this project (maybe pay for tree removal).

**MOTION:**

Mayor Pro-Tem Lewis made a motion to (1) authorize staff to proceed with Option A – Reconfigure Woodlyn Lane with the caveat that the City will obtain written consent from the affected property owners, and (2) that WLIA will financially contribute to the project. Councilmember Barakat seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

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

Motion passed 5:0

**AWARD OF BID FOR MOUNT OLIVE SEWER EXTENSION PHASE II:**

Deputy City Engineer Gilbertson stated that the bids for the Mount Olive Drive Sewer Extension Project, Phase II, were opened on September 24, 2015, with Ramona, Inc. being the lowest responsible bidder.

**BACKGROUND:**

At its May 20, 2104 meeting, the City Council adopted Resolution No. 14-15 establishing a sewer reimbursement district for the extension of sewer improvements on Mount Olive Drive. A Memorandum of Understanding (MOU) was executed between the City, the three principal property owners, and the property owner of 412 Mount Olive Drive, outlining the responsibility of the City and the property owners. The MOU also included a deposit of \$5,000 from each of the property owners as a sign of "good faith."

Upon connection of each of the residences to the public sewer mainline, the "good faith" fees collected would be deducted from the reimbursement costs owed to the City for the "City Paid" costs.

There are twelve (12) properties on Mount Olive Drive that are included in Sewer Reimbursement District 14-1. The vacant parcel located at 370 Mount Olive Drive consists of 8.01 acres and will be assessed a "double" assessment. Therefore, there are a total of 13 assessments in the reimbursement district.

**FUNDING SHORTFALL:**

The City Council discussed the Expenditure/Revenue Breakdown (Table 3 in the staff report dated October 20, 2015). If the principal property owners agree to move forward with the project, the City has the necessary funds in undesignated reserves to cover the remaining \$99,354 in order to complete the project.

Deputy City Engineer Gilbertson confirmed that the pipe will be big enough to accommodate the Duarte Mesa in the future.

**MOTION:**

Councilmember Barakat made a motion to award the Mount Olive Drive Sewer Extension, Phase II, to Ramona Inc. in the amount of \$326,445, appropriate an additional \$99,354 from undesignated reserves, and proceed with construction. Mayor Pro-Tem Lewis seconded the motion, which was carried by the following roll call vote:

**APPROVED:**

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

Motion passed 5:0

**DISCUSSION – DEVELOPMENT IN BRADBURY:**

City Manager Keith stated that this item is on the agenda because the City Council expressed the desire to discuss generally the policies and practices related to development.

City Manager Keith stated that at the last Planning Commission meeting, held on September 30<sup>th</sup>, no decisions were made and the Commission continued every single item on the agenda asking for further information from the applicants. In general it seems that the Planning Commission is reluctant to grant Variances.

Mayor Hale stated that the City's income comes from development and property taxes and that development should be encouraged and staff should try to expedite projects. Mayor Hale proposed to get (retired City Planner) Dave Meyer back to help expedite development applications, as the market is in an up-cycle right now.

Mayor Hale also stated that the Bradbury Estates likes big homes (aka mansionization).

City Manager Keith explained that since City Planner Meyer has retired, new State statutes have been adopted which makes the process more complicated, and requires review by Engineering, Building & Safety, and the City's Landscape Consultants before the development applications can be placed on the agenda for review by the Planning Commission. The City also has to comply with a 30-day noticing requirement for public hearings. A common problem is that a lot of the submitted development applications are incomplete.

Councilmember Lathrop asked if we could have Planning Commission training for due process.

Mayor Hale stated that the problem needs to get fixed one way or another.

Mayor Pro-Tem Lewis asked the City Manager what would help. City Manager Keith replied that staff is working on a "cheat sheet" for the Chair to stay on task during meetings. The Planning Commission needs to let the City Planner give her staff report before discussing and/or continuing the projects.

Councilmember Lathrop stated that he has attended Planning Commission meetings and that we need to find out what the community wants.

Mayor Pro-Tem Lewis inquired if it would help if City Planner McIntosh worked more hours. City Manager Keith replied that she already does, but some of the responsibility lies with the applicants to submit complete applications.

Mayor Hale stated that the City Council needs to know if the Planning Commissioners are the problem and who is missing meetings.

After much discussion about the issue it was decided that a joint meeting with the Planning Commission would be best.

Councilmember Pycz stated that this time of year is not good, especially if the workshop is on a Saturday.

City Manager Keith suggested an hour before the November City Council or Planning Commission meeting. The joint meeting was tentatively scheduled for 6 pm on November 17th before the City Council meeting or November 18th before the Planning Commission Meeting.

**MATTERS FROM THE  
CITY MANAGER:**

City Manager Keith reminded the Council that California American Water will host an open house at Bradbury City Hall to discuss the Lemon Well site on Tuesday, October 27, 2015, from 6 to 7 pm.

The Planning Commission will meet on Wednesday, October 28<sup>th</sup>.

City Hall will be closed on November 11, 2015 for Veterans Day, and the City Manager will be out of the office on November 12 & 13, 2015 for vacation.

**MATTERS FROM THE CITY COUNCIL:**

**MAYOR HALE:** Mayor Hale stated staff is waiting for the generator to be delivered and installed. The transfer switch has been received and is ready to be installed.

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

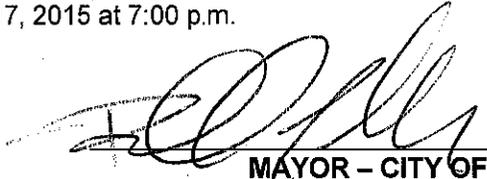
**COUNCILMEMBER BARAKAT:** Councilmember Barakat reported that the Asian Tiger Mosquito is in Bradbury and that this mosquito can bite any time of day.

Councilmember Barakat also stated that property owners on Royal Oaks Drive North are letting their oak trees die, possibly in an effort to conserve water. Councilmember Barakat would like to revisit the City's Tree Ordinance at a future meeting to address this issue.

**COUNCILMEMBER LATHROP:** Councilmember Lathrop stated that the Duarte Education Foundation held its fundraising dinner is on Saturday, October 10, 2015.

**COUNCILMEMBER PYCZ:** Nothing to report.

**ADJOURNMENT:** At 8:20 p.m. Mayor Hale adjourned the meeting to Tuesday, November 17, 2015 at 7:00 p.m.

  
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**MAYOR – CITY OF BRADBURY**

ATTEST:

  
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**CITY CLERK – CITY OF BRADBURY**