

**AVALON CITY COUNCIL MEETING
TUESDAY, MARCH 17, 2015 – 6:00 P.M.
CITY HALL 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 / ROLL CALL

PLEDGE OF ALLEGIANCE / INVOCATION

ANNOUNCEMENTS / WRITTEN COMMUNICATIONS

PUBLIC HEARING

The Metropolitan Transit Authority (MTA) is required to present a public hearing on the community's unmet public transit needs in accordance with the Transportation Development Act (TDA) Article 8. TDA Article 8 funds are currently being used by the City of Avalon to fund Avalon's Consolidated Jitney Program which includes ART, DAR, and ACT.

Recommended Action

- 1) Open the Public Hearing and accept comments from the public.
- 2) Close the Public Hearing.

PRESENTATION

1. Update by Southern California Edison on Phase 2 Water Rationing
2. Proclamations for "Donate Life California Month" and "Red Cross Awareness Month"

CITY MANAGER REPORT

CITY ATTORNEY REPORT

COUNCILMEMBER REPORTS

MAYOR REPORT

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.

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CONSENT CALENDAR

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 3, 2015 City Council meeting.

2. Expenditures Submitted for Approval

- Warrants in the amount of \$915,555.98
- An Electric Fund Transfer in the amount of \$95,898.55
- Two Payrolls in the amount of \$392,303.70

Recommended Action

Approve total expenditure amount of \$1,403,758.23.

3. Adopt Ordinance of the City Council of the City of Avalon Amending Avalon Municipal Code Section 9-5.404 (HD) Uses by Conditional Use Permit and 9-5.504 HD-R-CH/Low Moderate Income Housing, Uses by Conditional Use Permit and Adding Article 3 to Chapter 16 of Title 9 of the Avalon Municipal Code to Establish and Regulate Single Room Occupancy Facilities

Assembly Bill 2634 (AB 2634), adopted in 2007, amended the California Government Code to require that each local government in California identify, in its General Plan's Housing Element, adequate sites for housing, including Single Room Occupancies (SROs). Implementation requires that the City designate one or more zones where SROs are permitted as a conditionally permitted use. This ordinance was introduced and all further readings waived at the last City Council meeting on March 3, 2015.

Recommended Action

Adopt ordinance amending sections 9-5.404 and 9-5.504 of the Avalon Municipal Code and adding Article 3 to Chapter 16 of Title 9 of the Avalon Municipal Code to establish and regulate Single Room Occupancy Facilities.

4. Swim Float Purchase

The swim float at South Beach was lost during Hurricane Marie in August 2014. The Harbor Master has found a replacement that would be very low maintenance.

Recommended Action

Authorize the Harbor Master to purchase CanDock material to build and replace the swim float for \$8725.00 + shipping from Chico, California.

5. Continuance of Interim Chief Financial Officer (CFO) Agreement

The City's extension agreement with the Interim Chief Financial Officer, Chris Woidzik, ended in mid-February. During the past ten months, Mr. Woidzik has been ensuring that the Finance Department has been meeting its daily operating responsibilities, continuing efforts to reduce the use of external consultants, and implementing changes to make the operations of the Department and City more efficient and cost effective.

**CITY COUNCIL AGENDA
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Recommended Action

Authorize the City Manager to extend the agreement with Chris Woidzik for a term not to exceed four (4) months, or until the end of Fiscal Year 2014-15 on June 30, 2015, thereby allowing him to continue serving in the temporary capacity as the City's Interim Chief Financial Officer.

GENERAL BUSINESS

6. Proposed Increase to Salt Water and Sewer Fees for FY 2015-2016 on the Property Tax Roll

A public notice must be mailed out to property owners notifying them of a potential rate increase on their property related fees. Staff is proposing increasing the rates for sewer and salt water and is requesting guidance on which percentage increase to place on the notice sent out to all property owners.

Recommended Action

Discuss and provide direction to Staff on the recommended percentage increase to our sewer and salt water property related fees. Property related fees must be raised by a four fifths vote of the City Council.

NOTICE OF POSTING

I, Denise Radde, declare that the City Council Agenda for March 17, 2015 was posted on Friday, March 13, 2015, 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 and on the City website.



Denise A. Radde, City Clerk / Chief Administrative Officer

CITY OF AVALON CITY COUNCIL

MEETING DATE: March 17, 2015

AGENDA ITEM: 1

ORIGINATING DEP: City Clerk

CITY MANAGER: BA

PREPARED BY: Denise Radde, City Clerk

SUBJECT: City Council Actions

RECOMMENDED ACTION(S): Approve City Council Actions from the regular City Council meeting on March 3, 2015.

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

GOAL ALIGNMENT: To be determined.

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 pursuant to the Brown Act.

ATTACHMENTS: City Council Actions will be provided under separate cover.

CITY OF AVALON CITY COUNCIL

MEETING DATE: March 17, 2015

AGENDA ITEM: 2

ORIGINATING DEP: Finance

CITY MANAGER: PH

PREPARED BY: Chris Woidzik, Interim CFO

SUBJECT: Warrants

RECOMMENDED ACTION(S): Approve the warrants in the amount of \$915,555.98, EFTS in the amount of \$95,898.55 and two payrolls in the amount of \$392,303.70, for a total expenditure of \$1,403,758.23.

REPORT SUMMARY: Attached you will find the warrant lists for all general warrants issued for the dates indicated drawn on U.S. Bank. The warrant list dated 2/10/15 represent check number #19870 in the amount of \$60,000.00, warrants dated 2/13/15 represent check numbers #19871-19931 in the amount of \$303,233.46, warrants dated 2/18/2015 represent checks #19932-19934 in the amount of \$6,946.26, warrants dated 2/23/15 represent check #19935 in the amount of \$6,356.20, warrant dated 2/24/15 represent check number #19936 in the amount of \$1,790.64 and warrants dated 2/27/15 represent checks #19937-20001 in the amount of \$537,229.42. Payrolls dated 2/20/2015 in the amount of \$208,731.08 and 3/6/2015 in the amount of \$183,572.62. Two electronic fund transfers dated 2/20/2015 in the amount of \$47,820.05 and on 3/6/2015 in the amount of 48,078.50.

GOAL ALIGNMENT: Ongoing meeting of City obligations.

