

**AVALON CITY COUNCIL MEETING
TUESDAY, APRIL 19, 2016 – 6:00 P.M.
CITY COUNCIL CHAMBERS
410 AVALON CANYON ROAD, AVALON
A G E N D A**

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

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

ANNOUNCEMENTS / WRITTEN COMMUNICATIONS

CITY MANAGER REPORT / CITY ATTORNEY REPORT

COUNCILMEMBER REPORTS / MAYOR REPORT

PRESENTATION

1. Update from Southern California Edison on Phase II Water Rationing.

ORAL COMMUNICATION

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

CONSENT CALENDAR

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

1. Actions

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

Recommended Action

Approve actions from the April 5, 2016 regular City Council meeting and the April 14, 2016 Special City Council meeting.

2. Expenditures Submitted for Approval

- o Warrants in the amount of \$1,403,798.09
- o Two payrolls in the amount of \$408,967.26
- o Three electronic funds transfers totaling \$134,453.99.

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Recommended Action

Approve total expenditure amount of \$1,947,219.34.

3. Resolution Reciting the Facts of the April 12, 2016 General Municipal Election
Upon completion of the canvass and before installing the new officers to City Council, the Council needs to adopt a resolution reciting the facts of the election.

Recommended Action

Adopt resolution reciting the facts of the General Municipal Election held on Tuesday, April 12, 2016.

4. Emergency Repairs to the Catherine Booster Station 125 Horsepower Pump Motor Assembly

ES Engineering, who manages the City's Waste Water Treatment Plant, made the City aware of an emergency situation. The existing Catherine Booster Station 125 Horsepower Pump Motor Assembly required immediate action to make the requisite repairs. This assembly is a critical piece of equipment for the community, it provides all the saltwater to commercial businesses, residential users, and the proper pressure for firefighting capabilities.

Recommended Action

1. Determine that an emergency existed and ratify action by the Public Works Director to undertake necessary repairs at the Catherine Saltwater Booster Station to repair the motor.
 2. Authorize the expenditures for these repairs to be funded by Salt Water Infrastructure Fund 113-25-6552 in the amount of not to exceed (NTE) \$7000.00.
 3. Adopt a resolution authorizing necessary repairs. (A four-fifths vote is required.)
5. Fiscal Year 2015-16 Third Quarter Treasurer's Report
State and Municipal Codes require the Treasurer to submit within 30 days following each fiscal quarter a report summarizing the City's cash and investment balances. Accordingly, attached is the third quarter Treasurer's Report for FY15-16.

Recommended Action

Adopt resolution accepting the FY15-16 Third Quarter Treasurer's Report.

6. Request for Authorization to Place Three Temporary Underwater Sculptures in Avalon Bay

The Doug Aitken Workshop, in conjunction with the Museum of Contemporary Art (MOCA), Los Angeles has requested authorization to temporarily place three underwater sculptures in Avalon Bay. This underwater art display would coincide with a major survey of Doug Aitken's work which will open at MOCA in September 2016. The underwater sculptures would be installed for a period of three months and would be free and open to the public.

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Recommended Action

Authorize the placement of three temporary underwater sculptures in the City's jurisdictional waters of Avalon Bay subject to the execution of an agreement that addresses environmental, safety, and liability concerns.

7. Adoption of the Injury and Illness Prevention Program, Policy P-4

This policy ensures that the City establishes an IIPP in compliance with the requirements of the California Labor Code Section 6401.7 (Senate Bill 198) and the Injury and Illness Prevention Standard, California General Industry Safety Order Code of Regulations, Title 8, §3203.

Recommended Action

Adopt resolution that implements the City's Injury and Illness Prevention Program (IIPP) policy.

GENERAL BUSINESS

8. Seating of the Newly Elected Officials

The City Clerk will administer the Oath of Office to the newly elected Mayor, Anni Marshall and City Councilmembers, Oley Olsen and Richard Hernandez.

9. Appointing a Mayor Pro-Tem

The City Clerk will call for nominations for Mayor Pro Tem. If there is more than one nomination, voting for those nominated will be conducted. The person receiving the most votes will be declared the Mayor Pro Tem.

10. Audit Committee

There are two members of City Council that sit on the audit committee. Their job is to review all warrants that go before the City Council for approval.

Recommended Action

Appoint two members of the City Council to serve as the Audit Committee.

11. Avalon Municipal Hospital Board of Trustees

City Council appoints itself to serve as the Hospital Board of Trustees and appoints one of its members to serve as the Chairman.

Recommended Action

Appoint the City Council to serve as the Avalon Municipal Hospital Board of Trustees and appoint a Chairman of the Board.

ADJOURN

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NOTICE OF POSTING

I, Denise Radde, declare that the City Council Agenda for April 19, 2016 was posted Friday, April 15, 2016, on the City's website www.cityofavalon.com, and at City Hall, 410 Avalon Canyon Road. Copies of agendas and staff reports are available at City Hall.



Denise A. Radde, City Clerk / Interim City Manager

CITY OF AVALON CITY COUNCIL

MEETING DATE: April 19, 2016

AGENDA ITEM: 1

ORIGINATING DEP: City Clerk

CITY MANAGER: DR

PREPARED BY: Denise Radde, City Clerk

SUBJECT: City Council Actions

RECOMMENDED ACTION(S): Approve actions from the April 5, 2016 regular City Council meeting and the April 14, 2016 Special City Council meeting.

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: Not aligned,

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: April 19, 2016

AGENDA ITEM: 2

ORIGINATING DEP: Finance

CITY MANAGER: BR

PREPARED BY: Robert Mescher, Finance Director

SUBJECT: Warrants

RECOMMENDED ACTION(S): Approve the total disbursements from March 8, 2016 through April 1, 2016 totaling \$1,947,219.34.

REPORT SUMMARY:

These disbursements from March 8, 2016 to April 1, 2016 are comprised of warrants totaling \$1,403,798.09, two payrolls totaling \$408,967.26, and three electronic funds transfers totaling \$134,453.99.

US Bank Warrants #22038-22039 - \$3,126.00 – March 8, 2016
US Bank Warrants #22040-22130 - \$667,144.48 – March 11, 2016
US Bank Warrants #22131-22191 - \$733,527.61 – March 25, 2016
Payroll - \$215,898.12 – March 18, 2016
Payroll - \$193,069.14 – April 1, 2016
EFT – CalPERS Retirement - \$29,347.47 – March 21, 2016
EFT – CalPERS Retirement - \$28,926.17 – April 1, 2016
EFT – CalPERS Health - \$76,180.35 – April 1, 2016

Expenses that have been reimbursed through payroll are included in this report as new supplemental information and will be included in subsequent warrant reports.

GOAL ALIGNMENT: Ongoing meeting of City obligations.

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

CITY OF AVALON
DISBURSEMENTS FOR MONTH OF MARCH & APRIL 2016
April 19, 2016

DESCRIPTION	AMOUNT	DATE
US BANK WARRANTS CK# 22038-22039	\$ 3,126.00	3/8/2016
US BANK WARRANTS CK# 22040-22130	667,144.48	3/11/2016
US BANK WARRANTS CK #22131-22191	733,527.61	3/25/2016
PAYROLL	215,898.12	3/18/2016
PAYROLL	193,069.14	4/1/2016
EFT - CALPERS RETIREMENT	29,347.47	3/21/2016
EFT - CALPERS RETIREMENT	28,926.17	4/1/2016
EFT - CALPERS HEALTH	76,180.35	4/1/2016

TOTAL DISBURSEMENTS

\$ 1,947,219.34

EXPENSES REIMBURSED THROUGH PAYROLL
AND INCLUDED IN THE ABOVE TOTAL

\$ 9,394.71

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.

APPROVED AND AUDITED
THIS 19TH DAY OF APRIL 2016

AUDIT COMMITTEE - RICHARD HERNANDEZ

EXECUTED THIS 19TH DAY OF APRIL 2016

AUDIT COMMITTEE - CINDE CASSIDY

FINANCE DIRECTOR - ROBERT MESCHER

AVALON CITY COUNCIL
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CHECK NUMBER	DATE ISSUED	AMOUNT	PAYEE	DESCRIPTION
22038	03/08/16	\$1,087.00	COUNTY OF LOS ANGELES	TEMP CLOSURE FEE - FD
22039	03/08/16	2,039.00	COUNTY OF LOS ANGELES	PERMIT ADDENDUM - FD
22040	03/11/16	67.70	AIR SOURCE INDUSTRIES	SUPPLIES - FIRE
22041	03/11/16	692.43	ALEGRIA, VALENTE	QTRLY MEDICAL REIMB.
22042	03/11/16	6,713.82	AMERICAN EXPRESS	CREDIT CARD CHGS - ALL DEPTS
22043	03/11/16	638.43	ANTHEM BLUE CROSS	COBRA PYMT JAN/FEB 2016
22044	03/11/16	1,201.80	ART, CAPS N' DESIGN	SUPPLIES - HARBOR
22045	03/11/16	249.00	AT & T MOBILITY	COMMUNICATION - HARBOR
22046	03/11/16	127,619.15	AVALON ENVIRONMENTAL	CONTRACT SVC - FEB 2016
22047	03/11/16	4,019.90	AVALON MOORING & DIVING	SERVICE - HARBOR
22048	03/11/16	8,346.60	BEYOND SOFTWARE SOLUTIONS	CONTRACT SVCS - ALL DEPTS
22049	03/11/16	393.70	BLUE TARP FINANCIAL	SUPPLIES - GARAGE
22050	03/11/16	129.50	BORDIN MARTORELL, LLP	LITIGATION COSTS - ADMIN
22051	03/11/16	499.28	BOUND TREE MEDICAL	SUPPLIES - FIRE
22053	03/11/16	2,111.39	CATALINA BEVERAGE	SUPPLIES - ALL DEPTS
22054	03/11/16	4,305.00	CATALINA BOATYARD, INC	SERVICE - HARBOR
22055	03/11/16	1,946.78	CATALINA BROADBAND SOLUTIONS	SERVICE - ALL DEPTS
22056	03/11/16	26,781.20	CATALINA EXPRESS	1ST HLF 2016 - SUBSIDY
22057	03/11/16	452.36	CATALINA FREIGHT LINE	FREIGHT - ALL DEPTS
22058	03/11/16	48,518.24	CIMC	SALES TAX PASS THRU
22059	03/11/16	374.51	CATALINA ISLAND PLUMBING	SERVICE - MOLE RESTROOMS
22060	03/11/16	325.00	CATALINA STEAM CLEANING	SERVICE - HARBOR
22061	03/11/16	30,169.84	CATALINA TRANSPORTATION	CONTRACT SVC - FEB/MAR 16
22062	03/11/16	408.00	CDW GOVERNMENT	SUPPLIES - IT
22063	03/11/16	-	VOID - MULTI STUB CHECK	VOID - MULTI STUB CHECK
22064	03/11/16	-	VOID - MULTI STUB CHECK	VOID - MULTI STUB CHECK
22065	03/11/16	1,347.16	CHET'S HARDWARE	SUPPLIES - ALL DEPTS
22066	03/11/16	8,702.02	CO. OF LA SHERIFF'S DEPARTMENT	WATERFRONT PT - FEB 2016
22067	03/11/16	2,674.63	COMPRESSED AIR SPECIALTY	SUPPLIES - FIRE
22068	03/11/16	177,310.00	CO. OF LA FIRE DEPARTMENT	QTRLY PARAMEDIC PYMT
22069	03/11/16	6,583.64	DELTA DENTAL	DENTAL - MARCH 2016
22070	03/11/16	4,140.00	CONSTRUCTORS PLUS	CONTRACT SVC - ADMIN
22071	03/11/16	3,960.00	CONSTRUCTORS PLUS	CONTRACT SVC - ADMIN
22072	03/11/16	264.00	DEWEY PEST CONTROL	SERVICE - ALL DEPTS
22073	03/11/16	406.50	DIV. OF THE STATE OF CALIF	SB1186 FEE - FINANCE
22074	03/11/16	2,027.30	DON MILLER & SONS	SUPPLIES - CITY RESTROOMS
22075	03/11/16	1,319.50	EAGLE ELECTRIC	SERVICE - PUBLIC WKS
22076	03/11/16	4,435.29	EDISON	UTILITIES - ALL DEPTS
22077	03/11/16	667.00	EDD	U/I INSURANCE - QTRLY PYMT
22078	03/11/16	4,400.00	EMS SAFETY SERVICES, INC	SUPPLIES - FIRE
22079	03/11/16	87,328.62	ENVIRON STRATEGY CONSULTANTS	CONTRACT SVC - 2/2016
22080	03/11/16	11,791.33	EVOQUA	BIOXIDE - WWTP
22081	03/11/16	2,040.00	FINELINE CONSTRUCTION	SERVICE - PUBLIC WKS
22082	03/11/16	3,147.03	FIRE EXTINGUISHER DEPOT	SUPPLIES - FIRE
22083	03/11/16	1,015.40	FIRERESQ, INC	SUPPLIES - FIRE
22084	03/11/16	359.17	GALLS, LLC	SUPPLIES - HARBOR
22085	03/11/16	2,002.86	GCR TIRES	SUPPLIES - GARAGE
22086	03/11/16	540.00	GDMS	SERVICE - RECREATION
22087	03/11/16	4,413.55	GRAINGER	SUPPLIES - ALL DEPTS
22088	03/11/16	1,382.83	HAMILTON, KATHERINE	CONTRACT SVC - JAN/FEB 16

