

**AVALON CITY COUNCIL MEETING WILL ALSO INCLUDE A MEETING OF THE
CITY COUNCIL ACTING AS THE SUCCESSOR AGENCY TO THE
AVALON COMMUNITY IMPROVEMENT AGENCY
TUESDAY, APRIL 1, 2014 – 6:00 P.M.
CITY COUNCIL CHAMBERS
410 AVALON CANYON ROAD, AVALON
A G E N D A**

In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact Denise Radde, City Clerk (310) 510-0220. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35.104 ADA Title II). All public records relating to an agenda item on this agenda are available for the public inspection at the time the records are distributed to all, or a majority of all, members of the City Council. Such records shall be available at City Hall located at 410 Avalon Canyon Rd.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION / ROLL CALL

ANNOUNCEMENTS / WRITTEN COMMUNICATIONS

PRESENTATION – Cooper Cameron, Southern California Edison’s Water and Gas Superintendent, Catalina District, will present a Public Awareness Program on their gas distribution system.

CLOSED SESSION

1. PUBLIC EMPLOYEE RELEASE

ORAL COMMUNICATION

Members of the public may address the City Council at this time. No action will be taken on non-agenda items at this meeting. Speakers should limit comments to three (3) minutes each.

CONSENT CALENDAR

All items listed on the Consent Calendar are considered to be routine by the Council and will be enacted with one motion. There will be no separate discussion of these items unless a specific item is removed from the Consent Calendar for further discussion and possible action.

1. Actions

Although the live recording is the official record of public meetings, actions are prepared for the Council’s approval.

Recommended Action

Approve actions from the March 4, 2014 and March 18, 2014 City Council meetings.

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2. Expenditures Submitted for Approval

- o Warrants in the amount of \$893,164
- o Payroll in the amount of \$195,397.56

Recommended Action

Approve total expenditure amount of \$1,088,551.65.

3. Authorize the Finance Department to Pay the Buffalo Nickel Restaurant for Past Due Invoices from the Senior Meal Program

The Buffalo Nickel Restaurant is part of the Senior Meal Program. The City has not been invoiced since July 2012. Due to the purchasing policy limit, Staff is requesting permission to pay the outstanding invoices and bring their account current.

Recommended Action

Authorize the Finance Department to pay delinquent invoices from the Buffalo Nickel Restaurant to bring the account current.

4. Purchase of Concession Stand Kitchen Equipment

The appliances for the Joe Machado Field concession stand were already budgeted in the overall project. If the City purchases this equipment directly we will save a 15% mark up, totaling \$1,112.36.

Recommended Action

Approve an expenditure of \$7,415.71 for the purchase of kitchen appliances and fixtures for the Joe Machado Concession Stand Completion Project.

5. Material Purchase for Additional Dingy Docks on Pier

The Harbor Master would like to create additional dingy dock space on the Pleasure Pier. In an effort to expedite the job before summer the material was ordered without first obtaining the requisite three quotes and City Council approval.

Recommended Action

1. Ratify the purchase of material to build 3 additional dingy docks to be used in the area of Float A on the Pleasure Pier.
2. Transfer \$20,000 within the Harbor Budget from Engineering Services account 104-70-5065 to Dingy Docks account 104-70-6505.

******The sixth item on Consent Calendar is the “City of Avalon acting as the Successor Agency to the Avalon Community Improvement Agency”.**

6. Emergency Repairs to Crescent Avenue Storm Drain Phase 2- Update

A problem has been discovered during the completion of Crescent Avenue Storm Drain Project, Phase 2. The contractor has encountered a “void” under the existing concrete Channel Invert. The complete extent of this problem has yet to be determined. Staff is working on the best possible remedy for this new issue.

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Phase 2 of this project should have been complete by April 14, 2014. All vehicles weighing over 17,000 lbs. will continue to use an alternate route until this date.

Recommended Action

Allow staff to continue making emergency repairs on the other half of Crescent Avenue, Phase 2. (A Four-Fifths vote required.)

GENERAL BUSINESS

7. Classification and Compensation Request for Proposals

Staff is requesting approval to issue a Request for Proposals (RFP) for a Classification and Compensation Study. The City's most recent study was completed in 2006 with earlier studies occurring in 1994 and 1989. Per the City's Personnel Rules and Regulations, the City shall complete a comprehensive review of the classification plan and pay structure every five years.

Recommended Action

Authorize Staff to issue a Request for Proposal for a firm to carry out a Classification and Compensation Study.

