



CITY OF MORRO BAY PUBLIC WORKS ADVISORY BOARD MEETING AGENDA

The City of Morro Bay is dedicated to the preservation and enhancement of the quality of life. The City shall be committed to this purpose and will provide a level of municipal service and safety consistent with and responsive to the needs of the public.

Wednesday, July 20, 2016
Veterans Memorial Building - 5:30 P.M.
209 Surf Street, Morro Bay, CA

Steven Shively, Vice-Chair
Janith Goldman

Marlys McPherson, Chair
David Sozinho

Christopher Parker
Stewart Skiff

ESTABLISH QUORUM AND CALL TO ORDER
MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE
ANNOUNCEMENTS
PRESENTATIONS – None

PUBLIC COMMENT PERIOD

Members of the audience wishing to address the Board on City business matters other than scheduled items may do so at this time. To increase the effectiveness of the Public Comment Period, the following rules shall be followed:

- When recognized by the Chair, please come forward to the podium and state your name and address for the record. Board meetings are audio and video recorded and this information is voluntary and desired for the preparation of minutes.
- Comments are to be limited to three minutes.
- All remarks shall be addressed to the Board, as a whole, and not to any individual member thereof.
- The Board respectfully requests that you refrain from making slanderous, profane or personal remarks against any elected official, commission and/or staff.
- Please refrain from public displays or outbursts such as unsolicited applause, comments or cheering.
- Any disruptive activities that substantially interfere with the ability of the Board to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.
- Your participation in Board meetings is welcome and your courtesy will be appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Works Department at (805) 772-6262. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. CONSENT CALENDAR

- A-1 **Approval of Minutes of June 15, 2016 Meeting**
Recommendation: Approve minutes.

B. BUSINESS ITEMS

- B-1 **Directors Report – Informational summary of current Public Works Activities**
Recommendation: Information item, no action needed.

- B-2 Status Report on Project 05-5391R, State Route 1/41 Interchange Improvements**
Recommendation: Staff recommends the Board receive the status report and appoint a Board member to the Consultant Selection Committee

C. FUTURE AGENDA ITEMS

- Memorial Bench, Tree, and Bike Rack Program
- Adopt a Street/Park
- Council Directed Work Program Items

D. ADJOURNMENT

Adjourn to the Public Works Advisory Board meeting at the Veteran's Memorial Building, 209 Surf Street, on Wednesday, August 17, 2016 at 5:30 p.m.

This agenda is subject to amendment up to 72 hours prior to the date and time set for the meeting. Please refer to the agenda posted at the Public Works Department, 955 Shasta Avenue, for any revisions or call the department at 772-6262 for further information.

Materials related to an item on this Agenda are available for public inspection during normal business hours in the Public Works Department at 955 Shasta, City Hall at 595 Harbor, Mill's/ASAP at 495 Morro Bay Boulevard, or the Morro Bay Library at 695 Harbor, Morro Bay, CA 93442.

This agenda may be found on the Internet at: www.morrobayca.gov/pwab or you can subscribe to Notify Me for email notification when the Agenda is posted on the City's website. To subscribe, go to www.morrobayca.gov/notifyme and follow the instructions.

Materials related to an item on this agenda submitted to the Board after publication of the agenda packet are available for inspection at the Public Works Department during normal business hours or at the scheduled meeting.

MINUTES - PUBLIC WORKS ADVISORY BOARD (PWAB)
REGULAR MEETING – JUNE 15, 2016
VETERAN’S MEMORIAL HALL – 5:30P.M.

PRESENT:	Marlys McPherson	Chair
	Steve Shively	Vice-Chair
	Chris Parker	Board Member
	Janith Goldman	Board Member
	Stu Skiff	Board Member
	David Sozinho	Board Member
STAFF:	Rob Livick	Public Works Director
	Rick Sauerwein	Capital Projexcts Manager
	Bruce Keogh	WWTP Division Manager
	Dave Zevely	Collection Supervisor
	Kay Merrill	Administrative Utilities Technician

ESTABLISH QUORUM, CALL TO ORDER AND MOMENT OF SILENCE

The meeting was called to order at 5:31p.m. a quorum was present and there was a moment of silence.