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22089	03/11/16	4,400.00	HELVETIC CONSULTING	CONTRACT SVC - PLANNING
22090	03/11/16	2,050.15	IDEXX DISTRIBUTION	SUPPLIES - CDO
22091	03/11/16	30.00	ISLAND EXPRESS	FREIGHT - GARAGE
22092	03/11/16	7,280.00	JMA	SERVICE - PLANNING
22093	03/11/16	1,890.25	JONES PLUMBING	REISSUED LOST CHECK
22094	03/11/16	610.50	JORDAHL CONSTRUCTION	HHW DISPOSAL - ALL DEPTS
22095	03/11/16	366.08	JUDICIAL DATA SYSTEMS	PARKING ACT. - 1/2016
22096	03/11/16	500.00	LOCAL 2295 AVALON FIREFIGHTERS	UNIFORM PURCHASE - FIRE
22097	03/11/16	200.00	LONG BEACH CHAMBER OF COMM.	FEES - ADMIN
22098	03/11/16	20.81	MACKTAL, JOHN	SUPPLIES - GARAGE
22099	03/11/16	477.76	MAILFINANCE	LEASE - MAIL MACHINE
22100	03/11/16	1,272.62	MCMaster-CARR	SUPPLIES - ALL DEPTS
22101	03/11/16	802.25	MED-TECH	SUPPLIES - FIRE
22102	03/11/16	3,998.94	MES-CALIFORNIA	SUPPLIES - FIRE
22103	03/11/16	250.00	MYGOV	SERVICE - PLANNING
22104	03/11/16	474.39	NAPA AUTO PARTS	SUPPLIES - GARAGE
22105	03/11/16	313.85	NEWHALL COFFEE ROASTING	SUPPLIES - FIRE
22106	03/11/16	6,710.00	ON THE WING FALCONRY	CONTRACT SVC - CDO
22107	03/11/16	355.27	PARTSTREE	SUPPLIES - PUBLIC WKS
22108	03/11/16	226.00	PARTYTIME ICE	SUPPLIES - FD
22109	03/11/16	832.64	PEBBLY BEACH BUILDING SUPPLY	SUPPLIES - ALL DEPTS
22110	03/11/16	125.00	PINS ADVANTAGE	SERVICE - ADMIN
22111	03/11/16	691.33	PORT SUPPLY	SUPPLIES - GARAGE
22112	03/11/16	66.26	PRAXAIR	SUPPLIES - PUBLIC WKS
22113	03/11/16	568.26	QUILL CORP	SUPPLIES - ADMIN
22114	03/11/16	4,582.17	MICHAEL BAKER INTERNATIONAL	SERVICE - PLANNING
22115	03/11/16	595.30	REGIONAL GOVERNMENT SVC	CONTRACT SVC - 12/2015
22116	03/11/16	663.91	RICOH USA	COPIER LEASE - PLANNING
22117	03/11/16	341.00	RIPPETOE LAW, P.C.	LITIGATION COSTS - ADMIN
22118	03/11/16	1,200.00	ROSENOW SPEVACEK GROUP	SERVICE - SA
22119	03/11/16	657.08	SANTA CATALINA RESORT SVC	UTILITIES - ADMIN
22120	03/11/16	10,183.37	SEAWAY COMPANY OF CATALINA	RESALE FUEL - FD
22121	03/11/16	10,160.00	SIRIA'S CLEANING SERVICE	CONTACT SVC - FEB/MAR 16
22122	03/11/16	2,442.61	SPECIALTY DOORS	SERVICE - FIRE
22123	03/11/16	522.00	SUPERIOR COURT OF CALIFORNIA	PARKING CITATIONS - JAN 2016
22124	03/11/16	1,492.44	TRILLIUM SOLUTIONS INC.	SERVICE - TROLLY
22125	03/11/16	9.00	UNDERGROUND SERVICE ALERT	SERVICE - PUBLIC WKS
22126	03/11/16	855.79	VERIZON WIRELESS	COMMUNICATIONS - ALL DEPTS
22127	03/11/16	155.50	WAROT, AL	REIMB O/P COSTS
22128	03/11/16	97.77	WITMER PUBLIC SAFETY	SUPPLIES - FIRE
22129	03/11/16	75.00	WITTMAN ENTERPRISES	SERVICE - FINANCE
22130	03/11/16	377.72	ZAVIN'S UNIFORMS	SUPPLIES - HARBOR

\$670,270.48

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CHECK NUMBER	DATE ISSUED	AMOUNT	PAYEE	DESCRIPTION
22131	03/25/16	3209.19	ADVANCED WIRING	COUNCIL CHAMBER UPGRADE
22132	03/25/16	287.78	ALL STAR ELITE SPORTS	SUPPLIES - RECREATION
22133	03/25/16	255.20	AMERIFLEX	FSA ADMIN FEES
22134	03/25/16	750.00	ANTONIO'S	SENIOR MEALS - FEB 2016
22135	03/25/16	1,877.00	ARBOR WORKS	SERVICE - PUBLIC WKS
22136	03/25/16	243,936.01	ASSOCIATED PACIFIC	PROGRESS PYMT #2
22137	03/25/16	2,610.00	ASSOCIATED SOILS ENGINEER	SERVICE - FD
22138	03/25/16	472.93	AVALON MOORING & DIVING	SERVICE - HARBOR
22139	03/25/16	39,996.91	BEST, BEST & KRIEGER	CONTRACT SVC - JAN 2016
22140	03/25/16	3,373.30	BEYOND SOFTWARE SOLUTIONS	CONTRACT SVC - ADMIN
22141	03/25/16	600.00	BLUE WATER DESIGN GRP	REIMB PERMIT FEES
22142	03/25/16	1,078.60	CATALINA BEVERAGE	SUPPLIES - ALL DEPTS
22143	03/25/16	94,850.00	CHAMBER OF COMMERCE	TOT - MARCH 2016
22144	03/25/16	540.00	CATALINA COOKIE CO.	SUPPLIES - 4TH OF JULY
22145	03/25/16	28,170.70	CATALINA EXPRESS	2ND HLF 2/16 - SUBSIDY
22146	03/25/16	303.87	CATALINA ISLAND PLUMBING	SERVICE - PUBLIC WKS
22147	03/25/16	2,318.93	CATALINA ISLANDER	ADVERTISING - ALL DEPTS
22148	03/25/16	325.00	CATALINA STEAM CLEANING	SERVICE - HARBOR
22149	03/25/16	17,458.99	CATALINA TRANSPORTATION	CONTRACT SVC - 2/2016
22150	03/25/16	-	VOID - MULTI STUB CHECK	VOID - MULTI STUB CHECK
22151	03/25/16	-	VOID - MULTI STUB CHECK	VOID - MULTI STUB CHECK
22152	03/25/16	2,042.30	CHET'S HARDWARE	SUPPLIES - ALL DEPTS
22153	03/25/16	104,618.05	CO. OF LA SHERIFF'S DEPT	RESIDENT DEPUTY - 2/16
22154	03/25/16	6,652.09	DELTA DENTAL	DENTAL - APRIL 2016
22155	03/25/16	4,410.00	CONSTRUCTORS PLUS	CONTRACT SVC - ADMIN
22156	03/25/16	4,770.00	CONSTRUCTORS PLUS	CONTRACT SVC - ADMIN
22157	03/25/16	102.00	DEPARTMENT OF JUSTICE	SERVICE - HARBOR
22158	03/25/16	21,452.50	EDISON	UTILITIES - ALL DEPTS
22159	03/25/16	35,593.25	ENVIRON STRATEGY CONSULTANTS	EMER RPR WK ORDERS
22160	03/25/16	7.84	GALLS	SUPPLIES - HARBOR
22161	03/25/16	900.00	GEISHECKER, JUNE	SUPPLIES - HARBOR
22162	03/25/16	1,794.87	HDL COREN & CONE	SERVICE - ADMIN
22163	03/25/16	1,265.00	HELVETIC CONSULTING	CONTRACT SVC - PLANNING
22164	03/25/16	4,023.17	KIMLEY HORN & ASSOC.	CONTRACT SVC - ADMIN
22165	03/25/16	2,486.64	LEAGUE OF CALIF. CITIES	2016 MEMBERSHIP DUES
22166	03/25/16	2,106.41	LICARI, TONY	CONTRACT SVC - APR 16
22167	03/25/16	583.62	MED TECH RESOURCE	SUPPLIES - FIRE
22168	03/25/16	570.00	MR NING'S	SENIOR MEALS - 2/2016
22169	03/25/16	810.34	NAPA AUTO PARTS	SUPPLIES - GARAGE
22170	03/25/16	180.00	NORTON MEDICAL	PRE EMPLOYMENT TESTING
22171	03/25/16	647.46	PHILLIPS STEEL	SUPPLIES - PUBLIC WKS
22172	03/25/16	622.52	PORT SUPPLY	SUPPLIES - HARBOR
22173	03/25/16	266.38	PRAXAIR	SUPPLIES - GARAGE
22174	03/25/16	830.21	QUILL CORP.	SUPPLIES - ALL DEPTS
22175	03/25/16	34,511.56	MICHAEL BAKER INTERNATIONAL	CONTRACT SVC - PLANNING
22176	03/25/16	19,109.68	REGIONAL GOVERNMENT SERVICE	CONTRACT SVCS - ADMIN
22177	03/25/16	949.99	RICOH USA, INC	COPIER LEASE - PLANNING
22178	03/25/16	663.91	RICOH AMERICAS CORP.	COPIER LEASE - PLANNING
22179	03/25/16	1,543.21	RIPPETOE LAW, P.C.	LITIGATIONS COSTS - ADMIN
22180	03/25/16	242.45	ALBERTSONS SAFEWAY	SUPPLIES - ALL DEPTS

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CHECK NUMBER	DATE ISSUED	AMOUNT	PAYEE	DESCRIPTION
22181	03/25/16	10,027.14	SEAWAY CO. OF CATALINA	RESALE FUEL - FD
22182	03/25/16	591.30	SIMPLOT PARTNERS	SUPPLIES - RECREATION
22183	03/25/16	97.95	SIRIA'S CLEANING SERVICE	REIMB O/P COSTS
22184	03/25/16	198.64	SOUTH COAST A.Q.M.D.	PERMIT FEES - FD
22185	03/25/16	341.69	SUN LIFE INSURANCE	LIFE INSURANCE - APR 16
22186	03/25/16	2,191.35	SUNGARD PUBLIC SECTOR	SOFTWARE LEASE - FINANCE
22187	03/25/16	8,396.93	TREASURY MANAGEMENT SERV.	YRLY BANK FEES
22188	03/25/16	3,971.89	US BANK	CREDIT CARD CHGS - PW
22189	03/25/16	9,525.00	VEGA, EDMUNDO	CONTRACT SVC - APRIL 16
22190	03/25/16	834.04	VERIZON WIRELESS	COMMUNICATIONS - ALL DEPTS
22191	03/25/16	1,181.82	WITMER PUBLIC SAFETY	SUPPLIES - FIRE

