

**MINUTES OF AN ADJOURNED MEETING/STUDY SESSION
OF THE CITY COUNCIL OF THE CITY OF BRADBURY,
HELD ON WEDNESDAY, APRIL 15, 2009 AT 6:00 P.M.
IN THE CITY COUNCIL CHAMBERS AT CITY HALL
600 WINSTON AVENUE, BRADBURY, CA 91008**

MEETING CALLED TO ORDER: Mayor Barakat called the meeting to order at 6:15 p.m.

ROLL CALL: PRESENT: Mayor Barkat, Mayor Pro-Tem Lathrop, Councilmembers Hale and Lewis

ABSENT: Councilmember Guthrie

STAFF: City Manager Keith and City Clerk Saldana

COUNCILMEMBER GUTHRIE EXCUSED: Mayor Barakat made a motion to excuse Councilmember Guthrie from the meeting. Councilmember Hale seconded the motion, which carried.

APPROVAL OF AGENDA: Councilmember Hale moved to approve the agenda to proceed with City business. Councilmember Lewis seconded the motion, which carried.

PUBLIC COMMENT: None

DISCLOSURE OF ITEMS REQUIRED BY GOV. CODE SECTION 1090 & 8100 ET SEQ.: In compliance with the California State Fair Political Practices Act, each Councilmember and Commissioner 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 items on the agenda. There was nothing to report.

USER FEE STUDY: City Manager Keith stated that Government Section 66014 requires that local government fees be calculated so that the fees do not exceed the estimated reasonable cost of providing the service for which the fee is charged. There must be a nexus between the service and the applicable fee. Since the first of the year the City has been working with Kosmont Companies to develop a Comprehensive Fee Study to assist the City in determining this nexus. At the March 17, 2009 meeting the City Council adjourned to April 15 for a fee study session.

PRESENTATION BY MARK PERSICO: Mr. Mark Persico with Kosmont Companies gave an overview presentation at the March 17, 2009 City Council Meeting and was present tonight to review the User Fee Study in more detail and to answer questions. The User Fee Study's table of Contents includes Executive Summary, Project Purpose and Background, Study Methodology, Planning Services, Building and Code Enforcement Services, Engineering Services, Miscellaneous Services and Recommendations. It is further divided into 17 tables. Appendices A through C are the Fee Schedules of the Cities of La Habra Heights, Monrovia and Rolling Hills Estates.

ANALYSIS OF PLANNING FEES - COMPARISON OF PROJECT NO. 1 AND PROJECT NO. 2: Mark Persico performed an analysis of the Planning Department Fees for two projects processed in calendar year 2007. Project No. 1 is for 1422 Lemon Avenue, a single-family residential home with 4,330 sq. ft. of living area and a 950 sq. ft. garage.

Project No. 2 is for 288 Long Canyon, a single-family residential home with guesthouse and detached greenhouse, containing 17,190 sq. ft. of living area, a 2,492 sq. ft. guesthouse, a 1,693 sq. ft. attached garage, a 3,242 sq. ft. detached garage and an 802 sq. ft. greenhouse.

ANALYSIS OF PLANNING FEES: For Project No. 1 (1422 Lemon) the Planning Fee (Architectural Review and Neighborhood Compatibility) was \$2,914.45. Under the new Fee Schedule the Planning Fee would be up to \$3,608.18. For Project No. 2 (388 Long Canyon) the Planning Fee (Architectural Review, Neighborhood Compatibility and Variance) was \$11,646.65. Under the new Fee Schedule the Planning Fee would have been \$10,556.78, so bigger project will benefit from the new fee schedule.

The City Council also compared total fees (including permit fees). The total fee for Project No. 1 was \$30,107.00. The proposed fees, including IT Fee and Planning Fee) would be \$29,158.57. The total fee for Project No. 2 was \$104,924.06. The proposed fees, including IT Fee and Planning Fee) would be \$115,288.40.

DAN VAN DORPE: Building Official Dan Van Dorpe (VCA Group) talked about the ICC (formerly ICBO) value and stated that the property owner sets the value per square foot and VCA usually goes along with it.

- IT OR RECORDS RETENTION FEE:** The City Council discussed renaming the IT (scanning) Fee “Records Retention Fee.” It was also discussed whether it would be possible to provide a DVD with copies of the building permits to property owners upon completion of construction.
- REDUCTION IN BUILDING DEPARTMENT HOURS:** City Manager Keith stated that Planning Fees are way down and that it is not economical for the Building Inspector to be at City Hall five (5) days a week and proposed a reduction in Building Department Hours to three (3) days a week starting June 1, 2009.
- MAYOR PRO-TEM LATHROP:** Mayor Pro-Tem Lathrop suggested to “incentivize” Specific Plans. Mr. Lathrop also stated that the City should think about incentives to install solar energy, which is good policy for a green city.
- TREE ORDINANCE:** City Manager Keith stated that City Planner Meyer is working to improve the City’s tree ordinance and suggested to create a tree fund.
- TABLE 10:** There was a correction for Table 10 – Permit Issuance Costs. The hourly rate for the Combination Building Inspector should be \$124.80 (not \$142.35) and the total Cost should be \$93.07 (not \$101.85).
- TABLE 12:** Under Miscellaneous Plumbing – remove “solar water systems.” Solar water systems for pools and houses weigh too much to be placed on roofs of residential structures.
- TABLE 14:** Table 14 – Miscellaneous Building Permit Cost of Service should include Green Building Standards.
- TABLE 16:** Table 16 – Engineering Services Cost needs to read “each additional 1.0 acre *of disturbance*. There will be no extra charge for detail.
- TABLE 17:** Table 17 – Miscellaneous Service Cost needs to be amended to \$0 for Total Cost of Service for Garage Sales, which are not an issue in our City and could be covered under a Special Event Permit if needed.
- It was also discussed to move Temporary Certificates of Occupancy and Certificates of Occupancy to Table 17 under Miscellaneous Service Costs.

**NEW FEE
RESOLUTION:**

City Manager Keith stated that the City will get a final copy of the User Fee Study from Mark Persico incorporating the amendments from tonight's meeting and a new Fee Resolution will be on the May and June City Council Agendas for Public Hearing and Adoption.

ADJOURNMENT:

At 8:30 p.m. Mayor Barakat adjourned the meeting to Tuesday, April 21, 2009.

MAYOR – CITY OF BRADBURY

ATTEST:

CITY CLERK – CITY OF BRADBURY