

**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, SEPTEMBER 15, 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

PRESENTATION

1. Update from Southern California Edison on Phase II Water Rationing.
2. Catalina Island Chamber of Commerce & Visitors Bureau Annual Report.

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.

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 September 1, 2015 regular City Council meeting.
2. Expenditures Submitted for Approval
 - Warrants in the amount of \$1,234,963.00
 - Electric Fund Transfers in the amount of \$64,878.06
 - Two Payrolls in the amount of \$432,718.38Recommended Action
Approve total expenditure amount of \$1,732,559.44.

CITY COUNCIL AGENDA
SEPTEMBER 15, 2015
PAGE 2

3. Public Hearing to Receive Comment on the City's Proposed CDBG Funded Project to Construct an Elevator at the Beacon Hill Senior Apartment Complex
Staff was directed at the May 5, 2015 City Council meeting to work with Thomas Saffron and Associates, the firm that manages the Beacon Hill Senior Apartment Complex, to construct an elevator/lift for access to the second floor of the complex.
Recommended Action
Open the Public Hearing, accept comment, close the Public Hearing and authorize staff to commence with a public bid for the construction of an elevator at the Beacon Hill Senior Apartment Complex utilizing an allocation of the City's Community Development Block Grant funds.

4. Resolution for Surrendered and Abandoned Vessel Exchange Grant
In July, 2015, the Harbor Master submitted an application requesting funding to aid in the cost of removing and disposing abandoned recreational vessels. On September 2, 2015, the State of California's Department of Parks and Recreation Division of Boating and Waterways sent notification that the City was selected to receive grant funding in the amount of \$32,400.
Recommended Action
 - A. Approve the acceptance of a grant award in the sum of \$32,400 from the State of California's Department of Parks and Recreation Division of Boating and Waterways, to assist the City of Avalon in providing services relative to the proper and legal removal and disposal of abandoned recreational vessels, and to execute any subsequent amendments, modifications or extensions.
 - B. Adopt resolution authorizing the City Manager, to execute a \$32,400 grant award agreement from the State of California's Department of Parks and Recreation Division of Boating and Waterways, and any subsequent amendments, modifications, augmentations, extensions, and grant renewals pertaining to said grant.

5. Emergency Variable Frequency Drive Repair for Alfa Laval Centrifuge
Environ Strategy who manages the City's Waste Water Treatment Plant, made the City aware of an emergency situation when the existing Variable Frequency Drive failed on the Centrifuge. This situation required that immediate action be taken to make the requisite repairs because the Centrifuge is a critical piece of equipment in our facility, as it is the last step in the treatment process.
Recommended Action
 - A. Determine that an emergency existed and ratify action by the Chief Administrative Officer and the Interim Public Works Director to undertake necessary repairs at the Pebbly Beach Sewage Treatment Plant.
 - B. Authorize the expenditures for these repairs to be funded by Sewer Infrastructure Fund 108-25-6552 in the amount of not to exceed \$16,500.00.
 - C. Adopt a resolution authorizing necessary repairs. **(A four-fifths vote is required.)**

GENERAL BUSINESS

6. Transportation Permit Application for Ghost Tours, dba Tour Catalina Electric Bike Rentals
Ghost Tours of Catalina dba Tour Catalina submitted a Transportation Permit Application to transfer the electric bicycle operation of Tour Catalina. The application states that the new operators wish to continue under the same rules as the previous owner including business location, routes and number of permitted bikes.
Recommended Action
Approve application / transfer after discussion of any changes reflecting traffic and safety concerns including, but not limited to, routes, hours of operation, safety gear (helmets), patrol bikes and vehicle maximum speeds, etc.

7. Review the Proposed Public Transportation Program Plan for the City of Avalon's Fixed Route, Dial-a-Ride/Paratransit and Taxi Voucher Program
In May 2015, the City Council voted to proceed with a Request for Proposals for the City's transportation program under the guidance of Roy Glauthier, AMMA Transit Planning.
Recommended Action
Review the proposed Public Transportation Program Plan and provide input for the development of the Request for Proposal document.

8. Development of a Cabrillo Mole Revitalization Plan
The City Council has identified the revitalization of the Cabrillo Mole as a goal and specifically, directed City Staff to determine the needs and desires for the future of the Cabrillo Mole, develop a comprehensive plan for the repair/rebuild of the Cabrillo Mole, and identify funding requirements for the Cabrillo Mole.
Recommended Action
Authorize the City Manager to enter into an agreement with Kendall Flint of Regional Government Services (RGS) for the development of a Cabrillo Mole Revitalization Plan with a total project budget not to exceed \$15,000.

9. Status Update, Review and Assessment of Council Goals
Since the adoption of the Council Goals, Staff has worked to address the identified tasks. As a progress report, Staff is providing an annotated goals list with status updates.
Recommended Action
Review, discuss, modify and update (if necessary) the adopted Council Goals.

******The next two items in General Business are the "City of Avalon acting as the Successor Agency to the Avalon Community Improvement Agency"**

**CITY COUNCIL AGENDA
SEPTEMBER 15, 2015
PAGE 4**

10. Approving an Agreement Between the Successor Agency and the City for Repayment of a Loan from the City for Unfunded Successor Agency Expenditures
The City of Avalon and the Successor Agency desire to enter into a loan agreement and place it on the ROPS for repayment. The City may loan funds to the Successor Agency as authorized by Health and Safety Code Section 34173(h). The City loan will be placed on the ROPS 15-16B and subsequent ROPS as necessary until it is fully repaid.
Recommended Action
Approve the agreement authorizing the repayment of a loan from the City of Avalon.
11. Recognized Obligation Payment Schedule (ROPS) 15-16B
Health and Safety Code ("HSC") Section 34177(l) requires the Successor Agency to prepare and submit a Recognized Obligation Payment Schedule ("ROPS"), prior to each six-month fiscal period, to the Oversight Board, County Auditor-Controller, State Controller's Office, and State Department of Finance for review and approval. For the ROPS period of January 1, 2016 to June 30, 2016 (ROPS 15-16B), the statute requires that an Oversight Board-approved ROPS be submitted to the State by no later than October 1, 2015.
Recommended Action
That the City Council acting as Successor Agency adopt "A Resolution of the City of Avalon as Successor Agency to the Avalon Community Improvement Agency Approving a Recognized Obligation Payment Schedule 15-16B".

CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: City Manager
2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: Two City leased properties – The Catalina Island Yacht Club and the Tuna Club
Agency Negotiators: City Council, City Manager Ben Harvey, Chief Administrative Officer Denise Radde and City Attorney Scott Campbell
Under Negotiation: Price and terms of payment
3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

NOTICE OF POSTING

I, Denise Radde, declare that the City Council Agenda September 15, 2015 was posted on Friday, September 11, 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: September 15, 2015
ORIGINATING DEP: City Clerk
PREPARED BY: Denise Radde, City Clerk
SUBJECT: City Council Actions

AGENDA ITEM: 1

CITY MANAGER: BA

RECOMMENDED ACTION(S): Approve City Council Actions from the regular City Council meeting on September 1, 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: September 15, 2015
ORIGINATING DEP: Finance
PREPARED BY: Robert Mescher, Finance Director
SUBJECT: Warrants

AGENDA ITEM: 2
CITY MANAGER: BA

RECOMMENDED ACTION(S): Approve the warrants in the amount of \$1,234,963.00, EFTS in the amount of \$64,878.06 and two payrolls in the amount of \$432,718.38, for a total expenditure of \$1,732,559.44.

REPORT SUMMARY:

| |
|---|
| US Bank Warrants FY 16 20841-20898 - \$360,456.05 – August 14, 2015 |
| US Bank Warrants FY 15 20899-20917 - \$138,893.59 – August 14, 2015 |
| US Bank Warrants FY 15 20918-20923 - \$59,482.87 – August 17, 2015 |
| US Bank Warrants FY 16 20924-20988 - \$613,283.56 – August 28, 2015 |
| US Bank Warrants FY 15 20989-20994 - \$62,846.93 – August 28, 2015 |
| Payroll - \$224,053.10 - August 21, 2015 |
| Payroll - \$208,665.28 - September 4, 2015 |
| EFT – State Board of Equalization - \$9,947.00 - August 20, 2015 |
| EFT – CalPERS Retirement - \$27,533.33 - August 20, 2015 |
| EFT – CalPERS Retirement - \$27,397.73 - September 3, 2015 |

GOAL ALIGNMENT: Ongoing meeting of City obligations.

FISCAL IMPACTS: There are sufficient funds available, and the expenditures are included in the adopted 2014-2015 and the adopted 2015-2016 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 SEPTEMBER 15,2015

| | MONTH OF AUGUST & SEPTEMBER 2015 | |
|-------------------------------------|----------------------------------|-----------|
| US BANK WARRANTS FY 16 #20841-20898 | \$ 360,456.05 | 8/14/2015 |
| US BANK WARRANTS FY15 #20899-20917 | \$ 138,893.59 | 8/14/2015 |
| US BANK WARRANTS FY 15 #20918-20923 | \$ 59,482.87 | 8/17/2015 |
| US BANK WARRANTS FY 16 #20924-20988 | \$ 613,283.56 | 8/28/2015 |
| US BANK WARRANTS FY 15 #20989-20994 | \$ 62,846.93 | 8/28/2015 |
| PAYROLL | \$ 224,053.10 | 8/21/2015 |
| PAYROLL | \$ 208,665.28 | 9/4/2015 |
| EFT - STATE BOARD OF EQUALIZATION | \$ 9,947.00 | 8/20/2015 |
| EFT - CALPERS RETIREMENT | \$ 27,533.33 | 8/20/2015 |
| EFT - CALPERS RETIREMENT | \$ 27,397.73 | 9/3/2015 |

\$ 1,732,559.44

TOTAL DISBURSEMENTS

\$ 1,732,559.44

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 15TH DAY OF SEPTEMBER 2015

AUDIT COMMITTEE - RICHARD HERNANDEZ

FINANCE DIRECTOR - ROBERT MESCHER

AUDIT COMMITTEE - CINDE CASSIDY

AVALON CITY COUNCIL
MEETING OF SEPTEMBER 15,2015

FY 15

| CHECK NUMBER | DATE ISSUED | AMOUNT | PAYEE | DESCRIPTION |
|-----------------|----------------|-----------|---------------------------|------------------------------|
| 20918 | 08/17/15 | 2,941.76 | AMERICAN EXPRESS | CREDIT CARD CHGS - HARBOR |
| 20919 | 08/17/15 | 44,032.58 | BEST, BEST & KRIEGER, LLP | CONTRACT SVC - JUNE 15 |
| 20920 | 08/17/15 | 1,920.56 | EDD | QTRLY U/I PAYMENT - ALL DEPT |
| 20921 | 08/17/15 | 342.99 | PETTY CASH | PETTY CASH - ALL DEPTS |
| 20922 | 08/17/15 | 7,646.48 | AMERICAN EXPRESS | CREDIT CARD CHGS - ALL DEPTS |
| 20923 | 08/17/15 | 2,598.50 | HELVETIC CONSULTING | CONTRACT SVCS - PLANNING |

\$ 59,482.87

AVALON CITY COUNCIL
MEETING OF SEPTEMBER 15,2015

FY 15

| CHECK NUMBER | DATE ISSUED | AMOUNT | PAYEE | DESCRIPTION |
|-----------------|----------------|-----------|------------------------------|-------------------------|
| 20989 | 08/28/15 | 18.00 | CATALINA LAUNDRY | SERVICE - RECREATION |
| 20990 | 08/28/15 | 19,866.25 | ENVIRON STRATEGY CONSULTANTS | BIOFILTER RPR WK - WWTP |
| 20991 | 08/28/15 | 252.59 | GEMPLER'S | SUPPLIES - HARBOR |
| 20992 | 08/28/15 | 26,908.58 | SEAWAY COMPANY OF CATALINA | RESALE FUEL - FD |
| 20993 | 08/28/15 | 1,625.75 | SIRIA'S CLEANING SERVICE | CONTRACT SVC - JUNE 15 |
| 20994 | 08/28/15 | 14,175.76 | WILLDAN ENGINEERING | CONTRACT SVC - ADMIN |

\$ 62,846.93

AVALON CITY COUNCIL
MEETING OF SEPTEMBER 15, 2015

FY15

| CHECK NUMBER | DATE ISSUED | AMOUNT | PAYEE | DESCRIPTION |
|--------------|-------------|------------|--------------------------------|---------------------------|
| 20924 | 08/28/15 | - | VOID - PRINTER ERROR | VOID - PRINTER ERROR |
| 20925 | 08/28/15 | 203.00 | AMERIFLEX | FSA ADMIN FEES - 8/15 |
| 20926 | 08/28/15 | 3,315.00 | AMMA TRANSIT PLANNING | CONTRACT SVC - JY 15 |
| 20927 | 08/28/15 | 596.88 | ANTHEM BLUE CROSS | COBRA PYMT - SEPT 15 |
| 20928 | 08/28/15 | 4,500.00 | ARBOR WORKS | SERVICE - PUBLIC WKS |
| 20929 | 08/28/15 | 1,331.52 | ART, CAPS N' DESIGN | SUPPLIES - FD |
| 20930 | 08/28/15 | 331.38 | AT & T | COMMUNICATIONS - ALL DEP |
| 20931 | 08/28/15 | 476.60 | AT & T LONG DISTANCE | LONG DISTANCE - ALL DEPTS |
| 20932 | 08/28/15 | 34.00 | AVALON BAY NEWS | YRLY SUBSCRIPTION |
| 20933 | 08/28/15 | 119,873.65 | AVALON ENVIRONMENTAL | CONTRACT SVC - JY 15 |
| 20934 | 08/28/15 | 5,711.00 | BEYOND SOFTWARE SOLUTIONS | CONTRACT SVC - ADMIN |
| 20935 | 08/28/15 | 1,444.75 | BLUE SHIELD OF CALIF. | OVERPYMT - AMBULANCE |
| 20936 | 08/28/15 | 72,846.09 | CALPERS | MEDICAL - SEPT 15 |
| 20937 | 08/28/15 | 826.73 | CANBY, CLAUDIA | SUPPLIES - ALL DEPTS |
| 20938 | 08/28/15 | 4,011.23 | CATALINA BEVERAGE | SUPPLIES - ALL DEPTS |
| 20939 | 08/28/15 | 49.95 | CATALINA BROADBAND SOLUTIONS | SERVICE - AUG 15 |
| 20940 | 08/28/15 | 83,850.25 | CHAMBER OF COMMERCE | TOT - SEPT 15 |
| 20941 | 08/28/15 | 28,060.20 | CATALINA EXPRESS | 2ND HLF 7/15 - SUBSIDY |
| 20942 | 08/28/15 | 2,407.63 | CATALINA ISLAND PLUMBING | SERVICE - HBR/PW |
| 20943 | 08/28/15 | 101.59 | CATALINA YAMAHA | SUPPLIES - GARAGE |
| 20944 | 08/28/15 | 1,467.38 | CDW GOVERNMENT | SUPPLIES - ADMIN/REC |
| 20945 | 08/28/15 | 104,618.05 | CO. OF LA SHERIFF'S DEPARTMENT | RESIDENT DEPUTY - JY 15 |
| 20946 | 08/28/15 | 446.25 | COMTECH | SUPPLIES - FIRE |
| 20947 | 08/28/15 | 266.90 | DAHL, TOM | LASD SUBSISTENCE |
| 20948 | 08/28/15 | 6,379.55 | DELTA DENTAL | DENTAL - SEPT 15 |
| 20949 | 08/28/15 | 3,870.00 | DENNIS JAICH DBA CONSTRUCTORS | CONTRACT SVC - ADMIN |
| 20950 | 05/09/57 | 5,490.00 | DENNIS JAICH DBA CONSTRUCTORS | CONTRACT SVC - ADMIN |
| 20951 | 08/28/15 | 2,500.00 | DIGITAL MAP PRODUCTS | SOFTWARE RENWAL - PLAN |
| 20952 | 08/28/15 | 3,254.93 | EDISON | UTILITIES - ALL DEPTS |
| 20953 | 08/28/15 | 6,523.75 | ENVIRON STRATEGY CONSULTANTS | OT - JY 2015 |
| 20954 | 08/28/15 | 740.00 | FINELINE CONSTRUCTION | SUPPLIES - PW |
| 20955 | 08/28/15 | 238.56 | GALLIVER, JIM | LASD SUBSISTENCE |
| 20956 | 08/28/15 | 5,554.00 | GEOGRAPHIC DATA & MANAGEMENT | CONTRACT SVCS - IT |
| 20957 | 08/28/15 | 87.92 | GRAINGER | SUPPLIES - FIRE |
| 20958 | 08/28/15 | 1,723.11 | HDL COREN & CONE | CONTRACT SVC - ADMIN |
| 20959 | 08/28/15 | 2,917.50 | HELVETIC CONSULTING, INC. | CONTRACT SVC - PLANNING |
| 20960 | 08/28/15 | 301.95 | IDEX DISTRIBUTION, INC | SUPPLIES - CDO |
| 20961 | 08/28/15 | 32,639.32 | IDR ENVIRONMENTAL SERVICES | HHW DISPOSAL - ALL DEPTS |
| 20962 | 08/28/15 | 142.33 | ISLAND THREADZ | SUPPLIES - CODE |
| 20963 | 08/28/15 | 940.29 | KIMLEY-HORN & ASSOC. | SERVICE - PLANNING |
| 20964 | 08/28/15 | 5,724.00 | KOFF & ASSOCIATES | CONTRACT SVC - ADMIN |
| 20965 | 08/28/15 | 1,950.62 | LICARI, TONY | CONTRACT SVC - SEPT 15 |
| 20966 | 08/28/15 | 111.69 | MACKTAL, JOHN | SUPPLIES - GARAGE |
| 20967 | 08/28/15 | 631.63 | MATTHEWS | SUPPLIES - CEMETERY |
| 20968 | 08/28/15 | 55.32 | MCMASTER-CARR | SUPPLIES - HARBOR |
| 20969 | 08/28/15 | 15.31 | MICROSOFT | SOFTWARE SERVICES - ALL |
| 20970 | 08/28/15 | 786.00 | MR. NING'S | SENIOR MEALS - JY 15 |
| 20971 | 08/28/15 | 226.00 | PARTY TIME ICE | SUPPLIES - FD |
| 20972 | 08/28/15 | 345.73 | PENNWELL | SUPPLIES - FIRE |
| 20973 | 08/28/15 | 85.02 | PETTY CASH - HARBOR | REFILL PETTY CASH |

