



# CITY OF MORRO BAY PUBLIC WORKS ADVISORY BOARD AGENDA

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*The City of Morro Bay provides essential public services and infrastructure to maintain a safe, clean and healthy place for residents and visitors to live, work and play.*

**Wednesday, September 20, 2017  
Veterans Memorial Building - 5:30 P.M.  
209 Surf Street, Morro Bay, CA**

Ric Deschler, Chair  
John Erwin

Steven Shively, Vice-Chair  
Janith Goldman  
Stewart Skiff

Christian Erlendson  
Christopher Parker

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 not on the agenda 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 city of residence for the record.
- 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.

#### A. CONSENT CALENDAR

- A-1 Approval of Minutes of August 16, 2017 Regular 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 Discussion of Adopt-A-Park/Street and Memorial Programs  
**Recommendation:** Review the developed Adopt-A-Park, Adopt-A-Street and memorial program policies and provide comments to staff.
- B-3 Review of 2017/2018 Pavement Management Program  
**Recommendation:** Review and provide comments to staff.

#### C. POTENTIAL FUTURE AGENDA ITEMS

- Items from Council Approved Work Plan

D. ADJOURNMENT

Adjourn to the Public Works Advisory Board meeting at the Veteran's Memorial Building, 209 Surf Street, on October 18, 2017 at 5:30 p.m.

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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 772-6263 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. 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.

This agenda may be found on the Internet at: [www.morrobayca.gov/pwab](http://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](http://www.morrobayca.gov/notifyme) and follow the instructions.

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) 772-6263. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

MINUTES - PUBLIC WORKS ADVISORY BOARD (PWAB)  
REGULAR MEETING – AUGUST 16, 2017  
VETERANS MEMORIAL HALL – 5:30P.M.

AGENDA ITEM: <u>A-1</u>
DATE: <u>September 20, 2017</u>
ACTION: _____

PRESENT:

Ric Deschler	Chairman
Steve Shively	Vice Chair
Chris Parker	Board Member
Stewart Skiff	Board Member
John Erwin	Board Member
Janith Goldman	Board Member
Christian Erendson	Board Member

STAFF:

Rob Livick	Public Works Director
Joe Mueller	Utilities Division Manager
Damaris Hanson	Environmental Programs Manager
Gina Gregory	Office Assistant

ESTABLISH QUORUM, CALL TO ORDER AND MOMENT OF SILENCE

The meeting was called to order at 5:31 p.m.

A quorum was present and there was a moment of silence.

ANNOUNCEMENTS - None

PRESENTATIONS – None

PUBLIC COMMENT PERIOD

<https://youtu.be/T9kdAurVthw?t=53s>

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

A. CONSENT AGENDA

<https://youtu.be/T9kdAurVthw?t=1m2s>

A-1 APPROVAL OF MINUTES OF JUNE 21, 2017 and JULY 18, 2017 MEETINGS

MOTION: Steve Shively moved to approve Item A-1. The motion was seconded by John Erwin and carried 7-0-0 unanimously.

B. BUSINESS ITEMS

B-1 Directors Report – Informational summary of current Public Works Activities

<https://youtu.be/T9kdAurVthw?t=1m44s>

Rob Livick presented the staff report.

The Board asked questions of staff and commented on the Director’s Report.

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

ADJOURNMENT

The meeting adjourned at 5:55 P.M. to a regular Public Works Advisory Board meeting at the Veteran’s Memorial Building, 209 Surf Street, on September 20, 2017



AGENDA NO: B-1

MEETING DATE: September 20, 2017

# Staff Report

**TO:** Public Works Advisory Board **DATE:** September 5, 2017  
**FROM:** Rob Livick, PE/PLS – Public Works Director/City Engineer  
**SUBJECT:** Director's Report / Information Items

Please contact the individual staff members prior to the meeting, if possible, for more detailed information.

**Notify Me:** Sign up for Notify Me on the City's Website [www.morrobayca.gov/notifyme](http://www.morrobayca.gov/notifyme) for notification of Council, Board's and Commission's agendas and minutes.

**Service Requests:** The City has a feature to the City's website, Service Requests [www.morrobayca.gov/905/Service-Requests](http://www.morrobayca.gov/905/Service-Requests), or the mobile App "My Morro Bay" (Available on both Android and IOS operating systems) where citizens can report a concern to the City for predetermined issues without the need to phone the City during business hours (for example: reporting a pothole).

Staff can also add Service Requests for someone over the phone or in the office if they do not have access to a computer. Each category in Service Requests is assigned to the appropriate staff member to handle so citizens don't have to figure out what department to contact for an issue they need to report on.

## **STAFFING CHANGES**

Pam Newman promoted to Assistant Engineer  
John Buringa hired as Engineering Technician III  
Senior Engineer position still vacant

## **BICYCLE TRANSPORTATION**

Staff Contact: Rob Livick

No change this month.  
Ride On!

## **CONSOLIDATED MAINTENANCE**

Staff Contact: Mike Wilcox

Staff has performed hot mix asphalt (HMA) repairs at several locations recently; 390 Yerba Buena, 1612 Main, 880 Anchor, 485 Shasta, and the 400 block of Orcas. Staff has also installed cold mix asphalt at dozens of other locations throughout the City.

Several more curbside accessible parking stalls have been signed and painted blue per Cal Trans ADA standards.

Staff has repaired the broken play interaction panel at Monte Young play structure with a factory replacement, and ordered a factory replacement bridge section for the same play structure. The repairs were necessary due to vandalism on the panel repair and normal wear and tear on the bridge.

