



December 7, 2018

TO: Honorable Mayor and City Council Members

FROM: Jim Throop, City Manager

SUBJECT: City Manager's Weekly Report

The following is a summary of certain City events and activities of interest submitted by the Department Heads for the week of December 1, 2018 through December 7, 2018:

Administration

- Attended LAFCO meeting – they agreed to create an ad hoc committee, who will then meet with cities to see what they have for needs in expansion
- Worked with staff to have the new Council sworn in and seated
- Finalizing presentation for Saturday's financial update workshop

Economic & Community Development

Economic Development

Participated in meetings and events and made progress on projects including:

- Published webpage on City website highlighting Opportunity Zones
- Training on LHAP Loan files and CDBG grant funding applications
- Planning Pathways to Preparedness Education Summit in partnership with EDC, AHC, and LUSD

Community Development

Lompoc Affordable Housing Trust Fund (LAHTF):

Homebuyer Assistance Program (HAP) – 2 households in escrow (Villarreal and Espinoza); 34 loans funded to-date; balance of funding \$366,830.

CDBG Capital Project:

2017-18 CDBG Capital Projects

Lompoc Parks & Facilities ADA Improvements (Phase II – ADA Park Restroom Improvements) \$244,530 – \$40,000 balance – earmarked for installation costs associated with Pioneer Park restroom; will be fully expended by 12/31/18; Pioneer Park restroom plans under review; Pioneer Park restroom delivery scheduled for January 21st.

Human Services Commission:

December meeting cancelled; next regular meeting scheduled for January 7th.

Commissioner Kay Casey submitted letter of resignation.

Special Grants:

Homeless Emergency Aid Program – Good Samaritan awarded funding for .3 FTE Housing Navigator to assist those in Safe Parking Program with finding housing when implemented.

Statewide Park Development and Community Revitalization Program Grant - Opportunity for funding public comment period underway; reviewing proposed guidelines for input and following up with mandatory training in January 2019.

Special Project:

Lompoc Safe Parking Program – Council modified location recommendation during council meeting 12/4; staff working on budget for revised location at JM Park along with revised program rules and discussing such changes with Good Samaritan to determine program feasibility.

Planning

Attended SBCAG Transportation Resiliency Meeting
Staffed the Technical Planning Advisory Committee meeting
Submitted Caltrans Sustainable Communities grant

Stormwater

Amendment to River clean-up contract
Provided update to Council on costs, clean-up & tonnage for River clean-up efforts
Trash capture State Water Resources Control Board submittal

Code Enforcement

Cases opened: 6
Cases closed: 3
Inspections: 10

Public Information Officer/Community Relations

- Press releases sent: 5
- Published Stories on City: 19
- Social Media: 16 Facebook posts, 14 Instagram posts, 12 Tweets
- Facebook engagement: Engagement: 2,196, Reach: 7,131, Page Views: 158, New Likes: 9

Notable Events: Promoting community budget workshop, Media relations and promotions for two council meetings including election swearing in, informing community and staff of holiday closure

Recreation

Aquatics:

The Lompoc Aquatic Center is making preparations for its annual closure scheduled for December 24, 2018 – January 4, 2019. The facility will reopen on Saturday, January 5th and will have Recreation Swim that day.

Facility Rentals:

- There are 10 facility rentals at the Anderson Recreation Center, four at the Civic Auditorium, seven at the Dick DeWees Community & Senior Center and five park rentals.
- Dick DeWees Community & Senior Center on Saturday, December 8, 2018 will have a Holiday Party for 300 people.
- Civic Auditorium will have the Lompoc Youth Theater's performance of the Nutcracker on Saturday, December 8, 2018 at 2pm.

Special Events/Miscellaneous:

The annual Lompoc Valley Children's Christmas Season Parade is scheduled for this Friday, December 7, 2018 starting at 6pm. Cookies, refreshments, the community Tree Lighting and visits with Santa will be available afterwards at Centennial Square, where the announcement of winners will also occur.

The Lompoc Valley Chamber of Commerce and Visitor's Bureau, in collaboration with the Lompoc Recreation Division, will host their 3rd annual Holly Jolly Jubilee from noon to dusk this Saturday, December 8, 2018 at the Downtown Parking Lot on Ocean Avenue and I Street. The event is free to the public and will have food, crafts and a visit from Santa.

Santa Visits will begin Friday, December 15, 2018. The program operates through Monday, December 18, 2018 and is an opportunity to have Santa himself visit households in Lompoc.