| | | | | |
|-------|-----------|-----------|--------------------------------|---------------------------|
| 20974 | 08/28/15 | 987.76 | QUILL CORP | SUPPLIES - ALL DEPTS |
| 20975 | 08/28/15 | 904.75 | RICOH AMERICAS CORP | COPIER LEASE - PLANNING |
| 20976 | 08/28/15 | 253.33 | ALBERTSONS SAFEWAY | SUPPLIES - ALL DEPTS |
| 20977 | 08/28/15 | 1,588.32 | SANTA CATALINA ISL. RESORT SVC | UTILITIES/PROPANE |
| 20978 | 08/28/15 | 61,685.61 | SEAWAY COMPANY OF CATALINA | RESALE FUEL - FD |
| 20978 | 08/28/15 | 2,232.79 | SEAWAY COMPANY OF CATALINA | FUEL - ALL DEPTS |
| 20979 | 08/28/15 | 10,641.75 | SIRIA'S CLEANING SERVICE | CONTRACT SVC - JY/AUG 15 |
| 20980 | 08/28/15 | 1,248.39 | SOUTH COAST A.Q.M.D. | ANNL PERMIT FEES |
| 20981 | 08/28/15 | 143.71 | STATE BOARD OF EQUALIZATION | SALES TX UNDERPYMT - FD |
| 20982 | 08/28/15 | 200.00 | STONE, DIANNE | REIMB O/P COSTS |
| 20983 | 08/28/15 | 2,191.35 | SUNGARD PUBLIC SECTOR, INC. | SOFTWARE LEASE - SEPT 15 |
| 20984 | 08/28/15 | 640.00 | THE EMBLEM AUTHORITY | SUPPLIES - FIRE |
| 20985 | 08/28/15 | 32.15 | UNITED PARCEL SERVICE | FREIGHT - PLANNING/GARAGE |
| 20986 | 08/28/15 | 9,525.00 | VEGA, EDMUNDO | CONTRACT SVC - SEPT 15 |
| 20987 | 8/28/2015 | 821.15 | VERIZON WIRELESS | COMMUNICATIONS - ALL DEP |
| 20988 | 8/28/2015 | 132.94 | WITMER PUBLIC SAFETY GRP | SUPPLIES - FIRE |

\$ 613,283.56

CITY OF AVALON CITY COUNCIL

MEETING DATE: September 15, 2015

AGENDA ITEM: 3

ORIGINATING DEP: Planning

CITY MANAGER: BH

PREPARED BY: Audra McDonald, Administrative Analyst

SUBJECT: A Public Hearing to Receive Comment on the City's Proposed CDBG Funded Project to Construct an Elevator at the Beacon Hill Senior Apartment Complex

RECOMMENDED ACTION(S): Open the Public Hearing, accept comment, close the Public Hearing and authorize staff to commence with a public bid for the construction of an elevator at the Beacon Hill Senior Apartment Complex utilizing an allocation of the City's Community Development Block Grant funds.

REPORT SUMMARY: At the May 5, 2015, City Council Meeting, staff gave a presentation regarding Community Development Block Grant (CDBG) Funds allocated to the City of Avalon. The presentation included information regarding the very restrictive nature of CDBG funding and provided a list of previous projects completed with CDBG Funds in the City. At the conclusion of the presentation Council concurred to move forward collaboratively with Thomas Saffron and Associates, the firm that manages the Beacon Hill Senior Apartment Complex to construct an elevator/lift for access to the second floor of the complex. The proposed project meets the required criteria for CDBG projects and the land is owned by the City of Avalon. A requirement of utilizing CDBG Funds is to publicly notice the proposed project for 30 days and hold a Public Hearing to receive public comment (either written or verbal).

The City Council Goals Document, City Policy - Community Cooperation, suggests better coordinated efforts with community stakeholders, specifically identifying collaboration. The proposed project aligns well with the collaborative goal.

GOAL ALIGNMENT: City Policy- Community Cooperation.

FISCAL IMPACTS: At the May meeting, the estimated available CDBG funding for the project was \$84,000. Since that meeting it has been determined the available funding is over \$100,000. Therefore, the programmed amount for this project is \$100,000. The actual fiscal impacts will not be known until the bid process has been completed.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The City's CDBG Funds will not be allocated to the Beacon Hill Senior Apartment Complex Elevator Project and the City Council will need to identify a different, eligible project.

FOLLOW UP ACTION: Prepare and advertise the Public Bid for the Beacon Hill Senior Apartment Complex Elevator Project

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

ATTACHMENTS:

1. City of Avalon CDBG Presentation May 5, 2015
2. Public Notice
3. Conceptual Drawing



PUBLIC NOTICE

The public is invited to review and comment on the City of Avalon proposed revision to the Community Development Block Grant (CDBG) Consolidated Plan (Action Plan) which identifies projected use of funds for the Forty-First Fiscal Year (July 1, 2015-June 30, 2016) for submission to the U.S. Department of Housing and Urban Development. This revision reports on substantial changes to the 2015-16 Action Plan.

City of Avalon

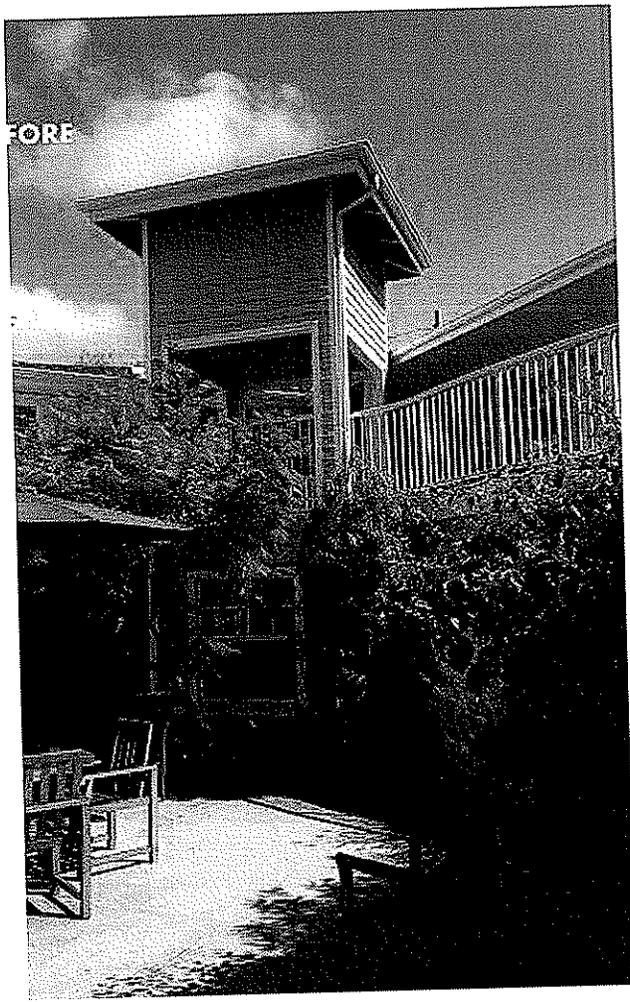
Beacon Hill Apartment Elevator Installation
Funding Allocation: \$100,000

The City Council will hold a Public Hearing on September 15, 2015, to approve the project. Anyone wishing to comment should submit written comments by September 11, 2015.

City Contact Information

Audra McDonald
Audra1@cityofavalon.com
P.O. Box 707
Avalon, CA 90704

Posted: August 10, 2015
Avalon City Hall
410 Avalon Canyon Road
Avalon, CA



CITY OF AVALON CITY COUNCIL

MEETING DATE: September 15, 2015

AGENDA ITEM: 4

ORIGINATING DEP: Harbor

CITY MANAGER: BA

PREPARED BY: Harbor Master Brian Bray

SUBJECT: Resolution for Surrendered and Abandoned Vessel Exchange Grant

RECOMMENDED ACTION(S):

1. Approve the acceptance of a grant award in the sum of \$32,400 from the State of California's Department of Parks and Recreation Division of Boating and Waterways, to assist the City of Avalon in providing services relative to the proper and legal removal and disposal of abandoned recreational vessels, and to execute any subsequent amendments, modifications or extensions.
2. Adopt a Resolution (Attachment A) authorizing the City Manager, to execute a \$32,400 grant award agreement from the State of California's Department of Parks and Recreation Division of Boating and Waterways, and any subsequent amendments, modifications, augmentations, extensions, and grant renewals pertaining to said grant.

REPORT SUMMARY:

In July of 2015, the Harbor Master submitted an application to the State of California's Department of Parks and Recreation Division of Boating and Waterways requesting funding to aid in the cost of removing and disposing abandoned recreational vessels. On September 2, 2015, the Division of Boating and Waterways sent notification that the City was selected to receive grant funding in the amount of \$32,400.

With this grant, the City will receive assistance in the removal and disposal of vessels that are submerged or abandoned by their owners. Abandoned vessels not immediately removed may pose potential safety hazards.

The Department of Parks and Recreation Division of Boating and Waterways requires that the attached resolution be adopted by the City Council in order to execute the grant.

GOAL ALIGNMENT: Not aligned

FISCAL IMPACTS:

The \$32,400.00 in grant funding from Department of Parks and Recreation Division of Boating and Waterways will assist in offsetting costs incurred by the Harbor Department in removing and disposing abandoned recreational vessels.

The Harbor Fund will need to contribute 10 percent (\$3,240.00) in matching funds that can either be cash or in-kind services with supporting verification of in-kind services.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:

The Harbor Fund would continue to incur costs of disposing of abandoned vessels within the navigable waters of the City of Avalon without assistance from the grant funding.

FOLLOW UP ACTION:

Upon approval of the City Council, copies of the Grant Agreement, Grant Certification, Grant Darfur Contracting Act Certification, City Council Resolution and Certificate of Liability Insurance must be sent to the Department of Parks and Receptions Division of Boating and Waterways for approval before any work can commence.

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

ATTACHMENTS:

Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF AVALON, CALIFORNIA ACCEPTING A GRANT
FROM THE STATE OF CALIFORNIA'S DEPARTMENT
OF PARKS AND RECREATION'S DIVISION OF
BOATING AND WATERWAYS FOR THE SURRENDERED
AND ABANDONED VESSEL EXCHANGE PROGRAM**

WHEREAS, the City of Avalon ("City") is desirous of preserving and promoting uses that contribute to the charm and character of navigable waters within the City of Avalon;

WHEREAS, the City utilizes local, county, state, and federal regulations to remove derelict, abandoned, and unseaworthy vessels from City controlled areas within the navigable waters of the City of Avalon;

WHEREAS, the State of California's Department of Parks and Recreation's Division of Boating and Waterways ("Division") is authorized to provide grants to cities, marinas, or other agencies for the removal of derelict vessels;

WHEREAS, the City submitted a grant application to the Division seeking funds for the City's derelict vessel removal program in City of Avalon navigable waters; and

WHEREAS, the Division reviewed and approved the City's grant application and authorized the award of grant funds.

NOW, THEREFORE, the City Council of the City of Avalon resolves as follows:

Section 1: The Division, through the Surrendered and Abandoned Vessel Exchange (SAVE) program has authorized a grant award of Thirty-Two Thousand Four Hundred Dollars and No Cents (\$32,400.00) to help fund the City's mitigation and removal of abandoned and nuisance vessels from navigable waters within the City of Avalon. The SAVE grant funds are comprised of a combination of grant funds for the Division's Abandoned Watercraft Abatement Fund (AWAF) and the Vessel Turn-In Program (VTIP), and the grant funds may be used by the City for either purpose.

Section 2: The City Manager is authorized to execute any and all agreements and documents necessary to allow the City to accept the grant funds awarded by the Division.

Section 3: The City Council finds the adoption of this resolution is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

Section 4: The recitals provided in this resolution are true and correct and are hereby incorporated into the substantive portion of this resolution.

Section 5: This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify the vote adopting the resolution.

ADOPTED this 15th day of September, 2015.

Ayes:
Noes:
Absent:
Abstain:

Ann H. Marshall,
Mayor

ATTEST:

Denise A. Radde,
City Clerk

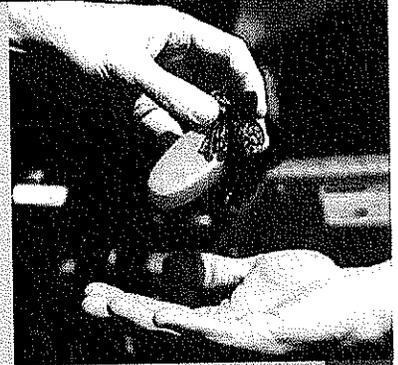


Vessel Turn-In Program

VTIP

IS YOUR BOAT AN ANCHOR? TURN IT IN THROUGH THE VTIP!

The Vessel Turn-In Program (VTIP) is a program created to help boat owners surrender their unwanted recreational boats to a local participating VTIP agency, free of charge. This helpful and proactive program is administered by California State Parks Division of Boating and Waterways (DBW), and grants are awarded annually to qualified local public agencies statewide. Commercial vessels are not covered under this program.



Help keep at-risk, aging vessels from continuing to be a problem and burden on the people and environment of California. Surrender your unwanted vessel through the VTIP.

What will it cost?

- If your application is accepted, disposal is free.
- You must be the registered owner, and title must be free and clear of any loan balances, liens, and/or taxes.
- Some VTIP agencies may require that all hazardous material be removed before they will accept the vessel. Since it is illegal to throw hazardous waste in the trash, some helpful resources for proper disposal of these wastes can be found at:
 - www.earth911.org
 - Call (800) CLEANUP (800-253-2687)
 - www.BoatingCleanAndGreen.com
(under Boaters and Anglers/Clean Boating/Hazardous Wastes)

Note: There is no reimbursement to the boat owner for costs incurred in removing hazardous materials.

What if I just walk away from my boat?

Under California law any owner found guilty of abandoning a vessel shall be fined \$1,000 to \$3000, and may be ordered to pay any additional costs for the removal and disposal of the vessel to the removing agency.

Abandoning a boat is one of the worst things a boat owner can do to get rid of an unwanted boat. When a boat is abandoned the detrimental effects can be immediate, and may have serious consequences to:

- Public safety
- Water quality
- Environment and sensitive habitats
- Navigation
- Local businesses
- Marinas and waterway residences
- Structures and other features
- Resources of state and local governments

Proper vessel disposal is a vital part of clean and responsible boating, and if it's your boat it's your responsibility.