Staff has had to make several repairs to the faux wood boardwalk at Harbor Hut due to forklift and delivery truck activity. A total of three separate incidents have cost about \$8,500.00 to repair. Restitution is being sought in one the cases.

Tree maintenance is underway at several locations and it will continue through January and the beginning of the nesting season. Pine Canker continues to take a toll on the larger pines trees near Black Hill. Arborists' have identified three trees for removal this year due to the disease; one on Las Tunas, one on the 700 block of Kern, and one on the 500 block of Fresno

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](http://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: Rob Livick

2016 CDBG ADA Accessibility project: Staff is working with D.O.D. Construction, LTD on final contract documents and expect to issue a "Notice to Proceed" by month's end.

The City will use CDBG funds specifically to install sidewalk, curb and gutters at the following locations identified below and as per the Project budget below:

1. Market Street between Beach & Dunes, east side, place approximately 455 square-feet of sidewalk and new driveway approach.
2. Main Street between Marina & Driftwood, west side, place approximately 730 square-feet of sidewalk, 385 lineal feet of curb and gutter, ADA curb ramp, and new driveway approach.
3. Main Street between Marina & Driftwood, east side, place approximately 1160 square-feet of sidewalk, 190 lineal feet of curb and gutter, 2 ADA curb ramps, and 2 new driveway approaches.
4. Marina Street between Main Street & Morro, south side, place approximately 635 square-feet of sidewalk and new driveway approach.
5. Napa Street between Dunes & Harbor, east side, place approximately 450 square-feet of sidewalk, 10 lineal feet of curb and gutter, 1 ADA curb ramp, and 1 new driveway approach.
6. Dunes Street between Napa & Shasta, south side, place approximately 1670 square-feet of sidewalk, 160 lineal feet of curb and gutter, 1 ADA curb ramp, and 1 new driveway approach.
7. Shasta Avenue between Dunes & Harbor, west side, place approximately 900 square-feet of sidewalk and 68 lineal feet of curb and gutter.
8. Dunes Street between Napa & Monterey, north side, place approximately 680 square-feet of sidewalk, 160 lineal feet of curb and gutter, 1 ADA curb ramp, and 1 new driveway approach.
9. Dunes Street between Napa & Monterey, south side, place approximately 660 square-feet of sidewalk, 1 ADA curb ramp, and 2 new driveway approaches.

## **STORM WATER**

Staff Contact: Damaris Hanson

On June 2, 2017 State Water Resources Control Board (RWQCB) sent a letter to the City informing the City to submit a method to comply with the statewide trash provisions. This provision is an amendment to the Water Quality Control Plan for Ocean Water of California to control trash. This letter requires the City to choose a compliance "Track" approach to address Trash within the City limits. The City must choose between two tracts; tract 1 requires the City to install, operate and maintain full capture systems for storm drains that capture runoff from priority land uses. Tract 2 requires the City to implement a plan that will use a combination of controls; full capture devices, partial capture devices, green infrastructure and low impact development controls. This combination of controls must achieve the same performance results as Tract 1. The City responded to the RWQCB on September 1<sup>st</sup> notifying that the

City will be taking tract 2 to comply with the State Wide Trash provisions. The City submitted the required map highlighting the priority land uses. Next Staff will begin preparing the implementation plans and trash assessments to re-define these priority land uses.

### **STREETS**

Staff contact: Rob Livick  
Pam Newman

See Item B-2

### **TRANSIT – Morro Bay Transit**

Staff contact: Janeen Burlingame

Rideshare Week will be held the first week of October 2017 and Morro Bay Transit will be participating this year by providing FREE fixed route rides on Thursday, October 5. The goal of Rideshare Week is to develop an awareness of how we commute and the impact that our commute choices have on our wallets, our health and our communities.

### **TRANSIT – Short Range Transit Plan**

Staff contact: Janeen Burlingame

The City received proposals for the RFP released for a consultant to work on the Short Range Transit Plan. After review of the proposals and professional reference checks, the City has selected LSC Transportation Consultants, Inc. and is in the process of getting the contract executed. Work is scheduled to begin October 2017 and is scheduled to be completed by the end of June 2018.

### **TREES – Urban Forest Management**

Staff contact: Damaris Hanson  
Mike Wilcox

Two large Pine trees have been posted for removal, 575 Fresno and 755 Kern. These trees were determined to be dead/diseased or a hazard. The trees will be removed in the next few months.

### **WATER – Chorro Stream Gauge**

Staff Contact: Rick Sauerwein  
Pamela Newman

No change this month: Carollo Engineers, Inc. Has been selected to continue assessment of this project within the scope of the One Water (1H2O) contract. Coordination with National Marine Fisheries Service (NMFS) will resume once the need to maintain the Chorro Valley water right is confirmed.

### **WATER – Nutmeg Tank Replacement**

Staff Contact: Rick Sauerwein  
Jarrod Whelan

No change this month. Carollo Engineers, Inc. will assess the tank sizing as part of the Water System master plan component of 1H2O.