\$ 733,527.61

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CHECK NUMBER	DATE ISSUED	AMOUNT	PAYEE	DESCRIPTION
17329	3/18/2016	\$ 744.27	Scott Montgomery	Sunglasses per MOU / State Training
17323	3/18/2016	\$ 690.65	Martin Saldana	State Training
17321	3/18/2016	\$ 1,103.51	Paul Sanchez	State Training
17386	3/18/2016	\$ 685.00	Stephanie Campbell	Training Travel
53565	3/18/2016	\$ 305.86	Derek George	State Training
17358	3/18/2016	\$ 495.05	David Hart	Training Travel
17359	3/18/2016	\$ 19.19	Audra McDonald	Training Travel
17383	3/18/2016	\$ 118.27	Robert Mescher	Training Travel
17441	4/1/2016	\$ 355.98	Christy Alegria	Training Travel
17415	4/1/2016	\$ 1,650.19	Paul Sanchez	State Training
17429	4/1/2016	\$ 957.26	David Dawes	State Training
17439	4/1/2016	\$ 37.81	Audra McDonald	Training Travel
17513	4/15/2016	\$ 72.50	Brian Bray	Fuel Dock Training Travel
17510	4/15/2016	\$ 950.00	Curtis Cameron	State Training
17509	4/15/2016	\$ 150.00	Stephen Carroll	Sunglasses per MOU
17529	4/15/2016	\$ 65.52	David Hart	Special Dept. Expenses
17530	4/15/2016	\$ 103.41	Audra McDonald	Training Travel
17566	4/15/2016	\$ 50.42	Cinde Mac Gugan-Cassidy	Travel - Councilmember
17565	4/15/2016	\$ 839.82	W.F. Olsen	Travel - Councilmember

\$ 9,394.71

CITY COUNCIL

MEETING DATE: April 19, 2016

AGENDA ITEM: 3

ORIGINATING DEP: City Clerk

CITY MANAGER: RR

PREPARED BY: Denise Radde, City Clerk

SUBJECT: Resolution Reciting Facts of the General Municipal Election

RECOMMENDED ACTION(S):

Adopt resolution reciting facts of the April 12, 2016, General Municipal Election and declaring the results.

REPORT SUMMARY:

Upon completion of the canvass and before installing the new officers to City Council, the Council needs to adopt a resolution reciting the facts of the election. The City Council shall declare elected the persons for whom the highest number of votes were cast for each office.

FISCAL IMPACTS:

N/A

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:

N/A

FOLLOW UP ACTION:

N/A

ADVERTISING, NOTICE AND PUBLIC CONTACT:

This item was properly listed on the posted agenda.

ATTACHMENT:

Resolution will be provided under separate cover.

CITY OF AVALON CITY COUNCIL

MEETING DATE: April 19, 2016

AGENDA ITEM: 4

ORIGINATING DEP: Public Works

CITY MANAGER: RR

PREPARED BY: Dennis Jaich, Interim Public Works Director

SUBJECT: Emergency Repairs to the Catherine Booster Station 125 Horsepower Pump Motor Assembly

RECOMMENDED ACTION(S):

1. Determine that an emergency existed and ratify action by the Public Works Director to undertake necessary repairs at the Catherine Saltwater Booster Station to repair the motor.
2. Authorize the expenditures for these repairs to be funded by Salt Water Infrastructure Fund 113-25-6552 in the amount of not to exceed (NTE) \$7000.00.
3. Adopt a resolution authorizing necessary repairs. **(A four-fifths vote is required.)**

REPORT SUMMARY: ES Engineering, who manages the City's Waste Water Treatment Plant, made the City aware of an emergency situation when the existing Catherine Booster Station 125 Horsepower Pump Motor Assembly required field service. In addition, this situation required that immediate action be taken to make the requisite repairs as the Catherine Booster Station 125 Horsepower Pump Motor Assembly is a critical piece of equipment for the community; it provides all the saltwater to commercial business and residential users, but most importantly, allows us to have the proper pressure for firefighting capabilities.

GOAL ALIGNMENT: City Infrastructure.

FISCAL IMPACTS: Salt Water Infrastructure Fund 113-25-6552

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: In the event the current 125 Horsepower motors fail, the City would not have critical back up motors to replace them in a timely manner. This would likely result in a lack of salt water for flushing purposes to the community (resulting in unsanitary conditions).

FOLLOW UP ACTION: Allow payment for the emergency work for a NTE cost of \$7000.00.

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

ATTACHMENTS: Additional Services Request Form

California Electric Motor Source

451 South Irwindale Ave.
Azusa, CA 91702

Estimate

Date	Estimate #
3/28/2016	570

Name / Address
ES Engeneering Services, LLC. 1 Park Plaza, Suite 1000 Irvine, CA 92614

P.O. No.	Terms	Other
	Net 30	

Description	Qty	Rate	Total
Labor charge of: Complete overhaul service to " General Electric motor About 100 HP. 1800 RPM 460 Volts 405T frame " Work to be Performed dismantle clean motor parts components, [2] endbells repair, new connection box, new winding, replacement and install new bearings, assemble,test & paint.	20	82.50	1,650.00
Labor charge of machine shop services; [2] Endbells repair.	2	375.00	750.00
Copper Wire Inverter Duty Material @ \$14.50 Per Pound	110	14.50	1,595.00T
New connection box	1	225.00	225.00T
New Roll Ball Bearing SKF #63162RSC3	1	465.62	465.62T
New Roll Ball Bearing SKF #62132RSC3	1	110.78	110.78T
Miscellaneous Charge Of: Insulation Nomex Paper,Phase Insulation Paper,Lead Wire,Sleeve Tube Insulation,Varnish and Paint.	1	175.00	175.00T

Thank you for your business.	Subtotal	\$4,971.40
	Sales Tax (9.0%)	\$231.43
	Total	\$5,202.83

Phone #	Fax #
(626) 812-0545	(626) 815-8431

Signature _____

CITY OF AVALON CITY COUNCIL

MEETING DATE: April 15, 2016

AGENDA ITEM: 5

ORIGINATING DEP: Finance

CITY MANAGER: RR

PREPARED BY: Christy Lins, Treasurer
Robert Mescher, Finance Director

SUBJECT: Fiscal Year 2015-16 Third Quarter Treasurer's Report

RECOMMENDED ACTION(S): Adopt the resolution accepting the FY15-16 Third Quarter Treasurer's Report.

REPORT SUMMARY: State and Municipal Codes require the Treasurer to submit within 30 days following each fiscal quarter a report summarizing the City's cash and investment balances. Accordingly, attached is the third quarter Treasurer's Report for FY15-16.

The purpose of the report is to inform you on a quarterly basis, the City's cash and investment balances, the investment types, yields, and market values, and to ensure you that the City's investments are in compliance with the City's adopted Investment Policy.

The report shows that all of the City's funds are in compliance with its investment policy. Generally, operating cash is held in US Bank checking accounts and the excess cash is invested in California's Local Agency Investment Fund (LAIF) and earn about 0.50%. The City Treasurer and Finance Director identified longer term investments in various certificates of deposits (CDs) that mature between three and five years, and will more than double the yield of LAIF investments. The \$3 million invested in CDs is FDIC insured.

GOAL ALIGNMENT: Meeting required disclosures.

FISCAL IMPACTS: N/A

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

ATTACHMENTS:

1. FY15-16 Third Quarter Treasurer's Report
2. Resolution to Accept the Report

**CITY OF AVALON
 QUARTERLY TREASURER'S REPORT
 THIRD QUARTER ENDED MARCH 31, 2016**

NAME OF ISSUER/TYPE OF INVESTMENT	BALANCE	Annual Yield	MATURITY	MARKET VALUE
CITY CASH AND INVESTMENTS				
US BANK - GENERAL CHECKING ACCOUNT	\$ 707,459.36	0.00%	On demand	\$ 707,459.36
US BANK - PAYROLL ACCOUNT	142,513.53	0.00%	On demand	142,513.53
US BANK - FLEX BENEFITS ACCOUNT	9,264.54	0.00%	On demand	9,264.54
PETTY CASH	500.00	0.00%	On demand	500.00
PROEQUITIES - VARIOUS CERTIFICATES OF DEPOSITS (ALL CDS ARE FDIC INSURED)	3,000,000.00	1.18%	3 - 5 years	3,000,000.00
LAIF - GENERAL ACCOUNT (CA LOCAL AGENCY INVESTMENT FUND)	8,392,551.00	0.47%	On demand	8,394,406.26
TOTAL CITY CASH AND INVESTMENTS	<u>\$ 12,252,288.43</u>			<u>\$ 12,254,143.69</u>
OTHER ACCOUNTS:				
US BANK - FLEX BENEFITS ACCOUNT	\$ 27,105.73	0.00%	On demand	\$ 27,105.73
US BANK - HOUSING AUTHORITY (LOW MODERATE INCOME HOUSING)	452,515.29	0.00%	On demand	452,515.29
LAIF - HOUSING AUTHORITY	4,070,000.00	0.47%	On demand	4,070,899.71
US BANK - SUCCESSOR AGENCY TO ACIA	730,642.43	0.00%	On demand	730,642.43
LAIF - SUCCESSOR AGENCY TO ACIA	108,323.21	0.47%	On demand	108,347.16
US BANK (AS TRUSTEE) - ACIA AVALON COMMUNITY IMPROVEMENT AGENCY 2003 TAX ALLOCATION BONDS - SERIES A	51,822.61	0.00%	On demand	51,822.61
US BANK (AS TRUSTEE) - SUCCESSOR AGENCY 2015 REFUNDING BONDS DEBT SERVICE - SERIES A & B	0.70	0.00%	On demand	0.70
TOTAL OTHER ACCOUNTS	<u>\$ 5,440,409.97</u>			<u>\$ 5,441,333.63</u>
TOTAL BALANCE OF ALL ACCOUNTS	<u><u>\$ 17,692,698.40</u></u>			<u><u>\$ 17,695,477.32</u></u>

Note: The Second Quarter Report as of December 31, 2015 incorrectly included \$2,020,006.26 as Successor Agency 2015 Refunding Bonds Reserve. Rather, the required reserve is covered by an insurance surety bond for that value to protect the bond holders. The amount is not cash or investments.

Under the provision of Section 53646 of the California Government Code, the Treasurer or Chief Fiscal Officer shall render a report to the City Council and City Manager, at least quarterly, detailing information on all securities, investments and moneys of the City. This quarterly report complies with the current Investment Policy adopted by the City Council on February 2, 2016.

Christy Lins - Treasurer

Date

Robert Mescher - Finance Director

Date

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF AVALON/SUCCESSOR AGENCY TO THE AVALON
COMMUNITY IMPROVEMENT AGENCY ADOPTING
THE TREASURER'S INVESTMENT REPORT FOR
FISCAL YEAR 2015/2016 THIRD QUARTER**

The City Council of the City of Avalon/Successor Agency does determine, find and resolve as follows:

Section 1. The Fiscal Year 2015/2016 Third Quarter Treasurer's Report for is hereby adopted and approved.

PASSED, APPROVED AND ADOPTED this 19th day of April, 2016.