Why does the VTIP exist?

The VTIP is an option to help boat owners properly dispose of unwanted vessels, and to reduce the number of aging and abandoned boats in California.

For a boat owner, getting rid of a boat that has little or no monetary value is not easy. Often, the cost of disposal is more than the boat is worth. Because of this difficulty some owners will sell their boats for next to nothing, give them away, or—in the worst cases—abandon them. When a boat is abandoned it becomes a potential danger to the public and the environment, and a very expensive problem for taxpayers to bear.

How does the VTIP work?

Step One: The boat owner contacts a local participating agency and applies for the VTIP. The current list of these agencies can be found online at www.dbw.parks.ca.gov/VTIP.

Step Two: If the request is accepted by the VTIP agency, further information and instructions will be provided regarding ownership verification and boat surrender. If the owner is unable to deliver the boat, the agency may make arrangements for pick-up—even from the water.

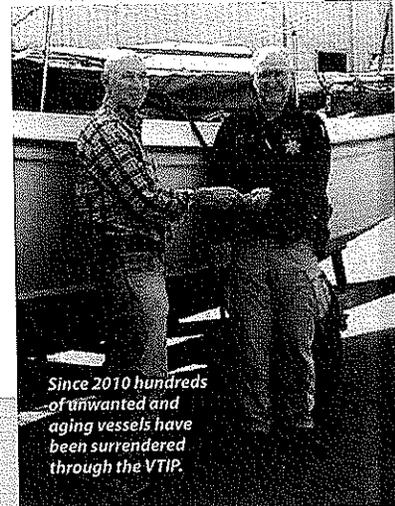
Step Three: Surrender the boat and walk away. It's that easy!

What should you do with your unwanted vessel?

If you have a recreational boat that you no longer want, the free, easy and safe Vessel Turn-In Program may be the solution. Contact a local public agency for more information and to apply for the VTIP. The current list of these agencies can be found online at www.dbw.parks.ca.gov/VTIP.

It is also possible to take an unwanted vessel to a landfill site for disposal. Contact your local transfer station or landfill agency for further information regarding acceptance, costs, and hazardous waste restrictions. If you are required to remove hazardous materials before disposing of the vessel, check the resources cited in this brochure for locations to properly dispose of these materials and/or fluids.

Never abandon or sink a vessel to dispose of it. Not only does it create public, navigational, environmental and safety hazards on our state's waterways, but it is illegal with fines of \$1,000 to \$3,000, plus the costs of removal and disposal!



Since 2010 hundreds of unwanted and aging vessels have been surrendered through the VTIP.

VESSEL TURN-IN PROGRAM (VTIP)



California State Parks
Division of Boating and Waterways
P.O. Box 942896
Sacramento, Ca 94296

E-mail: pubinfo@parks.ca.gov
Phone: (916) 327-1825 or
toll free (888) 326-2822
Website: www.dbw.parks.ca.gov/VTIP

CITY OF AVALON CITY COUNCIL

MEETING DATE: September 15, 2015

AGENDA ITEM: 5

ORIGINATING DEP: Public Works

CITY MANAGER: BA

PREPARED BY: Dennis Jaich – Interim Director Public Works

SUBJECT: Emergency Variable Frequency Drive Repair for Alfa Laval Centrifuge

RECOMMENDED ACTION(S):

1. Determine that an emergency existed and ratify action by the Chief Administrative Officer and the Interim Public Works Director to undertake necessary repairs at the Pebbly Beach Sewage Treatment Plant.
2. Authorize the expenditures for these repairs to be funded by Sewer Infrastructure Fund 108-25-6552 in the amount of not to exceed \$16,500.00.
3. Adopt a resolution authorizing necessary repairs. **(A four-fifths vote is required.)**

REPORT SUMMARY:

Environ Strategy (ES), who manages the City's Waste Water Treatment Plant, made the City aware of an emergency situation when the existing Variable Frequency Drive (VFD) failed on the Centrifuge. This situation required that immediate action be taken to make the requisite repairs because the centrifuge is a critical piece of equipment in our facility as it is the last step in the treatment process.

In order to expeditiously repair the VFD, we had to contact the manufacturer, Alpha Laval, and have their technician come out to the site with the repair parts for installation. The centrifuge has to be in good working order to meet State of California stipulations set forth in the operating permit. In addition, sludge dewatering requirements are in place at the City of Avalon landfill which require all sludge to be less than 50% water content. If the City has waited to go through the public bidding process, the necessary repairs would have been delayed.

GOAL ALIGNMENT: City Infrastructure.

FISCAL IMPACTS: Sewer Infrastructure Fund 108-25-6552.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:

Process control procedures at the Avalon Wastewater treatment plant would be compromised. Without a properly functioning Centrifuge assembly, the facility would be unable to dewater sludge from the two aerobic digester holding tanks. This would result in a SSO (Sanitary

Sewer Overflow) which would violate stipulations set forth in the CDO (Cease and Desist Order No. R4-2008-0028) for NPDES Permit No. CA0054372)

FOLLOW UP ACTION:

Allow payment for the emergency work for a NTE cost of \$16,500.00.

ADVERTISING, NOTICE AND PUBLIC CONTACT:

Pursuant to the Brown Act.

ATTACHMENTS:

Additional Services Request Form

August 27, 2015



City of Avalon CA
Attn: Van Madding

Service Division
Alfa Laval Inc.
955 Mearns Road
Warminster, PA 18974
Tel: +1 215-443-4254
Fax: +1 804-545-2060
www.alfalaval.com

Attn: Van Madding

Subject: ABB Field Service

ABB Support:

The price for ABB Support is \$2,240.00 **per** day plus airfare, if required. This daily rate is applicable for any time traveling or spent on site up to a maximum of 10 hours per day, Monday thru Friday. Any additional hours spent on site or weekend work/travel will be invoiced at the prevailing OT rate. We anticipate 3 day(s) total to perform the work (including travel days).

This quote is valid for thirty (30) days and subject to Alfa Laval's standard terms and conditions. Please feel free to call me if you have any questions.

ABB Parts Required:

ACS800-U1-0040-5+P01, 40hp 480vac ABB VFD, \$5,423.24- the lead time for this part is 2.5 days after receipt of order

Total Estimated Price \$12,143.24

This estimate is based on the following:

- Full time support from 1-2 of your staff equipped with common hand tools.
- All Special tools sold with the machine are readily available
- Access to your maintenance shop.
- Access to hoisting equipment and operator if needed
- Your staff will work with our technician for lock out / tag out and isolating systems
- A safe clean work environment

This quote is valid for thirty (30) days and subject to Alfa Laval's standard terms and conditions.

COMMENTS AND EXCEPTIONS:

To schedule this service please provide a formal purchase order to US.FieldService@alfalaval.com. The purchase order should include the following:

- Clear statement of scope of service
- Accurate billing and shipping site address
- Contact information of site contact, including phone number, email or fax
- Contact information of your accounts payable department
- Contact information for the buyer associated with this project

Thank you for considering Alfa Laval for your service needs. If you have any questions regarding the above estimate, please do not hesitate to contact me at (215)443-4254

Best Regards,

Maria A Sexton

Maria A Sexton
Field Service Coordinator

CITY OF AVALON CITY COUNCIL

MEETING DATE: September 15, 2015

AGENDA ITEM: 6

ORIGINATING DEP: Administration

CITY MANAGER: BA

PREPARED BY: Dudley Morand, Vehicle Clerk

SUBJECT: Transportation Permit Application Transfer for Ghost Tours,
dba Tour Catalina Electric Bike Rentals

RECOMMENDED ACTION(S):

Approve application / transfer after discussion of any changes reflecting traffic and safety concerns including, but not limited to, routes, hours of operation, safety gear (helmets), patrol bikes and vehicle maximum speeds, etc..

REPORT SUMMARY:

On August 21, 2015 Ghost Tours of Catalina dba Tour Catalina submitted a Transportation Permit Application to transfer the electric bicycle operation of Tour Catalina, previously operated by Doug Lord. The application states that the new operators wish to continue under the same rules as the previous owner including business location, at 228 Metropole, routes (operate on all City of Avalon streets and approved SCI CO. roads), permitted number of bikes (up to 20), hours of operation (dawn to dusk), helmets are mandatory, no one under the age of 16 years, stay current with all licenses, fees, pay Admission Tax of 4%, and provide a clearly marked patrol bike to ensure their patrons are following the rules.

Staff is always concerned with the safety aspect, staging/training area, congestion, and the absence of restricted route for the electric bicycles.

The relevant sections of the Municipal Code on Transportation Permits are attached. Before a permit is initially granted five conditions need to be satisfied, Section 5-14.04 (b) (1-5).

Currently the permitted number of electric bicycles:

Catalina Tours- Permitted 20

Brown's Bikes –permitted 20

The Barge Electric Bike Rentals – Permitted 12

GOAL ALIGNMENT: Not aligned.

FISCAL IMPACTS:

City would receive continued revenues from business.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:

N/A

FOLLOW UP ACTION:

Confirm all insurance and licensing is up to date.

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

ATTACHMENTS:

Copy of permit application

Copies of former owner's approval, terms and conditions.

Municipal Code Sec. 5-14.02 **Permit Required** and Sec. 5-14.02 **Application Requirements**

Sec. 5-14.02 Permit Required.

No person shall operate or cause to be operated within the City any vehicle for the purpose of providing public transportation without first obtaining a public transportation permit. All vehicles used under and pursuant to such permit shall be otherwise qualified for permitting in accordance with the requirements of Article 17 of Title 4, Chapter 4 of this Code. Transportation permits shall be valid for a period of three (3) years only and may be renewed for an subsequent three (3) year period only if all of the findings set forth in Section 4-14.1703(b)(1) and (2).

Sec. 5-14.04 Permits: Applications: Requirements.*

(a) Any person desiring a permit or to renew a permit to operate a vehicle covered by the provisions of this chapter shall file a written application therefor with the Council. Such application shall:

- (1) Be verified by oath of the applicant;
- (2) Set forth the name, age, and address of the applicant, or, if a corporation, its name, date, place of incorporation, the address of its principal place of business, and the names of all its officers, together with their respective ages and addresses;
- (3) State the trade name under which the applicant proposes to operate;
- (4) Contain full information pertaining to (1) the extent, character, and manner in which such proposed operations are to be conducted; (2) the type, model, capacity, and condition of the vehicle(s) proposed to be operated and (3) the route or locations where the vehicle(s) is proposed to be operated for the purpose of transporting passengers;
- (5) Contain an agreement by the applicant to hold harmless, defend, and indemnify the City; and
- (6) Contain such other or additional information as the City may require.

(b) The Council may grant a permit upon the proposed terms or upon terms other than those proposed. The Council shall make the initial permit grant, and the Vehicle Clerk may thereafter renew a permit if he is able to make affirmative findings based on the criteria set forth below. If the Vehicle Clerk is unable to make the affirmative findings, he shall so advise the permit holder and set a hearing date before the Vehicle Hearing Officer, whose decision on the renewal shall be appealable to the City Council in accordance with the procedures set forth in Title 1, Chapter 4.:

- (1) The applicant has presented facts demonstrating a necessity for the requested vehicle(s).

(2) The requested vehicle(s) is appropriate for the intended use and necessary, for the proper functioning of the applicant's enterprise;

(3) The requested vehicle(s) will not have a deleterious impact on traffic congestion, traffic safety, noise or air pollution;

(4) In view of the size and nature of the streets of the City and the character of the City itself, the requested vehicle(s) will not have a deleterious impact on the public health, safety, and welfare;

(5) There is no more suitable alternative vehicle than the vehicle(s) requested by the applicant that can satisfy its requirements.

(6) In the case of renewal only, the requested vehicle has been used and continues to be used in accordance with the terms and conditions of the permit. (§1, Ord. 628, eff. April 6, 1977, as amended by §2, Ord. 697, eff. May 4, 1981; §1, Ord. 1077-08, eff. November 6, 2008)

City of Avalon
Application
For
Transportation Permit

217.⁰⁰ PA

Date of Application 5/21/15 Application Fee ~~\$ 199.⁰⁰~~
Name of Applicant GHOST TOURS OF CATALINA DBA TOUR CATALINA
Address 228 Metropole or P6 Box 2440 AVALON, CA 90704
Phone/Email Cell: 707-666-5352 Wk: 310-502-6131
email: info@tourcatalina.com

If Corporation:
Name of Corporation _____
Date of Incorporation _____
Place of Incorporation _____
Address of Business _____

Corporate Officers:

| <u>Name</u> | <u>Address</u> | <u>Age</u> |
|-------------|----------------|------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

5. Trade Name of Operation Tour Catalina.com

6. Nature of Business, (Explain extent, character and manner in which proposed operation is to be conducted):
We wish to transfer and continue the business operations of Ocean Rattling Adventures electric bicycle rentals. We will retain the same location, routes, insurance, phone, and rental agreement practices expanding upon the safety of customers by providing quality equipment. We wish to rent these eco-friendly bicycles as an enjoyable way for visitors to explore the Island and local businesses.

7.

Vehicles to be Used:

Year Model Body Type License # Capacity

N/A
We intend on using electric bicycles.

8.

Assignment:

Applicant agrees not to assign permit, (if granted), in any manner whatsoever, in whole or in part, without prior written permission of the Avalon City Council. Any attempted assignment in violation of this Section 8 shall be deemed void with no force or effect.

Initial NA Date 8/21/15

9.

Proposed Dates/Hours of Operation:

Dates: 01/01 to 12/31 Hours: 9:00 AM to 7:00 PM
Annually

10.

Routes:

Describe routes (attach map if necessary) We intend on providing visitors a map with routes that allow access to all Avalon city streets and, at times, Santa Catalina Island roads. We will continue the routes of the pre-existing business model.

11.

Stops/Starts:

Proposed routes, points of discharge and pick-up of passengers.

From: N/A to _____

We intend on having customers rent from 228 Metropole and return bikes to the same location.

From: ~~228 Metropole~~ to _____

228 Metropole 228 Metropole
City Streets

12. **If my Permit is Granted;**

I agree to provide liability insurance naming the City of Avalon as co-insured in the amounts specified in the Avalon Municipal Code and keep such policy in force and effect during the entire term of the permit. Such policies of insurance shall contain provisions which prohibit modification, cancellation or lapse without thirty (30) days prior written notice to the City of Avalon.

Initial HA Date 8/21/15

13. I agree to hold harmless, indemnify and defend the City of Avalon, its officers and employees from and against any and all claims, actions, damages, liabilities, expenses and judgments (including reasonable attorney's fees) arising out of or relating to the business or activities which I conduct pursuant to this permit.

Applicant [Signature] Date 8/21/15

Date Received 8/21/15

Council Action _____

Permit Application Fee Paid ✓ 217.00
~~(\$194.00)~~

Insurance _____

City Mgr: _____
Ben Harvey

**Transportation Permit
Terms and Conditions
3/15/2011**

Permittee:

Ocean Rafting dba Catalina Tours

Address:

PO Box 2075, 103 Pebbly Beach Rd.

Phone/Email :

(310) 510-0211

Terms:

The action of the Avalon City Council on March 15, 2011 approved a transportation permit for Catalina Tours. Doug Lord represented Ocean Rafting/Catalina Tours.

Council approved an initial (20) twenty electric bicycles to be staged at participating Catalina Tours hotels. When not in use bikes and batteries will be stored and locked at hotels.

Catalina Tours may apply to City staff for an additional (10) ten electric bikes for approval if needed.

Conditions:

Electric bicycles will only be rented from hotel locations and not at Ocean Rafting on Pebbly Beach Rd. A patrol bike will run from Ocean Rafting location. Extra bikes will be stored and repaired at Pebbly Beach.

Bikes will be equipped with necessary accessories allowing for operation from 6:00 a.m. till 10:00 p.m. Helmets will be mandatory. No one under (16) sixteen will be allowed to ride bikes.

Bikes will be allowed to operate, where legal, on City of Avalon streets and where permitted on S.C.I. Co. property.

The operation will also provide sales and service of the electric bikes to the public.

Catalina Tours will stay current with all licenses and fees. Admission's Tax of 4% to be paid to the City by Doug Lord, Catalina Tours.

12.