CITY MANAGER REPORT

CITY ATTORNEY REPORT

COUNCILMEMBER REPORTS

MAYOR REPORT

ADJOURN

NOTICE OF POSTING

I, Denise Radde, declare that the City Council Agenda for April 1, 2014 was posted Friday, March 28, 2014, on the City's website www.cityofavalon.com, and at City Hall, 410 Avalon Canyon Road. Copies of agendas and staff reports are available at City Hall.



Denise A. Radde, City Clerk / Chief Administrative Officer

CITY COUNCIL

MEETING DATE: April 1, 2014
ORIGINATING DEP: City Clerk
PREPARED BY: Denise Radde, City Clerk
SUBJECT: City Council Actions

AGENDA ITEM: 1
CITY MANAGER: 

RECOMMENDED ACTION(S):

Approve City Council Actions from the regular City Council meetings on March 4, 2014 and March 18, 2014.

REPORT SUMMARY:

Although the live recording is the official record of public meetings, actions are prepared for the Council's approval.

FISCAL IMPACTS:

N/A

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:

N/A

FOLLOW UP ACTION:

File actions in the City Clerk's office.

ADVERTISING, NOTICE AND PUBLIC CONTACT:

This item was properly listed on the posted agenda.

ATTACHMENTS:

City Council Actions will be provided under separate cover.

AVALON CITY COUNCIL

MEETING DATE: April 1, 2014

AGENDA ITEM: 2

ORIGINATING DEPT: Finance

CITY MANAGER: BH

PREPARED BY: Betty Jo Garcia - Finance Director

DEPT. HEAD: Bjg

SUBJECT: Warrant List

RECOMMENDATION(S): Approve the warrants in the amount of \$893,164.09 and the payroll in amount of \$195,387.56 for a total expenditure amount of \$1,088,551.65.

REPORT SUMMARY: Attached you will find the warrant list for all general warrants issued for the the dates as indicated drawn on U.S. Bank. The warrant list represents check numbers #17909 - #18019 in the amount of \$893,164.09 for a total expenditure amount of \$893,164.09.

Also represented is the payroll dated March 21, 2014 in the amount of \$195,387.56 for a total expenditure amount of \$195,387.56.

FISCAL IMPACT: There are sufficient funds available, and the expenditures have been approved in the adopted fiscal year 13/14 budget.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION(S): N/A