ANNOUNCEMENTS

<https://youtu.be/QSantQzR1hM?t=1m40s>

Marlys McPherson announced there will be a General Plan Update Meeting on June 16, 2016 at the Vet’s Hall at 5:30pm.

PRESENTATIONS - None

PUBLIC COMMENT

<https://youtu.be/QSantQzR1hM?t=2m11s>

The public comment period was opened.

Lynda Merrill stated the public restrooms are unacceptable, especially the Del Mar Park restroom. She asked the Board to agenize a discussion regarding the public restrooms.

Rob Livick stated the trash and restroom situations are on the work plan and will be addressed.

The public comment period was closed.

A. CONSENT AGENDA

<https://youtu.be/QSantQzR1hM?t=5m45s>

A-1 Approval of Minutes from the PWAB Meeting of May 18, 2016

MOTION:

Steve Shively moved to approve Item A-1. The motion was seconded by Stu Skiff and carried unanimously, 6-0.

B. BUSINESS ITEMS

B-1 Directors Report – Informational summary of current Public Works Activities
<https://youtu.be/QSantQzR1hM?t=6m4s>

The Board asked questions of staff and commented on the current Public Works Activities Directors Report.

Rob Livick stated Janeen Burlingame sent an e-mail to the Board members stating there will be a Facilities Tour and asked them to respond to her regarding their availability for the tour.

B-2 2016 Streets Summit, Part 1: A Progress Review and Recommendations for the FY 2016-2017 Work Plan
<https://youtu.be/QSantQzR1hM?t=12m55s>

Rick Sauerwein presented the staff report and slide presentation.

Discussion, comments and questions continued amongst board members and staff.

The public comment period was opened.

Lynda Merrill stated the streets in Morro Bay are in awful condition, need to be repaired, submitted a report and asked the Board to send a message to City Council to repair the streets of Morro Bay.

Jim Pauly stated street repairs need to be paid from the general fund, not a new tax.

Dale Johnson requested the Board to urge City Council to take an active part in getting the special tax program that is being proposed within the County so there is money to repair the streets. The general fund does not have the money to make the necessary repairs.

Bob Church, Alice Kolb and Bob Dalton stated Ponderosa is in desperate need of repair.

Barbara Spagnola stated she is Chair of the Citizens Finance Advisory Committee and they have been reviewing the need for street repairs and have discussed taking out a 6-million-dollar bond and using Measure Q funds to repay the loan.

Roy Halterman stated the streets are in need of repair and Greenwood needs curbs and gutters. It appears there is more concern for bike paths than anything else in this town.

Ric Deschler and Sean Green stated there is no need for sidewalks in neighborhoods.

Jim Pauly asked Rick Sauerwein if Nutmeg is scheduled for repairs and he replied no. Jim stated Measure Q was voted for to repair the streets and a small portion was to be allocated to the Fire Department, however, the fire allocation grew and street allocation is now less than 50 percent for street repair.

The public comment period was closed.

Marlys MacPherson stated that everyone will have the opportunity to vote on the SLOCOG half cent sales tax in November.

Steve Shively stated at a previous meeting, the Board recommended to City Council to support the tax.

The Board asked questions of staff and commented on the 2016 Streets Summit, Part 1: A Progress Review and Recommendations for the FY 2016-2017 work.

The public comment period was opened.

Roy Halterman stated there are funds available for curbs, gutters and sidewalks. Greenwood needs them for the school kids, elderly and disabled. The City does not need any more bike paths and they create no revenue.

The public comment period was closed.

Discussion, comments and questions continued amongst board members and staff.

The public comment period was opened.