Ayes:
Noes:
Abstain:
Absent:

Ann H. Marshall - Mayor

ATTEST:

Denise A. Radde – City Clerk

CITY OF AVALON CITY COUNCIL

MEETING DATE: April 19, 2016

AGENDA ITEM: 6

ORIGINATING DEP: Planning

CITY MANAGER: NR

PREPARED BY: Al Warot, Planning Consultant

SUBJECT: Request for Authorization to Place Three Temporary Underwater Sculptures in Avalon Bay

RECOMMENDED ACTION(S): Authorize the placement of three temporary underwater sculptures in the City's jurisdictional waters of Avalon Bay subject to the execution of an agreement that addresses environmental, safety, and liability concerns.

REPORT SUMMARY: The Doug Aitken Workshop, in conjunction with the Museum of Contemporary Art (MOCA), Los Angeles has requested authorization to temporarily place three underwater sculptures in Avalon Bay. This underwater art display would coincide with a major survey of Doug Aitken's work which will open at MOCA in September 2016. The underwater sculptures would be installed for a period of three months and would be free and open to the public. These sculptures, which would be geometric in design, would be moored to the bay floor and floating under the surface at varying depths in order to make this artistic experience accessible to divers/swimmers of all skill levels.

Portions of each sculpture would be mirrored to reflect the underwater landscape and thereby create a kaleidoscopic encounter for the viewer. Other surfaces would have a rough, rock-like texture. Each of the sculptures would be approximately 11 feet by 13 feet in size, constructed of balsa wood and covered with an eco-epoxy, and would be watertight. An approximately 16'x16' octagonal, custom-built floating platform would identify the location of the sculptures on the surface of the bay and serve as a staging and rest area for divers and swimmers visiting the sculptures.

The underwater exhibit would be located within the City's Dive Park, outside of the Marine Protected Area at Casino Point. The sculptures and surface platform would be moored/anchored within the City's Dive Park at a depth of approximately 70 feet. The mooring system for the sculptures would be designed to withstand currents and swells well in excess of the maximums experienced in the Dive Park. The sculptures would only be accessible by swimming to the exhibit from Casino Point, no portage of divers or swimmers from landside facilities would occur. Additional details and illustrations of the underwater exhibit are contained in the informational handout provided by the Doug Aitken Workshop that accompanies this Staff Report. Representatives of the Doug Aitken Workshop will also be present at the City Council meeting to answer any questions or provide clarification.

Being located within the California Coastal Zone, the installation of the underwater sculptures will require the issuance of a Coastal Development Permit. Since the sculptures would be placed in offshore waters, the permit will need to be approved by the California Coastal Commission, rather than the City of Avalon. However, the proposed location for the underwater exhibit lies within the jurisdictional waters of the City of Avalon and, as such, the Coastal Commission has requested documentation that the City approves of the temporary installation of the underwater sculptures before they will issue a Coastal Development Permit for the exhibit. While no local planning or other permits, which could serve as the documentation being requested by the Coastal Commission, are required for the installation of the sculptures, the Coastal Commission has indicated that a formal letter from the City authorizing the installation of the sculptures would be adequate. Staff is recommending that the City Council direct Staff to issue such a letter, but subject to the Doug Aitken Workshop and/or MOCA (i.e., proponents) executing an agreement with the City that addresses environmental, safety, and liability concerns. The agreement, to be prepared by the City Attorney, should at a minimum provide that:

- A Coastal Development Permit shall be obtained from the California Coastal Commission before the installation of the underwater sculptures commences.
- The underwater sculptures and floating platform shall be designed and installed as shown on plans approved by the California Coastal Commission and shall comply with all conditions imposed by the Commission in approving the Coastal Development Permit.
- The sculptures and floating platform shall be located within the City's Dive Park, but outside the Marine Protected Area at Casino Point.
- The mooring/anchoring system for the sculptures and floating platform shall be designed to prevent them from drifting into the Marine Protected Area or the vessel travel lanes adjacent to the Dive Park.
- The installation of the exhibit shall be completed by July 1, 2016 and the removal of the exhibit shall be completed by October 1, 2016, thereby allowing the sculptures to be in place for a period of no more than three months.
- Upon the removal of the exhibit, the bay floor shall be returned/restored to its previously existing condition.
- The proponents shall provide the City with a copy of liability insurance (combined single limit for bodily injury and/or property damage) in the amount to be determined by the City Attorney listing the City as additional insured, and shall maintain said insurance for the duration of the underwater exhibit.
- The proponents shall agree to indemnify, defend (with counsel acceptable to City) and hold harmless the City, its officers and its employees from all liability and damages and from all costs of suit, including attorneys' fees, arising from the installation of the underwater sculptures in Avalon Bay.
- The proponents shall post and maintain for the duration of the underwater exhibit a security bond in an amount to be determined by the City Attorney.

GOAL ALIGNMENT: Enhance Recreation Opportunities; Natural Resources

FISCAL IMPACTS: There are no costs to the City associated with authorizing the placement of the underwater sculptures in Avalon Bay. Additional revenue will likely be generated by the increased tourism resulting from the installation of the underwater sculptures.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The temporary underwater sculptures would not be installed in Avalon Bay.

FOLLOW UP ACTION: Prepare and execute agreement with exhibit proponents and subsequently monitor their compliance with agreement provisions.

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

ATTACHMENTS:

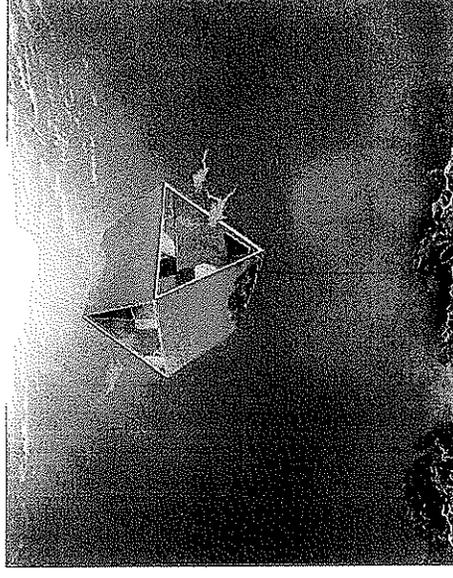
Temporary Underwater Sculptures informational handout provided by the Doug Aitken Workshop

Doug Aitken

In collaboration with the

**Museum of Contemporary Art
(MOCA), Los Angeles**

Temporary Underwater Sculptures



Doug Aitken Workshop
610 Crestmoore Place
Venice CA 90291
p. +1 310 822 6550
f. +1 310 822 7490
e. studio@dougaitkenworkshop.com

Doug Aitken Temporary Underwater Sculptures, 2016

Floating beneath the ocean's surface, three temporary underwater sculptures will create a unique cultural destination just off the coast of Catalina Island. Installed for a period of three months only, the sculptures will be free and open to the public, providing an accessible and exciting ocean experience.

Shared Experience

Geometric in design, these sculptures are moored to the ocean floor and floating under the surface. The sculptures create spaces which are open for exploration and sharing, which viewers can experience by swimming, snorkeling or scuba diving.

Unique Environments

Each of the sculptures create a unique experience. Part of each sculpture is mirrored to reflect the underwater landscape, creating a kaleidoscopic encounter for the viewer, while other surfaces have a rough, rock-like texture. The environments will constantly change with the currents and time of day.

Catalina Island

Catalina Island is the ideal location for the underwater pavilions due to its historical and ecological importance, the beauty of its landscape, and its close proximity to Los Angeles. Located just 22-miles off the coast, Catalina is only a one-hour ferry ride away from several major ports. Clear waters teeming with flying fish and bright orange

Garibaldi, alongside nearby reefs and shipwrecks make for spectacular scuba diving and snorkeling.

Catalina has a long and rich history stretching from early Native American settlement, to later European arrivals and its development as a tourist destination in the 20th century. The island's natural and cultural heritage includes diverse flora and fauna, native plants, birds, fish and mammals.

Location

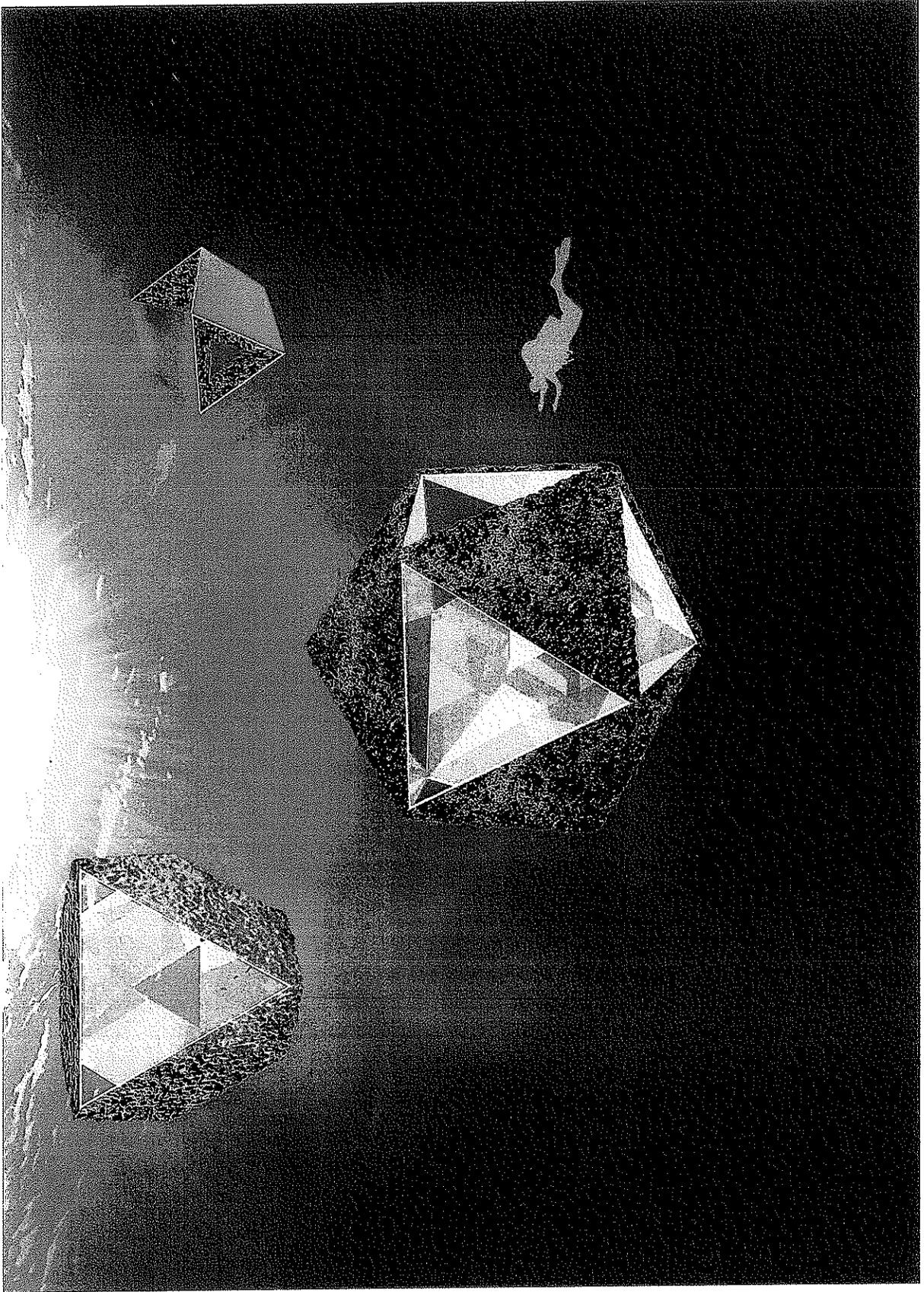
Casino Point Dive Park in the city of Avalon have been identified as the ideal location for the sculptures to be installed. The Avalon Casino could also be utilized for a series of special events including screenings, talks and live performance drawing a rich cultural audience to Catalina.