FOLLOW UP ACTION(S): N/A

ADVERTISING, NOTICE AND PUBLIC CONTACT: Agenda Posting

ATTACHMENTS: Audit Certificate and Warrant List

WARRANT LIST

AVALON CITY COUNCIL
MEETING OF APRIL 1, 2014

CHECK NUMBER		AMOUNT	PAYEE	DESCRIPTION
17909	02/19/14	1,250.67	AMERICAN EXPRESS	CREDIT CARD CHGS - ALL DEPTS
17910	03/14/14	60.20	AIR SOURCE INDUSTRIES	SUPPLIES - FIRE
17911	03/14/14	453.69	ALEGRIA, VALENTE	QTRLY MED/DENTAL REIMBURSEMENT
17912	03/14/14	4,902.96	AMERICAN EXPRESS	CREDIT CARD CHGS - ALL DEPTS
17913	03/14/14	636.00	ANTONIO'S	SENIOR MEALS - FEB 2014
17914	03/14/14	3,607.40	AT & T	COMMUNICATIONS - ALL DEPTS
17915	03/14/14	181.00	LOCKPICK	SERVICE - ADMIN
17916	03/14/14	27,214.13	AVALON FUEL FACILITIES	RESALE FUEL - FUEL DOCK
17916	03/14/14	4,095.28	AVALON FUEL FACILITIES	FUEL - ALL DEPTS
17917	03/14/14	2,749.95	AVELLANA, DEBRA	REFUND - PROP TAX ASSESSMENTS
17918	03/14/14	114,686.58	AVALON ENVIRONMENTAL	CONTRACT SVCS - FEB 2014
17918	03/14/14	7,011.50	AVALON ENVIRONMENTAL	SWRCB PERMIT FEE
17919	03/14/14	3,123.54	AVALON MOORING & DIVING	SERVICE - HARBOR
17920	03/14/14	382.61	BATTERY SYSTEMS - LONG BEACH	SUPPLIES - GARAGE
17921	03/14/14	3,715.50	BEYOND SOFTWARE SOLUTIONS	CONTRACT SVCS - ADMIN
17922	03/14/14	747.75	BILL JONES PLUMBING	SERVICE - PUBLIC WKS
17923	03/14/14	53.80	BLOOM FLORAL DESIGN	SUPPLIES - ADMIN
17924	03/14/14	30.81	BLUE TARP FINANCIAL	SUPPLIES - HARBOR
17925	03/14/14	899.50	BRAY, STEVEN	REIMB O/P COSTS - TRAINING
17926	03/14/14	4,300.00	BROWN, MARSHALL	YELLOW JACKET CONTROL
17927	03/14/14	6,390.80	BROWNELL & DUFFEY	AUDIT SVCS - ADMIN/FINANCE
17928	03/14/14	121.98	BURNS & MCDONNELL	SERVICE - BB & K
17929	03/14/14	46,362.30	CALPERS	2/8-2/18/2014 RETIREMENT
17930	03/14/14	2,013.10	CALPERS	2/8-2/18/2014 RETIREMENT PEPRA
17931	03/14/14	71,752.11	CALPERS	MEDICAL - MARCH 2014
17932	03/14/14	1,752.00	CANBY, CHARLIE	SUPPLIES - PUBLIC WORKS
17933	03/14/14	2,749.95	CARLISLE, KATHLEEN	REFUND - PROP TAX ASSESSMENTS
17934	03/14/14	1,269.52	CARUSO FORD	SUPPLIES - GARAGE
17935	03/14/14	6,891.82	CATALINA BEVERAGE	SUPPLIES - ALL DEPTS
17936	03/14/14	4,005.00	CATALINA BOAT YARD, INC.	STORAGE FEES - HBR/FUEL DOCK
17937	03/14/14	3,583.76	CATALINA BROADBAND SOLUTIONS	IT SERVICES - ADMIN
17938	03/14/14	29.54	CATALINA DISCOUNT & VARIETY	SUPPLIES - PUBLIC WORKS
17939	03/14/14	555.00	CATALINA EXPRESS	TRAVEL - PLANNING
17939	03/14/14	20,920.20	CATALINA EXPRESS	2ND HALF FEB 2014 - SUBSIDY
17940	03/14/14	5,466.11	CATALINA FREIGHT LINE	FREIGHT - JAN/FEB 2014
17941	03/14/14	749.99	CHAIN SAWS DIRECT	SUPPLIES - FIRE
17942	03/14/14	1,687.56	CHET'S HARDWARE	SUPPLIES - ALL DEPTS
17943	03/14/14	4,010.27	COMMUNICATIONS USA	SUPPLIES - FIRE
17944	03/14/14	499.32	CONNOLLY PACIFIC CO.	SUPPLIES - CEMETERY
17945	03/14/14	1,840.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
17946	03/14/14	5,840.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
17947	03/14/14	176,272.00	COUNTY OF LA FIRE DEPT.	QTRLY PARAMEDIC CONTRACT PYMT
17948	03/14/14	98,711.50	COUNTY OF LA SHERIFF'S DEPT.	RESIDENT DEPUTY - FEB 2014
17949	03/14/14	38.40	DAWES, DAVID	REIMB O/P COSTS - TRAVEL
17950	03/14/14	6,636.23	DELTA DENTAL	DENTAL - MARCH 2014
17951	03/14/14	256.00	DEWEY PEST CONTROL	SERVICE - ADMIN/HARBOR
17952	03/14/14	50.23	DIGI-KEY	SUPPLIES - HARBOR
17953	03/14/14	1,300.01	DON MILLER & SONS	SUPPLIES - PUBLIC WORKS
17954	03/14/14	6,166.34	ENVIRONMENTAL ENGINEERING	SERVICE - BB & K
17955	03/14/14	1,768.23	ENVIRON STRATEGY CONSULTANTS	EMERG. S/W RPR WK
17899	03/14/14	83,168.42	ENVIRON STRATEGY CONSULTANTS	CONTRACT SVCS - FEB 2014
17956	03/14/14	381.00	FAST & FAIR CONSTRUCTION	SERVICE - FUEL DOCK