Bob Church stated Ponderosa needs something, anything done to the street to improve it.

The public comment period was closed.

Discussion, comments and questions continued amongst board members and staff.

B-3 Biennial Audit of the 2014 Sewer System Management Plan (SSMP)
<https://youtu.be/QSantQzR1hM?t=2h2m5s>

Bruce Keogh and Dave Zevely presented the staff report.

The Board asked questions of staff and commented on the Biennial Audit of the 2014 Sewer System Management Plan (SSMP)

The public comment period was opened, seeing none, the public comment period was closed.

ADJOURNMENT

The meeting adjourned at 7:56p.m. to a regular PWAB meeting to be held on Wednesday, July 20, 2016 at 5:30pm at the Veteran's Memorial Hall, 209 Surf Street, Morro Bay, California.

COLLECTION SYSTEM CAPITAL PROJECTS – Collection System

Staff Contact: Bruce Keogh
Rick Sauerwein
Jarrod Whelan

- Lift Station #1 Construction of a 5-1/2-foot-high wood Privacy/Security Fence is now complete. Staff will be applying the blue/grey stain to the fence in the coming weeks.

CONSOLIDATED MAINTENANCE

Staff Contact: Mike Wilcox

A product manufacturer for the Tidelands playground equipment has been determined and purchase agreements for the Kraken (Octopus), Dolphin Riders, and new balance equipment are in the works. After the wooden Pirate ship was removed about three years ago due to decay, a plan was put in place to renovate the play area. This plan was approved by the Recreation and Parks Commission and City Council. Completed renovations are expected by the end of September 2016.

Staff started the unwelcome task of removing a makeshift skate park from behind Rockies Teen Center following the July 4th weekend. Several teens had devoted of time and materials into converting the dilapidated miniature golf course into a above ground concrete skate park with several custom grinding rails and couple of jumps. Unfortunately, this was not designed by a professional with safety in mind and the resulting project had to be removed to protect both the skaters and the City.

The Pickleball courts are nearly complete and the attendance of players is amazing. The grand opening was celebrated on 7/9/16. The project was led by the Engineering staff with minimal support from Consolidated Maintenance. But upon completion, maintenance staff will absorb 100% of the maintenance responsibilities associated with this beautiful facility.

If you have maintenance requests, please call 772-6261, use the smart phone app, myMorroBay, available for android and iPhone, or use the City's Service Requests online system on our website www.morrobayca.gov/905/Service-Requests. Upon receipt, the electronic requests will be reviewed and assigned to the appropriate staff for action. In the future, the City will be upgrading to a fully integrated maintenance work order system that will allow you to view the progress of your requests.

SIDEWALK REPAIR AND INSTALLATION

Staff Contact: Rick Sauerwein

2016 CDBG ADA Accessibility project: The County Board of Supervisors approved reallocation of prior year funding to provide up to \$236,418 in additional funding to fill gaps in our existing sidewalk network to improve ADA Accessibility. Staff is working with the County to process a new sub-recipient agreement so that new delivery orders can be issued for both the new 2016CDBG funding as well as this reallocation. This will exhaust our remaining contract capacity so a new IDIQ contract Sidewalk contract will be prepared.

In association with the sidewalk gap closure project, the Council provided an additional \$60,000 to address repairs of existing sidewalk. The City's contractor has been awarded a new delivery order and work started this week.

STREET TREES – Urban Forest Management Plan

Staff Contact: Mike Wilcox

The emergency removal of three large eucalyptus trees along San Jacinto was halted due to the presence of a protected raptor nest. Once the young raptors have fledged, the City can proceed with removal of the trees. The trees require removal based on a certified arborist evaluation of the potential of the trees falling during heavy winds. This is evidenced by root uplift and damage to surrounding surface improvements. The City will be also contracting for routine trimming, focused in the commercial areas, this summer.

STORM WATER

Staff Contact: Damaris Hanson

Year three of the storm water permit is nearing an end. Staff will begin gathering the necessary data together for the online annual report.