FISCAL IMPACTS: There are sufficient funds available, and the expenditures are included in the adopted 2014-2015 budget.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: N/A

FOLLOW UP ACTION: N/A

ADVERTISING, NOTICE AND PUBLIC CONTACT: Pursuant to the Brown Act.

ATTACHMENTS: Audit Certificate and Warrant List

RECORD OF PAYMENTS MADE DATES BELOW FOR COUNCIL MEETING OF MARCH 17,2015

	MONTH OF FEBRUARY & MARCH 2015	
US BANK WARRANT #19870	\$ 60,000.00	2/10/2015
USBANK WARRANTS #19871-19931	\$ 303,233.46	2/13/2015
US BANK WARRANTS #19932-19934	\$ 6,946.26	2/18/2015
PAYROLL	\$ 208,731.08	2/20/2015
EFT - CALPERS RETIREMENT	\$ 47,820.05	2/20/2015
US BANK WARRANT #19935	\$ 6,356.20	2/23/2015
US BANK WARRANTS #19936	\$ 1,790.64	2/24/2015
US BANK WARRANTS #19937-20001	\$ 537,229.42	2/27/2015
EFT - CALPERS RETIREMENT	\$ 48,078.50	3/6/2015
PAYROLL	\$ 183,572.62	3/6/2015

TOTAL DISBURSEMENTS

\$ 1,403,758.23

\$ 1,403,758.23

APPROVED AND AUDITED
THIS 17TH DAY OF MARCH 2015

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 17TH DAY OF MARCH 2015

AUDIT COMMITTEE - RICHARD HERNANDEZ

INTERIM CFO - CHRIS WOIDZIK

AUDIT COMMITTEE - CINDE CASSIDY

AVALON CITY COUNCIL
MEETING OF MARCH 17, 2015

CHECK NUMBER	DATE ISSUED	AMOUNT	PAYEE	DESCRIPTION
19935	02/23/15	6,356.20	ANTHEM BLUE CROSS	COBRA PYMT SEPT-DEC14
19936	02/24/15	1,790.64	ANTHEM BLUE CROSS	COBRA PYMT JAN-MAR 15
19937	02/27/15	203.00	AMERIFLEX	FSA ADMIN FEES
19938	02/27/15	334.25	AT & T	COMMUNICATIONS - FIRE
19939	02/27/15	338.64	AT & T LONG DISTANCE	LONG DISTANCE - ALL DEPTS
19940	02/27/15	32,883.24	BEST, BEST & KRIEGER, LLP	CONTRACT SVCS - DEC 2014
19941	02/27/15	2,878.30	BEYOND SOFTWARE SOLUTIONS	CONTRACT SVCS - ADMIN
19942	02/27/15	335.00	BMI	RENEWAL FEE - RECREATION
19943	02/27/15	194.44	BOYD, RAY	REIMB O/P COSTS - TRAINING
19944	02/27/15	69,720.57	CALPERS	MEDICAL - MARCH 2015
19945	02/27/15	26.13	CARUSO FORD	SUPPLIES - GARAGE
19946	02/27/15	2,437.17	CATALINA BEVERAGE	SUPPLIES - ALL DEPTS
19947	02/27/15	1,896.83	CATALINA BROADBAND	SERVICE - ALL DEPTS
19948	02/27/15	78,925.00	CHAMBER OF COMMERCE	TOT - MARCH 2015
19949	02/27/15	186.25	CATALINA EXPRESS	TRAVEL - LASD/RECREATION
19949	02/27/15	28,274.40	CATALINA EXPRESS	1ST HLF 2/15 - SUBSIDY
19950	02/27/15	5,927.73	CATALINA FREIGHT LINE	FREIGHT - ALL DEPTS
19951	02/27/15	36,844.25	CATALINA TRANSPORTATION	CONTRACT SVCS - MARCH 2015
19952	02/27/15	5,738.08	CDW GOVERNMENT	SUPPLIES - IT
19953	02/27/15	9,252.13	CO. OF LA SHERIFF'S DEPT	WATERFRONT PT - JAN 2015
19953	02/27/15	98,991.00	CO. OF LA SHERIFF'S DEPT	RESIDENT DEPUTY - JAN 2015
19954	08/17/54	3,707.25	COLLINS COLLINS MUIR STEWART	LIGITGATION FEES - ADMIN
19955	02/27/15	5,850.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
19956	02/27/15	3,150.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
19957	02/27/15	490.00	CORODATA SHREDDING, INC	SERVICE - ADMIN
19958	02/27/15	6,843.42	DELTA DENTAL	DENTAL - FEB 2015
19959	02/27/15	42.00	DEWEY PEST CONTROL	SERVICE - HARBOR
19960	02/27/15	25,337.64	EDISON	UTILITIES - ALL DEPTS
19961	02/27/15	8,030.00	EMPLOYMENT DEVEL. DEPT	QTRLY U/I PAYMENT
19962	02/27/15	5,533.90	ENVIRON STRATEGY CONSULTAN	MAINT. SUPPLIES - WWTP
19963	02/27/15	730.00	ENVIRONMENTAL OUTSOURCE	FORKLIFT TRAINING
19964	02/27/15	1,252.00	ESGIL CORPORATION	PLAN CHECK SVCS - PLANNING
19965	02/27/15	11,334.19	EVOQUA	BIOXIDE - WWTP
19966	02/27/15	3,579.67	GRAINGER	SUPPLIES - GARAGE/FIRE
19967	02/27/15	1,125.00	HDL, COREN AND CONE	CONTRACT SVCS - ADMIN
19968	02/27/15	3,061.50	HELVETIC CONSULTING, INC	CONTRACT SVCS - PLANNING
19969	02/27/15	292.10	IDEXX DISTRIBUTION, INC.	SUPPLIES - CDO
19970	02/27/15	1,950.62	LICARI, TONY	CONTRACT SVCS - MARCH 2015
19971	02/27/15	1,627.50	LOCAL GOVERNMENT SERVICES	CONTRACT SVCS - ADMIN
19972	02/27/15	1,388.48	MAR-CO	SUPPLIES - GARAGE
19973	02/27/15	1,161.86	MARQUIS, ROBERT & DEBORAH	REFUND - OVERPAYMENT
19974	02/27/15	602.49	MARSHALL, ANN	REIMB O/P COSTS - TRAVEL
19975	02/27/15	354.86	MATTHEWS	SUPPLIES - CEMETERY
19976	02/27/15	162.46	MEYERS FOZI, LLP	LITIGATION FEES - ADMIN
19977	02/27/15	99.00	MULLIN, STAN	REFUND - CEMETERY
19978	02/27/15	166.50	OLSON, ADAM	REIMB O/P COSTS - TRAINING
19979	02/27/15	1,322.18	PEBBLY BEACH BUILDING SUP.	SUPPLIES - ALL DEPTS
19880	02/27/15	125.00	PINS ADVANTAGE, INC	SERVICE - ADMIN
19981	02/27/15	2,012.50	POST, ROCKY	CONTRACT SVCS - ADMIN
19982	02/27/15	1,004.36	PURCHASE POWER	POSTAGE LINE OF CREDIT