Fire

Calls for Service: 90

- Fires: 3 - 1 Cooking Fire, 1 Dumpster Fire, & 1 Vegetation Fire.
- EMS: 61
- Vehicle Accidents: 4, 3 with injuries
- Service Calls, Good Intent & False Alarms: 19
- Citizen assists: 8
- Concurrent Requests for Service: 21
- Automatic/Mutual Aid: Given 4, Received 1

Fire Prevention Inspections/Community Risk Reduction:

- Permitted inspections 0
- Non-permitted inspections 0

Public Education

3 Grammar School Station Tours- 67 contacts

Fire Items of Interest

Battalion Chief Federmann assisted Santa Barbara City with promotional interviews. Chief attended Hancock Firefighter Academy Graduation. 17 Dept. members attended leadership training provided by All American Leadership as part of our ongoing succession training.

Fire Marshal

- Reviewed four plans for compliance with codes, seven approved.
- Attended Fire Marshal 1A three-day certification course.
- Contacted Fire Recovery fee schedule and special events, and 85 false alarms.
- Coordination with City Clerk's office regarding four fire inquiries.

Building

- Plan reviews 7
- Inspections 1
- Cannabis reviews 1
- Certificate of Occupancy 0

Activities:

- Attended City Council meetings

Building Tech Report

- Total Inspections: 38
- Permits Issued: 14
- BTC's: 2
- Plan Reviews: 8
- Provided permit status update: 7
- Provided permit history for 3 properties
- Closed out/Finaled: 4

Library

- Library programs:
 - Offered: 6
 - Attendance: 79

- Bookmobile:
 - Stops: 3
 - Visitors: 101
- Meetings attended by staff: 4
- Monthly library users for November 2018:
 - Lompoc: 11,222
 - Village: 3,947
 - Bookmobile: 558
- New library cards made in November 2018:
 - Lompoc: 167
 - Village: 8
 - Bookmobile: 8

Christine Bolivar, Library Manager, has been selected by the California State Library and the California Library Association to participate in their Leadership Challenge program. Lompoc Library is the only central coast library to be selected to attend.

Sixty children from Buena Vista Elementary toured the Village Library on Friday, December 7.

The Charlotte’s Web Mobile Children’s Library participated in the Lompoc Christmas Parade on Friday, December 7.

Management Services

Following you will find a brief summary of the past week’s out-of-the-ordinary significant activities of the Management Services Department:

- In addition to continuing with the preparation of the Consolidated Annual Financial Report (CAFR), Finance is assisting the City Manager’s Office in preparing for the December 8 financial update workshop.

Finance

The Finance Division processed accounts payable and payroll activity as follows:

<u>Finance activities</u>	<u>12/7/2018</u>	<u>11/30/2018</u>	<u>11/23/2018</u>	<u>11/16/2018</u>	<u>11/9/2018</u>	<u>11/2/2018</u>
Accounts Payable	\$ 422,910	\$ 1,430,782	\$ 500,638	\$ 462,309	\$ 338,458	\$ 506,888
Payroll	Timesheets	1,109,960	Timesheets	1,314,927	Timesheets	1,561,108

CalPERS provides financial and actuarial information to the City on an annual basis about future contribution obligations and financial reporting supporting documentation. Historical actuarial reports and current announcements provided by CalPERS provide investment returns and expected returns as follows:

<u>Valuation Report Date</u>	<u>6/30/2014</u>	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>6/30/2017</u>	<u>Projected</u>
Contribution period	2016-17	2017-18	2018-19	2019-20	2020-21
CalPERS Investment Return	17.70%	2.40%	0.60%	11.20%	8.60%
CalPERS Expected Return	7.50%	7.50%	7.38%	7.25%	7.00%
Return Over(Under) Expected	10.20%	-5.10%	-6.78%	3.95%	1.60%

The following is a summary of the projected citywide Unfunded Actuarial Liabilities (UAL) payment obligations through the 2027-29 biennial budget cycle based on June 2017 actuarial valuations provided by CalPERS (amounts beyond 2019-20 are projections based on actuarial estimates):

Future UAL obligations					
Contribution period	2019-21	2021-23	2023-25	2025-27	2027-29
All Tiers & All Plans	\$ 12,220,252	\$ 14,610,230	\$ 15,822,018	\$ 16,904,238	\$ 18,054,166
Biennial increase	\$ 3,269,866	\$ 2,389,978	\$ 1,211,788	\$ 1,082,220	\$ 1,149,928
Percentage increase	37%	20%	8%	7%	7%

CalPERS adopted new amortization policies to be effective with actuarial valuations beginning June 30, 2019. The new policy will reduce the default amortization period for new gains and losses from 30 years to 20 years and changes to amortization method to straight line from a percentage of payroll methodology.