### **WATER – Operations**

Staff Contact: Rob Livick  
Joe Mueller  
Jamie James  
Damaris Hanson

During the month of August, the water staff completed the hydrant flow testing of the entire City. This data is used by the Public Works department and Fire Department for various reasons. The water crew staff also completed various other work orders:

- Exercised valves (90)
- Reset meter boxes (6)
- Service/curb stop replacements (8)
- Performed routine water quality monitoring of the distribution system well meter readings, sounded well water levels, collected monthly water quality samples
- Performed meter re-reads, turn off notices, meter re-reads, high meter reads, turn off and turn on of water service. (250)

### **WATER – Water Conservation**

Staff Contact: Damaris Hanson

The August water consumption report was not available, water conservation percentage for August will be reported in the next Director Report. For the Month of July water conservation was 19% lower compared to July 2013. On April 7<sup>th</sup> Governor Brown lifted the January 17, 2014 drought declaration for most of California, including San Luis Obispo County. State Water Resources Control Board will rescind the water supply stress test as well as mandatory conservation standards. The City will still be required to report monthly our water conservation report to the State Water Board.

On June 13, 2017 City Council suspended the 2:1 WEU offset program, allocated 115 WEUs for 2017-2018 development and modified the water conservation requirements from severely restricted to moderately restricted water supply conditions.

City 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).

### **WASTEWATER – Collections**

Staff Contact: Joe Mueller  
John Gunderlock

In August wastewater collections staff:

- cleaned approximately 29,000 feet of sewer mainline.
- responded to 1 afterhours callouts.
- no mainline overflows where reported.
- inspected three newly-installed lateral connection to the city mainline (Main street, Capri, and Morro Bay Blvd.).
- replaced a failed alarm dialer at lift station number two.
- reconstructed and repaired the end of the sewer main line at Gilbert street after the cleaning jetter nozzle got lodged in the line.
- conducted pH source control sampling at Mission Linen to help their staff tune the pretreatment control process.
- performed routine lift station maintenance.
- assisted at the treatment facility performing additional duties.
- conducted 9 source control inspections at various businesses.
- developed an utilities wide Standard Operating Procedures (SOP) template.

### **WASTEWATER – Treatment**

Staff Contact: Joe Mueller  
John Gunderlock

#### **Operation**

- Flow for the month of August averaged 0.965 Million Gallons per Day (MGD) and totaled 29.9 million gallons for the month.

- Staff responded to no afterhours callouts in August.
- Staff drained cleaned and inspected the treatment plants Grit Chamber, Primary Clarifier #2, and Chlorine Contact Chamber.
- Performed annual biosolids sampling in preparation for hauling solids offsite for composting.
- Replaced chlorine chemical pump feed piping.
- Staff attended the following training:
  - California Water Environmental Association training day
  - Hazard Communications
- Submitted Reports
  - August 2017 Monthly Monitoring Data (eSMR)
  - August 2017 Discharge Monitoring Forms (eDMR)

## **WASTEWATER – NEW WRF**

At the July 11, 2017 City Council meeting, City Council made several motions regarding the WRF Project as described below:

- 1) Direct staff to immediately begin discussions with the California Coastal Commission (CCC) and the Regional Water Quality Control Board (RWQCB) to determine the feasibility of constructing a WWTP and WRF west of the highway, at or near the existing WWTP site,
- 2) Staff should begin evaluating costs and feasibility of constructing a WRF, including recycling, at the Giannini site, the Righetti site, and a site west of Highway 1 at or near the existing WWTP site and bring back the information and costs to City Council within 60 days,
- 3) Direct staff to report on the Request for Qualifications/Proposals (RFQ/P) process for a Design-Build project, and
- 4) Evaluate all outreach options and prepare for further discussion with the community on the results of the City Council requested items. Return to City Council with a recommended process.

These items are to be addressed at the September 26, 2017 City Council meeting.

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

ATTACHMENTS



AGENDA NO: B-2

MEETING DATE: September 20, 2017

# Staff Report

**TO:** Public Works Advisory Board                      **DATE:** September 14, 2017  
**FROM:** Rob Livick, PE/PLS - Public Works Director/City Engineer  
            Janeen Burlingame – Management Analyst  
**SUBJECT:** Discussion on Adopt-A-Park/Street and Memorial Program Policies

## **RECOMMENDATION**

Staff recommends the Public Works Advisory Board review the policies developed for the Adopt-A-Park/Street and Memorial Programs and provide comments as necessary.

## **FISCAL IMPACT**

All memorial programs as previously established by City Council are to be on a cost recovery basis. There will be nominal staff costs associated with the ordering and installation of plaques when they are purchased and ready to place on the benches at the time memorial plaques are being requested. The Adopt-A-Park and Adopt-A-Street programs will have nominal staff costs associated with activities to coordinate with volunteers, provide materials, and remove bags of collected trash or green waste material.

## **BACKGROUND**

In June 2016, the City Council reviewed the Adopt-A-Park, Adopt-A-Street and memorial programs and recommended changes that the PWAB discussed at its May 2017 meeting and directed staff to return with a resolution incorporating these programs in one place and creating a document outlining the policy for each program and how it works.

## **DISCUSSION**

Based on prior discussion with PWAB and the City Council earlier this year, staff has developed a policy for each program that identifies what the program is, how the program works, and if a cost is associated with it. These are attached for PWAB review and comment. After PWAB's review, staff will incorporate comments into these policies and bring them to the City Council with a resolution for approval.

The ultimate end product will be a document that will be made available to the public in electronic and paper format that will include: the one-page informational flyer about the program, a copy of the application for the program, and in the case of the Adopt-A-Park and Adopt-A-Street programs, a draft agreement. The draft agreement will be developed with and need final approval from the City Attorney before going to the City Council for adoption.

The purpose of this item is to review the individual policies.