17957	03/14/14	819.71	GRAINGER	SUPPLIES - PW/HBR/CDO
17958	03/14/14	1,161.86	GUZMAN, RITA	REFUND - PROP TAX ASSESSMENTS
17959	03/14/14	93.74	GUZMAN, RITA	REFUND - AMBULANCE OVERPYMT
17960	03/14/14	129.01	HAAKER	SUPPLIES - GARAGE
17961	03/14/14	1,250.00	HAMILTON, KATHERINE	CONTRACT SVCS - JAN/FEB 2014
17962	03/14/14	1,161.86	HANSEN, WALLACE	REFUND - PROP TAX ASSESSMENTS
17963	03/14/14	121.00	HARRIS ROSEN, JAMIE	REFUND - AMBULANCE OVERPYMT
17964	03/14/14	1,745.60	HELVETIC CONSULTING, INC.	CONTRACT SVCS - PLANNING
17965	03/14/14	4,300.00	HERNANDEZ, SALVADOR	YELLOW JACKET CONTROL
17966	03/14/14	1,161.86	HUIZENGA, JULIE	REFUND - PROP TAX ASSESSMENTS
17967	03/14/14	601.77	IDEAL PRINTING COMPANY	SUPPLIES - CDO
17968	03/14/14	835.48	JONES, STEVE	REIMB O/P COSTS - TRAINING
17969	03/14/14	343.40	JUDICIAL DATA SYSTEMS	PARKING ACTIVITY - JAN 2014
17970	03/14/14	657.01	JOHN MACKTAL BUFFALO MOTORS	SUPPLIES - GARAGE
17971	03/14/14	1,012.50	MAID IN AVALON	SERVICE - DEC 13/JAN-FEB 14
17972	03/14/14	1,164.26	MATTHEWS	SUPPLIES - CEMETERY
17973	03/14/14	1,161.86	MCCONICA, CHARLES	REFUND - PROP TAX ASSESSMENTS
17974	03/14/14	525.41	MCMASTER-CARR	SUPPLIES - PUBLIC WORKS
17975	03/14/14	22,000.74	MES-CALIFORNIA	SUPPLIES - CAL FIRE GRANT
17976	03/14/14	419.59	MIKE ROCHE PRINTING	SUPPLIES - NOISE TESTING PROGRAM
17977	03/14/14	1,161.86	MILLER, JAMES	REFUND - PROP TAX ASSESSMENTS
17978	03/14/14	96.14	MONARCH PRODUCTS	SUPPLIES - GARAGE
17979	03/14/14	98.55	MORENO, TOMAS	REIMB O/P SUPPLIES - UNIFORMS
17980	03/14/14	552.00	MR. NING'S	SENIOR MEALS - FEB 2014
17981	03/14/14	2,749.95	MD & DORIS MIGUELEZ	REFUND - PROP TAX ASSESSMENTS
17982	03/14/14	939.01	NAPA AUTO PARTS	SUPPLIES - GARAGE
17983	03/14/14	2,749.95	SCOTT & KELLY NELSON	REFUND - PROP TAX ASSESSMENTS
17984	03/14/14	202.14	PONCE, MICHAEL	REIMB O/P COSTS - TRAVEL
17985	03/14/14	1,161.86	PONCEL, BRUCE & BEVERLY	REFUND - PROP TAX ASSESSMENTS
17986	03/14/14	622.18	PORT SUPPLY	SUPPLIES - HARBOR
17987	03/14/14	1,100.00	POST, ROCKY	CONTRACT SVCS - ADMIN
17988	03/14/14	1,349.84	QUILL CORP.	SUPPLIES - ALL DEPTS
17989	03/14/14	2,749.95	PATTERSON, PAULA	REFUND - PROP TAX ASSESSMENTS
17990	03/14/14	500.00	RBF CONSULTING	GIS SOFTWARE
17991	03/14/14	919.16	RICOH AMERICAS CORP.	COPIER LEASE - PLANNING
17992	03/14/14	201.06	RICOH USA, INC.	OFFICE SUPPLIES - ADMIN/PLANNING
17993	03/14/14	1,161.86	ROMO, PAUL & TRACY	REFUND - PROP TAX ASSESSMENTS
17994	03/14/14	161.56	SAFEWAY	SUPPLIES - ALL DEPTS
17995	03/14/14	164.99	SALDANA, MARTY	SERVICE - FIRE
17996	03/14/14	147.15	SANI-TEC USA	CITY RESTROOM SUPPLIES
17997	03/14/14	408.25	SANTA CATALINA ISLE RESEORT SV	UTILITIES - ADMIN
17997	03/14/14	5,968.14	SANTA CATALINA ISLE RESEORT SV	LODGING - LASD SUBSISTENCE
17998	03/14/14	1,434.94	SOUTH COAST A.Q.M.D.	PERMIT FEES - FIRE
17999	03/14/14	22,349.95	SPECIALTY DOORS	SERVICE - FIRE
18000	03/14/14	13.14	SPRINT	LONG DISTANCE - ADMIN
18001	03/14/14	2,007.00	SUNGARD PUBLIC SECTOR, INC.	SOFTWARE LEASE - FINANCE
18002	03/14/14	434.00	SUN LIFE FINANCIAL	LIFE INSURANCE - MARCH 2014
18003	03/14/14	245.96	TIGER DIRECT	IT SUPPLIES - ADMIN
18004	03/14/14	1,161.86	TUTTLE, VIRGINIA	REFUND - PROP TAX ASSESSMENTS
18005	03/14/14	91.27	ULINE	SUPPLIES - ADMIN
18006	03/14/14	10.50	UNDERGROUND SERVICE ALERT	SERVICE - PLANNING
18007	03/14/14	775.25	US BANK	CREDIT CARD CHGS - PUBLIC WKS
18008	03/14/14	1,161.86	VAN DEN AKKER, JOHN & LINDA	REFUND - PROP TAX ASSESSMENTS
18009	03/14/14	986.00	VEGA, EDMUNDO	SERVICE - CDO
18010	03/14/14	2,749.95	WALKER, CRAIG & BARBARA	REFUND - PROP TAX ASSESSMENTS
18011	03/14/14	1,161.86	WHITE, BARBARA	REFUND - PROP TAX ASSESSMENTS
18012	03/14/14	1,275.00	WITTMAN ENTERPRISES, LLC	SERVICE - FINANCE
18013	03/14/14	4,612.60	COLLINS COLLINS MUIR & STEWARD	LITIGATION FEES - ADMIN
18014	03/14/14	193.35	MED-TECH RESOURCE, INC	SUPPLIES - HARBOR
18015	03/14/14	1,161.86	DEETS, CAROL & ROBERT	REFUND - PROP TAX ASSESSMENTS
18016	03/14/14	485.26	HERNANDEZ, JEFFREY	REIMB O/P COSTS - SEWER CAMERA