While the City's 2019-20 contribution amounts are set by the June 30, 2017 actuarial report, the separately produced GASB 68 actuarial reports used to report the City's Net Pension Liability in the City's June 20, 2018 CAFR are based on the valuation reports as of June 30, 2016. Following is a summary of the City's citywide reportable Net Pension Liabilities along with the City's Net Other Post Employment Benefit (OPEB) Liabilities (based on a valuation report effective June 30, 2015) by reporting year:

Financial Statement Year	6/30/2015	6/30/2016	6/30/2017	6/30/2018
<u>Financial Reporting UAL</u>				
Pension Liability				
Misc	\$ 36,325,346	\$ 39,044,589	\$ 47,330,285	\$ 53,806,472
Safety	19,193,402	21,717,971	26,452,330	29,947,846
OPEB Liability				
Citywide	17,635,000	17,635,000	16,375,000	14,986,000
Total reported UAL	<u>\$ 73,153,748</u>	<u>\$ 78,397,560</u>	<u>\$ 90,157,615</u>	<u>\$ 98,740,318</u>

The City's governmental funds', including the General Fund, will be reporting total Net Pension and OPEB Liabilities of \$72,642,110 or 73.6% of the full obligations of \$98,740,318 in the June 30, 2018 Comprehensive Annual Financial Report to be published in the next few months.

Economic indicators:

Following are various economic indicators in tabular form, first for monthly reported indicators and then for quarterly reported indicators (newly reported indicators are in **bold**):

<u>Economic Indicator</u>	<u>Current Quarter - Q3 2018</u>			<u>Prior Quarters</u>				
	Final	Adjusted	Advance	Q2 2018	Q1 2018	Q4 2017	Q3 2017	Q2 2017
Gross Domestic Product	12/21/2018	3.50%	3.50%	4.20%	2.20%	2.90%	3.20%	3.10%
Sales Tax Revenues	Final 12/2018	n/a	Advance 12/2018	Q2 2018 -5.4%	Q1 2018 3.1%	Q4 2017 6.6%	Q3 2017 11.4%	Q2 2017 7.1%
City's Investment Portfolio	12/2018	n/a	n/a	1.65%	1.61%	1.41%	1.44%	1.32%
LAIF Investment Rate	2.16%	n/a	n/a	1.90%	1.51%	1.20%	1.07%	0.92%

Economic Indicator	2018							
	December	November	October	September	August	July	June	May
Engineering News Record								
Construction Cost Index	2.90%	2.90%	3.40%	3.20%	2.60%	3.00%	3.40%	3.00%
Consumer Price Index	1/11/2019	12/12/2018	2.50%	2.30%	2.70%	2.90%	2.90%	2.80%
Unemployment Rate	November	October	September	August	July	June	May	April
National	3.70%	3.70%	3.70%	3.90%	3.90%	4.00%	3.80%	3.90%
State	Dec-18	4.00%	3.90%	4.30%	4.40%	4.50%	3.70%	3.80%
Santa Barbara County	Dec-18	3.40%	3.30%	3.60%	3.80%	3.90%	3.10%	3.50%
City of Lompoc	Dec-18	4.40%	4.20%	4.30%	4.70%	5.00%	4.20%	4.50%
National Job Growth	155,000	237,000	119,000	286,000	165,000	270,000	244,000	175,000
	12/6/2018	11/29/2018	11/21/2018	11/15/2018	11/8/2018	11/1/2018	10/25/2018	10/18/2018
Weekly Jobless Claims	231,000	235,000	224,000	221,000	214,000	215,000	216,000	210,000

Police

The following summarizes events or trends with regard to the Lompoc Police Department for the period beginning Saturday, December 1, 2018 to Friday, December 7, 2018. There were a total of 579 calls for service.

Notable Information

- Chief Walsh, Captain Mariani, and Captain Clement attended various meetings with internal departments and outside agencies.
- Chief Walsh, and LPD personnel attended the Toys for Tots annual fly-in at the Lompoc Airport.
- Chief Walsh, Captain Mariani, Captain Clement, and LPD personnel attended the Allan Hancock College Police Academy graduation ceremony where Officer Gabriel Molina was sworn in as a Police Officer.
- Chief Walsh and Captain Mariani attended the funeral for former police and fire chaplain, Doug Conley.

Upcoming Events LPD Will Attend

- LPD Personnel will assist crowd control and street closures for the City of Lompoc during the annual City Christmas Parade.

Public Works

Engineering

Operations Highlights:

Demolition of the former Moore Mill & Lumber Yard site, home of the future Transit Operations and Fleet Maintenance Facility, is nearing completion. The Contractor is in the process of removing the final pieces of concrete from the building foundations and anticipates being completed with the project next week, weather permitting.