If my Permit is Granted;

I agree to provide liability insurance naming the City of Avalon as co-insured in the amounts specified in the Avalon Municipal Code and keep such policy in force and effect during the entire term of the permit. Such policies of insurance shall contain provisions which prohibit modification, cancellation or lapse without thirty (30) days prior written notice to the City of Avalon.

Initial At Date 9/20/11

13.

I agree to hold harmless, indemnify and defend the City of Avalon, its officers and employees from and against any and all claims, actions, damages, liabilities, expenses and judgments (including reasonable attorney's fees) arising out of or relating to the business or activities which I conduct pursuant to this permit.

Applicant [Signature] Date 9/20/11

Date Received 9/20/11

Council Action _____

Permit Fee Paid _____

Insurance _____

City Mgr: _____
Steve Hoefs

CITY COUNCIL ACTIONS
OCTOBER 4, 2011
PAGE 2

- 3B. Approved total expenditure amount of \$1,577,482.06 for:
- o Warrants in the amount of \$1,189,578.52.
 - o Payroll in the amount of \$376,609.54.
 - o Electronic Fund Transfer for the Fuel Dock Sales Tax in the amount of \$11,294.00.

Pulled Item:

4. Adoption of Ordinance Amending the Avalon Municipal Code to Provide Additional Guidance for Special Events Proposed to be Held Within Twelve Weeks of Similar or Identical Special Events – Adopted Ordinance 1110-11 amending the Avalon Municipal Code to provide additional guidance for Special Event Permits proposed to be held within twelve weeks of similar or identical special events. Motion by Michael Ponce, seconded by Sue Rikalo. (4 Ayes – Kennedy, Ponce, Rikalo, and Winslow, 1 No – Morrow)

Adjourned to the Avalon Community Improvement Agency meeting 7:21 – 7:25 p.m.

GENERAL BUSINESS

5. Appeal of Denial of Renewal of Residential Vehicle Permit for Jessica Garcia – Council heard an appeal by the Garcia family to retain their residential vehicle permit registered to the name of Jessica Garcia. Betty Jo Garcia, representing Jessica, stated that the vehicle permit has belonged in the family for 38 years, and relayed the progression of the permit through the family. Also stated was that Jessica is currently living on the mainland, working full time, and going to school to further her career. Jessica plans to obtain a certain position with her company and apply for an opening on the Island when one becomes available. Ms. Garcia wants to move back home and raise her child. Councilmember Winslow made the motion to place the sticker in abeyance and take the next name off the waiting list. Motion died for lack of a second. Motion by Michael Ponce, seconded by Ralph Morrow to uphold the Hearing Officer's decision and deny the renewal of their residential vehicle permit. (4 Ayes – Ponce, Morrow, Rikalo, and Kennedy, 1 No – Winslow)

6. Ocean Rafting Adventures dba Catalina Tours – Councilmember Ponce recused himself due to a potential conflict of interest, his employment with a competitor of the applicant. Doug Lord stated his reasons for wanting to amend his transportation permit. Comments were heard from members of the audience against the changes. Motion by Sue Rikalo, seconded by Bob Kennedy to:
- o Not allow bikes staged or rented out at the Pebbly Beach location.
 - o Allow electric bike rentals only out of the 228 Metropole address.

CITY COUNCIL ACTIONS

OCTOBER 4, 2011

PAGE 3

- Amend transportation permit to only allow rental of electric bikes from dawn to dusk.
- Allow retail sales of electric bikes from the Pebbly Beach location.
- Provide a clearly marked patrol bike to ensure his patrons are following the rules.

(3 Ayes – Kennedy, Morrow, and Rikalo, 1 No – Winslow, 1 Abstain – Ponce)

7. Shifting Costs for CEQA to Persons / Entities Causing the Costs to be Incurred – Upon reviewing the City's fee schedule, City Attorney Scott Campbell determined that the City already has the ability to collect and be reimbursed for attorneys fees and costs for CEQA processing when such costs are incurred by the City. Consensus was that City would come up with a reasonable cap to be placed on the cost an entity or person has to pay for the preparation of negative declarations, mitigated negative declarations, draft and final environmental impact reports, and documents prepared pursuant to the National Environmental Policy Act when the City processes such documents, depending upon the type of review required.

8. Extend Sales Agreement – Catalina Realtors, Inc. – This item was discussed after Closed Session.

9. Item of Discussion – Additional Workshops for Review of Individual Elements of the General Plan – Cinde MacGugan and Jessica Herzog volunteered from the Planning Commission to be present at these workshops. An invitation will also be extended to all Planning Commissioners to come to the workshops. Purpose of the workshops will be to go through each of the seven elements of the General Plan, identify any problems or issues, come up with any further questions on the elements that are not addressed, and add any additional points to cover in the elements. The first workshop will be on Wednesday, October 19, 2011 at 7:00 p.m. in the Council Chamber. First element to be covered will be Land Use / Open Space.

Adjourned open meeting to go to Closed Session.

CLOSED SESSION 9:24 – 9:34 P.M.

Following the appropriate announcement of the Closed Session item the City Council went into Closed Session to discuss the following: Sue Rikalo and Ralph Morrow recused themselves due to location of their personal property.

CITY OF AVALON CITY COUNCIL

MEETING DATE: September 15, 2015

AGENDA ITEM: 7

ORIGINATING DEP: Planning

CITY MANAGER: BH

PREPARED BY: Audra McDonald, Administrative Analyst

SUBJECT: Review the Proposed Public Transportation Program Plan for the City of Avalon's Fixed Route, Dial-a-Ride/Paratransit and Taxi Voucher Program

RECOMMENDED ACTION(S): Review the proposed Public Transportation Program Plan and provide input for the development of the Request for Proposal document.

REPORT SUMMARY: The City of Avalon has contracted its public transportation services to Catalina Transportation Services ("CTS") for approximately twenty years. The transportation services contracted and provided by Catalina Transportation Services include:

- Dial-a-Ride (Senior and Disabled)- DAR
- Avalon Rapid Transit (Residents) - ART
- Avalon Community Transit (Trolley) – ACT

In May of this year the City Council voted to proceed with a Request for Proposals for the City's transportation program under the guidance of Roy Glauthier, AMMA Transit Planning. Individual meetings were held with Mr. Glauthier and the City Council to receive input and direction. The power point presentation tonight is a product of those meetings, as well as incorporation of requirements necessary to ensure the program is compliant with all Americans with Disabilities Act regulations.

Staff will take input from tonight's meeting to assist in the final preparation of the Request for Proposals document which will come before the City Council for approval at the October 6, 2015, City Council meeting.

GOAL ALIGNMENT: Goal 6 – Comprehensive Transportation Review.

FISCAL IMPACTS: Unknown at this time. The Request for Proposal process will determine if any funds above the current grant funding will be necessary.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: No additional input will be considered in the development of the RFP.

FOLLOW UP ACTION: Finalize the Request for Proposals for Public Transportation Services for approval at the October 6, 2015, City Council meeting.

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

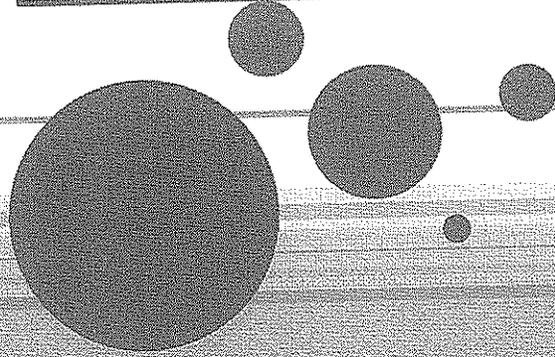
ATTACHMENTS:

Power Point Presentation – City of Avalon Public Transportation Plan

CITY OF AVALON PUBLIC TRANSPORTATION PROGRAM PLAN

AVALON VISION 2020: “An affordable public transportation system reduces the reliance on personal vehicles.”

“As a resort, Avalon offers its visitors a unique, quiet, peaceful, high-quality vacation experience.”



TRANSIT DESIGN OBJECTIVES

BASED ON DISCUSSIONS WITH COUNCIL, HERE'S WHAT THE NEW PUBLIC TRANSIT PROGRAM FOR AVALON IS DESIGNED TO ACHIEVE:

- **Services will address the daily transportation needs of residents;**
- **Services will also be designed to meet visitor transportation needs;**
- **Program will provide an effective alternative to personal vehicles;**
- **Services will be convenient and reliable;**
- **Fares will be reasonable for service received; and**
- **Program will be operated within available transit funding.**

TRANSIT DESIGN CRITERIA

WHILE STRIVING TO ACHIEVE THE PRIOR OBJECTIVES, THE TRANSIT DESIGN IS GUIDED BY THESE CRITERIA:

- The design will build on existing transportation services rather than start anew;
- Fixed route service should be the principal service with demand response services, including taxi services, designed to meet specific trip needs;
- Funding limitations will dictate constraints on service quantity, but not quality; and
- Once implemented, services will be fully-compliant with the Americans with Disabilities Act [ADA].

**PROPOSED PUBLIC TRANSIT SERVICES:
AVALON RAPID TRANSIT [ART]**

Description: Door-to-door, taxi-based demand response service provided to full-time residents of the City of Avalon.

Schedule: Monday – Thursday: 7:00am – 12:00am
Friday & Saturday: 7:00am – 2:00am
Sunday: 7:00am – 12:00am

[Whenever taxi services are operated]

Fare: \$2.00 per ticket. Ticket will be full-payment for a metered taxi trip of up to \$10.00; passenger will be responsible for charges above this amount.

PROPOSED PUBLIC TRANSIT SERVICES: AVALON RAPID TRANSIT [ART]

Changes from Existing ART Service:

- Service will become a true taxi voucher program:
 - Subsidizes the limited use of local taxi services to provide trips when public transit service is unavailable or inconvenient;
 - Voucher holder may bring others along at no additional cost as long as seats are available and all travel to the same destination;
 - Passengers are on their own in regards to driver gratuity;
- Residents may purchase up to one, 10-ride ticket book per month [which is a City subsidy of \$80.00 per month]; and
- Aligns with the City of Avalon Commuter Subsidy Program.

PROPOSED PUBLIC TRANSIT SERVICES: AVALON COMMUNITY TRANSIT [ACT]

Description: Fixed route bus service that serves the City of Avalon, operating on a fixed schedule and route from Cabrillo Mole to Casino Way.

Schedule:

Summer Season:

| | |
|-------------|-----------------|
| Sunday | 8:00am – 6:00pm |
| Mon - Thurs | 7:00am – 6:00pm |
| Friday | 7:00am – 7:00pm |
| Saturday | 8:00am – 7:00pm |
| Sunday | 8:00am – 5:00pm |
| Mon - Thurs | 7:00am – 6:00pm |
| Friday | 7:00am – 7:00pm |
| Saturday | 8:00am – 7:00pm |

Off Season:

Fare: \$1.00; Day and Monthly pass rates to be developed

PROPOSED PUBLIC TRANSIT SERVICES: AVALON COMMUNITY TRANSIT [ACT]

Changes from Existing Trolley Service:

- Will be operated with fully-accessible E-Buses;
- Service hours designed to meet 7:30am ferry on weekdays;
- Bus stops will be located at major destinations and about every two blocks in residential areas;
- Bus stops will be clearly signed and information posted at major destinations; and
- Service will not be provided beyond Casino Way at Crescent Avenue except for special events.

PROPOSED PUBLIC TRANSIT SERVICES: AVALON DIAL-A-RIDE

Must be modified to satisfy Federal requirement under ADA.

Description: Door-to-door demand response service which will provide complementary ADA paratransit service and local paratransit service to persons with disabilities and those age 65 and above.

Schedule: Same Hours and Days as the ACT service.

Fare: \$2.00

Changes from Existing Dial-A-Ride Service:

- Will be operated with dedicated, lift-equipped paratransit vehicles;
- ADA Paratransit trip reservations will be accepted up to 3 days and no less than 1 day prior to the day of desired service;
- Trip requests from non-ADA disabled and seniors will be provided on a demand-responsive, space available basis;
- Eligibility for ADA Paratransit may be evidenced by riders' existing Access Services ID or will require local ADA application;
- Eligibility by virtue of age is proposed to rise from 60 years and over to 65 years and over; and
- Passenger fare is proposed to rise from \$1.50 to \$2.00 in recognition of the high cost of this service.

PROJECTED TRANSIT PROGRAM
BUDGET

Projected Available Transit Funding
\$550,000

ART Taxi Voucher Program \$159,728

ACT Community Bus \$174,480

Avalon Dial-A-Ride \$287,984

Projected Program Cost
\$622,192

Shortfall in Funding - \$72,192

OPTIONS FOR CONSIDERATION

1. City Provides Dial-A-Ride Vehicles, Maintenance & Fuel

Each Vehicle costs ~ \$60,000, Useful life = 8-10 years

City capital cost over 10 years = \$6,000

Contractor capital cost per year
in 5-year contract = \$13,587
5-Year savings per vehicle = \$37,935

2. Operate only 1 DAR vehicle and reduce total to 2 vehicles

Dial-A-Ride annual cost would be \$210,000
or a savings of \$78,584

IMPLEMENTATION OF PROPOSED SERVICES

- ART Taxi Voucher Program will continue to be operated by Catalina Transportation Services as the only current taxicab provider, subject to CTS agreement;
- ACT Fixed Route and Avalon Dial-A-Ride will be operated by a management firm selected through a competitive procurement process; and
- Proposed services would begin operation on April 1, 2016.

CITY OF AVALON CITY COUNCIL

MEETING DATE: September 15, 2015
ORIGINATING DEP: Administration
PREPARED BY: Ben Harvey, City Manager
SUBJECT: Development of a Cabrillo Mole Revitalization Plan

AGENDA ITEM: 8
CITY MANAGER: BH

RECOMMENDED ACTION(S): Authorize the City Manager to enter into an agreement with Kendall Flint of Regional Government Services (RGS) for the development of a Cabrillo Mole Revitalization Plan with a total project budget not to exceed \$15,000.

REPORT SUMMARY: The City Council has identified the revitalization of the Cabrillo Mole as a goal. Specifically, the City Council has directed City staff to determine the needs and desires for the future of the Cabrillo Mole, develop a comprehensive plan for the repair/rebuild of the Cabrillo Mole, and identify funding requirements for the Cabrillo Mole.

The first step in the process is to determine the needs and desires for the future of the Cabrillo Mole. To accomplish this, a comprehensive effort to determine viability, identify needs and opportunities for revenue, provide for public input, engage key stakeholders, and research funding and financing mechanisms for infrastructure improvements must be undertaken.

Kendall Flint of RGS has proposed a comprehensive Cabrillo Mole revitalization plan, with a proposed budget of approximately \$14,300. A presentation regarding the plan will be provided for City Council review, and a scope of work for the project is attached to this staff report for consideration.

GOAL ALIGNMENT: Cabrillo Mole

FISCAL IMPACT: Approximately \$15,000 not programmed within the FY 15-16 budget.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The City will not enter into an agreement with Kendall Flint of RGS for a comprehensive Cabrillo Mole revitalization plan.

FOLLOW UP ACTION: Direct the City Manager to enter into agreements with Kendall Flint of RGS for a comprehensive Cabrillo Mole revitalization plan.

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

ATTACHMENT: Scope of Work submitted by Kendall Flint of RGS for Cabrillo Mole revitalization plan.

Scope of Work

This scope of work offers a wide range of consulting services, including those typically required to manage projects involving public outreach and community engagement, land use planning and zoning, coastal land development, subdivision, environmental review and compliance, mitigation monitoring and reporting, and building plan review in support of the Planning and Building Department in the City of Avalon (City). Specific professional services shall include, but not be limited to the tasks described below.

Task Order: Develop a Revitalization Plan for Cabrillo Mole

The Cabrillo Mole has been in service as boat dock and fishing pier since its construction in the mid-1960s. The Mole replaced the original steamer pier that was built at the turn of the 20th century. In 2003, two new floating docks were added with funding provided by CALTRANS through the Los Angeles County Metropolitan Transportation Authority (MTA) under the review of the state PUC. As a result of efforts by City staff, the ferry routes between the mainland and the island were designated Major Arterial transportation corridors, which qualified the City to receive additional federal grants. In cooperation with the MTA, the City is now eligible to receive \$2.4 million for the rehabilitation of the Cabrillo Mole, with a \$600,000 match provided by the City. In support of this project and to capitalize on this opportunity, specific goals include the following:

1. Determine overall viability for revitalization of the Mole;
2. Identify needs and amenities as well as opportunities for revenue generating solutions;
3. Provide on-going opportunities for meaningful public input throughout the process;
4. Engage visitor serving businesses and other stakeholders with interests in local economic development; and
5. Identify possible funding and financing mechanisms to support infrastructure improvements.