Prepared By: JB

Dept Review: RL

**CONCLUSION**

Staff recommends the Public Works Advisory Board review the policies developed for the Adopt-A-Park/Street and Memorial Programs and provide comments as necessary.

**Attachments**

1. Adopt-A-Park Program policy
2. Adopt-A-Street Program policy
3. Memorial Bench Program policy
4. Memorial Tree Program policy
5. Racks with Plaques Bike Rack Program policy

## **Attachment 1**

### **Adopt-A-Park Program**

Collaborative effort between residents, merchants, community groups, and the City to improve and maintain City parks and its facilities.

#### **Program Details**

Residents, merchants, or community groups volunteer their time to maintain and provide upkeep to the chosen park. Adopters can work on a variety of projects the City identifies including, but not limited to, such activities as: planting and maintaining flower beds; cleaning up litter; planting, mulching and watering trees.

#### **How the Program Works**

1. City develops list of parks available for adoption.
2. Adoptions are on a one-year basis with the option for renewal if the adopter wants to continue its adoption of the park.
3. Resident or community group submits Adopt-A-Park Application to City.
4. City and adopter enter into agreement that outlines scope of work for the park being adopted, delineating duties and schedule of activities to be performed by the adopter and City, as well as the frequency of when these are to be performed.
5. City will schedule periodic meetings with the adopter to review performance and identify future needs or activities.
6. City will place a recognition sign at the adopted location.

#### **Cost**

There is no cost to the adopter. The City will have nominal expenses for supplies and equipment it may provide to the volunteers (such as gloves, bags, pickers, etc...).



# CITY OF MORRO BAY

## ADOPT-A-PARK APPLICATION

Public Works Department  
955 Shasta Avenue  
Morro Bay, CA 93442  
(805) 772-6263

### APPLICANT INFORMATION

Name of Applicant (Organization, Business, Group, Individual):

Daytime Phone:

Name of Contact Person for Applicant:

Daytime Phone:

Street Mailing Address:

Email Address:

Number of Participants in Group:

### PARK LOCATION REQUESTED

First Choice:

Second Choice:

Third Choice:

### ACTIVITIES TO PERFORM

Please describe the activities you would perform:

### For Department Use Only

Location is: Approved  for: First Choice  Second Choice  Third Choice  Rejected

Location Approved by:

The Applicant, by signing below, will indemnify and hold harmless the City and all officers and employees of the City against any and all claims, demands, causes of action, damages, costs or liabilities including costs or liabilities of the City with respect to its employees, in law or in equity of every kind and nature whatsoever, directly or proximately resulting from or caused by the performance of the Adopt-A-Park Program activities, whether such performance be by the Applicant, or anyone directly or indirectly connected to the Applicant; and the Applicant shall, at his sole risk and expense defend any and all suits, actions, or other legal proceedings which may be brought or instituted by third persons against the City, and the Applicant shall pay and satisfy any judgment or decree which may be rendered against the City, its officers or employees in any such suit, action or other legal proceedings. Applicant hereby relinquishes any and all rights to bring any suit, make any claims, demands, damages or legal action of any kind against the City, its officers or employees.

APPLICANT'S SIGNATURE: I hereby certify that I represent the Applicant and am authorized to sign.	DATE:
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DRAFT



## Attachment 2

### **Adopt-A-Street Program**

Collaborative effort between residents, merchants, community groups, and the City to create a cleaner, more pleasant environment for everyone who lives, works and shops in adopted areas, while strengthening ties as the community works together to keep the city clean.

#### **Program Details**

Residents, merchants, or community groups agree to adopt an area and take responsibility for keeping the street and sidewalks clean. Adopters can work on a variety of projects the City identifies including, but not limited to, such activities as: litter collection, weed removal, planting and maintenance of landscaped areas, and visual inspection of trash/recycling containers and benches for damage or vandalism.

#### **How the Program Works**

1. City develops list of street areas available for adoption.
2. Adoptions are on a one-year basis with the option for renewal if the adopter wants to continue its adoption of the street area.
3. Resident, merchant, or community group submits Adopt-A-Street Application to City.
4. City and adopter enter into agreement that outlines scope of work for the street area being adopted, delineating duties and schedule of activities to be performed by the adopter and City, as well as the frequency of when these are to be performed.
5. City will schedule periodic meetings with the adopter to review performance and identify future needs or activities.
6. City will place a recognition sign at the adopted location.

#### **Cost**

There is no cost to the adopter. The City will have nominal expenses for supplies and equipment it may provide to the volunteers (such as gloves, bags, pickers, etc...).



# CITY OF MORRO BAY

## ADOPT-A-STREET APPLICATION

Public Works Department  
955 Shasta Avenue  
Morro Bay, CA 93442  
(805) 772-6263

APPLICANT INFORMATION	
Name of Applicant (Organization, Business, Group, Individual):	Daytime Phone:
Name of Contact Person for Applicant:	Daytime Phone:
Street Mailing Address:	
Email Address:	
Number of Participants in Group:	
STREET LOCATION REQUESTED	
First Choice:	
Second Choice:	
Third Choice:	
For Department Use Only	
Location is: Approved <input type="checkbox"/> for: First Choice <input type="checkbox"/> Second Choice <input type="checkbox"/> Third Choice <input type="checkbox"/> Rejected <input type="checkbox"/>	
Location Approved by:	

The Applicant, by signing below, will indemnify and hold harmless the City and all officers and employees of the City against any and all claims, demands, causes of action, damages, costs or liabilities including costs or liabilities of the City with respect to its employees, in law or in equity of every kind and nature whatsoever, directly or proximately resulting from or caused by the performance of the Adopt-A-Street Program activities, whether such performance be by the Applicant, or anyone directly or indirectly connected to the Applicant; and the Applicant shall, at his sole risk and expense defend any and all suits, actions, or other legal proceedings which may be brought or instituted by third persons against the City, and the Applicant shall pay and satisfy any judgment or decree which may be rendered against the City, its officers or employees in any such suit, action or other legal proceedings. Applicant hereby relinquishes any and all rights to bring any suit, make any claims, demands, damages or legal action of any kind against the City, its officers or employees.