18017	03/14/14	27,000.00	CITY OF AVALON, TRUST	CLOSURE FEE OCT 2013 - JUNE 2014
18018	03/14/14	11,440.93	DAVE THOMPSON CONSTRUCTION	PROGRESS PYMT #2 - JMF
18019	03/14/14	3,237.73	CALPERS	BAL DUE RETIREMENT - FIRE

\$ 893,164.09

RECORD OF CHECKS DRAWN ON MARCH 6 AND MARCH 14, 2014 FOR CM OF 04/01/14

MONTH OF APRIL

US BANK WARRANT #17909	\$1,250.67	3/6/2014
US BANK WARRANT #17910 - #18019	\$891,913.42	3/14/2014
US BANK WARRANT #	\$0.00	
US BANK WARRANT	\$0.00	
EFT TO BOE - FUEL DOCK SALES TAX	\$0.00	
		\$893,164.09
PAYROLL DATED March 21, 2014	\$195,387.56	
PAYROLL DATED	\$0.00	
		\$195,387.56
TOTAL DISBURSEMENTS	\$1,088,551.65	\$1,088,551.65

CERTIFICATE

IN ACCORDANCE WITH SECTION 32702 OF THE GOVERNMENT CODE, I CERTIFY THAT THE ABOVE DEMANDS ARE ACCURATE AND THAT FUNDS ARE AVAILABLE FOR PAYMENT.

I CERTIFY UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.

EXECUTED THIS 1ST DAY OF APRIL 2014

APPROVED AND AUDITED
THIS 1ST DAY OF APRIL 2014

AUDIT COMMITTEE - W.F. OLSEN

CITY MANAGER - BEN HARVEY

AUDIT COMMITTEE - RALPH MORROW

Betty Jo Garcia

FINANCE DIRECTOR - BETTY JO GARCIA

CITY COUNCIL

MEETING DATE: April 1, 2014

AGENDA ITEM: 3

ORIGINATING DEP: Finance Department

CITY MANAGER: BA

PREPARED BY: Stephanie Campbell

SUBJECT: Authorize the Finance Department to pay the Buffalo Nickel Restaurant for past due invoices from the Senior Meal Program

RECOMMENDED ACTION: Authorize the Finance Department to pay delinquent invoices from the Buffalo Nickel Restaurant to bring the account current.