Task 1: Development of a Communications Program

Regional Government Services will develop a comprehensive program to engage the public utilizing a variety of tools, including:

- Development of a project specific website.
- Development of online surveys/engagement opportunities.
- Development of a contact database and ongoing maintenance.
- Creation of FAQ and presentations.
- Development and distribution of news releases.
- Development and distribution of eNews and eBlasts.

Task 2: Onsite Community Tour of the Mole

The consultant team will plan, facilitate and moderate an on-site tour of the Mole to identify opportunities and constraints. The team will develop an online engagement tool to allow participants to comment using smart phones, tablets or computers. (Hard copies will also be provided to individuals who prefer them). The walking tour will explore what kinds of features, styles and amenities are valuable to residents and visitors. Spanish language translation will be provided. Residents and businesses not able to attend will be able to provide feedback and comments online.

Task 3: Community Presentations

The RGS team will prepare informational presentations to be made to community groups and other local organizations where they meet in order to raise awareness of the project and encourage these groups to participate in the planning process. This will include use of our click polling system, Turning Point, which allows participants to give real time feedback and “vote” on preferences. Presentations may be take place as part of regularly-scheduled or special meetings of target groups. This would include Avalon Rotary, Chamber of Commerce and others as appropriate.

Task 4: Place Based Information /Drop-in Sessions

Kiosks or display boards with information tables will be used at key locations in at the mole to enable passers-by to weigh in on issues, hear about the project and current status, pick up handouts, and leave feedback. RGS envisions three such session to held in over the course of the project.

Task 5: Saturday Open House

The consultant team will host a Saturday open house to present information about the project, the process and results from outreach efforts in an accessible format. The public would be invited to hear a short introduction about the planning process and project status, and to browse presentation boards. City Staff and the consultant team would answer individual questions. A feedback form also would be available, or feedback could be provided online.

Task 6: Summary Report

RGS will prepare a summary report for Council consideration and discussion. This will include:

- Detailed list of amenities and improvements with public support.
- Proposed funding and financing mechanism based on local business and resident support.

| Tasks | Direct Costs | Kendall Flint \$120 (Hourly Rate) | Staff \$100 (Hourly Rate) | Graphics \$80 (Hourly Rate) | TOTAL |
|-------------------------------------|-------------------|---|---------------------------------|-----------------------------------|--------------------|
| Task 1: Develop Communications Plan | \$250.00 | 12 | | 8 | |
| Task 2: Mole Tour | | 8 | 8 | 6 | |
| Task 3: Community Presentations | | 12 | 0 | 0 | |
| Task 4: Placed Based Kiosk | \$200.00 | 18 | 18 | 10 | |
| Task 5: Community Open House | | 6 | 6 | 6 | |
| Task 6: Final Report | | 8 | 0 | 0 | |
| Task 7: Open House | | 0 | 0 | 0 | |
| Travel | \$1,200.00 | | | | |
| Total Direct Costs | \$1,650.00 | | | | |
| Total Hours | | 64 | 32 | 22 | |
| Total Labor | | \$7,680.00 | \$3,200.00 | \$1,760.00 | \$12,640.00 |
| Total Direct Costs | | | | | \$1,650.00 |
| Total Project Budget | | | | | \$14,290.00 |

CITY OF AVALON CITY COUNCIL

MEETING DATE: September 15, 2015

AGENDA ITEM: 9

ORIGINATING DEP: Administration

CITY MANAGER: BH

PREPARED BY: Ben Harvey, City Manager

SUBJECT: Status Update, Review and Assessment of Council Goals

RECOMMENDED ACTION(S): Review, discuss, modify and update (if necessary) the adopted Council Goals.

REPORT SUMMARY: Over the course of multiple study sessions and meetings throughout 2014 Council deliberated and identified goals for the City. The goals were designed to be S.M.A.R.T – Specific, Measurable, Achievable, Relevant, and Time-specific – and were grouped into like categories.

Since the adoption of the Council Goals, staff has worked to address the identified tasks; some can be achieved and checked off, some are long term, and some are on going. To ensure that the goals remain at the forefront of all that the City Council considers, the staff report template for City Council meetings has been modified to include a section for "Goal Alignment" to reference the adopted goal list.

As a progress report, staff is providing an annotated goals list with status updates. Items that have fully been completed will be removed from the 'active' list.

The Council Goals is a living document reflecting progress, changing needs and conditions as well as other factors including community input. Based on the progress made, and the updates to the goals, staff wishes to keep Council informed, and to receive feedback on any changes or additions Council may want to include as we move forward.

GOAL ALIGNMENT: Aligned with all established City Council goals.

FISCAL IMPACTS: Goal dependent. Fiscal impacts of specific goals should generally be reflected with in the adopted budget.

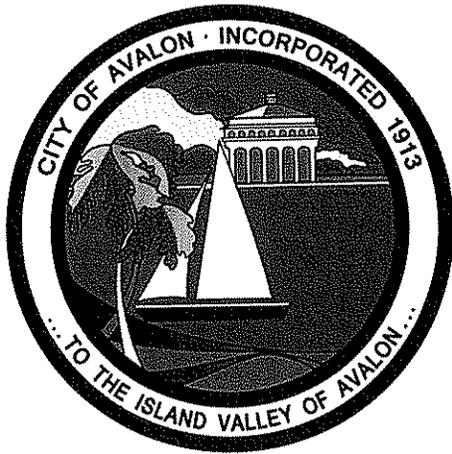
CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The City Council will not receive a status update or have additional adopted goals.

FOLLOW UP ACTION: Implementation of the Council Goals

ADVERTISING, NOTICE AND PUBLIC CONTACT: Pursuant to the Brown Act. (If a notice was published in the paper you can list it here.)

ATTACHMENTS:

1. Council Goals Overview with Phase I & II with progress report notes and recommended goals.



City of
Avalon

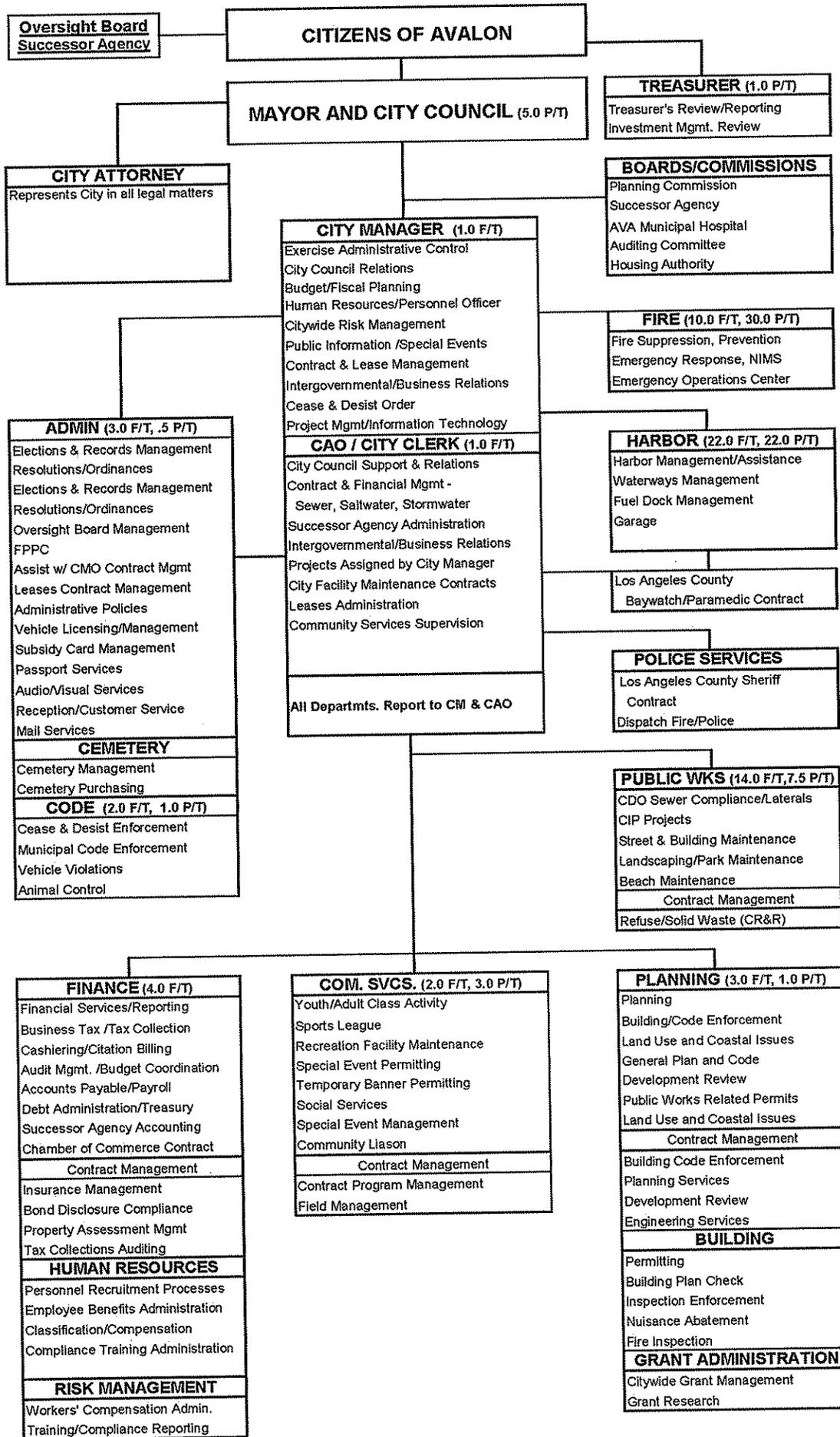
Council Goals

The Avalon City Council's adopted Goals with updates regarding progress.

A living document that focuses efforts to make progress towards established objectives.



City of Avalon Organizational Chart



Oversight Board
Successor Agency

CITIZENS OF AVALON

MAYOR AND CITY COUNCIL (5.0 P/T)

TREASURER (1.0 P/T)
Treasurer's Review/Reporting
Investment Mgmt. Review

CITY ATTORNEY
Represents City in all legal matters

BOARDS/COMMISSIONS
Planning Commission
Successor Agency
AVA Municipal Hospital
Auditing Committee
Housing Authority

CITY MANAGER (1.0 F/T)
Exercise Administrative Control
City Council Relations
Budget/Fiscal Planning
Human Resources/Personnel Officer
Citywide Risk Management
Public Information /Special Events
Contract & Lease Management
Intergovernmental/Business Relations
Cease & Desist Order
Project Mgmt/Information Technology

FIRE (10.0 F/T, 30.0 P/T)
Fire Suppression, Prevention
Emergency Response, NIMS
Emergency Operations Center

ADMIN (3.0 F/T, .5 P/T)
Elections & Records Management
Resolutions/Ordinances
Elections & Records Management
Resolutions/Ordinances
Oversight Board Management
FPPC
Assist w/ CMO Contract Mgmt
Leases Contract Management
Administrative Policies
Vehicle Licensing/Management
Subsidy Card Management
Passport Services
Audio/Visual Services
Reception/Customer Service
Mail Services

CAO / CITY CLERK (1.0 F/T)
City Council Support & Relations
Contract & Financial Mgmt -
Sewer, Saltwater, Stormwater
Successor Agency Administration
Intergovernmental/Business Relations
Projects Assigned by City Manager
City Facility Maintenance Contracts
Leases Administration
Community Services Supervision

HARBOR (22.0 F/T, 22.0 P/T)
Harbor Management/Assistance
Waterways Management
Fuel Dock Management
Garage

Los Angeles County
Baywatch/Paramedic Contract

POLICE SERVICES
Los Angeles County Sheriff
Contract
Dispatch Fire/Police

GEMETERY
Cemetery Management
Cemetery Purchasing

CODE (2.0 F/T, 1.0 P/T)
Cease & Desist Enforcement
Municipal Code Enforcement
Vehicle Violations
Animal Control

PUBLIC WKS (14.0 F/T, 7.5 P/T)
CDO Sewer Compliance/Laterals
CIP Projects
Street & Building Maintenance
Landscaping/Park Maintenance
Beach Maintenance
Contract Management
Refuse/Solid Waste (CR&R)

FINANCE (4.0 F/T)
Financial Services/Reporting
Business Tax /Tax Collection
Cashiering/Citation Billing
Audit Mgmt. /Budget Coordination
Accounts Payable/Payroll
Debt Administration/Treasury
Successor Agency Accounting
Chamber of Commerce Contract
Contract Management
Insurance Management
Bond Disclosure Compliance
Property Assessment Mgmt
Tax Collections Auditing

COM. SVCS. (2.0 F/T, 3.0 P/T)
Youth/Adult Class Activity
Sports League
Recreation Facility Maintenance
Special Event Permitting
Temporary Banner Permitting
Social Services
Special Event Management
Community Liason
Contract Management
Contract Program Management
Field Management

PLANNING (3.0 F/T, 1.0 P/T)
Planning
Building/Code Enforcement
Land Use and Coastal Issues
General Plan and Code
Development Review
Public Works Related Permits
Land Use and Coastal Issues
Contract Management
Building Code Enforcement
Planning Services
Development Review
Engineering Services
BUILDING
Permitting
Building Plan Check
Inspection Enforcement
Nuisance Abatement
Fire Inspection
GRANT ADMINISTRATION
Citywide Grant Management
Grant Research

HUMAN RESOURCES
Personnel Recruitment Processes
Employee Benefits Administration
Classification/Compensation
Compliance Training Administration

RISK MANAGEMENT
Workers' Compensation Admin.
Training/Compliance Reporting



BACKGROUND

Over the course of multiple study and brainstorming sessions the Avalon City Council discussed with the community the specific achievements, accomplishments, and outcomes they would like to see for our City.

Goals were created to be SMART with the question in mind: upon reflection, what would you like our residents, our visitors, and our employees to say about our work at the end of this election period?

SMART goals are: Specific – Measurable – Achievable – Relevant – Time specific

City Council Agenda Staff Reports now note which goal alignment the item best matches up with and addresses. As needed the 'facilitators' or champions of each goal will be identified for accountability and follow through. This can be a department(s), City staff, Council members and/or community partners.

ROLE OF CITY COUNCIL

The City Council sets the policy and it is up to the City Manager and City staff to execute the policy in the City Council/City Manager form of government.

City Council establishes general policies and goals for the City, and the City Manager, as the administrative head of the government, implements the goals and policies (AMC 2-2.307).

CITY MANAGER COMMENTS ON GOALS

The City Council identifies the "What", or the City goals, and the City Manager works to identify the "How" of implementing the goals with City resources (either existing, or proposed additional resources if applicable). The City Manager acts as facilitator for the City Council's goals.

HOW TO READ THIS DOCUMENT

This list of goals is intended to provide some focus of the City's efforts; however these goals are not stagnant and absolute. Instead they are to be evaluated and updated as goals are accomplished and needs, values and understanding grow.

The goals have been subdivided into GOAL CATEGORIES to help give clarity to the scope and focus of each goal. However, goals may cover many categories, so this is really a guideline of best fit. This document also helps Council prioritize the goals within each category.

An *Overview* is provided for each Goal Category describing the purpose and nature of the Category. *Supporting Documentation* refers to any official documents created by or for the City which provide guidelines or policy that supports and or gives direction to the scope and value behind these goals.



Updated: 9/15/15

While the goals in this document reflect the 2014 goals identified by City Council, they were established in two phases. This is used to also identify priority both within a subcategory and as a category. The Phase I goals are denoted with a – PI, and the Phase II goals are denoted with a – PII.



Progress Report Overview:

While each goal may have multiple components this review is intended to purely show the overview trend for that goal. The trend arrow does not denote that a goal is completed, just if progress is, or isn't being made.

A ➡ arrow shows that progress has been made, but is largely still on going.

An ⬆ arrow shows that not only has progress been made, and significant aspects of the goal have been accomplished.

A ⬇ arrow shows that little to no progress has been made.