19983	02/27/15	1,000.93	QUILL CORP.	SUPPLIES - ALL DEPTS
19984	02/27/15	9,000.00	RBF CONSULTING	CONTRACT SVCS - MOLE PROJ.
19985	02/27/15	11,064.06	REGIONAL GOVERNMENT SVCS	CONTRACT SVCS - PLAN/ADMIN
19986	02/27/15	904.75	RICOH USA, INC.	COPIER LEASE - PLANNING
19987	02/27/15	471.24	SAFEWAY	SUPPLIES - ALL DEPTS
19988	02/27/15	666.00	SAND TRAP	SENIOR MEALS - JAN 2015
19989	02/27/15	566.14	SANTA CAT ISLAND RESORT SVC	UTILITIES - ADMIN
19990	02/27/15	8,342.00	SIRIA'S CLEANING SERVICE	CONTRACT SVCS - FEB 2015
19991	02/27/15	2,562.31	SPECIALTY DOORS	SERVICE - FIRE
19992	02/27/15	234.60	STATE BOARD OF EQUALIZATION	SALES TAX PYMT - FUEL DOCK
19993	02/27/15	437.20	SUN LIFE FINANCIAL	LIFE INSURANCE - FEB 2015
19994	02/27/15	2,087.00	SUNGARD PUBLIC SECTOR	SOFTWARE LEASE - FINANCE
19995	02/27/15	24.52	UNITED PARCEL SERVICE	FREIGHT - PLANNING
19996	02/27/15	9,520.00	VEGA, EDMUNDO	CONTRACT SVCS - MARCH 2015
19997	02/27/15	882.87	VERIZON WIRELESS	COMMUNICATIONS - ALL DEPTS
19998	02/27/15	38.50	W.F.OLSEN	REIMB O/P COSTS - TRAVEL
19999	02/27/15	340.25	WILLIAM ENGEL	REIMB O/P COSTS - TRAINING
20000	02/27/15	20,669.41	AMERICAN EXPRESS	CREDIT CARD CHGS - ALL DEPTS
20001	02/27/15	694.75	MITCHELL, SUZETTE	REIMB O/P COSTS

\$ 545,376.26

WARRANT LIST

AVALON CITY COUNCIL
MEETING OF MARCH 17, 2015

CHECK NUMBER	DATE ISSUED	AMOUNT	PAYEE	DESCRIPTION
19870	02/10/15	60,000.00	CIMC	HOSPITAL SUBSIDY
19871	02/13/15	140.96	AIR SOURCE INDUSTRIES	SUPPLIES - FIRE
19872	02/13/15	253.27	ALL THE KINGS FLAGS	SUPPLIES - FIRE
19873	02/13/15	383.00	AMERIFLEX	FSA RENEWAL/ADMIN FEES
19874	02/13/15	1,068.00	ANTONIO'S	SENIOR MEALS - JAN 2015
19875	02/13/15	74.44	ART,CAPS N' DESIGN	UNIFORMS - HARBOR
19876	02/13/15	3,842.75	AT & T	COMMUNICATIONS - ALL DEPTS
19877	02/13/15	247.96	AT & T MOBILITY	COMMUNICATIONS - HARBOR
19878	02/13/15	119,092.19	AVALON ENVIRONMENTAL SVCS	CONTRACT SVCS - JAN 2015
19879	02/13/15	29,082.86	AVALON FUEL FACILITIES	RESALE FUEL - FUEL DOCK
19879	02/13/15	2,204.38	AVALON FUEL FACILITIES	FUEL - ALL DEPTS
19880	02/13/15	6,884.79	AVALON MOORING & DIVING	SERVICE - HARBOR
19881	02/13/15	4,078.30	BEYOND SOFTWARE SOLUTIONS	CONTRACT SVCS - ADMIN
19882	02/13/15	711.76	BOUND TREE MEDICAL	SUPPLIES - FIRE
19883	02/13/15	476.75	CATALINA BEVERAGE	SUPPLIES - ALL DEPTS
19884	02/13/15	13.12	CATALINA DISCOUNT	SUPPLIES - PUBLIC WKS
19885	02/13/15	253.50	CATALINA EXPRESS	TRAVEL - RECREATION
19885	02/13/15	27,417.60	CATALINA EXPRESS	2ND HLF 2/15 - SUBSIDY
19886	02/13/15	200.00	CATALINA IRREVOCABLE TRUST	REIMB O/P COSTS
19887	02/13/15	235.26	CATALINA ISLAND PLUMBING	SERVICE - MOLE RESTROOMS
19888	02/13/15	48.00	CATALINA LAUNDRY	SERVICE - RECREATION
19889	02/13/15	1,720.95	CHE'T'S HARDWARE	SUPPLIES - ALL DEPTS
19890	02/13/15	1,570.00	COMMUNICATIONS USA	SUPPLIES - FIRE
19891	02/13/15	5,490.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
19892	02/13/15	2,520.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
19893	02/13/15	214.00	DEWEY PEST CONTROL	SERVICE - ADMIN
19894	02/13/15	340.00	ENVIRON STRATEGY CONSULTANTS	OT SVCS - JAN 2015
19895	02/13/15	1,882.90	EPIC SPORTS, INC	SUPPLIES - RECREATION
19896	02/13/15	130.07	GEMPLER'S	UNIFORMS - GARAGE/PW
19897	02/13/15	753.96	HAMILTON, KATHERINE	CONTRACT SVCS - JAN 2015
19898	02/13/15	2,463.03	HELVETIC CONSULTING	CONTRACT SVCS - PLANNING
19899	02/13/15	272.66	HERNANDEZ, JORGE JR	REIMB O/P COSTS - TRAINING
19900	02/13/15	707.84	HOTEL ATWATER	LODGING - LASD SUBSISTENCE
19901	02/13/15	630.00	KATIE'S KITCHEN	SENIOR MEALS - JAN 2015
19902	02/13/15	246.97	KME FIRE APPARATUS	SUPPLIES - GARAGE
19903	02/13/15	2,700.00	KOFF & ASSOCIATES	CONTRACT SVCS - ADMIN
19904	02/13/15	75.00	LAFLEUR, CATHERINE	REFUND - RECREATION
19905	02/13/15	567.89	CASSIDY, CINDE	REIMB O/P COSTS - TRAVEL
19906	02/13/15	19.24	MARSHALL, ANN	REIMB O/P COSTS - TRAVEL
19907	02/13/15	1,735.90	MATTHEWS	SUPPLIES - CEMETERY
19908	02/13/15	1,571.68	MCMASTER-CARR	SUPPLIES - GARAGE/PW
19909	02/13/15	1,132.89	MED-TECH RESOURCE, INC.	SUPPLIES - FIRE
19910	02/13/15	90.00	NORTON MEDICAL INDUSTRIES	EMPLOYEE TESTING
19911	02/13/15	168.62	NRS	SUPPLIES - HARBOR
19912	02/13/15	6,301.55	PARSAC	SIR W/C SHARE - ALL DEPTS
19913	02/13/15	1,983.13	PORT SUPPLY	SUPPLIES - HARBOR
19914	02/13/15	4,025.00	POST, ROCKY	CONTRACT SVCS - ADMIN