Fleet, Facilities, and Parks Maintenance

Manager's Report:

The Manager met with Staff and Dog Show Representatives to discuss plans for 2019. He met with Rare Electric to design the scope of work to repair Beattie Park walking path lights. Four (4) citizen complaints and concerns were addressed this period.

Maintenance and Operations Highlights:

Out of 385 pieces of fleet maintained equipment, fifty (50) Fleet Work Orders were issued. Of twenty-five scheduled services, fourteen (14) services came in and were completed. Eighteen (18) non-scheduled repairs were performed. Five (5) Work Orders had some or all work outsourced.

Parks Staff:

- Removed hedges at Lompoc Library.
- Worked with playground vendors to generate quotes for the new budget.
- Worked with the Electric Division to troubleshoot a light post short at Beattie Park.

Facilities Staff:

- Worked on repairs to the Corporate Yard gates.
- Worked on building diagrams and schematics with environmental consultants.

Urban Forestry

- Staff removed five (5) trees and planted three (3) trees.
- Staff responded to nineteen (19) broken branches/hangers.

Streets

The Construction Crew patched an encroachment and from the call-in list. They compacted the grindings placed on the west shoulder of "V" Street from Ocean Avenue to Olive Avenue. They also checked and cleared drain inlets from the list. Traffic Safety performed sign inspections, painted stencils, and made signage for the Landfill and Engineering Divisions.

Utilities

Water

The Water Division continued to monitor the water system 24/7/365; 22.6 million gallons of water was treated (3.2 MGD) and released to the 41,267 residents of the City of Lompoc at 78.2 Gallons per Capita per Day (GPCPD). Residential water usage is approximately 72% of the total metered production. Therefore, the residential GPCPD is 56.3.

In addition, 20 water bacteriological samples were taken to ensure the absence of E. coli bacteria and that proper chlorine residuals were present throughout the distribution system.

Staff continued valve exercising and hydrant maintenance. These programs are on-going. Crews responded to various routine customer calls throughout this past week. Routine preventative maintenance rounds and corrective work orders at the Plant and remote sites were performed.

Wastewater

The Wastewater Plant Operators monitor the treatment process 24/365. The Wastewater Treatment Plant treats an average of three million gallons per day. Routine plant activities consist of daily, weekly, and monthly inspections and maintenance. Daily gathering and logging of data for the purpose of assessing the health of the biomass. Staff is making process changes as needed.

The Collection crews are performing routine cleaning and camera work with no overflows to report.

Maintenance crews are performing routine preventative maintenance to the plant infrastructure.

Electric

Electric Crews replaced a street light standard at the 100 block of East Central Avenue. They also ran traceable ribbon in the conduits around City Hall. The Service Crew responded to customer service calls, DigAlert marking requests, streetlight outages, and replaced electrical services to upgrade customer's electric panels.

Electric Utility Technicians performed line clearances, switching requests, hot-line tags and no test permits to ensure electric crew's safety.

Staff reviewed and approved building plan submittals for the installation of an electronic scoreboard at Thompson Park, an electric vehicle charging station in the 600 block of North H Street, and construction of a new garage at the 400 block of South C Street. GIS staff continued work on database maintenance, data entry, GIS updates, interval data migration to the city server, along with organizing and updating records for city owned electrical transformers.

Broadband

- Replaced unmanaged switches with managed Unifi switches for the internal Wi-Fi service in the police department and fire station 1.
- LompocNet credit card service was reestablished once the payment device was repaired.
- Network equipment for the River Park internet service has been ordered, with installation planned.

TAPT

- Final preparations for recording and rebroadcast of the Holiday Parade are taking place.
- Staff broadcast the scheduled council meeting, and will also be present to broadcast the special council meeting scheduled for Thursday.
- Continuing equipment replacement related to the provision of radio and television service. This includes the radio transmitter and the power UPS, the digital to analog converter responsible for television programming rebroadcasts.

Solid Waste

The Landfill received 4,243 tons of trash, recycling, and greenwaste for the month of October 2018. The total tons recycled were 762 tons and the total tons disposed were 3,481 tons. The Landfill saw a 13.9% increase in trash tonnages for October 2018 over October 2017 tonnages.

The Solid Waste Compliance Coordinator and Landfill Supervisor pulled quarterly groundwater samples from the landfill's monitoring wells and delivered the samples to Fruit Growers Laboratory for analysis.

The Landfill received 1.85" of rain, last Wednesday through Friday, and have received .25" of rain as of Thursday morning. The Landfill has received 3.90" of rain since July 1, 2018 and 13.70" of rain since January 1, 2018.

Due to the National Day of Mourning on Wednesday, December 4, 2018, Solid Waste Collections were delayed one day for the remainder of the week.

Respectfully submitted,



Jim Throop, City Manager