APPLICANT'S SIGNATURE: I hereby certify that I represent the Applicant and am authorized to sign.	DATE:
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## Attachment 3

### Memorial Bench Program

Established in parks, public places, and rights-of-way to honor a person, event or group.

#### Program Details

Person, business, or group pays for the bench, plaque, and installation.

#### How the Program Works

1. A person, business, or group submits Memorial Bench Request form to the City.
2. City contacts requestor to advise if the requested space is appropriate for bench placement and if so, approve request and arrange for payment and submission of personalized message for the plaque.
3. Once payment is made, City orders bench and plaque.
4. Once bench and plaque are delivered to City, installation will be scheduled.
5. Fees established are based on cost recovery of the bench and plaque purchase, and its installation.
6. City is not responsible for replacement of benches and/or plaques damaged by vandalism, acts of god, or acts of nature.
7. City shall maintain the bench and plaque to the best of its ability within financial resources available.

#### The Bench:

- Concrete bench with plaque recessed in backrest.
- Existing wood benches that have deteriorated over time to the point where they need replacement will be replaced with the concrete bench.

#### The Plaque:

- Plaque is cast bronze, 5 x 9 inches, is personalized with a message from the requestor and attached to bench.
- Requestor has option to purchase one plaque or all three plaques on the bench.

#### Cost

The cost for bench and plaque is in the adopted Master Fee Schedule and subject to change each fiscal year.



# CITY OF MORRO BAY

## MEMORIAL BENCH PLAQUE APPLICATION

Public Works Department  
955 Shasta Avenue  
Morro Bay, CA 93442  
(805) 772-6263

REQUESTOR INFORMATION	
Name:	Daytime Phone:
Address:	
Email Address:	
Select One: <input type="checkbox"/> Shared Bench (1 plaque) - \$545 <input type="checkbox"/> Whole Bench (3 plaques) - \$1,632	
REQUESTED LOCATION	
PLAQUE TO READ	
Maximum of 150 characters including spacing and punctuation. Please print legibly as a copy of this is forwarded to the engraving company.	
For Department Use Only	
Location is: Approved <input type="checkbox"/> Rejected <input type="checkbox"/>	Fee to be Paid:
Location Approved by:	Date Fee Paid:

Acceptance of this application does not imply approval/authorization of this request. I realize that this application may be denied or that an alternate location to this request may be approved.

APPLICANT'S SIGNATURE	DATE:
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## Attachment 4

### Memorial Tree Program

Established in parks, public places, and rights-of-way to encourage the planting of trees to improve air quality, aesthetics, and the environment.

#### Program Details

Requestor pays for the tree, plaque, and installation of the tree.

#### How the Program Works

1. A requestor submits Commemorative Tree Request form to the City.
2. City contacts requestor to advise if the requested location is appropriate for tree placement and if so, approve request and arrange for payment and submission of personalized message for the plaque.
3. Once payment is made, City orders tree and plaque.
4. Once tree and plaque are delivered to City, installation will be scheduled.
5. City shall not be responsible for replacement of trees or plaques damaged by vandalism, acts of god, or acts of nature.
6. City shall install and maintain the tree and plaque to the best of its ability within water and financial resources available.

#### The Tree:

- Tree species are to be drought-tolerant and acceptable to the Public Works Department Director as governed by the master street tree list, park and open space master plan and/or approved landscaping plans for public property proximate to public buildings or used as parking lots.
- Trees for rights-of-way shall be planted in existing tree wells according to the approved City standards, the cost of all improvements to be paid by the donor.
- Only fifteen (15) gallon or larger trees will be accepted by the City.

#### The Plaque:

- Plaque is cast bronze, 4 x 10 inch, and is personalized with a message from the donor.
- Donor provides personalized message to City and City arranges with manufacturer to create plaque.

#### Cost

The cost for tree and plaque is in the adopted Master Fee Schedule and is subject to change each fiscal year.



# CITY OF MORRO BAY

## MEMORIAL TREE APPLICATION

Public Works Department  
955 Shasta Avenue  
Morro Bay, CA 93442  
(805) 772-6263

REQUESTOR INFORMATION	
Name:	Daytime Phone:
Address:	
Email Address:	
REQUESTED LOCATION	
PLAQUE TO READ	
Maximum of 150 characters including spacing and punctuation. Please print legibly as a copy of this is forwarded to the engraving company.	
For Department Use Only	
Location is: Approved <input type="checkbox"/> Rejected <input type="checkbox"/>	Fee to be Paid:
Location Approved by:	Date Fee Paid:

Acceptance of this application does not imply approval/authorization of this request. I realize that this application may be denied or that an alternate location to this request may be approved.

APPLICANT'S SIGNATURE	DATE:
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## Attachment 5

### Racks with Plaques Bike Rack Program

Established to provide needed short-term bicycling parking in the Downtown area, along the Waterfront, and in City Parks.

