



Avalon City Council Weekly Update 12-05-14

Public Works Department – Storm Prevention Procedures

The long awaited first storm of the season hit the island this week, and we welcomed it with open arms. However, although this rainfall was desperately needed, it posed many problems for the Public Works Department. As public safety is our primary concern, and storm water runoff protection devices are required, it created a twofold problem: Many long (and rain-soaked) hours were expended by our workforce as they continually monitored roadways, slopes and runoff problem locations, and pedestrian access areas. Having had the fortunate advance notice that a large storm was approaching, it gave our workforce an opportunity to prepare properly. Consequently, not only during the rain fall, but several days prior to it, we were able to place sand bags, install runoff devices, and clean out our drainage channels before the rain hit. After the 2-day storm event, our efforts proved to be successful. There were minimal negative affects to our surrounding areas and no major storm related events were realized. Thanks again to our committed Public Works employees.



Fire Department – Storm Activity

The Avalon Fire Department experienced only a small number of responses and/or calls for service during the recent storm that registered 2” on the fire station rain gauge. A small rockslide near the Mole caused minor damage to a building, and several groups of children playing in flood channels were removed as a precaution. While the recent rain helps the fuel bed with respect to wild land fires, a few days of nice weather quickly reduces the moisture content again. This is just a friendly reminder to not let up your guard with respect to brush fire precautions.

Recreation Department - Joe Machado Field Rain Closure

For the first time in recent memory, Joe Machado Field was closed due to oversaturation from the rain. The field was closed to the Avalon High School soccer team practices Monday through Thursday, and Co-Ed Softball games were cancelled Thursday evening. The AHS boys and girls soccer teams have their first home games of the season scheduled for this evening and Saturday morning, which should proceed as scheduled.

Recreation Department - Falconry Services

City staff will meet with On The Wing Falconry on Friday to discuss requirements to construct an enclosure in Avalon Canyon to meet all State requirements. Mr. Post will provide at this meeting a suggested layout of the enclosure and all additional infrastructure needs. Following this, City staff will meet with the Catalina Island Conservancy to discuss options for a partnership to accommodate such a structure.

Planning Department – Appeal of Proposed Vons Project

A Letter of Appeal has been received from Catalina Eucalyptus Sumner Alliance (CESA) for the actions of the Planning Commission approving the Vons project. The Appellant and Vons will be notified shortly of the date of the City Council hearing at which the appeal will be heard; it is anticipated that it will not take place until sometime in early 2015.

City Manager's Office – Pursuit of Fresh Water Resources

City staff met with Southern California Edison and Hittite Solar Energy to discuss and take the next steps in pursuing the Department of Water Resources Waste-Energy grant which is a no match grant opportunity to provide a demonstration of a water purification process on Catalina. The unit can produce up to 20,000 gallons per day. SCE expressed excitement in the project, and began the necessary calculations and engineering requirements to determine if the project is doable and to complete the application by the December 12, 2014 deadline. The City is excited to explore opportunities such as this with SCE to provide small but measurable short term relief, while looking at long term goals. In the case of this potential grant and proposed project, it is anticipated that it would receive notice, and interest from visitors from all over the state, the country and even the world.

City Manager's Office – PARSAC Board Meeting

I attended the Public Agency Risk Sharing Authority of California (PARSAC) Board of Directors meeting yesterday in Sacramento. This meeting is an annual requirement for Avalon as one of the member agencies of the third-party risk management/liability pool. In addition to updates on the health and viability of the pool itself, pending litigation was discussed, and a new member agency was approved (Rancho Cucamonga Fire Prevention District; yes, both municipalities and special districts are able to join the authority). One of the major announcements made at

the Board of Directors meeting was that effective July, 2015, all PARSAC member agencies will be able to avail themselves of free consultation (within a cap, of course) and training provided by the Liebert, Cassidy and Whitmore Employment Law firm. This is a major benefit for the City, as the Liebert, Cassidy and Whitmore law firm is a leading expert in public sector employment law (representing public agencies; not employees) within the State of California. The other major announcement made at the Board of Directors meeting was that all PARSAC member cities will receive a one-time grant of \$10k (available until exhausted) to spend on human resource-related items (such as purchasing new policy manuals, procuring training for employees, etc). This \$10k one-time grant is in addition to the \$8k grant the City annually receives from PARSAC for risk management related expenditures.

City Manager's Office/Public Works Department – Leroy the Cat Sculpture

The long awaited Leroy the Cat sculpture has returned to the downtown area, installed within a City planter box by the Blue Water Grill. Will Richards, the local artist who created the statue years ago, constructed the new stand on which Leroy now sits. Unlike the installation that was previously compromised years ago, the new version features additional precautionary measures and strengthening that will (hopefully) deter and prevent thievery.