19915	02/13/15	66.26	PRAXAIR	SUPPLIES - GARAGE
19916	02/13/15	1,000.00	RBF CONSULTING	SERVICE - ADMIN
19917	02/13/15	652.73	RICOH USA, INC.	COPIER LEASE - PLANNING
19918	02/13/15	2,347.30	ROSEMEAD OIL	SUPPLIES - ALL DEPTS
19919	02/13/15	40.34	SAVAGE FAMILY TRUST	OVERPYMT - HARBOR
19920	02/13/15	175.00	SHRM	MEMBERSHIP DUES - FINANCE
19921	02/13/15	53,031.00	SIGNAL HILL POLICE DEPARTMENT	AREA F DISBURSEMENT
19922	02/13/15	1,090.00	SIRIA'S CLEANING SERVICE	SERVICE - JMF/TREMONT HALL
19923	02/13/15	240.89	STAPLES	SUPPLIES - HARBOR
19924	02/13/15	212.00	STATE BOARD OF EQUALIZATION	HAS WASTE FEES - HHW
19925	02/13/15	947.00	SUPERIOR COURT OF LOS ANGELES	PARKING CITATIONS - DEC 2014
19926	02/13/15	4,990.25	UNITED COMMUNICATIONS CORP.	SUPPLIES - FIRE
19927	02/13/15	27.07	UNITED PARCEL SERVICE	FREIGHT - ADMIN
19928	02/13/15	1,031.48	W.F. OLSEN	REIMB O/P COSTS - TRAVEL
19929	02/13/15	880.00	WANDA STONE	SERVICE - HARBOR
19930	02/13/15	79.97	WITMER PUBLIC SAFETY GROUP,INC.	SUPPLIES - FIRE
19931	02/13/15	400.00	WITTMAN ENTERPRISES	SERVICE - FINANCE
19932	02/18/15	429.00	SOUTHERN CALIF. ASSOC. OF GOVT	YRLY DUES - ADMIN
19933	02/18/15	4,116.96	MONTAGUE, STEVEN	MEDICAL REIMB 4/14-12/14
19934	02/18/15	2,400.30	RESIDENCE INN BY MARRIOTT	CLAIM FEES AGREEMENT

\$ 370,179.72

CITY OF AVALON CITY COUNCIL

MEETING DATE: March 17, 2014

AGENDA ITEM: 3

ORIGINATING DEPT: Planning

CITY MANAGER: BA

PREPARED BY: Amanda Cook

SUBJECT: Adopt an Ordinance of the City Council of the City of Avalon Amending Avalon Municipal Code Section 9-5.404 (HD) Uses by Conditional Use Permit and 9-5.504 HD-R-CH/Low Moderate Income Housing, Uses by Conditional Use Permit and Adding Article 3 to Chapter 16 of Title 9 of the Avalon Municipal Code to Establish and Regulate Single Room Occupancy Facilities.

RECOMMENDED ACTION(S): That the City Council adopt an Ordinance of the City Council of the City of Avalon Amending Avalon Municipal Code Section 9-5.404 (HD) Uses by Conditional Use Permit and 9-5.504 HD-R-CH/Low Moderate Income Housing, Uses by Conditional Use Permit and Adding Article 3 to Chapter 16 of Title 9 of the Avalon Municipal Code to Establish and Regulate Single Room Occupancy Facilities.

BACKGROUND: This item was considered at the March 3 meeting where a modification had been made at Council's request to address Inclusionary Housing.

Specifically the sentence was added; 10. SROs may be created to satisfy inclusionary housing requirements as required in an approved Inclusionary Housing Plan.

(The reason for addressing the issue in this manner is that depending on the type of project that requires inclusionary housing, SROs may be appropriate. The decision would be made at the time the specific project is being considered.)

Assembly Bill 2634 (AB 2634), adopted in 2007, amended the California Government Code to require that each local government in California identify, in its General Plan's Housing Element, adequate sites for housing, including Single Room Occupancies (SROs). The 2013-2021 Housing Element includes a commitment by the City to complete a number of Zoning Code updates and revisions by summer 2014 to comply with AB 2634 (among other state mandates) and facilitate the development of affordable housing.