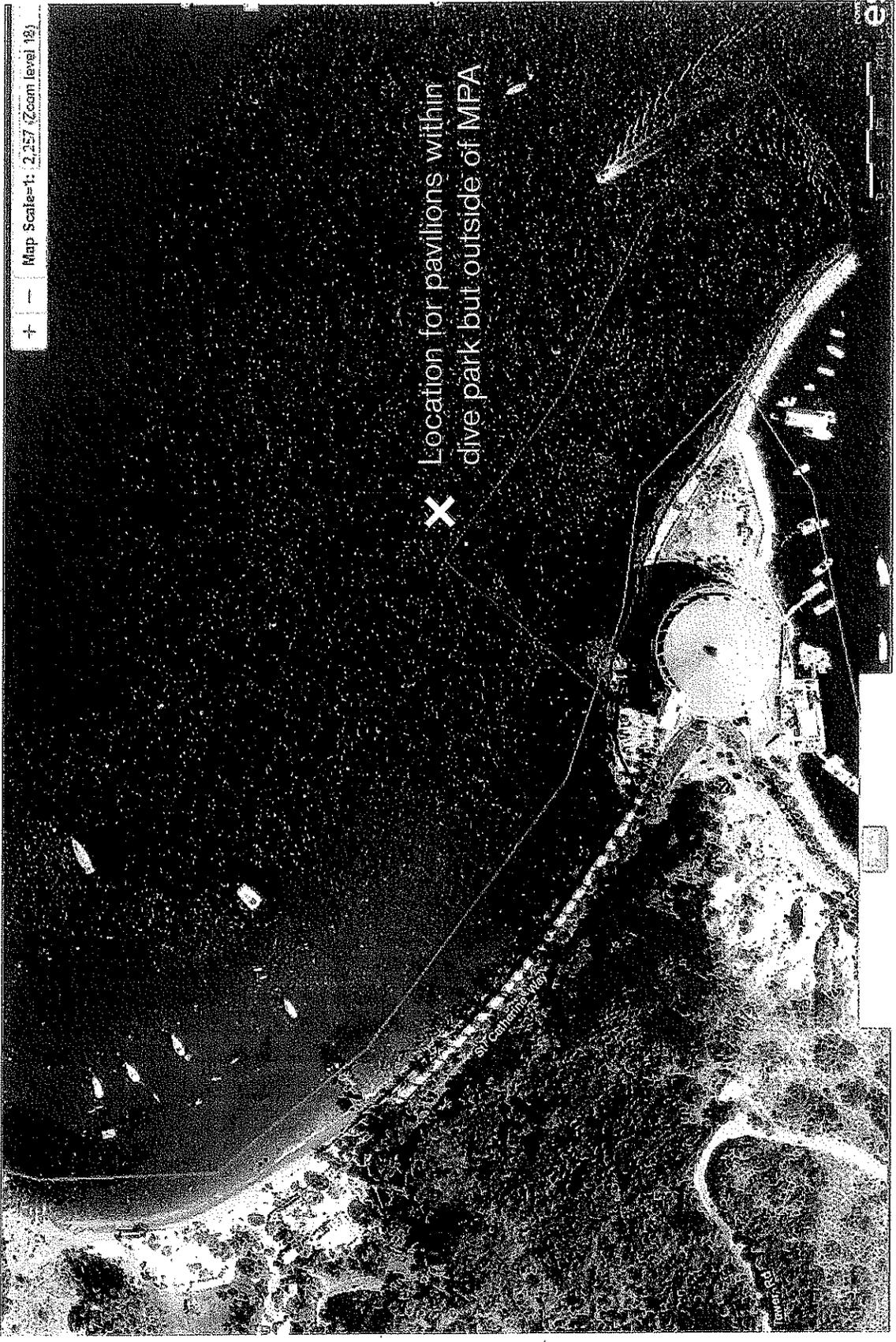
Cultural Destination

In September 2016, a major survey of Doug Aitken's work will open at the Museum of Contemporary Art (MOCA) Los Angeles. Presented in conjunction with this exhibition, the underwater sculptures will be an incredible point of convergence for art, education and culture within California.

As they draw visitors from around the world, the sculptures provide the opportunity for a totally unique cultural encounter just a short boat journey from Los Angeles.

3-4 months



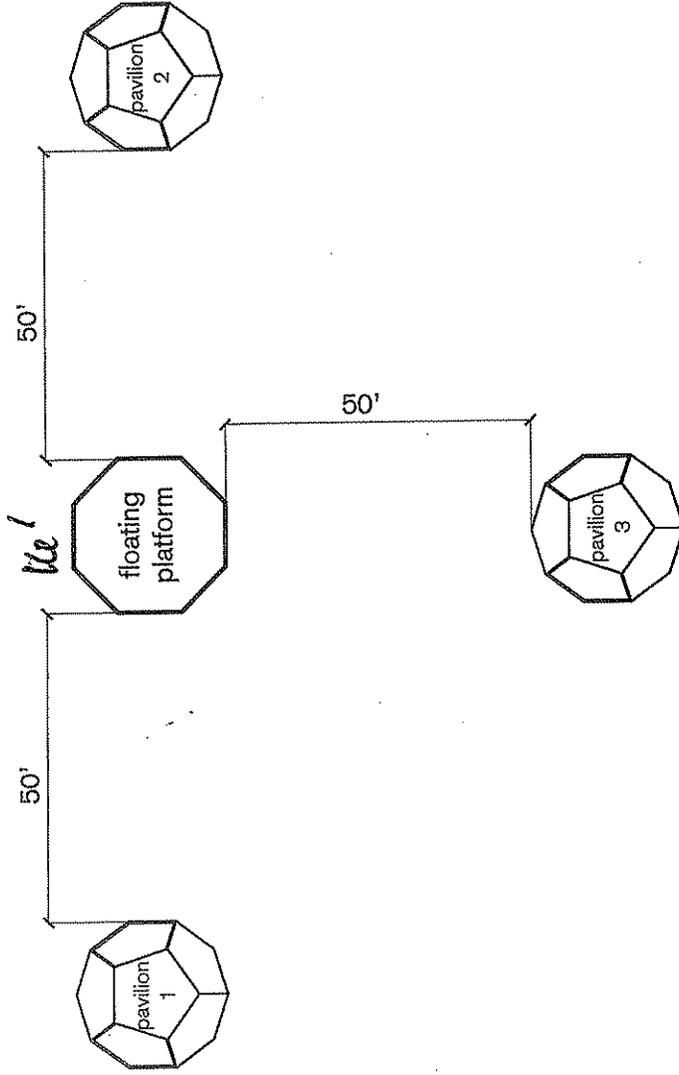


X Location for pavilions within
dive park but outside of MPA

This location has a sandy bottom without hard substrate, rocky reefs or marine vegetation satisfying all CCC requirements.

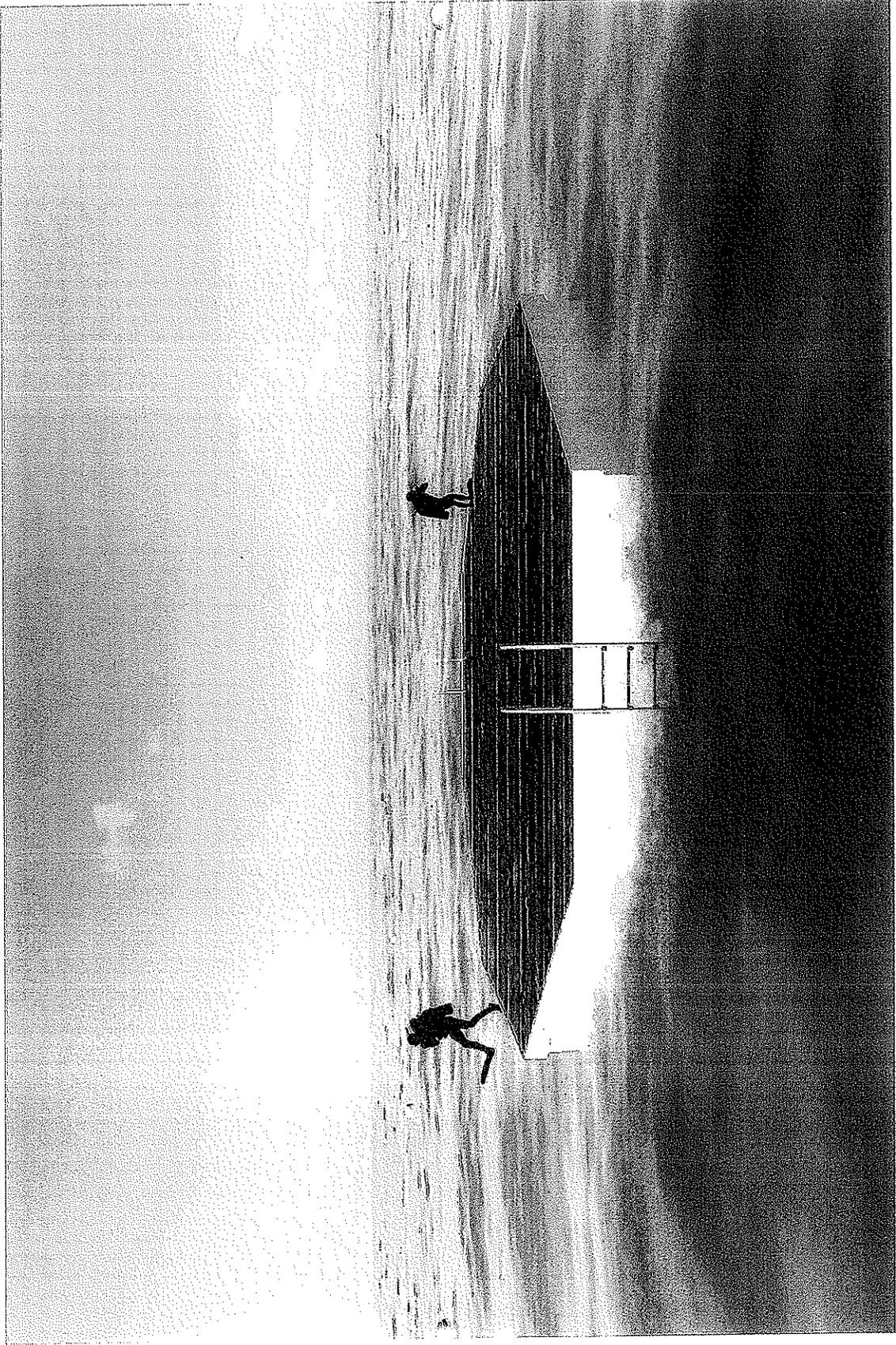
Pavilion Layout - Casino Point Dive Park

DIVE PARK BOUNDARY

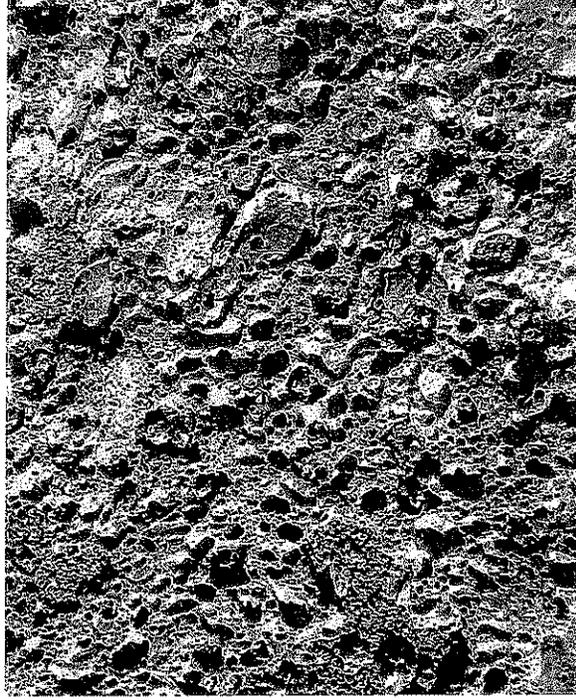
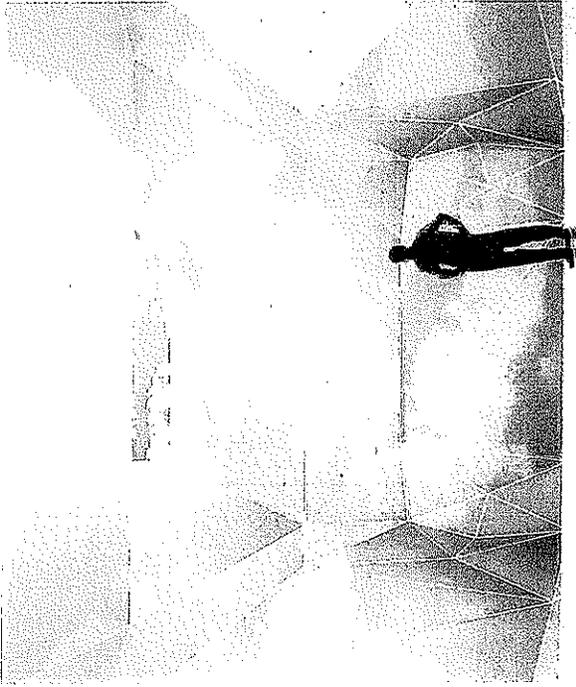


MPA

note: drawing not scale



A custom-built floating platform will identify the location of the sculptures and function as a staging and rest area for divers and others visiting the sculptures.