City Finances

- ⬆ 1. Achieve a Balanced City Budget

Enhance Recreation Opportunities

- ➡ 1. Avalon Amphitheater
- ⬇ 2. Recreation Activities Needs Assessment
- ⬇ 3. Community Center
- ⬆ 4. Joe Machado Field

City Infrastructure

- ➡ 1. City Infrastructure – 10 year CIP plan
- ⬆ 2. Pebbly Beach Road
- ➡ 3. Cabrillo Mole
- ➡ 4. Cease and Desist Order

Natural Resources

- ⬆ 1. Fresh Water Resources
- ➡ 2. Reclaimed Water

City Policy

- ➡ 1. Community Cooperation
- ⬇ 2. Avalon 2030 Vision
- ➡ 3. Comprehensive Transportation Review
- ⬆ 4. Organizational and Staff Development
- ➡ 5. Commuter Subsidy Program
- ➡ 6. Update the Avalon Municipal Code



GOAL CATEGORY:

CITY FINANCES

Overview:

The City of Avalon budget is the place where many of the city's policy decisions are made and where policy objectives are articulated and implemented in concrete terms. The scope of the budget includes all of the city government's revenues and expenditures — estimated at about \$23 million in 2013.

More than an accounting device, the budget is arguably the single most important policy document produced by the Mayor and the City Council.

Goals:

1. Achieve a Balanced City Budget – PI

Make the City's Prop 218 Funds healthy (sewer, salt water and trash).

| | |
|----------|---|
| 6/16/15 | Adopted sewer and salt water fees increase |
| FY 15/16 | Rate analysis study to determine path to healthy funds for Prop 218 |

- Encourage and continue ongoing efforts to foster and nourish professionalism and effectiveness within the Finance Department with particular attention to:

- Streamlining Finance Department Process

| | |
|----------|--|
| 2/15 | Implemented electronic Time Entry System City wide for employee time cards |
| On going | Quarterly Treasurer's Reports are current and are presented to Department Heads and Council regularly showing actual results versus budgeted |
| On going | Account Technician positions cross trained on certain department tasks so that absences are less likely to affect operations |
| On going | The Chamber Stats Report is rolling monthly to the Chamber & City Staff + posted online |
| On going | The Successor Agency reporting is current |

- Developing financial support mechanisms for infrastructure

| | |
|---------|---|
| 6/21/15 | Updated AMC 7-2 regarding Excavation permits, including fees and deposits |
|---------|---|

- Providing ongoing staff development

| | | |
|------|---------------------------------|----------------------------|
| 2/15 | CSFMO – Governmental Accounting | Finance & Department Heads |
|------|---------------------------------|----------------------------|



GOAL CATEGORY:

ENHANCE RECREATION OPPORTUNITIES

Overview:

rec-re-a-tion: n. refreshment of one’s mind or body after work through activity that amuses or stimulates.

Recreational opportunities provide spaces and activities for Avalon residents and visitors alike which promote social interaction, a sense of community and enhance the quality of life. The recreational spaces and activities provide a combination of functions such as: promoting human contact and social activities; being safe, welcoming, and accommodating for all users; having design and architectural features that are visually interesting; promoting community involvement; reflecting the local culture and/or history; relating well and being compatible with bordering uses; spaces are well maintained; having a unique or special character.

These spaces and activities can both be for general public use and accessibility as well as private, social, educational and recreational opportunities.

Supporting Documentation:

- ❖ The City of Avalon 2030 General Plan/Local Coastal Plan, 2013

1. Avalon Amphitheater - PII

Develop the Avalon Amphitheater into a usable space reminiscent of its function around the turn of the century: a staged area which can accommodate multiple uses and a seating area for an audience.

- By April 2015, City Council will be presented a detailed project outline for the use, operation and maintenance of the Avalon Amphitheater which will include:
 - An agreement with the land owner, the Santa Catalina Island Company, for the oversight of the space by the City of Avalon.
 - Plans detailing facility development and upgrades – includes use accommodations.
 - A budget proposal for the cost of development and upgrades, and funding options.
 - A maintenance budget.

| | |
|---------|--|
| 1/21/15 | Presented Proposal Overview to Santa Catalina Island Company Executive Board |
| 9/14/15 | Presented White Paper to Santa Catalina Island Company for review |



2. Recreational Activities Needs Assessment - PII

Conduct a recreational needs assessment for the entire Avalon community.

| | |
|---------|---|
| 8/14/15 | Received proposal to conduct needs assessment from City Fabrick, awaiting costs. Soliciting additional proposals. |
|---------|---|

- By June 2015, establish a senior, adult and youth advisory committee(s) to review and report on recreational needs to be evaluated for concentric overlap and opportunities as well as stand alone opportunities.

- Determine the level of activities available to the Avalon community, and identify additional opportunities desired by these community members.
 - Consider current programs to evaluate what works and what does not work.

3. Community Center - PII

Develop plans for a Community Center and determine the scope of service it provides.

Complete Recreation Activities Assessment, with focus on Community Center needs prior to, or in parallel with Community Center plans.

Use resources of local organizations and individuals whom have been working on this assessment.

- By June 2015, have a needs assessment completed – in tandem with number 4. Recreational Assessment
- By December 2015, have a location for the Community Center picked out and agreed upon by all stakeholders and necessary parties involved.

| |
|--|
| On going discussions with SCI Co. regarding employee/affordable housing behind City Hall that may incorporate Community Center |
|--|

- By December 2016, have a working design of the Community Center, laying out desired amenities.
 - Potential opportunities to be included in this Community Center, or to be separated out into own goals:
 - Additional use of Joe Machado Field (more hours of open use)
 - Community Garden

4. Joe Machado Field - PII

Assess the resources required to maintain Joe Machado Field and establish a Cost/Benefit analysis between grass, artificial turf and any additional alternative that may be available.

- By May 2015, have a detailed analysis of the costs of maintaining grass at Joe Machado Field. Such costs shall include: staff time, consultant time, equipment, additives, water (quantity and cost), etc.

| | |
|---------|---------------------------------|
| 9/11/15 | Rough cost evaluation completed |
|---------|---------------------------------|

- By May 2015, have detailed costs of installing artificial turf at Joe Machado Field. Include, staff time, consultant time, equipment, additives, water (quantity and cost), etc.

| | |
|---------|---------------------------------|
| 9/11/15 | Rough cost evaluation completed |
|---------|---------------------------------|

- By May 2015, determine the cost differences between grass and artificial turf at Joe Machado Field.



Updated: 9/15/15

| | |
|-----------|---|
| 7/15 | Turf team established: City Manager, Recreation, Public Works Director, Planning Director. Biweekly meetings |
| 7/15 | Over 2 months met with 4 consultants regarding design build for JMF |
| 8/14/15 | Toured 6 sports field facilities to compare turf products |
| 9/9/15 | Toured sports field facility to evaluate turf products |
| Fall 2015 | Going out to RFP for design proposals for turf |
| 10/15 | Receiving \$500,000 donation from Bud Light for Whatever, USA event Avalon hosted in May |



GOAL CATEGORY:

CITY INFRASTRUCTURE

Overview:

The foundation the City is built upon, and all the elements which make it possible for the community to function.

Supporting Documentation:

- ❖ The City of Avalon 2030 General Plan/Local Coastal Plan, 2013

Goals:

1. City Infrastructure – PI

| | |
|-------------------|---|
| 8/26 & 12/30 2015 | City sustained substantial damages from two separate natural disasters. The City declared a state of emergency for both, and is currently working with the Governor's Office of Emergency Service to pursue California Disaster Assistance Act funds. |
|-------------------|---|

Develop a 10 year (2024) capital improvement plan that addresses necessary upgrades and improvements to the Cabrillo Mole, the landfill, the wastewater treatment plant, and the Casino Fuel Dock.

| | |
|---------|--|
| 2014 | Developed 10 year plan in '14, updated in '15. Included as part of budget review process. Constantly needs to be reviewed |
| 4/21/15 | Authorized engineering study and evaluation of Avalon Fuel Dock. Study determined Fuel Dock needed to close for the 2015 season. |
| 5/15 | Worked with engineering firm to finalize construction plans |
| 8/12/15 | Submitted construction plans and received Costal Commission approval |
| 9/1/15 | Council approved to go to bid for complete demo and rebuild of Fuel Dock |

- Draft and implement development fees, user/connection fees, and pursue grant opportunities to assist with this effort.

| | |
|-------------|---|
| In Progress | Worked with RBF consulting on drafting development fees. On hold due to 15/16 budget cuts of capital improvement projects. |
| 7/15 | Notice of Proposed Awards for \$1.7 million grant for 5 corners from METRO Call for Projects. |
| 8/18/15 | Awarded design contract for fit Trail to City Fabrick |
| Fall 2015 | Public workshops scheduled for Fit Trail |

2. Pebbly Beach Road – PI

Make Pebbly Beach road a safe and more pleasurable experience.

- Develop a comprehensive plan that will include:
 - Fencing installed along the hillside and a boardwalk along the ocean side

| | |
|------|---|
| 6/15 | Low Bid for contract received from Jordahl, currently working on awarding bid |
|------|---|

- Filling of potholes with rip rap



Updated: 9/15/15

| | |
|-------------|--|
| In Progress | An on going effort. At least 3 significant sinks identified and patch repaired. <ul style="list-style-type: none"> o Funding budgeted within the Fiscal Year 2014-2015 budget |
| In Progress | Researching SHIP (Highway Safety Improvement Funds) for Pebbly Beach Road now that it is functionally classified as a major collector with the California Road System (CRS). |
| In Progress | Assessing CDAA funds through OES for costs associated with storm damages |

3. Cabrillo Mole - PII

Determine the needs and desires for the future of the Cabrillo Mole.

| | |
|-------------|--|
| 9/15/15 | Proposed outreach proposal to assess needs/desires of Avalon residents, business stakeholders and visitors for Mole |
| In Progress | \$3 million project with \$2.4 million grant funds to reconstruct infrastructure. Design (spending money against the grant) must start in the next 6 months. |

- By December 2015, develop a comprehensive plan for the repair/rebuild of the Cabrillo Mole, including costs estimates.
 - Detail what repairs and rebuilding are necessary for the integrity of the Mole and what are add-ons.

| | |
|------|---|
| 1/15 | Completed engineering assessment of mole structure, with cost estimates from storm. |
|------|---|

- By March 2016, have detailed funding requirements for the Cabrillo Mole project, including grant money opportunities.

| | |
|-------------|--|
| In Progress | Assessing CDAA funds through OES for costs associated with storm damages |
|-------------|--|

4. Cease and Desist Order - PII

Continue to work with the State Water Resources Board as well other relevant agencies and stakeholders both on and off the island to meet all the conditions of the Cease and Desist Order (CDO).

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| 5/19/15 | Charles Abbott Associates consultants assist in administration of Fats, Oils, Grease program. |
| On going | Public Works inspecting private residential and commercial sewer laterals As a result of surveys updates – repairs/replacements – have been performed |
| 7/21/15 | Awarded storm water permit compliance consulting contract to Olaunu |
| 10/6/15 | New Falconry contract to be considered by City Council |
| Fall 2015 | Staff to present to City Council proposed budget amendments to address CDO requirements |

- By April 1, 2016 the City will have met all deliverables of the CDO to that date, including compliance with no allowable exceedances at any locations during summer dry weather.

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| Fall 2015 | Progress report from City staff to outline remaining deliverables of the CDO |
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Supporting Documentation: Cease and Desist Order



GOAL CATEGORY:

NATURAL RESOURCES

Overview:

Natural resources are the materials or substances such as minerals, forests, water, and fertile land that occur in nature and can be used for economic and cultural gain; generally are necessary for the community to function.

Supporting Documentation:

- ❖ The City of Avalon 2030 General Plan/Local Coastal Plan, 2013

Goals:

1. Fresh Water Resources – PI

Evaluate and potentially pursue the formation of a community services district or a joint powers authority with island stakeholders to become the freshwater purveyor for the island.

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| 2014 | Catalina Island Consortium rebooted, includes major stakeholders from island. |
| On going | General discussion meetings, technical meetings. Unofficially evolved into a utility oversight watch dog, less of pursuit of CSD/JPA |
| On going | Standing meetings with SCE to discuss projects and grant opportunities, including Prop 1 |
| 7/7/15 | Entered into MOU with SCE for new desalination plant |
| 7/15/15 | Met with President of SCE, received commitment to formalize existence of Consortium to be an oversight body for the water utility. |

- Identify additional fresh water resource options.

| | |
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| 6/16/15 | Appointed voting delegate to the Gateway Water Management Authority, an Integrated Regional Water Management Authority, which many funding opportunities pass through |
| 6/30/15 | LA County Supervisor Knabe introduced motion to support Catalina's desalination project |
| Tbd | Contributed \$500,000 towards project (plant must be operational and producing drinking water approved for consumption by regulators) |

2. Reclaimed Water – PI

Evaluate and potentially develop plans to create a reclaimed water system to replace the existing salt water system within two years of 2014.

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| 7/2014 | Formation of R-TAP (Reclamation, The Avalon Project) an advisory group meeting bi-monthly. |
| 7/21/15 | Awarded RFP contract to develop Master Development Plan – Recycled Water to Michael Baker International |

- Investigate the underground pipes laid by Southern California Edison in 1976 to determine viability for proposed system.



GOAL CATEGORY:

CITY POLICY

Overview:

A policy establishes guidelines or direction for the City's actions with regard to one or more concerns, problems or opportunities. A policy can also be a general plan or approach to a specific need, problem or issue. Goals identified within this category also help to better the practice and procedures which occur at the City staff level.

By practice it is the best policy to report back and follow up with council, staff and the community on any actions, meetings and efforts working towards any of the City goals.

Supporting Documentation:

- ❖ The City of Avalon 2030 General Plan/Local Coastal Plan, 2013: Land Use Element, Open Space Element

Goals:

1. Community Cooperation - PII

Establish personal relationships on a professional level with the many stakeholders in Avalon to better coordinate the efforts and goals of each stakeholder to be mutually supportive on every project and interaction the City is involved in.

- Ongoing value.
- Frequent and established face to face, or direct contact and meetings between City Staff and Officials and the many stakeholders throughout the community.
 - Collaborations
 - Stakeholder goal alignment
- Measurable through; Friday updates, number of interactions

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| On going | Monthly meetings with SCI Co. CEO, CIC Executive Director, District Manager SCE with City Manager |
| On going | City leadership role in Catalina Island Consortium |
| 5/29/15 | Whatever, USA - local partnership for competition/planning/implementation of event |
| On going | Relationship cultivation: Congressman Lowenthal, State Senator Ben Allen, Assemblymember Patrick O'Donnell, LA County Supervisor Don Knabe, LA Councilmember Joe Buscaino Informal/formal efforts, noticed through Friday updates |
| 1/15 | Recreation Department established formal monthly meetings with Avalon School |
| | City partnered with SCI Co. & Chamber regarding Falcon contract to meet needs of city and businesses |
| 7/4/15 | 4 th of July celebration Recreation Dept. partnered with committee comprised of Chamber, business owners, SCI Co. and City Council |
| 9/15/15 | Community Development Block Grant to construct elevator/lift at Beachon Hill Senior |



Updated: 9/15/15

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| | Apartment complex. Collaborating with Saffron, manager of senior housing. \$100,000 |
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2. Avalon 2030 Vision - PII Overarching goal/vision/value all other goals fall under or in line with. The General Plan/Local Costal Plan gives guidelines for City policy in terms of the direction, it is not a 'how to' document. In light of the many project proposals and possibilities throughout the City, and the overlapping nature of these projects, it may be beneficial to develop a set of actual projects that meet the General Plan guidelines to better provide clarity in how to accomplish a 2030 vision. A specific goal, or value of sustainability may be required to develop.

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| On going | Commenced work on LCP update process. Additional project update coming to council for consideration. |
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3. Comprehensive Transportation Review – PI

Review City vehicle permits, and the types of vehicles allowed on City streets.

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| 2/24/15 | Transportation Study Session 1, overview of Avalon's transportation system |
| 4/28/15 | Transportation Study Session 2, reviewed city sticker program |
| Fall 2015 | Transportation Study Session 3, to be scheduled |
| 5/15 | Hired transportation consultant AMMA for transit planning and to assist with procurement of transit service (bus, fixed rout/dial-a-ride) |
| 9/15/15 | Presentation to council regarding transit design as tool in developing RFP for transit services. |
| 10/15 | RFP for transit services for council consideration |
| 9/15 | Progress payment for first (of three) electric bus, funded by Metro grant (\$1,000,000) |
| On going | Charging station for eBus being determined |

- Make Avalon more of a walking community.