In June the City received a letter from the Water Board requesting additional reports on the implementation progress of activities relating to spatially-based storm water volume and pollutant loading estimates. The letter details four reports that are due at various times throughout the next two years. Report #1 is due August 12th. This report requires the City to delineate our storm water catchment areas, determine the receiving waters to for each catchment discharge, and determine the hydrologic connectivity for each catchment and determine the land use designations and associated impervious areas in acres. Staff is putting the finishing touches on this report and will submit it to Water Board staff by the due date.

WATER – Chorro Stream Gauge

Staff Contact: Rick Sauerwein
Pamela Newman

Staff is working with the Assistant City attorney to address Appropriated Right issues identified during our meeting with State Water Resources Control Board. The City's consultant, WSC, is preparing for a meeting with National Marine Fisheries Service (NMFS). Mitigated Negative Declaration has been completed, but the City's Planning Commission and County Permitting cannot proceed further until we can respond to NMFS concerns regarding fish passage and obtain property owner permission to install gage on San Luis Coastal Resource Conservation District property. This requires the approval from the USDA/NRCS who hold a conservation easement.

WATER – Nutmeg Tank Replacement

Staff Contact: Rick Sauerwein
Jarrod Whelan

No change in status: Mitigated Negative Declaration has been revised but County Permitting is on hold until a new RFP is drafted.

WATER – Operations

Staff Contact: Rob Livick
Jamie James
Damaris Hanson

Staff completed the 2015 Consumer Confidence Report (CCR) and it is available at www.morrobayca.gov/CCR2015. The CCR is an annual water quality report prepared by the City Water Division. The CCR includes information on the source water, levels of detected contaminants and compliance with drinking water standards.

The Urban Water Management plan has been submitted to the DWR and is available at www.morrobayca.gov/UWMP2015.

During the month of June, the City's four-person field crew in water performed over 600 work requests. These include but not limited to water samples, USA requests, exercising valves, resetting meter boxes, water turn on, meter re-reads and turn off notices.

WATER – Water Conservation

Staff Contact: Damaris Hanson

Water conservation rebates available; Cash for grass, rain barrel, irrigation retrofit, SMART irrigation controller, toilet retrofit and Energy star washing machine. State rebates now available for removing grass (up to \$2 per sq. ft.) and replacing a toilet that flushed more than 1.6 gallons per flush (\$100). Go to www.saveourwaterrebates.com. Water consumption for June was down 20% compared to consumption in 2013. As the Drought continues please remember to conserve.

WASTEWATER – Collections

Staff Contact: Bruce Keogh
Dave Zevely
Jarrod Whelan

The City's five-person field crew in wastewater collections performed 23,056 feet of sewer main cleaning, collected flowmeter data, conducted one (1) facility inspection. For the month of June, Staff responded to one sanitary sewer overflow caused by root intrusion in a City main and four private sewer lateral backups.

At the June 15 Public Works Advisory Board meeting, Bruce Keogh and Dave Zevely presented the 2016 Audit of the 2014 Sewer System Management Plan.

WASTEWATER – Operations and Maintenance

Staff Contact: Bruce Keogh
Jarrod Whelan

Rehabilitation of the Secondary Clarifier #2

During June, staff completed repairs to the catwalk on the secondary clarifier. The repairs included removal of some badly corroded steel cross members and replacing them with new steel cross members. Plant staff worked closely with City Engineering staff on determining the best strategy for the repair work. Following the completion of the repair work, staff with Sunrise Coatings coated the catwalk using an epoxy based coating system. Staff from Sunrise Coatings also coated some piping at the digesters that had recently been replaced.

Purchase and Installation of New Distributor Arms and Biofilter Improvement Project

Staff will continue to work with City Public Works Engineering staff and MKN for the purchase and installation of new distributor arms on biofilter #2. There will be a long lead time of sixteen

to twenty weeks for receipt of the equipment once a purchase order is issued, so the funding for this project was rolled over and included in the FY16/17 budget. City staff anticipate the work will be performed prior to December 2016, following peak summer flows.