Design and Fabrication

The underwater sculptures will be a synthesis of art and science, made with carefully researched, environmentally-friendly materials. Designed with a marine engineer specifically for local conditions, the composite structure is made from balsa and covered with an eco-epoxy. Reflective surfaces will alternate with rough rock-like aggregate surfaces.

Marine Engineer

Courouble Design & Engineering Inc.
Yacht | Aerospace

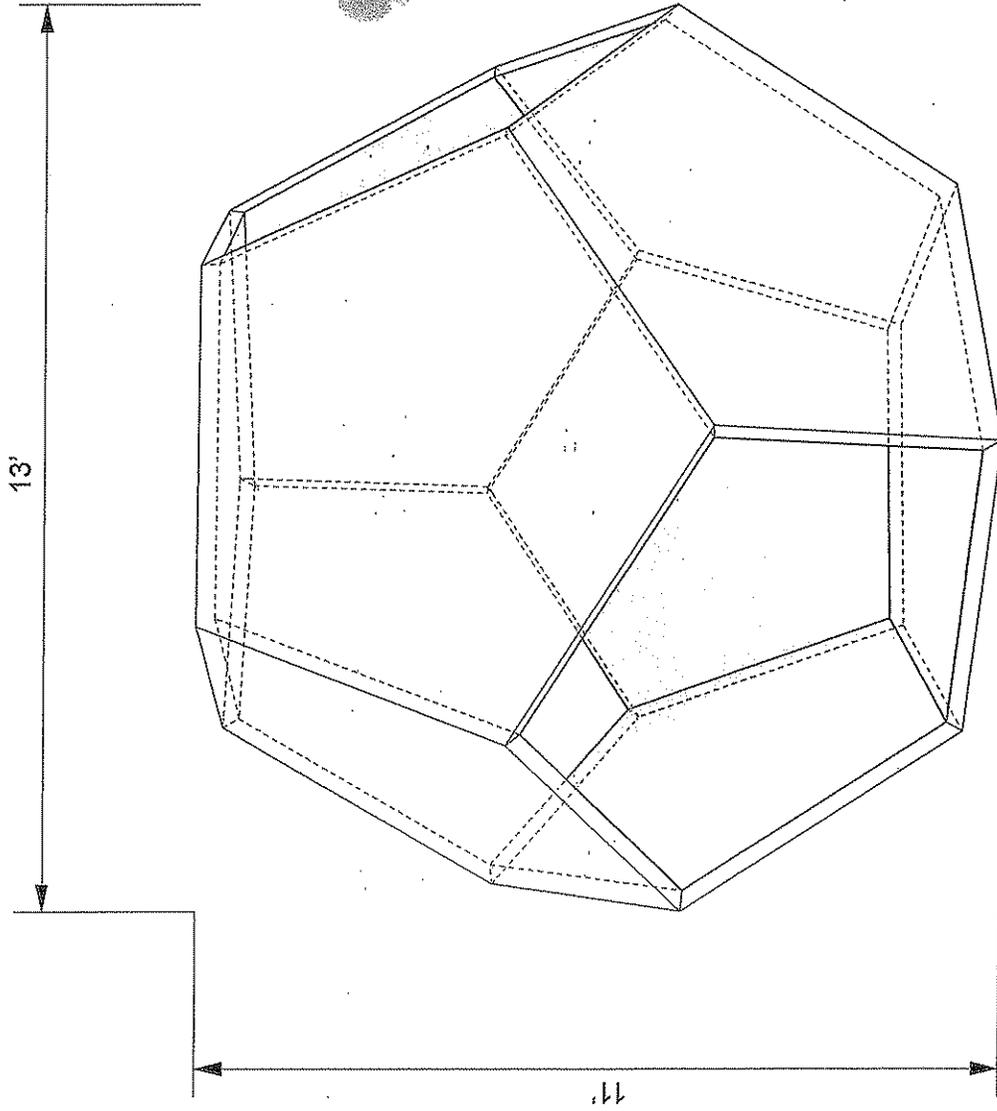
<http://www.couroubledesign.com/>

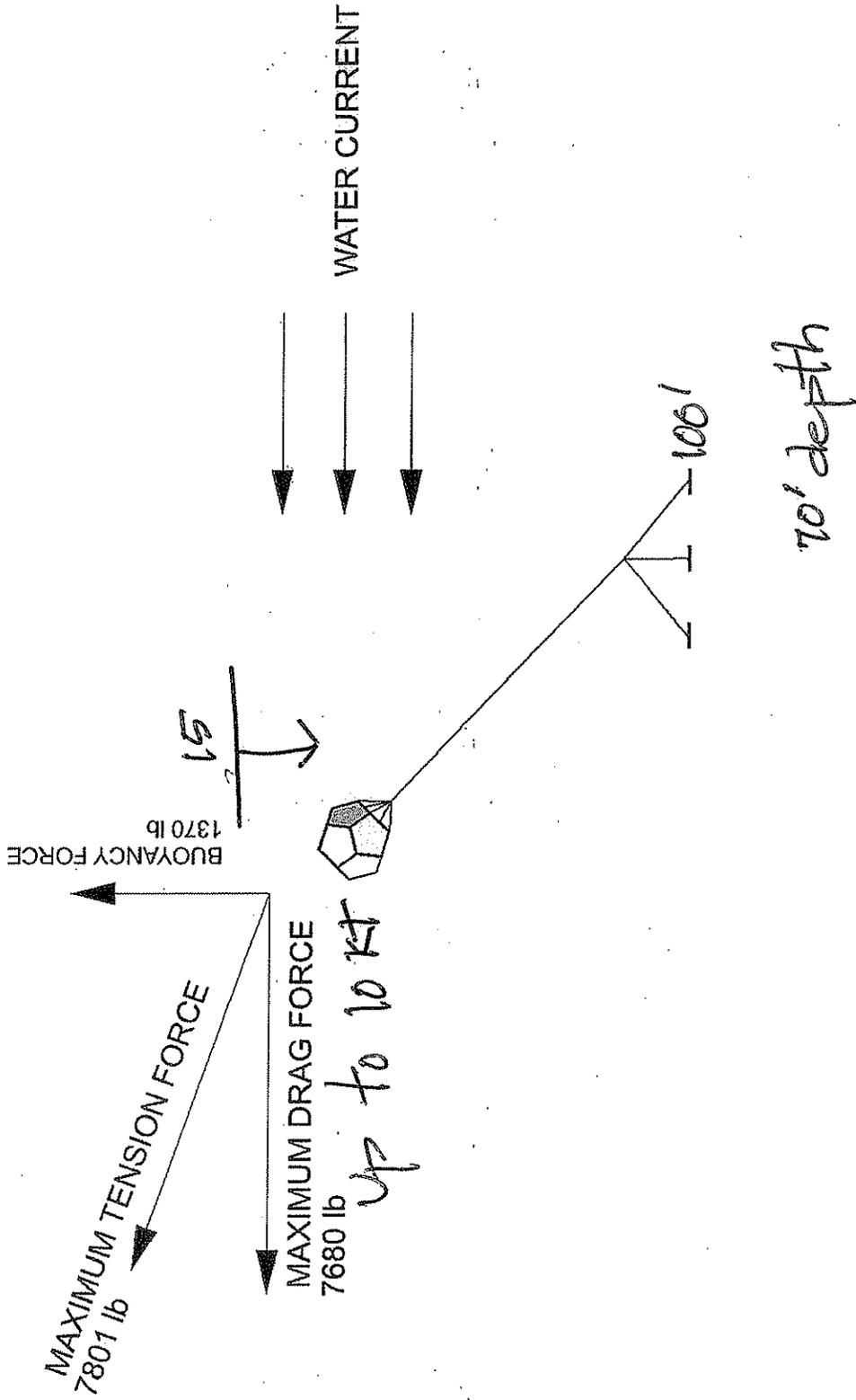
Marine Fabricator

Westerly Marine
Custom Boatbuilders

<http://www.westerly-marine.com/index.htm>

Pavilion Scale





Mooring System Engineering

The mooring system for the pavilions is tailored to the specific seabed conditions and will withstand currents and swells well in excess of the maximum experienced in the dive park.

ABOUT DOUG AITKEN

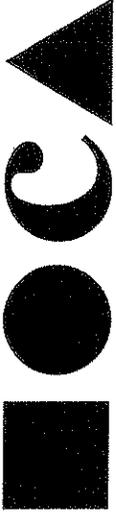
Doug Aitken is an American artist and filmmaker whose work explores every medium, from film and installations to architectural interventions. His work has been featured in exhibitions around the world, in such institutions as the Whitney Museum of American Art, The Museum of Modern Art, the Vienna Secession, the Serpentine Gallery in London and the Centre Georges Pompidou in Paris. Aitken earned the International Prize at the Venice Biennale for the installation "electric earth", the 2012 Nam June Paik Art Center Prize, and the 2013 Smithsonian American Ingenuity Award: Visual Arts.

Aitken's major projects include:

- The "Sleepwalkers" exhibition at MoMA in 2007, which covered the museum's exterior walls with moving-image projections.
- The "Sonic Pavilion" at the cultural foundation INHOTIM in the hills of Brazil, which opened in 2009.
- The large-scale film and architecture installation, "Frontier", which was presented on Rome's Isola Tiberina in 2009 and in Basel in 2010.
- "Black Mirror", which featured a video installation and a live performance on a barge floating off Athens and Hydra Island, Greece in 2011.
- "Altered Earth", which explored the ever-changing landscape of Arles, France through moving image, sound and architecture in 2012.
- "SONG 1", which wrapped the Hirshhorn Museum in Washington DC in 360-degree panoramic video projections in 2012.
- "MIRROR" at the Seattle Art Museum in 2013, which utilized hundreds of hours of footage changing in a real-time response to the life around it.
- "Station to Station", which took a train from New York City to San Francisco for a series of site-specific happenings in 2013, and generated a feature film and book. Station to Station also took over the Barbican Centre in London for 30 days in 2015 to create a month-long happening featuring over 100 artists and other creative figures.

ABOUT MOCA

Established in 1979, the Museum of Contemporary Art (MOCA) Los Angeles is an international contemporary art museum with a multi-disciplinary approach to collecting. Boasting a permanent collection of nearly 6,000 works, including many from significant 20th century art movements, MOCA has a collection rivaling that of any major museum in the world. With three locations in the Los Angeles area, the museum is known for groundbreaking thematic-survey exhibitions and major retrospectives, which are often firsts for the artists involved.



THE MUSEUM OF CONTEMPORARY ART
250 SOUTH GRAND AVENUE LOS ANGELES CA 90012
TELEPHONE 213 621 2766 MOCA.ORG

**LETTER OF SUPPORT FROM PHILIPPE VERGNE, DIRECTOR
THE MUSEUM OF CONTEMPORARY ART, LOS ANGELES (MOCA)**

I write this letter in enthusiastic support of Doug Aitken's Underwater Sculptures.