Finance Department – Closed FY2013-14

This week we closed FY2013-14 in SunGard, our Financial Mgmt. software. The accounting records are now updated through June 30, 2014. Note that while we have closed the FY, we still do have the opportunity to post activity to it. With the closure of one fiscal year, we then opened up the next fiscal year (FY2014-15). The next step is to upload the adopted FY2014-15 Budget as well as create the new accounts and funds that were specified in the new Budget. Additionally, December is our "Actuals" month where we will be very busy posting all of the activity from July through November. The simple way to describe this is to liken it to a wheel. The spokes represent the different accounting processes such as accounts payable, payroll, cash receipts, bank statement reconciliations, etc. that have been functioning all along, but the activity is still sitting on the outside part of the wheel. We will be loading all of this outlying spoke

activity into the central part, or financial reporting module, this month. In early January we plan to start producing preliminary reports to look at internally to make sure the expenses and revenues are landing in the correct accounts. Soon thereafter we will provide the managements reports to the Department Heads, and then to Council members.

The timing of the FY2013-14 audit, which we hoped to start later this month, has been delayed to start in late January and wrap up in February. We've made the decision to focus our efforts on showing the results from the first five months of the year so we can see where we stand financially compared to the Budget just adopted. Our auditors, MHM, are in agreement with this approach as well.

Finance Department - Housing Authority Report

This week we completed and filed with the County the FY2013-14 SB 341 Avalon Housing Authority report summarizing the agency's activities for the year. A copy of the report has also been loaded onto the Finance Department page on the City's website.

Finance Department - Successor Agency & Housing Authority Accounting

The Finance Dept. has now transitioned the accounting responsibilities from the external consultants, who had been helping with the accounting for the Housing Authority and Successor Agency for over a year, to the City. While the assistance actually stopped back in September, we have now recorded all the accounting activity for both entities for FY2013-14 onto the City's books. Effective for FY2014-15, the unique accounting and reporting requirements for these entities has been digested, and steps have been taken to simplify the recording of this going forward.

Finance Department – Treasurer Reporting

Working with Christy Lins, City Treasurer, we plan to present the FY2013-14 quarterly Treasurer's Reports the first Council Meeting in January. The reports are already completed, but Christy has some ideas on changes to make the reports more informative. We will be meeting and wrapping that up this month. Additionally, the City's Investment Policy will be presented at the same City Council meeting as this is required to be updated and adopted by the Council annually. After reviewing the existing policy, it was noted that it is out of date and needs revising to make it compliant with guidelines set by California Treasurer's office. The City's monies are held in a few bank accounts for defined operating purposes while the larger part of the City's monies are invested with the Local Agency Investment Fund (LAIF). LAIF is a state administered conservative investment fund holding monies from many governmental agencies in the state. We now transfer monies back and forth weekly to both meet our operational needs and increase our investment returns.

Recreation Department - Joe Machado Field Rain Closure

For the first time in quite a while, Joe Machado Field was closed due to oversaturation from the recent storm. The field was closed to the Avalon High School soccer team practices Monday through Thursday, and Co-Ed Softball games were cancelled Thursday evening. The AHS boys and girls soccer teams have their first home games of the season scheduled Friday evening and Saturday morning, which should proceed as scheduled.

Chief Administrative Officer/City Clerk Office - Code Enforcement

A day in the life of Code Enforcement involves many job duties. It is more than just marking tires and giving tickets. Did you know that Code is literally responsible for a majority of the municipal code? Code Enforcement is instrumental with the City's required Green Bag Waste Program (Section 6-2.204) and they work closely with Avalon Environmental to ensure that the organic material from the green bags is diverted properly to the Landfill. Code is responsible for educating and informing restaurant/business staff and management on the proper process involved with the Commercial Green Bag Waste Program. They go into businesses on a regular basis to observe compliance and issue a warnings or violation with fines when required. Green bag waste is collected and maintained at the City's Landfill where it placed in the compost area. There are very strict guidelines issued and inspected monthly by Los Angeles County Health Department. Required moisture and temperature is needed to maintain proper composting material. This material is given away to the public who can utilize it as a fertilizer. Over the next several Friday Updates, I will expound upon additional duties of Code Enforcement.

Chief Administrative Officer/City Clerk Office - Waste Water Tremont Facility and Reverse Osmosis Units

At the last City Council meeting on 12-02-14, the City Council authorized City staff to enter into an agreement with Environ Strategy to conduct an impact study on the effects that desalination reverse osmosis (RO) systems will have on the City's waste water treatment facility. The study will entail researching existing RO system permits in other cities, drafting a permit and application for the use of a RO unit, numbers of units that would be allowed, review residential and business requirements, analysis if an additional meter will be required for the salt water system, fee schedule associated with a permit, fee for discharge into the sewer system, a maintenance fee, and inspection fee, and requirement of back flow devices.

Chief Administrative Officer/City Clerk Office - Landfill and Christmas Trees

Christmas tree disposal will take place again this year. The community can drop off their old, tired Christmas tree at the former horse stables location from December 26, 2014 thru January 14, 2015. It is necessary to remove all lights, ornaments, decorations, tinsel, stands (wood, plastic or metal) prior to drop-off. Avalon Environmental has graciously accepted responsibility of the trees this year, and will be recycling the trees 100% for mulch.

Harbor Department - Thanksgiving Weekend

Thanksgiving holiday visitors enjoyed good weather and 315 boats occupied moorings in Avalon Harbor on that Friday night.

Respectfully submitted,

Ben Harvey

Ben Harvey
City Manager
City of Avalon