Implementation requires that the City designate one or more zones where SROs are permitted as a conditionally permitted use (requires a Conditional Use Permit). The City submitted to the Department of Housing and Community Development ("HCD") the 5th cycle Housing Element in late 2013. HCD has indicated that prior to receiving certification of the 5th cycle Housing Element, the City must make the zoning changes called for in the 4th cycle Housing Element, including the adoption of the Single Room Occupancy Ordinance.

When considering land use changes in the 4th cycle of the Housing Element, the City Council designated the High Density/Flats and HD/Community Housing zone (formerly the Low/Moderate income zone or generally Tremont Canyon) as appropriate for this land use.

Adoption of the ordinance establishing Article 3 in Chapter 16 of Title 9 and amendments to Municipal Code Sections 9-5.404 and 9-5.504, do not approve any particular project or any particular parcel for immediate construction of a Single Room Occupancy Facility.

The ordinance will add Article 3 – Single Room Occupancies to Chapter 16 – Special Needs Housing, of Title 9 of the Municipal Code. This section will include standards specific to single room occupancies (as allowed by AB 2634) including maximum occupancy, bath and kitchen requirements, parking, management plan and Inclusionary Housing.

The amendment to Municipal Code Sections 9-4.404 and 9-5.504 will add single room occupancy as a conditionally permitted use within the HD/Flats and HD-R-CH (Low Moderate Income Housing) Zones.

FISCAL IMPACTS: There is no fiscal impact from the adoption of the Ordinance.

GOAL ALIGNMENT: Its meets the Goal of the General Plan to facilitate affordable housing.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The City will have not complied with the implementation policy in the General Plan to facilitate affordable housing.

FOLLOW UP ACTION: Publish the adopted Ordinance.

ADVERTISING, NOTICE AND PUBLIC CONTACT: Brown Act. The ordinance will be published as required by law.

Environmental Review: This change was included in the EIR prepared for the adopted General Plan and thus is exempt from further CEQA review pursuant to State CEQA Guidelines Section 15061(b)3.

ATTACHMENTS:
Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF AVALON AMENDING SECTIONS
9-5.404 AND 9-5.504 OF THE AVALON MUNICIPAL CODE AND ADDING
ARTICLE 3 TO CHAPTER 16 OF TITLE 9 OF THE AVALON MUNICIPAL
CODE TO ESTABLISH AND REGULATE
SINGLE ROOM OCCUPANCY FACILITIES

WHEREAS, the City of Avalon ("City") recognizes that affordable housing is a scarce resource, and therefore committed in its Housing Element to update the City's ordinances to encourage the development of such housing; and

WHEREAS, a type of affordable housing is a single room occupancy ("SRO"), which consists of a small unit that may provide housing opportunities for lower-income individuals, persons with disabilities, seniors, and formerly homeless people seeking to enter the housing market; and

WHEREAS, in many communities, older SROs have been lost due to deterioration, hotel conversions, and demolitions; and

WHEREAS, the City Council recognizes the value of identifying zoning and development standards that will allow and encourage the development or construction of new SROs; and

WHEREAS, in support of SRO housing, the City desires to amend the Avalon Municipal Code ("AMC") to add standards governing the establishment of SROs within the City; and

WHEREAS, a public hearing was held before the Planning Commission on May 21, 2014 in which the Commission recommended that that the Council adopt Zoning Code text amendments to allow for the establishment and regulation of SROs in the City; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF AVALON DOES ORDAIN AS FOLLOWS:

Findings. The above recitals are true and correct and are incorporated herein by this reference.

Section 1. Section 9-3.619 of Article 6 of Chapter 3 of Title 9 of the Avalon Municipal Code is hereby amended to add the following definition:

"Section 9-3.619 'S' Definitions.

'Single room occupancy facility' shall mean a facility providing six or more dwelling units where each unit has a minimum floor area of one hundred ninety (190) square feet. These dwelling units may have kitchen or bathroom facilities and shall be offered on a monthly basis or longer."

Section 2. Article 3 of Chapter 16 of Title 9 of the Avalon Municipal Code is hereby added to

the Avalon Municipal Code and shall read as follows:

"CHAPTER 16 SPECIAL NEEDS HOUSING

Article 3. Single Room Occupancies

- 9-16.300 Purpose and intent.**
- 9.16-301 Occupancy.**
- 9-16.302 Residential Zone Land Uses and Permit Requirements.**
- 9-16.303 Standards.**

9-16.300 Purpose and intent.

It is the purpose and intent of this chapter to regulate the development and operation of single room occupancy land uses. Single room occupancy (SRO) units provide housing opportunities for lower-income individuals, persons with disabilities, seniors, and formerly homeless individuals.

9.16-301 Occupancy

A single room occupancy unit provides living and sleeping space for the exclusive use of up to two occupants.

9-16.302 Residential Zone Land Uses and Permit Requirements.

Single-room occupancy facilities shall be permitted in the HD Multiple Residential – High Density (Flats) zone and the High Density Residential – Community Housing (HD-R-CH) zone subject to the approval of a conditional use permit by the Planning Commission per Section 9-8.401.

9-16.303 Standards.

A. Single Room Occupancy Units. The following standards apply to single room occupancy units. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this section shall apply.

1. Unit Size. The minimum size of a unit shall be one hundred ninety (190) square feet.
2. Bathroom Facilities. An SRO unit is not required to, but may contain partial or full bathroom facilities. A partial bathroom facility shall have at least a toilet and sink; a full facility shall have a toilet, sink, and bathtub, shower, or bathtub/shower combination. If a full bathroom facility is not provided, common bathroom facilities shall be provided with at least one full bathroom on a floor, with at least one bathroom for every three units on a floor. A full bathroom shall be at least 35 square feet.
3. Kitchen. An SRO unit is not required to but may contain partial or full kitchen

facilities. A full kitchen includes a sink, a refrigerator, and a stove, range top, or oven. A partial kitchen is missing at least one of these appliances. If a full kitchen is not provided, common kitchen facilities shall be provided with at least one full kitchen per floor, or at least one kitchen for every six units on a floor.

4. Closet. Each SRO unit shall have a separate closet.

5. Code Compliance. All SRO units shall comply with all requirements of the California Building Code.

B. Single Room Occupancy Facilities. In addition to the development standards in the underlying zoning district, the following standards apply to single room occupancy facilities. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this section shall apply.