As the Director of the Museum of Contemporary Art, Los Angeles (MOCA), I am currently collaborating with Mr. Aitken on a major exhibition of his work that will be on view at The Geffen Contemporary at MOCA from September 11, 2016 to January 15, 2017. Titled Doug Aitken: Electric Earth, it will be the first full-scale, international exhibition of Aitken's work of the past two decades. As a museum director and curator, I have known Mr. Aitken personally and professionally for nearly twenty years and have followed his career avidly.

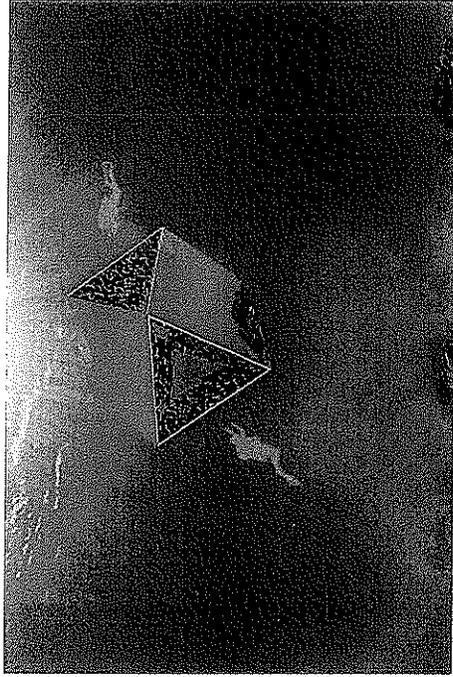
The Underwater Sculptures are a radically new form of art. The work expands the possibilities for unique perceptual encounters and extends the genre of work known as Earthworks or Land Art, resituating art among sea life, as has never before been done. Defying the concept of an artwork as a static object, the Underwater Sculptures embrace and respond to their ecological surroundings. In a time of environmental catastrophe, Mr. Aitken's work will also be a reminder to the art community at large of the responsibility of artists to raise awareness of pressing ecological concerns.

Equally importantly, the Underwater Sculptures represent a crucial development in Mr. Aitken's artistic career. Mr. Aitken has consistently pushed the boundaries of the museum as art's primary site. It is certain that the Underwater Sculptures will be a tremendous benchmark and achievement in his development as an artist who challenges the museum-based model. This project is open to audiences of all kinds, and creates for audiences the possibility of having unique, personal experiences with art that will challenge their assumptions about what an art experience can be.

I am convinced that the Underwater Sculptures are an absolutely essential work of art, and would be more than happy to speak with you further about their significance. I would be honored to be of any assistance to Mr. Aitken in realizing this ambitious, original, and inspiring work of art. Please do not hesitate to contact me at 213/621-1780 or pvergne@moca.org.

Sincerely,

Philippe Vergne
Director



This document and the ideas incorporated herein, as an instrument of professional service, is the property of Doug Aitken Workshop and is not to be used or reproduced in any manner whatsoever, in whole or in part for any other project without the prior written permission of Doug Aitken Workshop.

© Doug Aitken Workshop



CITY OF AVALON CITY COUNCIL

MEETING DATE: April 19, 2016

AGENDA ITEM: 7

ORIGINATING DEP: Administration

CITY MANAGER: BR

PREPARED BY: Tiffany Bose, Human Resources Advisor

SUBJECT: Adopt the Injury and Illness Prevention Program, Policy P-4, and Resolution

RECOMMENDED ACTION(S): The City Council is requested to adopt the resolution that implements the City's Injury and Illness Prevention Program (IIPP) policy. This policy ensures that the City establishes an IIPP in compliance with the requirements of the California Labor Code Section 6401.7 (Senate Bill 198) and the Injury and Illness Prevention Standard, California General Industry Safety Order Code of Regulations, Title 8, §3203.

REPORT SUMMARY: Currently, the City does not have an IIPP Policy addressing the requirements for an Occupational Safety and Health program. The purpose of the policy is to ensure an effective IIPP is in place that appropriately identifies and addresses the health and safety concerns of all City employees. As such, the IIPP provides for appropriate administrative controls and sets general guidelines for program compliance, communication, identification of workplace hazards, accident and injury investigation, evaluation and abatement of hazards, training, emergency action plans, record keeping, and regulatory inspections, all in an effort to ensure consistent application in accordance with the law.

GOAL ALIGNMENT: City Policy.

FISCAL IMPACTS: There is no fiscal impact.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The City will be out of compliance with various Federal and State laws. Further, the City may be subjected to increased liability and risk for the City's failure to administer a policy that is consistent with the requirements of each enforcement agency (i.e. CalOSHA).

FOLLOW UP ACTION: The IIPP will be administered by the Human Resources Department and will be disseminated to all employees. It will also be added to the City's intranet website.

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

ATTACHMENTS: Injury Illness and Prevention Program, Policy P-4.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF AVALON ADOPTING THE INJURY AND
ILLNESS PREVENTION PROGRAM POLICY**

WHEREAS, the City of Avalon, (the "City") has created an Injury and Illness Prevention Program.

WHEREAS, the City Council approves the updated Injury and Illness Prevention Program Policy dated April 19, 2016, which is in compliance with Federal and State laws to protect the City and our employees.

WHEREAS, the City Council authorizes the City Manager and his/her designee to take all necessary, lawful and appropriate actions to implement the actions specified in this Policy and Resolution.

WHEREAS, the City Clerk shall certify to the adoption of this Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the City Manager or his/her authorized designee is hereby authorized and directed to implement the required actions.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Avalon on this 19 day of April, 2016, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

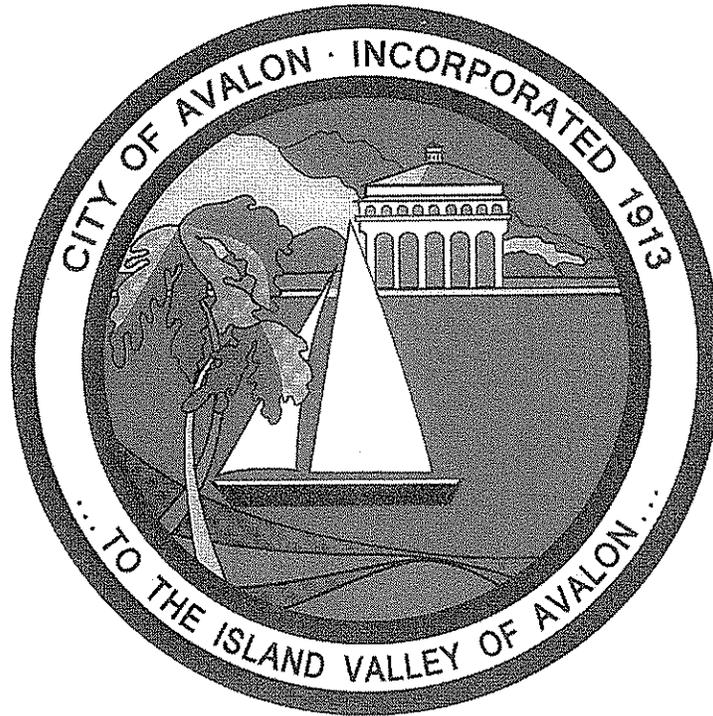
Ann H. Marshall, Mayor

ATTEST:

Denise Radde, City Clerk

CITY OF AVALON

Human Resources Department



INJURY AND ILLNESS PREVENTION PROGRAM

Implementation Date: April 19, 2016

Denise Radde, Interim City Manager

INJURY AND ILLNESS PREVENTION PROGRAM

(IIPP)

DEPARTMENT SAFETY MANAGEMENT INFORMATION

Each work site shall post a completed copy of this document in a manner to be accessible to department employees.

In accordance with Section 3203, California Code of Regulations, Title 8, the following information identifies the person responsible for the Injury and Illness Prevention Program at this site:

NAME OF DEPARTMENT SAFETY REPRESENTATIVE(S) AND/OR THE PERSON(S) RESPONSIBLE FOR IIPP MANAGEMENT AT THIS LOCATION:

DEPARTMENT: _____

LOCATION: _____

PHONE NUMBER: _____ **DATE POSTED:** _____

IIPP DISTRIBUTION LIST:

Name	Location

Employees must immediately report any suspected safety hazard to their Department Safety Representative identified above.

Anonymous reports of suspected safety hazards may be submitted to the City Manager.

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CITY OF AVALON INJURY AND ILLNESS PREVENTION PROGRAM

I. ESTABLISHMENT OF PROGRAM

This Injury and Illness Prevention Program (IIPP) is established in accordance with the requirements of the California Labor Code Section 6401.7 (SB 198) and the Injury and Illness Prevention Standard, California General Industry Safety Order Code of Regulations, Title 8, §3203. This IIPP is intended to ensure the occupational safety and health of all City employees regardless of position and job tasks. This IIPP is a component of the City of Avalon Risk Management Program. Only the City Manager or his designee may amend this IIPP. Each City department shall develop specific safety policies and procedures in order to comply with the requirements of § 3203, California Code of Regulations, Title 8. To the extent that this IIPP conflicts with any other City policy or procedure, the other City policy or procedure shall control.

II. CITY OF AVALON INFORMATION

The City of Avalon is an entity comprised of seven (7) departments with approximately 60+ full and part-time regular employees. The departments are located throughout the City boundaries.

III. RESPONSIBILITIES UNDER THE IIPP

A. City Manager

The City Manager is responsible for the design and implementation of the IIPP. Specifically, the City Manager is responsible for the safety of all employees and therefore must manage the Department Heads and Managers who are accountable for Supervisory and lead personnel's day-to-day safety and incident investigations.

B. Human Resources Department

By Order of the City Council, the Personnel Officer is designated to develop and maintain an effective IIPP. The Human Resources Department oversees the development and implementation of specific safety requirements for departments. The Human Resources Department oversees, manages develops and implements safety procedures, guidelines, and policy statements applicable to all City Departments.

C. Department Head

Although the Human Resources Department has administrative responsibility for the IIPP, each Department Head is responsible for implementation and specific compliance with health and safety regulations and City policies (see Appendix B for Department Head listing). Each Department Head shall designate a Department Safety Representative responsible for the management of the Department's safety program and IIPP compliance within the various departmental areas of operation. Each Department Safety Representative will coordinate occupational safety issues with the City Human Resources Department and represent the Department at meetings of the Safety Program Management Committee.

In order to document the assignment of the Departmental responsible persons at each site, each Department must complete the Department Safety Management Information form, page 2 of this IIPP. The original completed form is kept in the department safety records and updated whenever the assignment of the contact is changed; a copy of the completed form is posted in a manner to be accessible to department employees.

D. Department Managers' and Supervisors' Responsibilities

Department Managers and supervisory staff, under the direction of the Department Head, are responsible to ensure that all employees within their respective departments and/or under their supervision know and comply with the following:

- Be trained to familiarize themselves with the safety and health hazards to which employees under their immediate direction and control may be exposed.
- Be familiar with Safety Policies, Programs and Procedures and ensure their effective implementation.
- Provide complete safety training to all employees prior to the assignment of duties.
- Consistently and fairly enforce all City safety rules.
- Report all injuries and ensure that proper reports are completed.
- Ensure that incident investigations take place within 24 hours of an incident in order to determine cause, and take action to prevent repetition.
- See that all injuries, no matter how minor, are treated immediately.
- See that appropriate documentation is completed and referred to the worker's compensation coordinator to ensure reporting within 24 hours to the insurance carrier.
- Inspect work areas often to detect unsafe conditions and work practices. Utilize Safety Checklists or Inspection Checklists and maintain inspection records.
- Develop general and specific safety guidelines for respective departments and/or sections.
- Ensure that all unsafe conditions are corrected.
- Ensure that all personnel know, understand and follow established safety guidelines.
- Hold group safety meetings with employees on a regular basis.
- Report all accidents and near misses to the Department Head and Human Resources Department.
- Report and correct all previously unrecognized hazards in their department and/or section.
- Maintain an annual record of all injuries.