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| 6/15 | Divider stations placed at Front Street entrances for pedestrian safety |
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4. Organizational and Staff Development - PII

Identify opportunities and establish programs that further the training of City Staff and Officers.

- Accountability
 - There will be mechanisms in place that help provide better transparency and accountability for City staff.

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| On going | Dissemination of Friday updates |
| On going | Continued expansion and use of website and social media to disseminate information |
| 6/15 | Creation of standing monthly department head meetings with City Manager |
| 7/15 | Launch of intranet for city staff to better access and communicate |
| 7/15 | Bi-weekly meeting between two City Council Members and City Manager for performance review |

- Training – physical and mental
 - By November 19, 2014, City wide training will be conducted for customer service
 - Between City Staff and City Council identify key areas of training to be targeted
 - Customer Service

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| 11/18 & 11/19 2014 | All staff Customer Service Training <ul style="list-style-type: none"> • Professional Development |
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| 8/1/14 | Sexual Harassment Training completed | All full time employees |
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Updated: 9/15/15

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| 3/10/15 | Management and Supervisor Training | Department Heads & Supervisors |
| 4/21/15 | Management and Supervisor Training | Department Heads & Supervisors |
| 5/19/15 | Management and Supervisor Training | Department Heads & Supervisors |
| 3/26/15 | Governmental Accounting | Finance and Administration |
| 3/30/15 | Microsoft Outlook email training | Open to All Departments |
| 4/30/15 | Microsoft Excel training - basics | Open to All Departments |
| 5/14/15 | Microsoft Excel training – Intermediate | Open to All Departments |
| 6/9/15 | Microsoft World training | Open to All Departments |
| 4/15 | Human Resource Management Certificate. 16/36 units completed by fall 2015 | Administrative Analyst/HR |

- Wellness program
 - Establish a wellness program for City Staff which may be developed as part of the health insurance provided by the City.

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| On going | Discussions underway as part of employee association collective bargaining process |
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- IT – Social Media
 - By October 2014, adopt a Social Media Use and Public Outreach Policy.
 - Establish and consistently utilize multiple social media and public outreach sites in accordance to the Social Media Use and Public Outreach Policy.

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| 10/17/14 | Social Media Use and Public Outreach Policy adopted by Council |
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5. Commuter Subsidy Program - PII

Revise the existing commuter subsidy program to standardize and clarify the protocol for establishing residency and make the protocol consistent with other residency requirements, such as with vehicles.

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| 9/3/15 | Established internal committee to review concerns and create recommendations |
| Fall 2015 | Follow up assessment with Catalina Express input |

- Review the expiration date of the subsidized commuter book.

6. Update the Avalon Municipal Code - PII

There are many outdated, confusing or otherwise incompatible with the policies of today's Municipality ordinances within the Avalon Municipal Code.

- Ordinances requiring updates will be presented to the City Council.
 - Focus:

- Planning Ordinances – utilize the LCP review

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| 2015 | Commenced LCP review |
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- Outdated rules – such as density bonus
 - Update with state/federal laws

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| 11/4/2014 | Updated ordinance 3-1.122 requirements for business professionals, trades and occupations requiring a special license. |
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| 7/7/15 | Updated ordinance 6-11 regarding definition of smoking to include e-cigarette <ul style="list-style-type: none"> ▪ Confusing policies which conflict with practice ▪ Banner, flag, sign use. Temporary, special events, business. |
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| 8/26/15 | Recreation met with Chamber & Catalina Island Museum to discuss banner/flag desires |
| 11/20/15 | Recreation to present banner options to City Council |



Proposed Goals for City Council consideration

1. Public Safety
 - a. Law-enforcement specific goal
 - b. Fire suppression specific goal
 - c. Harbor patrol specific goal
2. Visitor Experience
 - a. Develop mechanisms and programs to constantly review and improve the visitor experience
3. Transportation
 - a. Implement recommendations from City Council Transportation Study Sessions
4. Employees
 - a. Adopt and implement multi-year MOUs
5. Sustainability
 - a. Work to make Avalon a sustainable community, especially in the areas of water conservation and retention
6. Event attraction
 - a. Work with island stakeholders to attract future large scale events to Avalon, including athletic and music related activities
7. Municipal partnerships
 - a. Work to develop municipal partnerships with "gateway" cities including Long Beach, San Pedro, Newport Beach and Dana Point
8. Finance
 - a) Ensure that no debt term is longer than the useful life of the funded project
 - b) Establish and maintain operating reserves of at least 35% (120 days) of annual operating expenses (to be achieved in future years)
 - c) Establish and maintain a capital reserve goal of \$X million (\$5 million?; to be achieved in future years)
 - d) Annually review the investment policy
 - e) Annually review a ten-year financial plan, including a capital improvement plan of at least ten years
 - f) Annually review rate structures and levels to ensure revenues fairly capture the entire cost to provide service (Prop 218) plus build and maintain reserves and satisfy debt service ratios
 - g) Annually adopt a budget prior to the beginning of the fiscal year
 - h) Semi-annually review the performance of the actual year-to-date financial results as compared to the adopted budget
 - i) Annually review Financial Goals

**SUCCESSOR AGENCY TO THE
AVALON COMMUNITY IMPROVEMENT AGENCY**

MEETING DATE: September 15, 2015

AGENDA ITEM: 10

ORIGINATING DEP: Successor Agency

CITY MANAGER: BH

PREPARED BY: Tara Matthews, Consultant, RSG Inc.
Suzy Kim, Consultant, RSG Inc.

SUBJECT: Approving an Agreement Between the Successor Agency and the City for Repayment of a Loan From the City for Unfunded Successor Agency Expenditures

RECOMMENDATION

It is recommended that the Successor Agency to the Avalon Community Improvement Agency and the City Council of the City of Avalon approve the agreement authorizing the repayment of a loan from the City of Avalon.

FACTS

The Successor Agency to the Avalon Community Improvement Agency ("Successor Agency") is required to prepare a Recognized Obligation Payment Schedule ("ROPS") every six-month period in order to request Redevelopment Property Tax Trust Funds ("RPTTF") to fund enforceable obligations. The ROPS is submitted to and reviewed by the California Department of Finance ("DOF"). The ROPS includes a Report of Cash Balances documenting the Successor Agency's cash balances from various funding sources.

When the Successor Agency submitted the ROPS for the July to December 2015 period ("ROPS 15-16A"), it informed DOF that prior reports of cash balances were inaccurate due to inter-fund transfers that were not reconciled until Fiscal Year 2014-15. Successor Agency staff and consultants had audited its funds and determined that the wrong funds had been used to pay for eligible Successor Agency expenditures, and that RPTTF was used to pay for non-Successor Agency expenditures. Inter-fund transfers were made to repay and true-up expenditures made from incorrect funds.

DOF initiated a special review of Successor Agency cash balances in June 2015. The review was part of a state-wide task force reviewing multiple successor agencies throughout California. DOF Analyst Kelly Wyatt determined that the Successor Agency had a negative cash balance of -\$188,616 as of January 1, 2015. This is comprised of an "Other Funds" balance of -\$348,851 and a RPTTF balance of \$160,235. The "Other Funds" balance is negative due to inter-fund transfers made to repay the City for funds mistakenly advanced by the City to pay Successor Agency obligations that should have been paid from RPTTF. The payments made by the City were never reported on the ROPS. Those expenditures represent eligible but unfunded administrative expenses.

After reviewing Successor Agency cash balances, revenues, expenditures, and inter-fund transfers made since January 1, 2012, DOF has determined that the Successor Agency had \$138,663 in eligible administrative costs that were unfunded in the July to December 2012 (ROPS 2) period. DOF has advised the Successor Agency to establish a City loan to the Successor Agency to recoup this cost as a mechanism to provide additional cash to the Successor Agency and thereby reduce the Successor Agency's cash deficit.

The City of Avalon and the Successor Agency desire to enter into a loan agreement and place it on the ROPS for repayment. The City may loan funds to the Successor Agency as authorized by Health and Safety Code Section 34173(h). The City loan will be placed on the ROPS 15-16B and subsequent ROPS as necessary until it is fully repaid.

FISCAL IMPACT

Approval of the City Loan is necessary to repay the City for Successor Agency expenditures that should have been funded by RPTTF through the ROPS.

ATTACHMENTS

- A. City Council Resolution No. _____
- B. Successor Agency Resolution No. _____
- C. Agreement to Repay Loan from the City of Avalon

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AVALON,
CALIFORNIA APPROVING AGREEMENT FOR A LOAN FROM THE
CITY OF AVALON TO THE SUCCESSOR AGENCY TO THE
AVALON COMMUNITY IMPROVEMENT AGENCY

WHEREAS, pursuant to Assembly Bill x1 26, enacted on June 28, 2011, and Assembly Bill 1484, enacted on June 27, 2012 (collectively the "Dissolution Act"), the Avalon Community Improvement Agency ("Redevelopment Agency") was dissolved on February 1, 2012; and

WHEREAS, pursuant to Assembly Bill x1 26, the City Council of the City of Avalon is the "Successor Agency" to the Avalon Community Improvement Agency; and

WHEREAS, Health and Safety Code ("HSC") Section 34177(l) requires the Successor Agency to prepare a Recognized Obligation Payment Schedule ("ROPS") before each six-month fiscal period that lists its enforceable obligations; and

WHEREAS, the ROPS for the July to December 2012 ("ROPS 2") period was unfunded due to a shortfall in available Redevelopment Property Tax Trust Funds ("RPTTF"); and

WHEREAS, the Department of Finance ("DOF") conducted a special review of Successor Agency cash balances in 2015 and determined that the Successor Agency incurred \$138,663 of eligible administrative expenditures in the ROPS 2 period that were unfunded and eligible to be repaid through a City loan; and

WHEREAS, HSC Section 34173(h) provides that the City may loan funds to the Successor Agency for administrative costs, enforceable obligations, or project-related expenses at the city's discretion, and that the loan must be reflected on the Successor Agency's ROPS, which is subject to the approval of the Successor Agency's Oversight Board; and

WHEREAS, the City and Successor Agency desire to enter into a loan agreement.

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Avalon hereby finds and resolves as follows:

Section 1. The foregoing recitals are true and correct and incorporated herein.

Section 2. The Agreement to Repay Loan from the City of Avalon, a copy of which is attached hereto as Exhibit A and incorporated herein by reference, is hereby approved and the Mayor is hereby authorized to execute said agreement.

Section 3. All legal prerequisites to the adoption of this Resolution have been satisfied.

Section 4. The City Manager or designee is hereby authorized to take such actions as are necessary and appropriate to implement this decision of the City Council.

PASSED AND ADOPTED this 15th day of September 2015 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ann H. Marshall, Mayor

Denise A. Radde, City Clerk

SUCCESSOR AGENCY RESOLUTION NO. _____

RESOLUTION OF THE SUCCESSOR AGENCY TO AVALON COMMUNITY
IMPROVEMENT AGENCY APPROVING AGREEMENT FOR REPAYMENT OF
LOAN FROM THE CITY OF AVALON

WHEREAS, pursuant to Assembly Bill x1 26, enacted on June 28, 2011, and Assembly Bill 1484, enacted on June 27, 2012 (collectively the "Dissolution Act"), the Avalon Community Improvement Agency ("Redevelopment Agency") was dissolved on February 1, 2012; and

WHEREAS, pursuant to Assembly Bill x1 26, the City Council of the City of Avalon is the "Successor Agency" to the Avalon Community Improvement Agency; and

WHEREAS, Health and Safety Code ("HSC") Section 34177(l) requires the Successor Agency to prepare a Recognized Obligation Payment Schedule ("ROPS") before each six-month fiscal period that lists its enforceable obligations; and

WHEREAS, the ROPS for the July to December 2012 ("ROPS 2") period was unfunded due to a shortfall in available Redevelopment Property Tax Trust Funds ("RPTTF"); and

WHEREAS, the Department of Finance ("DOF") conducted a special review of Successor Agency cash balances in 2015 and determined that the Successor Agency incurred \$138,663 of eligible administrative expenditures in the ROPS 2 period that were unfunded and eligible to be repaid through a City loan; and

WHEREAS, HSC Section 34173(h) provides that the City may loan funds to the Successor Agency for administrative costs, enforceable obligations, or project-related expenses at the city's discretion, and that the loan must be reflected on the Successor Agency's ROPS, which is subject to the approval of the Successor Agency's Oversight Board; and

WHEREAS, the City and Successor Agency desire to enter into a loan agreement.

NOW, THEREFORE BE IT RESOLVED, the Successor Agency to the Avalon Community Improvement Agency hereby finds and resolves as follows:

Section 1. The foregoing recitals are true and correct and incorporated herein.

Section 2. The Agreement to Repay Loan from the City of Avalon, a copy of which is attached hereto as Exhibit A and incorporated herein by reference, is hereby approved and the Successor Agency is hereby authorized to execute said agreement.

Section 3. All legal prerequisites to the adoption of this Resolution have been satisfied.

Section 4. The Executive Director of the Successor Agency or designee is hereby authorized to take such actions as are necessary and appropriate to implement this decision of the Successor Agency, including, but not limited to, listing the Agreement to Repay Loan from the City of Avalon on the Successor Agency's ROPS as an enforceable obligation.

PASSED AND ADOPTED this 15th day of September 2015 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ann A. Marshall, Chairperson

Denise A. Radde, Agency Secretary

AGREEMENT TO REPAY LOAN FROM THE CITY OF AVALON

THIS AGREEMENT (this "Agreement") is entered into this 15th day of September, 2015, by and between the SUCCESSOR AGENCY TO THE AVALON COMMUNITY IMPROVEMENT AGENCY, a public body (the "Successor Agency") and the CITY OF AVALON, ("City").

RECITALS

The City and the Successor Agency (individually, a "Party" and collectively, the "Parties") enter into this Agreement with reference to the following facts and circumstances:

A. Pursuant to the provisions of the California Community Redevelopment Law (Health and Safety Code Section 33000 et seq.), the City Council activated the Redevelopment Agency of the City of Avalon (the "Avalon Community Improvement Agency") and subsequently adopted the Redevelopment Plan for the Avalon Redevelopment Project (the "Redevelopment Plan").

B. Assembly Bill x1 26 ("AB 26"), enacted in June 2011, and AB 1484 ("AB 1484"), enacted in June 2012 (collectively, the "Dissolution Act") required the dissolution of redevelopment agencies and established certain procedures and requirements for the wind-down of their activities.

C. The Successor Agency is the successor entity to the former Redevelopment Agency and, pursuant to the Dissolution Act, is responsible for the wind-down of the former Redevelopment Agency, including without limitation the performance and repayment of all enforceable obligations of the former Redevelopment Agency.

D. Health and Safety Code ("HSC") Section 34177(l) requires the Successor Agency to prepare a Recognized Obligation Payment Schedule ("ROPS") before each six-month fiscal period that lists its enforceable obligations and reports Successor Agency cash balances.

E. When Successor Agency staff prepared the ROPS for the July to December 2015 period ("ROPS 15-16A"), it reported to the California Department of Finance ("DOF") that prior reports of cash balances were inaccurate due to inter-fund transfers that were not reconciled until Fiscal Year 2014-15.

F. DOF initiated a special review of Successor Agency cash balances in June 2015. DOF determined that the Successor Agency had a negative cash balance of -\$188,616 as of January 1, 2015. This is comprised of an "Other Funds" balance of -\$348,851 and a Redevelopment Property Tax Trust Fund ("RPTTF") balance of \$160,235. The Other Funds balance is negative as a result of inter-fund transfers made to repay the City for funds mistakenly advanced by the City to pay for Successor Agency obligations that should have been paid from RPTTF. The payments made by the City were never reported on the ROPS. Those payments represent eligible but unfunded administrative expenses.

G. After reviewing Successor Agency cash balances, revenues, expenditures, and

inter-fund transfers made since January 1, 2012, DOF has determined that the Successor Agency had \$138,663 in eligible administrative costs that were unfunded in the July to December 2012 ("ROPS 2") period. DOF has advised the Successor Agency to establish a City loan to the Successor Agency to recoup this cost and reduce the Successor Agency's cash deficit.