1. Common Area. A single room occupancy facility shall include at least two hundred (200) square feet in area of interior common space, excluding janitorial storage, laundry facilities, and common hallways. All common areas shall comply with all applicable ADA accessibility and adaptability requirements.

2. Bathroom Facilities. If private bathing facilities are not provided for each unit, shared shower or bathtub facilities shall be provided with at least one full bathroom (including toilets, sinks, and bathing facilities) for every floor, with a minimum of one full bathroom per every three units on a floor. The shared shower or bathtub facility shall be accessible from a common area or hallway. Each shared shower or bathtub facility shall be provided with an interior lockable door. A full bathroom shall be at least 35 square feet.

3. Laundry Facilities. Laundry facilities shall be provided in a separate room at the ratio of one washer and dryer for every ten (10) units, with at least one washer and dryer per floor.

4. Cleaning Supply Room. A cleaning supply room or utility closet with a wash tub with hot and cold running water shall be provided on each floor of the SRO facility.

5. Management Plan. A management plan shall be submitted with the development application for an SRO facility and shall be approved by the community development director and housing programs manager. The management plan must address management and operation of the facility, rental procedures, safety and security of the residents and building maintenance.

6. Facility Management. An SRO facility with ten (10) or more units shall have an on-site manager. An SRO facility with less than ten (10) units shall provide a management office on-site.

7. Off-Street Parking. Off-street parking shall be determined by the Planning Commission.

8. Accessibility. All SRO facilities shall comply with all applicable ADA

accessibility and adaptability requirements.

9. Existing Structures. An existing structure may be converted to an SRO facility, consistent with the provisions of this section.”

Section 4. Section 9-5.404 Uses by Conditional Use Permit is amended to add (h) as follows: (h) Single room occupancies. Section 9-5.504 Uses by Conditional Use Permit is amended to add (h) as follows: (h) Single room occupancies.

Section 5. Severability. The provisions of this Ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this Ordinance, or the application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions of this Ordinance or the application of those provisions.

Section 6. Exemption from California Environmental Quality Act. The City finds that the amendments to the Municipal Code, made pursuant to this Ordinance, are exempt from the California Environmental Quality Act (“CEQA”) because they do not constitute a project within the meaning of State CEQA Guidelines Section 15378. The amendments herein have no potential for resulting in physical change to the environment, directly or indirectly, that is capable of ascertainment at the present time. Specifically, no meaningful review of potential impacts is currently possible because the proposed amendments do not obligate development of SRO facilities in any particular place and the City has not received any proposals or applications for such development. The City further finds, under State CEQA Guidelines Section 15305, that the proposed amendments constitute a minor change to land use limitations and do not affect any change of zoning or generally permissible land uses or densities. The City further finds, under State CEQA Guidelines Section 15061(b)(3), that this Ordinance is also exempt from the requirements of CEQA in that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. These amendments do not allow any new activities, but rather define a previously undefined term and provide regulations for the establishment of a type of affordable housing. The City Clerk shall be the custodian of record for the documentation supporting this action. Staff is hereby directed to file a Notice of Exemption with the Los Angeles County Clerk's Office within five (5) working days.

Effective Date. This Ordinance shall become effective thirty (30) days after its adoption.

Custodian of Records. The documents and materials that constitute the record of proceedings on which these findings and this Ordinance are based are located at the City Clerk's Office at City Hall located at 410 Avalon Canyon Rd., Avalon, CA 90704. The custodian of these records is the City Clerk.

Publication. The City Clerk shall certify to the adoption of this Ordinance and cause the same to be published as required by law.

INTRODUCED at a regular meeting of the City Council of the City of Avalon on the 3rd day of March, 2015, and thereafter **ADOPTED** at a Regular Meeting of said City Council held on the 17th day of March, 2015, by the following vote to wit:

AYES:
NAYS:
ABSENT:
ABSTAIN:

Ann H. Marshall, Mayor

ATTEST:

Denise A. Radde, City Clerk

APPROVED AS TO FORM:

Scott H. Campbell
Best Best & Krieger, LLP

CITY COUNCIL

MEETING DATE: March 17, 2015
ORIGINATING DEPT: Harbor
PREPARED BY: Brian Bray, Harbor Master
SUBJECT: Swim Float Purchase

AGENDA ITEM: 4

CITY MANAGER: BLH

RECOMMENDED ACTION(S):

Authorize the Harbor Master to purchase CanDock material to build and replace the swim float for \$8725.00 + shipping from Chico California.

REPORT SUMMARY:

We lost the swim float on South Beach during Hurricane Marie in August 2014. The Harbor Master has researched replacing this budgeted item with something that would be very low maintenance, meaning it would only have to be pressure washed before being covered and stored for the winter.

The Harbor Master inspected a CanDock dock in early March that Long Beach Yacht Club uses to pull some smaller sailing skiffs up for storage. The dock is made of module individual cubes, all plastic, and can be taken apart in sections to stack for the winter. CanDock, which is a Canadian company, has been in business for 20 years and they offer a 20 year warranty.

CanDock's only West Coast Distributor is located in Chico and can supply material to build a 12 ½' x 20 ½' swim float that will take less than a day for 2 of our personnel to put together. It can be built in any configuration and we would intend to copy the design of the dock we saw in Long Beach, which has 3 rows (5' x 20') of 9" modules along the 20' side to allow swimmers to pull themselves up on to the float mated up to 5 rows (8'x 20') of the 14" modules. Swim ladders would be placed on each end along the 12' side to the 14" modules for those who don't want to "belly up" to the float.

Should the Council approve Staff's recommendation, the swim float would be ready for service in May.

FISCAL IMPACTS:

The total cost of \$8,725.00 + shipping will be derived from the Harbor fund, account no. 104-70-6504. Within the FY 2014/15 budget, \$10,000.00 was allocated for this project.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION(S):

The recreational swim float would not be replaced

FOLLOW UP ACTION(S):

Direct the Harbor Master to purchase the material

ADVERTISING, NOTICING AND PUBLIC CONTACT:

Posted pursuant to the Brown Act.