E. Employees' Responsibilities

It is essential that employees (full-time, part-time, seasonal, interns, reservists, volunteers and temporary employees) follow all safety policies and procedures implemented by the City and department management as follows:

- Adhere to all safety rules and regulations and practice safe work habits.
- Wear appropriate safety equipment as required.
- Maintain equipment in good condition, with all safety guards in place when in operation.
- Immediately report all injuries, no matter how minor, to your Supervisor and Department Safety Representative.
- Encourage co-workers to work safely.

- Report all unsafe acts and conditions to Supervisor and Department Safety Representative.
- Report all potential unsafe conditions to Supervisor and Department Safety Representative.
- Report all near misses to Supervisor and Department Safety Representative.
- Perform only authorized job duties.
- Assist in keeping work areas clean and hazard free.

IV. PROGRAM COMPLIANCE REQUIREMENTS

A. General Policy

Compliance with all applicable rules and regulations will be assured in the following ways:

- Each Department will implement a program that provides reinforcement and acknowledgment for employees displaying positive and highly active safety awareness.
- Managers and supervisors are to provide positive acknowledgment of safe behaviors, and to enforce safety policies and procedures fairly and uniformly.
- Employees who fail to follow safe work practices and/or procedures or who violate any City safety rules or directives may be subject to disciplinary action up to and including immediate termination. Although employees are not entitled to progressive discipline, disciplinary measures may be progressive, depending upon the severity and/or frequency of the infraction(s).
- The above referenced system of progressive discipline applies to all employees who violate safety rules and regulations. Disciplinary actions are conducted in accordance with applicable City personnel policies and procedures, and applicable MOU's.

V. COMMUNICATION

Methods of Communication

The City provides several methods to encourage open, two-way communication between management and staff on health and/or safety issues. These methods may include but are not limited to:

- A Safety Program Management Committee (SPMC) is established. The members of the SPMC shall be the Department Safety Representatives. The Human Resources Department shall coordinate the agenda and membership list of the SPMC. The SPMC chair shall schedule quarterly meetings and ad-hoc meetings.
- Time may be scheduled at general departmental or work unit employee/staff meetings to discuss safety and health issues.
- Departments shall establish department/division safety committees.
- Union should take safety concerns to the relevant department safety committee.

- Safety topics and issues should be openly discussed; suggestions for improvement and recommendations should be encouraged at all levels of the organization.
- Periodic posting and/or distribution of safety bulletins, updates, hazard alerts, notifications, or similar safety announcements.
- As appropriate, meetings of the Union and the relevant safety committee may be scheduled by designated members.
- In addition to the above, employees are to be encouraged by their managers and supervisors to make safety suggestions and to report any suspected safety hazards. Suggestions and hazard reports should be followed up and a timely reply made to the reporting person. Any type of appropriate and effective communication should be encouraged.

VI. IDENTIFICATION OF WORKPLACE HAZARDS

Department management shall develop methods to inspect equipment and premises under their control. Employees shall be encouraged to report suspected unsafe conditions via written, electronic, or verbal communication. Department management shall evaluate hazard reports and take appropriate action to evaluate, prioritize, correct, follow-up, and/or reply to the reporting party and document any corrective action planned or taken. A department program of hazard identification may include but is not limited to the following efforts:

- Safety evaluation(s) of any new substance, equipment, procedure, or operation introduced to a work area.
- Timely and effective investigation of each occurrence of an occupational injury or occupational illness, or near miss accident, and methods to prevent recurrence.
- Methods of evaluation and procedures to address identification of a new hazard, either independently or by receipt of information from an employee, or any other source including vendors, equipment manufacturers, or contractors.
- Schedule periodic safety inspections by the Human Resources Department or an authorized third party.
- Inspections by Cal-OSHA or other regulatory agency. All regulatory inspections shall be reported immediately to the Human Resources Department.
- Each supervisor is responsible for promptly reporting to the Department Head or designee whenever a new substance, new work procedure or operation, and/or new equipment are introduced into a work area. Each report must include an evaluation of the potential hazard(s), as well as the training or other steps that will be taken to abate or reduce risk factors associated with the identified hazard(s).

VII. INCIDENT AND INJURY INVESTIGATIONS

Refer to the Incident Investigation Plan:

- Employees shall report all incidents and/or injuries to their supervisor or Department Safety Representative immediately. If immediate notification is not possible, the employee must notify his/her Department Safety Representative as soon as possible.
- All incidents shall be investigated and recorded within 24 hours using the City's Safety Report Form.
- Per Cal-OSHA §342, the City shall report work-connected fatalities and serious injuries, to Cal-OSHA within 8 hours after the City knows (or with diligent inquiry would have known) of the death or serious injury or illness.

VIII. EVALUATION AND ABATEMENT OF HAZARDS.

A. Evaluation of Identified Hazards

The Personnel Officer reviews inspection reports, hazard assessment reports, vehicle accident reports, accident and incident reports, and Worker Compensation claims reported to Risk Management Office. The City Personnel Officer may consult with the relevant department manager to determine if effective corrective action/investigation has been initiated to correct or improve identified exposures, work methods, operational procedures, or equipment which may present a safety hazard or exposure. The City Personnel Officer's involvement in no way relieves the relevant department manager of responsibility for employee safety,

B. Abatement of Hazards

Departments are to correct identified safety hazards in a timely manner. Departments are to base the timing of the hazard mitigation on the severity of the hazard(s). According to regulatory requirements, a serious hazard, must be abated immediately or employees are to be kept clear of the hazard. A non-serious hazard may be abated over a period of time.

When any corrective action for a non-serious hazard will involve multiple steps, or cannot be completed promptly, an action plan must be developed and reviewed with the City Personnel Officer. This action plan will outline what actions will be taken, the order in which each step will be taken, and when each step will be carried out.

The action plan will also describe the methods that will be used to protect employees from the hazard until the proper corrective actions are completed. Employees are not to enter an imminent hazard area without specific approval of the Department Head or designee. Employees assigned to perform work necessary to correct the imminent hazard will be properly trained, equipped, supervised, and provided necessary safeguards including personal protective equipment.

1 A serious hazard is a working condition where there is a probability "that death or a serious physical injury or illness could result from exposure to the hazard," 8 CCR, Section 334(c).

IX. TRAINING REQUIREMENTS Safety and Health Training

Awareness of potential health and safety hazards, as well as knowledge of how to control such hazards, is essential to maintaining a safe and healthy working environment. In order to achieve this goal, each department will provide safety information and appropriate training to each employee. The training will cover general safety practices and any safety procedures specific to the hazards associated with that employee's work tasks. The relevant department will document the content of and attendance for any safety training.

Examples of when training would be appropriate include:

- Department training of new employees upon hiring. Training will be completed prior to first job assignment.
- Whenever new substances, processes, procedures or equipment are introduced into the workplace. All affected employees shall be trained accordingly and will be required to demonstrate proficiency after the training.
- Whenever the City or its departments are made aware of new previously unrecognized hazards.
- Whenever an employee is involved in an accident/exposure. The training should occur prior to his/her return to work.
- Whenever safety training is required by an applicable code, regulation, or other legal requirement.
- Whenever Department Heads, their designees, or the City Safety designee believes that additional or specific training is necessary.

X. EMERGENCY ACTION PLANS Requirements

In compliance with the California Code of Regulations, Title 8, Section 3220, each department shall develop and maintain an Emergency Action Plan implemented as a means of ensuring employee safety during an emergency incident. City departments with offices or operations in outlying facilities must develop site-specific Emergency Action Plans appropriate to the complexity and operations of the work location. All employees with special responsibilities under any City Emergency Action Plan will receive appropriate training so that he/she is prepared to exercise his/her assigned responsibilities under the Plan.

XI. RECORDKEEPING PROCEDURES

Departments should retain certain records to demonstrate a good faith effort to achieve an effective IIPP safety program. These records should be kept on file in each department as they pertain to that department's operations. These records include the following:

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- Records of inspections and investigations including, but not limited to: (1) date(s) that the inspection(s) or investigation(s) took place; (2) person(s) who conducted the inspection(s) or investigation(s); (3) unsafe work practice or condition identification; (4) any corrective action(s) taken; and (5) date(s) of corrective action.
- Documentation of training provided to employees, including new hire instruction and follow-up training required by changes in operations, injuries/exposures or the identification of a previously unknown hazard.

These records should be maintained by the relevant department for the duration of the employee's employment, or longer, if deemed necessary by the relevant Department Head.

XII. REGULATORY INSPECTIONS AND EMERGENCY RESPONSE

A. Procedures, Compliance, and Reporting

Whenever a department of the City is inspected by a regulatory agency for a planned inspection or after an incident (e.g. inspections by Cal-OSHA, the Fire Department, or the Health Department), that department's Department Safety Representative shall report the inspection to the City Personnel Officer. The Department Safety Representative shall verify the credentials of the inspector and follow applicable regulations to comply with site inspection(s) conducted by the inspector and his/her agency. All inspection documentation will be reviewed with the City Personnel Officer.

Appendix A: IIPP Maintenance and Reference Documents

The City Personnel Officer is responsible for maintaining and revising the IIPP in accordance with City policy. This appendix is a reference list of documents, policies, procedures, and guidelines that support the effectiveness of the IIPP. This information is issued to Department Heads and/or Department Safety Representatives for implementation and compliance at the department level.

Reference Documents

- 1.0 Blood Borne Pathogens (Department Specific)
- 2.0 Cal/OSHA Compliant Safety Audits/Inspections (Department Specific)
- 4.0 Confined Space Entry Plan (Department Specific)
- 7.0 City Worker Compensation Procedure Manual (Applicable to all departments)
- 8.0 DOT Policies and Procedures - City
- 9.0 Electrical Safety Guidelines - City
- 10.0 Emergency and Evacuation Action Plan (Department or Facility Specific)
 - 10.1 Fire
 - 10.2 Earthquake
 - 10.3 Medical Emergency
 - 10.4 Power Outage
 - 10.5 Bomb/Terrorist Threat
 - 10.6 Mail Handling Guidelines – Suspicious Letter or Parcel
- 11.0 Occupational Ergonomics - City
- 12.0 Fire Prevention Plan (Department or Facility Specific)
- 13.0 Forklift Operations (Department Specific)
- 14.0 Hazardous Communication Plan/Policy (Department or Facility Specific)
- 15.0 Hazardous Energy Control – Lock Out Tag Out and Try (Department Specific)
- 16.0 Health Promotion and Wellness Program - City
- 17.0 Hearing Conservation Program (Department Specific)
- 18.0 Heat Illness Prevention Plan (Department Specific)
- 19.0 Incident Investigation Plan/Policy - City
- 21.0 Personal Protective Equipment - Department Specific
- 22.0 Respirator Protection Plan (Department or Facility Specific)
- 23.0 Safety Boots Program - City
- 24.0 Security Plan (Facility Specific)
- 25.0 Slip/Trip and Fall Prevention - City
- 27.0 Training Program - Online - City
- 28.0 Vehicle Accident Review Procedures - City
- 29.0 Vehicle Safety - City
- 30.0 Vehicle Use Policy - City
- 31.0 Welding and Cutting Operations (Department Specific)
- 32.0 Workplace Violence Prevention Policy - City

Appendix B – Department Head Listing

DEPARTMENT:	DEPARTMENT HEAD:	PHONE:
City Manager	Vacant	(310) 510-0220 x 120
Interim City Manager	Denise Radde	(310) 510-0220 x 122
Finance Director	Robert Mescher	(310) 510-0220 x 170
Administrative Analyst - HR	Stephanie Campbell	(310) 510-0220 x 177
Personnel Officer	Tiffany Bose	(310) 510-0220 x 130
Planning Director	Vacant	(310) 510-0220 x 110
Public Works Director	Dennis Jaich	(310) 510-0220 x 129
Fire Chief	Mike Krug	(310) 510-0203
Harbor Master	Brian Bray	(310) 510-0535
Director of Community Services	Vacant	(310) 510-0220 x 230