REPORT SUMMARY: On March 3, 2014, the Finance Department was approached by Tony Rubio, owner of the Buffalo Nickel Restaurant. Mr. Rubio informed us that the City had not paid for Senior Meals since July 2012. The Finance Department was not aware that the Buffalo Nickel Restaurant was a current vendor of the Senior Meal program. Mr. Rubio stated that he left the invoicing up to the Senior Meal organizer. The Senior Meal organizer neglected to invoice the City for the Senior Meals. After an audit was done on the Senior Meal program, it was determined that the City owes the Buffalo Nickel Restaurant a total of \$11,958.00. Due to the of the purchasing policy, the Finance Department asks the City Council permission to pay the outstanding invoices and bring the Buffalo Nickel account current.

FISCAL IMPACTS: This would put the 13/14 Senior Meal subsidy program over budget.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: Vendor could cease working with the City of Avalon for an account that is past due.

ATTACHMENTS: Invoices from Buffalo Nickel.

CITY COUNCIL

MEETING DATE: April 1, 2014
ORIGINATING DEP: Recreation
PREPARED BY: Jennifer Monroe, Recreation Coordinator
SUBJECT: Purchase of Concession Stand Kitchen Equipment

ADENDA ITEM: 4
CITY MANAGER: JH

RECOMMENDED ACTION(S):

Approve an expenditure of \$7,415.71 for the purchase of kitchen appliances and fixtures for the Joe Machado Concession Stand Completion Project.

REPORT SUMMARY:

During the December 3, 2013 Avalon City Council meeting, Council approved the issuance of a change order and expenditure for the Joe Machado Concession Stand Completion Project so that the contractor, David Thompson Construction, was authorized to purchase the necessary kitchen appliances and fixtures required to open the building.

Staff would like to purchase directly what equipment is still needed, about half of the total required fixtures and equipment, instead of the contractor so the City of Avalon can reduce expenditures. If the contractor purchases the equipment as previously planned, they will be entitled to the 15% mark up, which would be an additional \$1,112.36.

FISCAL IMPACTS: The City of Avalon will save \$1,112.36 if they purchase the equipment directly instead of the contractor. This expenditure is already budgeted in the overall project cost of the project.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:

The contractor will proceed in purchasing the equipment for the City of Avalon and pass along a 15% mark up.

FOLLOW UP ACTION:

Implement City Council direction.

ADVERTISING, NOTICE AND PUBLIC CONTACT:

This item was properly listed on the posted agenda.

ATTACHMENTS:

Equipment Quote

CITY COUNCIL

MEETING DATE: April 1, 2014

AGENDA ITEM: 5

ORIGINATING DEPT: Harbor

CITY MANAGER: BA

PREPARED BY: Harbor Master

DEPT HEAD: _____

SUBJECT: Material Purchase for Additional Dinghy Docks on Pier

RECOMMENDED ACTION(S):

1. Ratify the purchase of material to build 3 additional dinghy docks to be used in the area of Float A on the Pleasure Pier.
2. Transfer \$20,000.00 within the Harbor Budget from Engineering Services account 104 70 5065 to Dinghy Docks account 104 70 6505

REPORT SUMMARY: In anticipation of the summer months, the City is interested in creating additional dinghy dock space on the Pleasure Pier. To achieve this goal, the Harbor Department will move loading Float A to the east side of the pier, and the east side dinghy dock to the space where loading Float A is currently located. Float A has always been used by the "Blanche W". With the cooperation of Discovery Tours, the "Blanche W" has been relocated from Float C further out on the west side of the pier.

In a well-intentioned effort to expedite the job, the Harbor Department ordered material without first obtaining the requisite three quotes, and subsequent City Council approval. Accordingly, two additional quotes were obtained following the purchase, and both quotes ended up being greater than the purchase. It is now appropriate to request the City Council to ratify the original purchase, and transfer \$20,000 within the Harbor budget from the Engineering Services account to the unfunded dinghy dock account.