ATTACHMENTS:

1. Quote from CanDock West Coast LLC



QUOTE

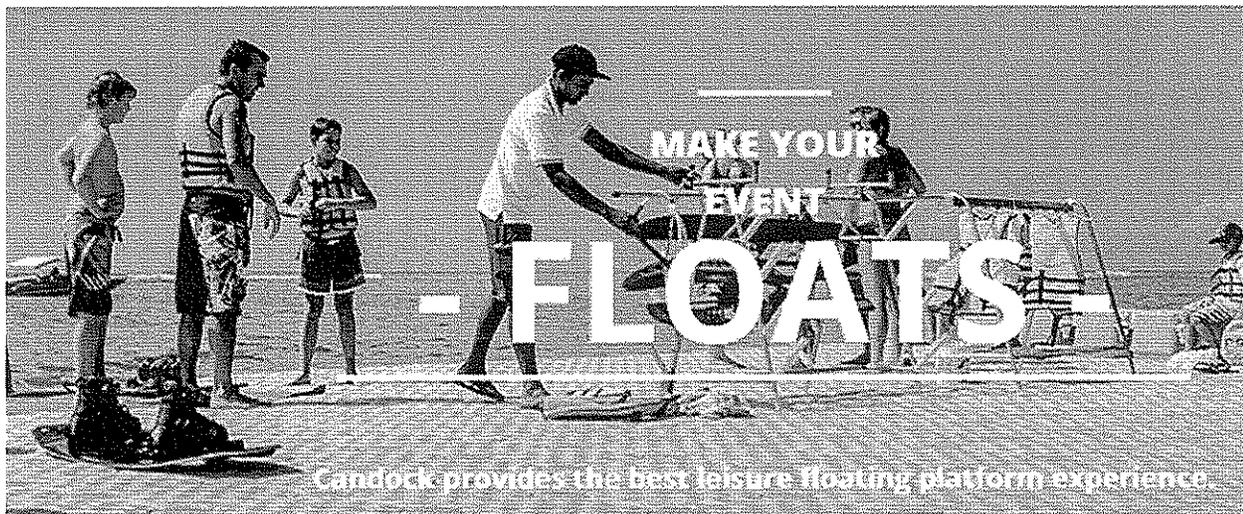
CANDOCK WEST COAST LLC

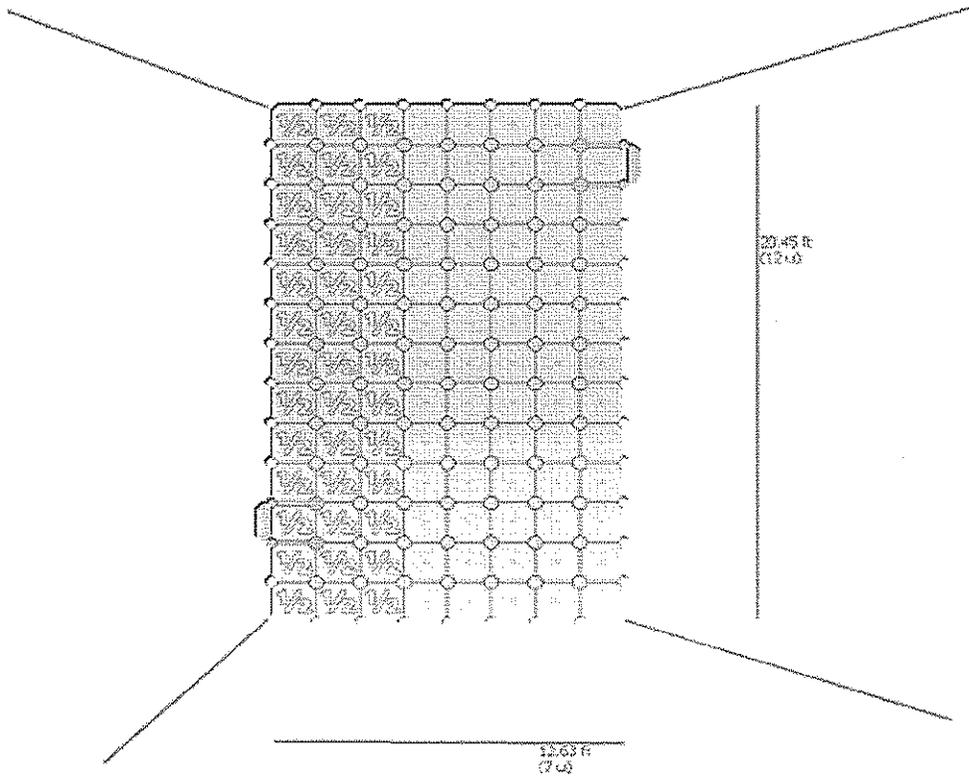
14012, Birdseye Court
Chico, California CA95973
(530) 521-8000
walter@candockwestcoast.com or ryan@candockwestcoast.com

Date: 2015-03-06

To: Brian Bray
310 510-0535
brianbray@cityofavalon.com

SKU	Description	Unit Price	Quantity	Total
LK 703013	SLIDING NUT	\$2.74	84	\$230.16
LK 703014	NUT	\$2.74	34	\$93.16
LK 703015	EXT LUG CONNECTOR	\$5.65	34	\$192.10
LK 703016	SPACER	\$2.00	14	\$28.00
LK 703026G	CUBE, GRAY G2	\$56.43	65	\$3,667.95
LK 703027G	CONNECTING PIN, GRAY G2	\$9.65	80	\$772.00
LK 703029G	LOW PROFILE CUBE, GRAY G2	\$54.95	39	\$2,143.05
RT 008G	CANDOCK LADDER (GRAY)	\$357.90	2	\$715.80
Additional Accessories				
AF PF 1	KEY FOR NUT	\$14.75	1	\$14.75
CD 135	KEY G2 COMBO PACK	\$57.00	1	\$57.00
RL 342	ANCHOR PLATE FOR CHAIN	\$50.50	4	\$202.00
Subtotal				\$8,115.97
Shipping				\$0.00
Installation				\$0.00
Tax				\$608.70
Total				\$8,724.67





CITY OF AVALON CITY COUNCIL

MEETING DATE: March 17, 2015

AGENDA ITEM: 5

ORIGINATING DEP: Finance Department

CITY MANAGER: BH

PREPARED BY: Ben Harvey, City Manager

SUBJECT: Continuance of Interim Chief Financial Officer Agreement

RECOMMENDED ACTION(S): Authorize the City Manager to extend the agreement with Chris Woidzik for a term not to exceed four (4) months, or until the end of Fiscal Year 2014-15 on June 30, 2015, thereby allowing him to continue serving in the temporary capacity as the City's Interim Chief Financial Officer.