H. HSC Section 34173(h) provides that the City may loan funds to the Successor Agency for administrative costs, enforceable obligations, or project-related expenses at the city's discretion, and that the loan must be reflected on the Successor Agency's ROPS, which is subject to the approval of the Successor Agency's Oversight Board. Further HSC Sections 34178 and 34180 authorize certain contracts to be entered into between the Successor Agency and the City as its sponsoring community.

I. Relying on this authority, the City is prepared to extend a loan ("Loan") to the Successor Agency in the amount of ONE HUNDRED THIRTY EIGHT THOUSAND SIX HUNDRED SIXTY THREE DOLLARS (\$138,663) ("Loan Amount") to be used to pay for underfunded enforceable obligations during the ROPS 2 period.

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, including the mutual promises and covenants contained herein, the Parties mutually agree as follows:

1. Recitals. All of the above recitals are true and correct and are incorporated herein.
2. Purpose. The purpose of this Agreement is to document the obligation to repay the Loan as an enforceable obligation to be listed by the Successor Agency on each successive Recognized Obligation Payment Schedule ("ROPS"), as required to be prepared under Health and Safety Code section 34177, until such time as the Loan has been fully repaid.
3. Loan Amount. It is the understanding and agreement of the parties that the total amount of the Loan is ONE HUNDRED THIRTY EIGHT THOUSAND SIX HUNDRED SIXTY THREE DOLLARS (\$138,663).
4. Repayment.
 - a. The Loan shall be repaid on par with any enforceable obligations falling within HSC 34183(a)(2)(C) (debts not qualifying as tax allocation bonds and certain revenue bonds).
 - b. The City hereby agrees to defer payment on the Loan during a six-month period covered by a ROPS to the extent that repayment in that period would leave insufficient funds to the Successor Agency to satisfy other contractual obligations covered by HSC Section 34183(a)(2)(C) which: (i) are due in that six-month period; and (ii) were in existence as of the date of this Agreement.
 - c. Unless legally prohibited or waived by the City, any portion of the unpaid Loan shall also be repaid from other revenues available to the Successor Agency.

These payments shall augment and supplement the required payments described in paragraph (a).

5. Term. This Agreement shall be in full force and effect from the date hereof until such time as the entire amount of the Loan has been repaid in full.

6. Remedies. In the event of a default, the parties hereto shall be entitled to pursue any and all remedies available at law or equity under California law for purposes of enforcing the terms and conditions of this Agreement.

IN WITNESS WHEREOF, the City, and Successor Agency have executed this Agreement as of the date first set forth above.

CITY OF AVALON

By: _____
Ann H. Marshall, Chairperson

ATTEST:

By: _____
Denise A. Radde, City Clerk

APPROVED AS TO FORM:

By: _____
Scott Campbell, City Attorney

**SUCCESSOR AGENCY TO THE AVALON
COMMUNITY IMPROVEMENT AGENCY**

By: _____
Ann H. Marshall, Executive Director

ATTEST:

By: _____
Denise A. Radde, Agency Secretary

**SUCCESSOR AGENCY TO THE
AVALON COMMUNITY IMPROVEMENT AGENCY**

MEETING DATE: September 15, 2015

AGENDA ITEM: 11

ORIGINATING DEP: Successor Agency

CITY MANAGER: BA

PREPARED BY: Tara Matthews, Consultant, RSG Inc.
Suzy Kim, Consultant, RSG Inc.

SUBJECT: Recognized Obligation Payment Schedule (ROPS) 15-16B

RECOMMENDED ACTION

Adopt "Resolution of the Successor Agency to the Avalon Community Improvement Agency Approving a Recognized Obligation Payment Schedule 15-16B"

BACKGROUND

ROPS 15-16B

Health and Safety Code ("HSC") Section 34177(l) requires the Successor Agency to prepare and submit a Recognized Obligation Payment Schedule ("ROPS") prior to each six-month fiscal period to the Oversight Board, County Auditor-Controller, State Controller's Office ("SCO"), and State Department of Finance ("DOF") for review and approval. An Oversight Board-approved ROPS covering the period of January 1, 2016 to June 30, 2016 ("ROPS 15-16B") is required to be submitted to DOF by no later than October 3, 2015. If the ROPS is not submitted by that deadline, the City of Avalon (as the City and not as the Successor Agency) will be subject to a civil penalty of \$10,000 per day for each day it is late. These requirements for the ROPS took effect in 2012 as a result of AB 1484 (Chapter 26, Statutes of 2012).

Enforceable Obligations

The majority of the enforceable obligations on the ROPS remain unchanged from prior periods. ROPS 15-16B items requiring funding include debt service payments on the 2015 Tax Allocation Refunding Bonds (formerly the 2003 Tax Allocation Bonds), bond fiscal agent fees, legal services related to project implementation, a contract for Pebbly Beach road and slope improvements (to be paid out of bond proceeds), SERAF loan repayment, and administrative cost allowances. One new item has been added to reimburse the Catalina Island Museum Society for stairway construction pursuant to an agreement with the former ACIA. A second new item establishes a City loan to the Successor Agency, which is described in further detail below.

Bond Projects

The Successor Agency has funded several projects on the ROPS using proceeds from the 2003 Tax Allocation Bonds, which were recently refunded and are now the 2015 Tax Allocation

Refunding Bonds. Two projects proposed to be funded with bond proceeds remains on the ROPS. The Successor Agency has budgeted \$156,517 to fund remaining road/slope improvements on Pebbly Beach Road. The Successor Agency has requested an additional \$843,483 of funding for Pebbly Beach Road from Redevelopment Property Tax Trust Funds ("RPTTF") for a total project cost of \$1 million. There are not enough bond proceeds remaining to fund the entire project, however the former ACIA entered into a contract to fund this project prior to dissolution that did not limit funding to bond proceeds. The Avalon Housing Authority has also requested \$500,000 in housing bond proceeds to fund a Low and Moderate Income Down Payment Assistance Program.

SERAF Loan Repayment

The Successor Agency received a Finding of Completion (aka the "Golden Ticket") on July 16, 2013. This enabled the Successor Agency to begin repaying a \$1 million loan to the former ACIA from its Low and Moderate Income Housing Fund ("LMIHF") to make payments to the State's Supplemental Educational Revenue Augmentation Fund ("SERAF"). The Oversight Board approved a proposed repayment schedule on February 26, 2015. The ROPS 15-16B requests \$68,861 to repay the SERAF loan.

Cash Balance Reconciliation & City Loan

When the Successor Agency submitted the last ROPS for the July to December 2015 period (ROPS 15-16A), it informed DOF that prior reports of cash balances were inaccurate due to inter-fund transfers that were not reconciled until Fiscal Year 2014-15. DOF initiated a special review of Successor Agency cash balances in June 2015. It determined that the Successor Agency had a negative cash balance of -\$188,616 as of January 1, 2015. This is comprised of an "Other Funds" balance of -\$348,851 and a RPTTF balance of \$160,235. The negative Other Funds balance is the result of inter-fund transfers made to the City to repay funds mistakenly advanced by the City to pay for Successor Agency obligations that should have been paid from RPTTF. The payments made by the City were never reported on the ROPS. Those expenditures were for eligible but unfunded administrative costs.

After reviewing Successor Agency cash balances, revenues, expenditures, and inter-fund transfers made since January 1, 2012, DOF has determined that the Successor Agency had \$138,663 in eligible administrative costs that were unfunded in the July to December 2012 (ROPS 2) period. DOF has advised the Successor Agency to establish a City loan to the Successor Agency to recoup this cost as a mechanism to provide additional cash to the Successor Agency and thereby reduce the Successor Agency's cash deficit.

Prior Period Payment "True-up"

The Successor Agency is required to itemize all prior period ROPS payments for enforceable obligations and administrative costs. The prior period included in this ROPS is January to June 2015 (ROPS 14-15B). The prior period payment "true-up" process compares estimated versus actual payments. The Successor Agency spent \$35,138 less than it estimated. The County Auditor-Controller will typically adjust down the distribution of RPTTF to the Successor Agency in the next ROPS period by the surplus amount.

DOF Review

Upon submittal of an Oversight Board-approved ROPS, DOF has 45 days to make its determination on enforceable obligations, including amounts and funding sources. Within five business days of DOF's determination, the Successor Agency may request additional review and an opportunity to meet and confer on disputed items. DOF has until 15 days prior to the date for property tax distribution to make its final decision. The RPTTF distribution date for ROPS 15-16B is January 2, 2016.

ENVIRONMENTAL REVIEW

The action taken by the Successor Agency to approve ROPS 15-16B does not commit the Successor Agency to any actions that may have a significant effect on the environment. As a result, such actions do not constitute projects subject to the requirements of the California Environmental Quality Act.

FISCAL IMPACT

Approval of the ROPS is necessary for the Successor Agency to continue administrative operations and make payments for debt service, contracts, and other enforceable obligations. By not adopting the ROPS and Administrative Budget, the Successor Agency would risk defaulting on loans and other debt agreements, and not being able to fund certain expenses and operations, which would also impact the City's General Fund. Failure to submit an Oversight Board-approved ROPS to DOF October 3, 2015 will also result in a \$10,000 per day penalty assessed against the City for each day the ROPS is late.

ATTACHMENT

Successor Agency Resolution Approving the ROPS 15-16B

SUCCESSOR AGENCY RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF AVALON AS SUCCESSOR AGENCY TO
THE AVALON COMMUNITY IMPROVEMENT AGENCY APPROVING A
RECOGNIZED OBLIGATION PAYMENT SCHEDULE 15-16B**

WHEREAS, pursuant to Assembly Bill 26 of the First Extraordinary Session of the 2011-2012 Legislative Session ("ABX1 26") (Chapter 5, Statutes of 2011), the Avalon Community Improvement Agency was effectively dissolved as of February 1, 2012; and

WHEREAS, pursuant to ABX1 26, the City Council of the City of Avalon serves as the Successor Agency to the Avalon Community Improvement Agency ("Successor Agency"); and

WHEREAS, pursuant to Health and Safety Code Section 34177(m), the Successor Agency is required to prepare a Recognized Obligation Payment Schedule ("ROPS") prior to each six-month fiscal period, in a manner prescribed by the California Department of Finance ("DOF"), and submit the ROPS to an oversight board, the Los Angeles County Auditor-Controller, the State Controller's Office, and DOF for review and approval; and

WHEREAS, Assembly Bill 1484 ("AB 1484") (Chapter 26, Statutes of 2012) established new procedural requirements for the preparation, review, and approval of ROPS by the Successor Agency, including clarifications regarding "enforceable obligations"; and

WHEREAS, Exhibit "A" to this resolution establishes a ROPS for the six-month fiscal period beginning January 1, 2016 and ending June 30, 2016, in a manner consistent with that prescribed by DOF.

**NOW, THEREFORE, THE SUCCESSOR AGENCY TO THE AVALON COMMUNITY
IMPROVEMENT AGENCY DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and incorporated herein by reference.

Section 2. Approval of ROPS. The Successor Agency hereby approves the Recognized Obligation Payment Schedule 15-16B, in substantially the form attached hereto as Exhibit "A," as required by ABX1 26, enacted during the 2011 legislative year, and AB 1484, enacted during the 2012 legislative year.

Section 3. Transmittal to Appropriate Agencies. The City Manager is hereby authorized and directed to transmit, by mail or electronic means, a copy of the ROPS to the Oversight Board, Los Angeles County Auditor-Controller, State Department of Finance, and the State Controller's Office, as prescribed by statute.

Section 4. Technical Revisions. The City Manager is hereby authorized and directed to use his discretion to make any necessary technical revisions to the ROPS prior to submittal to the appropriate reviewing bodies.

PASSED AND ADOPTED at a regular meeting of the Successor Agency to the Avalon Community Improvement Agency, on the 15th day of September, 2015, by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Ann H. Marshall, Chair

ATTEST:

Denise A. Radde, Agency Secretary

EXHIBIT "A"

RECOGNIZED OBLIGATION PAYMENT SCHEDULE
JANUARY 1, 2016 TO JUNE 30, 2016

Recognized Obligation Payment Schedule (ROPS 15-16B) - Summary

Filed for the January 1, 2016 through June 30, 2016 Period

Name of Successor Agency: Avalon
 Name of County: Los Angeles

| <u>Current Period Requested Funding for Outstanding Debt or Obligation</u> | | <u>Six-Month Total</u> |
|--|---|------------------------|
| <u>Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF) Funding</u> | | |
| A | Sources (B+C+D): | |
| B | Bond Proceeds Funding (ROPS Detail) | \$ 656,655 |
| C | Reserve Balance Funding (ROPS Detail) | 656,655 |
| D | Other Funding (ROPS Detail) | - |
| E | Enforceable Obligations Funded with RPTTF Funding (F+G): | \$ 2,040,934 |
| F | Non-Administrative Costs (ROPS Detail) | 1,765,934 |
| G | Administrative Costs (ROPS Detail) | 275,000 |
| H | Total Current Period Enforceable Obligations (A+E): | \$ 2,697,589 |

| <u>Successor Agency Self-Reported Prior Period Adjustment to Current Period RPTTF Requested Funding</u> | | |
|---|--|---------------------|
| I | Enforceable Obligations funded with RPTTF (E): | 2,040,934 |
| J | Less Prior Period Adjustment (Report of Prior Period Adjustments Column S) | (35,138) |
| K | Adjusted Current Period RPTTF Requested Funding (I-J) | \$ 2,005,796 |

| <u>County Auditor Controller Reported Prior Period Adjustment to Current Period RPTTF Requested Funding</u> | | |
|---|---|------------------|
| L | Enforceable Obligations funded with RPTTF (E): | 2,040,934 |
| M | Less Prior Period Adjustment (Report of Prior Period Adjustments Column AA) | - |
| N | Adjusted Current Period RPTTF Requested Funding (L-M) | 2,040,934 |

Certification of Oversight Board Chairman:
 Pursuant to Section 34177 (m) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named agency.

 Name
 /s/ _____
 Signature

 Date

Avalon Recognized Obligation Payment Schedule (ROPS 15-16B) - Report of Cash Balances
 (Report Amounts in Whole Dollars)

| A | B | | | | | | H | I |
|--|--|---|-----------|---|-----------|---------|---|---|
| | C | D | E | F | G | H | | |
| | | | | | | | | |
| Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation. For tips on how to complete the Report of Cash Balances Form, see [INSERT URL LINK TO CASH BALANCE TIPS SHEET.] | | | | | | | | |
| Cash Balance Information by ROPS Period | | | | | | | | |
| ROPS 14-15B Actuals (01/01/15 - 06/30/15) | | | | | | | | |
| 1 | Beginning Available Cash Balance (Actual 01/01/15) | | | | | | | |
| | 4,416,486 | | 4,416,486 | | | | Other Funds includes Permitted Administrative Expense (PAE) pass-through from County restricted for administrative expenditures outside of RPTTF. Beginning balance taken from Kelly Wyatt review of cash balances. | |
| 2 | | | | | (348,851) | 160,235 | | |
| 3 | 2,409 | | | | 249,666 | 800,539 | | |
| 4 | 192,000 | | | | 249,666 | 853,972 | Bond proceed expenditure related to Down Payment Assistance Program reported as expended during the 14-15A period (on the ROPS 15-16A PPA) but drawn down from the bond trustee account in the 14-15B period. | |
| 5 | | | | | | | | |
| 6 | | | | | | | | |
| ROPS 15-16A Estimate (07/01/15 - 12/31/15) | | | | | | | | |
| 7 | | | | | | 35,138 | | |
| 8 | 4,226,895 | | 4,416,486 | | | | Bond proceed balance contains \$156,655 in non-housing proceeds and \$4,070,240 of housing proceeds. | |
| 9 | | | | | | | | |
| 10 | | | | | | | | |
| 11 | 4,226,895 | | 4,416,486 | | (348,851) | 35,138 | | |

Avalon Recognized Obligation Payment Schedule (ROPS 15-16B) - Notes
January 1, 2016 through June 30, 2016

| Item # | Notes/Comments |
|--------|--|
| 1 & 2 | The 2003 Tax Allocation Bonds were refunded into the 2015 Tax Allocation Refunding Bonds (Items 25 & 26) |
| 6 | This is an enforceable obligation with a third-party contract entered into prior to dissolution. Funded with a combination of bond proceeds and RPTTF. |
| 28 | The Successor Agency was underfunded in the ROPS 2 period as confirmed by DOF analyst Kelly Wyatt |
| 29 | The Housing Authority requested additional funding for the Low and Moderate Income Down Payment Assistance Program. |