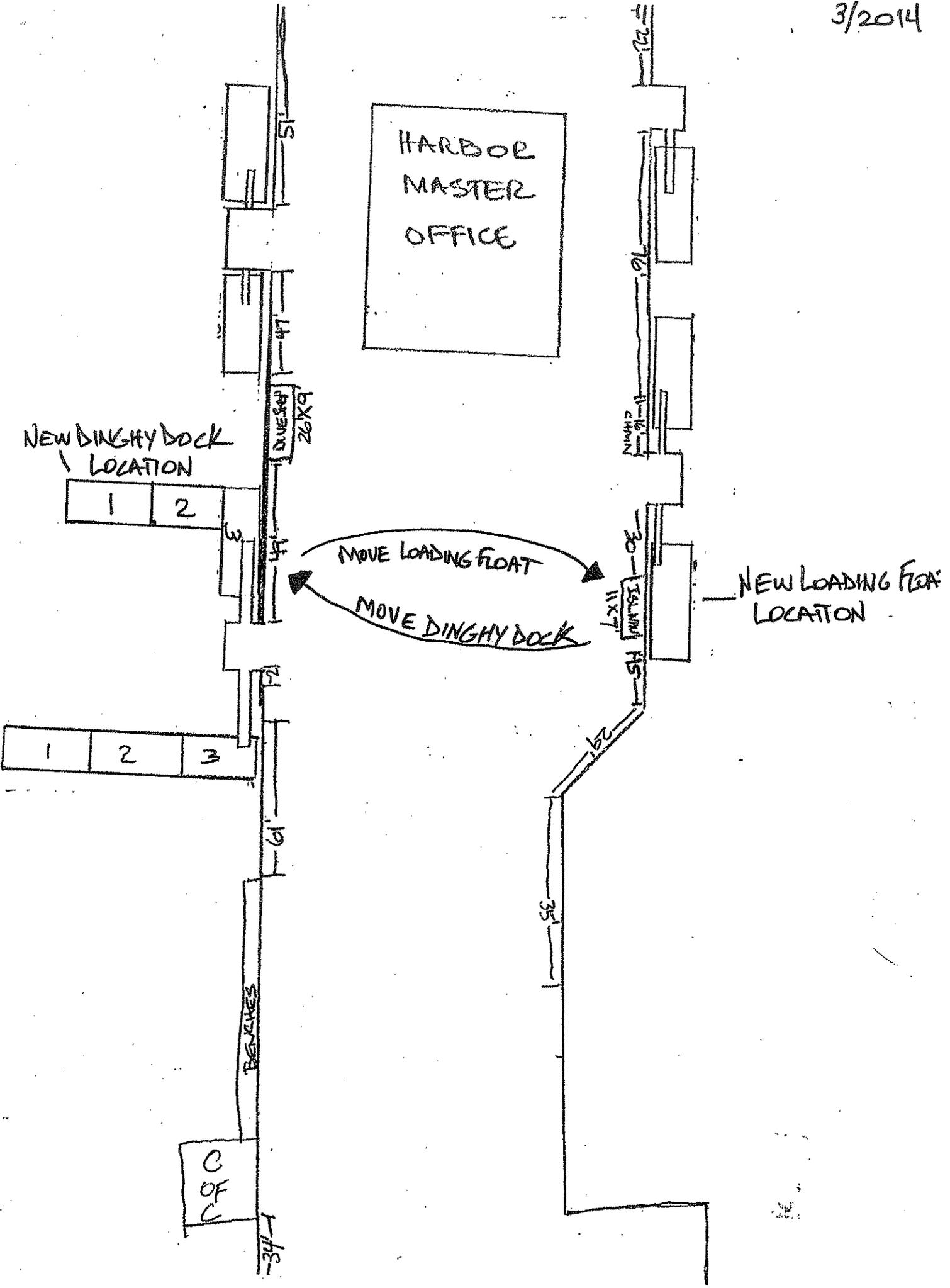
FISCAL IMPACTS: \$20,000 internal transfer of funds within the Harbor budget

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION(S): The purchase has already been made to allow visiting boaters more dinghy dock space on the pier in the coming season.

ATTACHMENTS:

1. Quotes for lumber, flotation boxes and hardware
2. Diagram of Pier Floats

3/2014



**CITY OF AVALON CITY COUNCIL
ACTING AS SUCCESSOR AGENCY TO THE ACIA**

MEETING DATE: April 1, 2014

AGENDA ITEM: 6

ORIGINATING DEP: Capital Improvements

CITY MANAGER: BH

PREPARED BY: Dennis Jaich

SUBJECT: Emergency Repairs to Crescent Avenue Storm Drain Phase 2 – Update

RECOMMENDED ACTION(S): Allow Staff to continue making emergency repairs, on the other half of Crescent Ave., (Phase 2). **A FOUR FIFTHS VOTE REQUIRED.**

REPORT SUMMARY:

The City Council, acting as the successor agency to the ACIA, approved a Change Order/Emergency Repairs to Crescent Avenue to allow for the safe transport of heavy construction equipment, including equipment necessary for work by Boulder Construction (Boulder) on the Lower Terrace Strengthening and Utility Protection Project. This was classified as Phase 1.