#### Program Details

Donors pay for the rack, plaque, installation, and maintenance for a powder-coating of the rack in the future.

#### How the Program Works

1. A donor volunteers to purchase a rack for the City and submits Bike Rack Donation Request form.
2. City contacts donor to advise if the requested location is appropriate for rack placement and if so, provides approval of bike rack location.
3. Once City approves rack location, donor contacts Peak Racks ([peakracks.com](http://peakracks.com); 805-235-8812) to order rack, plaque, and arrange for its installation.

#### The Rack:

- Racks are to be purchased from Peak Racks ([peakracks.com](http://peakracks.com); 805-235-8812).
- Racks come in varying lengths to accommodate 2 to 8 bike slots.
- Racks are to be finished in powder coated blue.

#### The Plaque:

- Plaque is cast bronze, 6 x 4 inches.
- Plaque is personalized with a message from the donor and attached to rack.

#### Cost

Cost for bike rack, plaque, installation and maintenance is established by Peak Racks and is subject to change. Donor should contact Peak Racks for current pricing.

- Bike Rack - varies by the number of bike slots selected (2017 rate is \$99/slot)
- Commemorative Plaque - 2017 rate is \$250
- Installation: 2017 rate is \$200
- Maintenance: varies by the number of bike slots selected (2017 rate is \$25/slot for powder-coating, plus additional cost to uninstall and reinstall after maintenance occurs)



# CITY OF MORRO BAY

## RACKS WITH PLAQUES BIKE RACK APPLICATION

Public Works Department  
955 Shasta Avenue  
Morro Bay, CA 93442  
(805) 772-6263

REQUESTOR INFORMATION	
Name:	Daytime Phone:
Address:	
Email Address:	
Number of Bike Slots:	
REQUESTED LOCATION	
For Department Use Only	
Location is: Approved <input type="checkbox"/> Rejected <input type="checkbox"/>	Location Approved by:
Acceptance of this application does not imply approval/authorization of this request. I realize that this application may be denied or that an alternate location to this request may be approved.	
APPLICANT'S SIGNATURE	DATE



AGENDA NO: B-3

MEETING DATE: September 20, 2017

## Staff Report

**TO: Public Works Advisory Board** **DATE: September 14, 2017**

**FROM: Rob Livick, PE/PLS – Public Works Director/City Engineer**

**SUBJECT: 2017/2018 Pavement Management Program**

### **RECOMMENDATION**

Review and provide any comments to staff as necessary.

### **FISCAL IMPACT**

The Council approved FY2017/2018 budget for this project was estimated at \$926,917 and is currently funded with revenues generated by the City's Measure Q sales tax which accounts for \$530,000; the SB1-RMRA fund which accounts for \$61,000; the USHA fund which accounts for \$245,000; and the CalRecycle Grant program which accounts originally estimated at \$90,917. The CalRecycle Grant amount is based on the quantity of cape seal that is performed. Due to increases in unit costs and the fixed budget, Staff has reduced the quantity of cape sealed streets and the estimated Cal recycle grant in \$57,961. The total estimated project budget is revised down to \$893,961. Additionally, staff will be awarding a "time and materials" consultant contract in the amount not to exceed \$51,535 for inspection and resident engineering services for oversight of this project. Staff has also included a five percent contingency in this project to account for the potential differences in estimated material quantities and what is actually is placed.

### **BACKGROUND/ DISCUSSION**

City staff has worked to identify the streets that would best benefit from the pavement preservation techniques that are included in the IDIQ contract with Pavement Coatings Company (Contractor). In addition, the contractor proposed what they referred to as "Full Depth Reclamation" for some streets with a very low Pavement Condition Index (PCI) to provided additional life. This technique is not what is traditionally referred to as Full Depth Reclamation where the existing asphalt surface is milled down to base material, the base recompacted then the milled asphalt heated and mixed with new asphalt and the street is repaved with the required structural section of asphalt.

Prepared By: rl

Dept Review: RL

The method the contractor proposed is the method that was performed as a “pilot program” on Ponderosa Street earlier this year. This is a pavement preservation technique no a repaving operation, where the existing asphalt is milled and mixed with the limited underlying base material, the mixture of milled asphalt and base is compacted. Once compacted the street receives 3-layer cape seal. There is no repaving involved in this technique, and staff is reluctant to continue with this method until staff has had a chance to evaluate the efficacy of this pavement preservation method over at least one year including the wet season. If it is determined this method is a viable pavement preservation technique, staff may recommend its use on streets with very low PCI valued in future years.

This current project amendment entails furnishing and supplying labor, materials, tools, equipment, transportation, and services necessary to complete the Amendment No. 1 to subject project, which includes treatment of existing pavement with slurry and sealing, chip/cape sealing, and micro/macro-surfacing of 7.05 centerline miles of road work or approximately 13-percent of the City’s streets.

All work performed will be conducted in strict conformance to applicable federal, state, and local safety regulations. Payment will be made in accordance with Caltrans Payment specifications using actual field quantities. Unit prices for this delivery order is based on the unit prices established by the initial bid. This work in the Amendment No.1 shall be completed within ninety (90) calendar days after issuance of the “Notice to Proceed”.

### **CONCLUSION**

Staff recommends the that the City Council authorize approval of Amendment No.1 in the amount of \$801,108. to Pavement Coatings Co. as an addition to the Multi-Year IDIQ contract and additionally authorize a 5-percent contingency for the project in the amount of \$40,055 to be used to account for differences in material quantities.