REPORT SUMMARY: During the past ten months, Mr. Woidzik has been ensuring that the Finance Department has been meeting its daily operating responsibilities, continuing efforts to reduce the use of external consultants, and implementing changes to make the operations of the Department and City more efficient and cost effective.

The City's extension agreement with Mr. Woidzik ended in mid-February, and it is therefore appropriate at this time to renew the covenants. Mr. Woidzik has stated that he has remained longer than what was originally planned, but recognizes that there are several key initiatives that are in progress (listed below) and would be beneficial to the City if he remained through the end of the Fiscal Year.

Important projects needing resolution by Mr. Woidzik include the following:

- Completion of the City's FY2013-14 Audit and Financial Statement issuance
- Completion of the MTA's FY2013-14 Audit and Financial Statement issuance
- Compiling materials for the Refinancing of the two Tax Allocation Bond Issues
- Completion and adoption of the FY2015-16 Budget
- Maintaining current accounting for the Successor Agency and Housing Authority and being available for ongoing communications with the Department of Finance
- Participate in the recruitment efforts for the new Finance Director

GOAL ALIGNMENT:

Achieve a Balanced City Budget

- Encourage and continue ongoing efforts to foster and nourish professionalism and effectiveness within the Finance Department with particular attention to:
 - Streamlining Finance Department Process
 - Developing financial support mechanisms for infrastructure
 - Providing ongoing staff development

FISCAL IMPACTS: The Finance Director position was included for a full year in the adopted FY2014-15 City Budget; however, the Interim CFO has been filling that role. The expenses related to the Finance Director and Interim CFO are shared between the City (60%) and Successor Agency (40%). Cost savings have been realized from the elimination of services required of Platinum Consulting and the reduction of services associated with RSG (Successor and Housing Authority consultants). Additionally, it is anticipated that approximately 5-10% of the costs during this extended period related to the Interim CFO will be able to be reimbursed by the monies the City is to receive as part of the Refinancing of the two bonded debt issues mentioned above. It is also anticipated that the City will also see cost savings associated with his providing assistance towards the hiring of the permanent finance Director. Typical recruitment costs for a candidate supplied by a recruitment firm range from 20-25% of the base salary.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The City will not be able to properly service the community and other departments without the direct oversight provided by a day-to-day manager in this position.

FOLLOW UP ACTION: Direct the City Manager to extend the temporary employment agreement on behalf of the City with Chris Woidzik allowing him to continue serving as the Interim Chief Financial Officer for a duration of time not to exceed four (4) months.

ADVERTISING, NOTICE AND PUBLIC CONTACT: This item was properly listed on the posted agenda pursuant to the Brown Act.

ATTACHMENTS: Interim Chief Financial Officer Spreadsheet.

CITY OF AVALON

INTERIM CHIEF FINANCIAL OFFICER

DURATION OF SERVICES: MARCH 1 - JUNE 30, 2015

DRAFT

DESCRIPTION/TITLE	Hours Average 50 hr. week	Hourly Salary	Subtotal	Hourly Benefits	Subtotal	Total Hourly	Total S&B	Hotel	Expenses Commuter	Total	Total Hourly
INTERIM CFO services	200	\$ 110.00	\$ 22,000	\$ 16.44	\$ 3,287	\$ 126.44	\$ 25,287	\$ -	\$ 293	\$ 25,580	\$ 127.90
INTERIM CFO services (estimated)	800	\$ 110.00	\$ 88,000	\$ 16.44	\$ 13,148	\$ 126.44	\$ 101,148	\$ -	\$ 878	\$ 102,026	\$ 127.53

ASSUMPTIONS:

- Payment is made via City Payroll .
- Each Payperiod is estimated at 100 hours. Actual hours will vary.
- Benefits include: CalPERS retirement, Social Security, Medicare, Unemployment
- Benefits do not include health benefits, vacation, sick, life insurance.
- Covered by city liability and workers compensation insurance which is not included in hourly benefit rate.
- Pay rate is \$110 for all hours worked; rate does not vary with overtime hours.
- Payment is for one subsidized commuter book a month.
- City will provide housing.
- Parking reimbursement is \$100 per month.

ADDITIONAL CONSIDERATIONS:

- The City has specifically requested completion of the following items in addition to the handling the normal operations of the Finance Department:
- A) Management Reporting - Between March and June 2015: (1) completion of management reporting packages to Department Heads and City Council in the form of quarterly financial reporting results (July-December 2014 & January-March 2015 periods) summarizing Department/City activities, and (2) completion of the Mid-Year Budget Review reports summarizing activities through this period.
 - B) Assistance in the recruitment efforts of the permanent Finance Director.
 - C) Completion and adoption of the FY2015-16 Budget and issuance of the MTA and City FY2013-14 financial statements by June 30, 2015.*
- *If the FY2015-16 Budget is adopted and the MTA and City FY2013-14 audits are completed under the following timelines a potential \$5,000 Bonus payment is to be paid to Mr. Woidzik according to the following installments as follows no later than July 1, 2015:
- (1) MTA FY2013-14 audit and financial statement issuance by June 30, 2015 (\$500 Bonus)
 - (2) City FY2013-14 audit and financial statement issuance by June 30, 2015 (\$2000 Bonus)
 - (3) FY2015-16 Budget adoption by July 1, 2015 (\$2500 Bonus), or if adopted by August 1, 2015 (\$1000 Bonus)

CITY OF AVALON CITY COUNCIL

MEETING DATE: March 17, 2015

AGENDA ITEM: 6

ORIGINATING DEP: Administration

CITY MANAGER: JA

PREPARED BY: Denise Radde, Chief Administrative Officer/City Clerk

SUBJECT: Proposed Increase to the Salt Water and Sewer Fees for FY 2015-2016 on the Property Tax Roll

RECOMMENDED ACTION(S): Discuss and provide direction to Staff on the recommended percentage increase to our sewer and salt water property related fees. Property related fees must be raised by a four fifths vote of the City Council.

Complete staff report will be provided under separate cover.