At the Council Meeting on March 4, 2014, this action was passed unanimously. At the next Council Meeting (3-18-14) we again presented a request to continue on Phase 2 of this emergency repair. This request was also granted unanimously.

As an update, we have encountered what appears to be a serious problem when we discovered that there is a “void” under the existing concrete Channel Invert. The limits of this problem have yet to be determined.

When this situation became evident, we had to pause construction activities until such time that a proper repair procedure be implemented to fill this hollowness under the concrete invert.

Staff is currently in discussions with various contractors and specialists while considering the best possible remedy for this new problem. Due to this unforeseen situation, the tentative schedule presented at the last Council Meeting is in jeopardy. However, a resolution is close at hand, and will be presented to you for your consideration and approval as soon as possible.

It should be noted that until this Phase 2 work is completed, all vehicles weighing over 17,000 lbs (GVW) will have to use an alternate route, and will need to wait for the complete repair to be completed. Given the fact that the repairs need to be complete by the summer season, and because a contractor is already mobilized, the circumstances necessitating the need for emergency repairs still exist.

FISCAL IMPACTS: Cost to excavate and re-pour portions of Crescent Avenue (Phase 2). However, City Staff believes the SCICo owns the concrete culvert, and have sent them a letter advising them of this finding. Accordingly, we ultimately will be seeking restitution from them for the cost of the repair if they do not take over the remaining repairs and reimburse the City for the costs incurred to date.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The safety of vehicular traffic is of a concern, as well as imminent delays to the current construction projects as further degradation of Crescent Avenue will occur.

FOLLOW UP ACTION: Pursuit of funds from the Island Company to pay for the repairs and completion of repair work.

ADVERTISING, NOTICE AND PUBLIC CONTACT: Brown Act.

ATTACHMENTS: None.

CITY COUNCIL

MEETING DATE: April 1, 2014

AGENDA ITEM: 7

ORIGINATING DEP: City Manager's Office

CITY MANAGER: BH

PREPARED BY: Gina Schuchard, Project Manager

SUBJECT: Classification and Compensation Request for Proposals

RECOMMENDED ACTION(S): That the City Council authorize City Staff to issue a Request for Proposals for a firm to carry out a Classification and Compensation study.

BACKGROUND:

City staff is requesting approval to issue a Request for Proposals (RFP) for a Classification and Compensation Study. The City's most recent study was completed in 2006 with earlier studies occurring in 1994 and 1989. Per the City's personnel rules and regulations, the City shall complete a comprehensive review of the classification plan and pay structure every five years. The City's current classification system requires alignment and policy and procedure improvements. The City is interested in inviting consulting organizations that have California and public entity experience.

The following activities and/or deliverables are to be included in the study:

Classification Study Activities

- Initial Document Reviews and Meetings with Staff
- Orientation Meetings with Employees
- Distribution of Job Related Questionnaires
- Analysis and Data Review
- Employee/Supervisor/Management Interviews
- Informal Appeal Process
- Project Team Meetings

Classification Study Deliverables

- Classification Concept/Preliminary Allocation
- Draft Class Description
- Finalized Classification Plan
- Draft Interim Report
- Final Report

Compensation Study Activities

- Identify Comparator Agencies, Benchmark Classes, Benefits
- Compensation Data Collection
- Internal Relationship Analysis/Internal Alignment

- Analysis and Data Review
- Formal Appeal Process
- Project Team Meetings

Compensation Study Deliverables

- Draft Compensation Findings
- Salary Structure Recommendations
- Draft Final Report
- Final Report
- Presentation to City Council

At the completion of this study, the City will have an updated comprehensive classification plan with a recommended total compensation structure (salaries and benefits). The classification plan will include recommended class descriptions and position allocations that recognize the scope and level of the various classes and positions, allows for organizational change to increase customer service levels and cost effectiveness, and is perceived equitable by management and employees. The class descriptions and other documentation will include information required for compliance with the American Disabilities Act (ADA) and meet other legal guidelines. The classification and compensation plan will provide sufficient documentation to allow the city to maintain the systems on a regular basis.

FISCAL IMPACTS: The Classification and Compensation Study is budgeted in the FY 13-14 budget. Funds are available in 101-30/35-5005.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The City will continue to have outdated classification structures, policies and procedures.

FOLLOW UP ACTION: Present a qualified classification and compensation consultant for City Council approval.

ADVERTISING, NOTICE AND PUBLIC CONTACT: Listed on the posted agenda.

ATTACHMENTS:

1. Classification & Compensation Request for Proposal