Influent Sampling Program

Plant staff completed another round of influent sampling for the new WRF development program. The sampling program was requested by MKN and Black & Veatch (B&V) to ensure they have the appropriate influent data for designing the new WRF. Parameters sampled include numerous forms of Biochemical Oxygen Demand (BOD), various nitrogen forms, and volatile and suspended solids. This is the third round of weekly influent sampling that has been performed. The most recent sampling event included the Fourth of July weekend to capture a peak dry weather flow and loading event. Staff will be performing additional sampling over Labor Day weekend and throughout the year as directed by MKN and B&V.

WASTEWATER – NEW WRF

Staff Contact: Rob Livick

On June 14, 2016, the City Council selected the South Bay Boulevard site (formerly referred to as Tri-W) for WRF planning and permitting.

Staff has met with both the Facility Master Planning Consultant and the Environmental Consultant to restart their work on the Council preferred site.

The Facility Master Plan is expected to be complete in December 2016 with the Certification of the EIR to be complete by the following December. That will give the City 2-1/2 years to complete the design build phase of the project.

Additional information on the WRF project is available on the City's website (<http://morrobaywrf.com/>).

Schedule

Still on track for 2021 delivery.

signalization or a roundabout, be considered during the environmental evaluation. Initial meetings with Morro Bay High School and Coastal San Luis Unified School District officials have indicated their strong support for the roundabout alternative, which was determined to be the preferred alternative during ICE Step 2.

The City has now received authorization from Caltrans to proceed to the next step of the project development which is the Preliminary Engineering phase which will prepare the project for construction bidding. During the final stages of ICE Step 2 the Roundabout geometrics have been revised to provide better sight distance of eastbound traffic which is constrained by the SR1 overpass. Two design issues, truck turning movements & speed from NB SR1 Ramp to SB Main St. and special signage requirements will be addressed in greater detail during the detailed design phase. Staff has prepared and issued a nationwide Request for Proposals from qualified Transportation Engineering firms to support the Preliminary Engineering project phase including preparation of a Final Environmental Document meeting the requirements of both the National Environmental Policy Act (NEPA) and the California Environmental Quality Act (CEQA) as well as Final Design and Right of Way.

The qualifications based selection has been required for professional services on Federal projects since 1972, when Congress passed the Brooks Act. California enacted a similar “Mini-Brooks” Act in 1990. These procedures to not allow cost to be a factor in selecting a consultant for our project. A consultant selection committee will review & rank the initial proposals and recommend the top 2-3 teams for interview.

During the interviews the Board will evaluate each team based on the criteria established by the RFP, select the firm considered “Most Qualified” and then the final scope & cost for the initial Task Order will be negotiated. The schedule for this process follows:

Issue RFP	Tuesday, July 12, 2016
Submit RFP Questions	Monday, July 18, 2016
Receive proposals	Tuesday, August 2, 2016
Finalist Interviews	Tuesday August 9, 2016
Submit cost proposal, negotiate terms and finalize staff recommendation	Friday, August 12-16, 2016
Award contract	Tuesday, August 23, 2016
Execute contract	Tuesday, August 30 2016
Start work	Thursday, September 1, 2016

Staff requests the PWAB selects a member of the Board to serve on this selection committee as long as that volunteer is available to respond to this rigorous schedule & workload.

CONCLUSION

Our current consultant, Caltrans, SLOCOG and Staff have made significant progress on this project and built a positive working relationship during preparation of both ICE documents and have a clear vision of the steps necessary to deliver this project on a timely manner. It’s exciting to see the enthusiasm, cooperation and teamwork demonstrated thus far. Expedient completion of this next Preliminary Engineering Phase is a critical element in building our case for future construction funding.