### **ATTACHMENT**

1. List of Streets and recommended surface treatment.
2. Map of Streets Proposed for Pavement Preservation
3. Map of Current Pavement Condition Index

## MB2018-ST01 PAVEMENT MANAGEMENT - PROJECT ANALYSIS

Code	Street ID	Section ID	PCI	Start	End	Region	Length	Width	Area	SYD	Treatment	Budget	\$\$/SF
	Alder	30	33	San Joaquin Street	Elena Street	Zone 2	635	36	22,860	2,540	3CSL	\$ 17,268.47	\$ 0.76
	Alder	10	41	Sequoia Street	San Jacinto Street	Zone 2	595	36	21,420	2,380	CSL	\$ 10,052.19	\$ 0.47
	Alder	20	44	San Jacinto Street	San Joaquin Street	Zone 2	630	36	22,680	2,520	M2	\$ 4,252.50	\$ 0.19
	Allesandro	10	45	Las Tunas Street	La Loma Avenue	Zone 4	1475	24	35,400	3,933	M2	\$ 6,637.50	\$ 0.19
	Atascadero	10	40	Embarcadero	Park Street	Zone 3	1260	32	40,320	4,480	3CS	\$ 37,688.00	\$ 0.93
	Barlow	10	44	Main Street	End	Zone 4	565	26	14,690	1,632	M2	\$ 2,754.38	\$ 0.19
	Bayview	10	38	Hill Street	Hillview Street	Zone 2	930	23	21,390	2,377	3CSL	\$ 19,564.88	\$ 0.91
	Beachcombe	30	15	Yerba Buena Street	North End	Zone 1	220	22	-	-	DCS	\$ -	\$ -
	Birch	10	38	Sequoia Street	San Jacinto Street	Zone 2	620	38	23,560	2,618	3CSL	\$ 17,447.83	\$ 0.74
	Birch	20	28	San Jacinto Street	San Joaquin Street	Zone 2	620	36	22,320	2,480	3CS	\$ 20,863.00	\$ 0.93
	Butte	10	43	Las Tunas Street	End	Zone 4	350	38	13,300	1,478	CSL	\$ 6,044.31	\$ 0.45
	Cedar	10	47	Sequoia Street	San Jacinto Street	Zone 2	625	36	22,500	2,500	M2	\$ 4,218.75	\$ 0.19
	Cedar	20	35	San Jacinto Street	San Joaquin Street	Zone 2	620	36	22,320	2,480	3CSL	\$ 16,860.56	\$ 0.76
	Cedar	30	45	San Joaquin Street	Elena Street	Zone 2	590	31	18,290	2,032	M2	\$ 3,429.38	\$ 0.19
	Coral	50	19	Paul Creek	Java Street	Zone 1	270	18	-	-	DCS	\$ -	\$ -
	Coral	30	50	Indigo Cir	San Jacinto St	Zone 1	495	45	22,275	2,475	M2	\$ 4,176.56	\$ 0.19
	Damar	10	50	Sandalwood Avenue	End	Zone 1	595	20	11,900	1,322	M2	\$ 2,231.25	\$ 0.19
	Dogwood	30	37	San Joaquin Street	Elena Street	Zone 2	575	36	20,700	2,300	3CSL	\$ 15,636.81	\$ 0.76
	Front	10	39	Harbor Street	North End (Embarcadero)	Zone 3	380	48	18,240	2,027	3CSL	\$ 12,493.56	\$ 0.68
	Front	20	48	Harbor Street	South End (Embarcadero)	Zone 3	430	40	17,200	1,911	M2	\$ 3,225.00	\$ 0.19
	Ironwood	50	44	Elena Street	Avalon Street	Zone 2	1855	36	66,780	7,420	3CSL	\$ 50,445.69	\$ 0.76
	Ironwood	60	45	Avalon Street	Mimosa Street	Zone 2	870	34	29,580	3,287	3CSL	\$ 22,835.08	\$ 0.77
	Ironwood	70	53	Mimosa Street	Highway 41	Zone 2	490	27	13,230	1,470	CSL	\$ 7,451.40	\$ 0.56
	Island	20	43	Sandalwood Avenue	Coral Avenue	Zone 1	350	20	7,000	778	CS	\$ 4,540.28	\$ 0.65
	Jamaica	15	40	Panorama Drive	Main St	Zone 1	880	22	19,360	2,151	CS	\$ 12,557.11	\$ 0.65
	Juniper	10	43	North End	Elena Street	Zone 2	1840	37	-	-	CSL	\$ -	\$ -
	Juniper	20	27	Elena St	Avalon St	Zone 2	1890	27	51,030	5,670	3CS	\$ 47,698.88	\$ 0.93
	Kings	15	32	Balboa Street	Pacific Street	Zone 4	300	24	7,200	800	3CSL	\$ 6,453.33	\$ 0.90
	Kodiak	15	42	Panorama Drive	Main St	Zone 1	880	20	17,600	1,956	CS	\$ 11,415.56	\$ 0.65
	Kodiak	30	39	Beachcomber Drive	End	Zone 1	655	21	13,755	1,528	CS	\$ 8,921.65	\$ 0.65
	La Loma	10	46	Balboa Street	Quintana Road	Zone 4	975	22	21,450	2,383	M2	\$ 4,021.88	\$ 0.19
	LasVegas	10	47	Elm Avenue	Main Street	Zone 2	700	24	16,800	1,867	M2	\$ 3,150.00	\$ 0.19
	LittleMorr	10	29	Radeliff Street	City Limits	Zone 3	2000	19	-	-	3CS	\$ -	\$ -
	Main	5	37	Zanzibar Street	Yerba Buena	Zone 1	195	35	6,825	758	3CSL	\$ 5,210.56	\$ 0.76
	Main	60	36	Quintana Place	Surf Street	Zone 3	585	52	30,420	3,380	3CSL	\$ 20,341.75	\$ 0.67
	MindoroWay	10	42	Beachcomber Drive	Mindoro Street	Zone 1	325	21	6,825	758	M2	\$ 1,279.69	\$ 0.18
	Monterey	50	50	Morro Bay Blvd	Pacific Street	Zone 3	300	44	13,200	1,467	M2	\$ 2,475.00	\$ 0.19
	Monterey	60	48	Pacific Street	Marina Street	Zone 3	300	44	13,200	1,467	M2	\$ 2,475.00	\$ 0.19
	MorroBayAl	10	8	Piney Way	Bernardo Ave	Zone 3	565	15	-	-	CS	\$ -	\$ -
	OrcasST	30	33	Highway 1	End	Zone 1	515	21	10,815	1,202	M2	\$ 2,027.81	\$ 0.19
	OrcasST	15	34	Panorama Drive	Main St	Zone 1	1020	20	20,400	2,267	3CS	\$ 19,068.33	\$ 0.93
	OrcasWY	10	46	Orcas Street	End	Zone 1	360	21	7,560	840	M2	\$ 1,417.50	\$ 0.18
	Panay	30	44	Beachcomber Drive	End	Zone 1	465	21	9,765	1,085	M2	\$ 1,830.94	\$ 0.19
	Pico	10	39	East End	Main Street	Zone 2	825	21	17,325	1,925	CS	\$ 11,237.19	\$ 0.65
	Preston	10	17	Main Street	End	Zone 3	480	33	15,840	1,760	3CS	\$ 14,806.00	\$ 0.93
	Ridgeway	10	38	Fairview (East End)	Kings Ave	Zone 4	425	22	9,350	1,039	3CS	\$ 8,739.65	\$ 0.93
	Ridgeway	15	50	Kings Ave	Arbutus Ave	Zone 4	775	22	17,050	1,894	M2	\$ 3,196.88	\$ 0.19

Code	Street ID	Section ID	PCI	Start	End	Region	Length	Width	Area	SYD	Treatment	Budget	\$/SF
Seaview		10	32	Hill Street	Avalon Street	Zone 2	1010	22	22,220	2,469	3CS	\$ 20,769.53	\$ 0.93
Shasta		20	45	Olive Street	South Street	Zone 4	1430	35	50,050	5,561	M2	\$ 9,384.38	\$ 0.19
Sicily		30	32	Beachcomber Drive	End	Zone 1	350	21	7,350	817	3CS	\$ 6,870.21	\$ 0.93
SouthBayBL		30	61	Twin Bridges	City Limit	Zone 4	2030	36	73,080	8,120	M2	\$ 13,702.50	\$ 0.19
SouthBayBL		20	61	Quintana	Twin Bridges	Zone 4	3045	41	124,845	13,872	M2	\$ 23,408.44	\$ 0.19
Tahiti		30	32	Beachcomber Drive	End	Zone 1	300	20	-	-	3CS	\$ -	\$ -
Terra		10	34	Sandalwood Avenue	End	Zone 1	700	20	14,000	1,556	3CS	\$ 13,086.11	\$ 0.93
Vashon		20	16	Beachcomber Drive	End	Zone 1	265	20	5,300	589	3CS	\$ 4,954.03	\$ 0.93
Verdon		10	32	Sandalwood Avenue	Coral Avenue	Zone 1	430	20	-	-	3CS	\$ -	\$ -

**Total Length: 37,235 (7.05 Miles or 13%)**  
**1,130,570 SF**      **Total Area (SF): \$ 570,617.25**

**MICRO SEAL TOTAL**

	SF	SY	TON III	TON II (Agg Only, add X.X% for Oil)	
CS	75,040	8,338		63	
CSL	47,950	5,328		40	
3CS	208,130	23,126	289	173	
DCS	0	0		0	
M2	529,575	58,842		441	
3FCS	0	0	0	0	
3CSL	269,875	29,986	375	225	
3CSLF	0	0	0	0	
					+ 03% Contingency      Round-Up
No			MicroType II	1083 @15% Oil	1116      1120Ton
			Micro Type III	747 @12.5% Oil	769      770Ton
			Fib Micro Type III	0 @12.5% Oil	0      0Ton

**COST BREAK DOWN**

\$836,000.00	<b>Budget</b>
\$57,961.11	CalRecycle Grant (added)
<b>\$893,961.11</b>	<b>Total Budget</b>
\$51,535.00	Minus Consultant Fee
<b>\$842,426.11</b>	<b>Budget after Consultant Fee</b>
\$95,505.00	Mobilication & TC
\$54,444.25	Traffic paint
\$651,158.61	Streets Preservation
<b>\$801,107.86</b>	<b>Subtotal</b>
\$40,055.39	5% Contengency
<b>\$841,163.25</b>	<b>Cost of Streets Project</b>
<b>\$1,262.86</b>	<b>Difference</b>

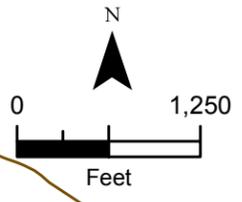
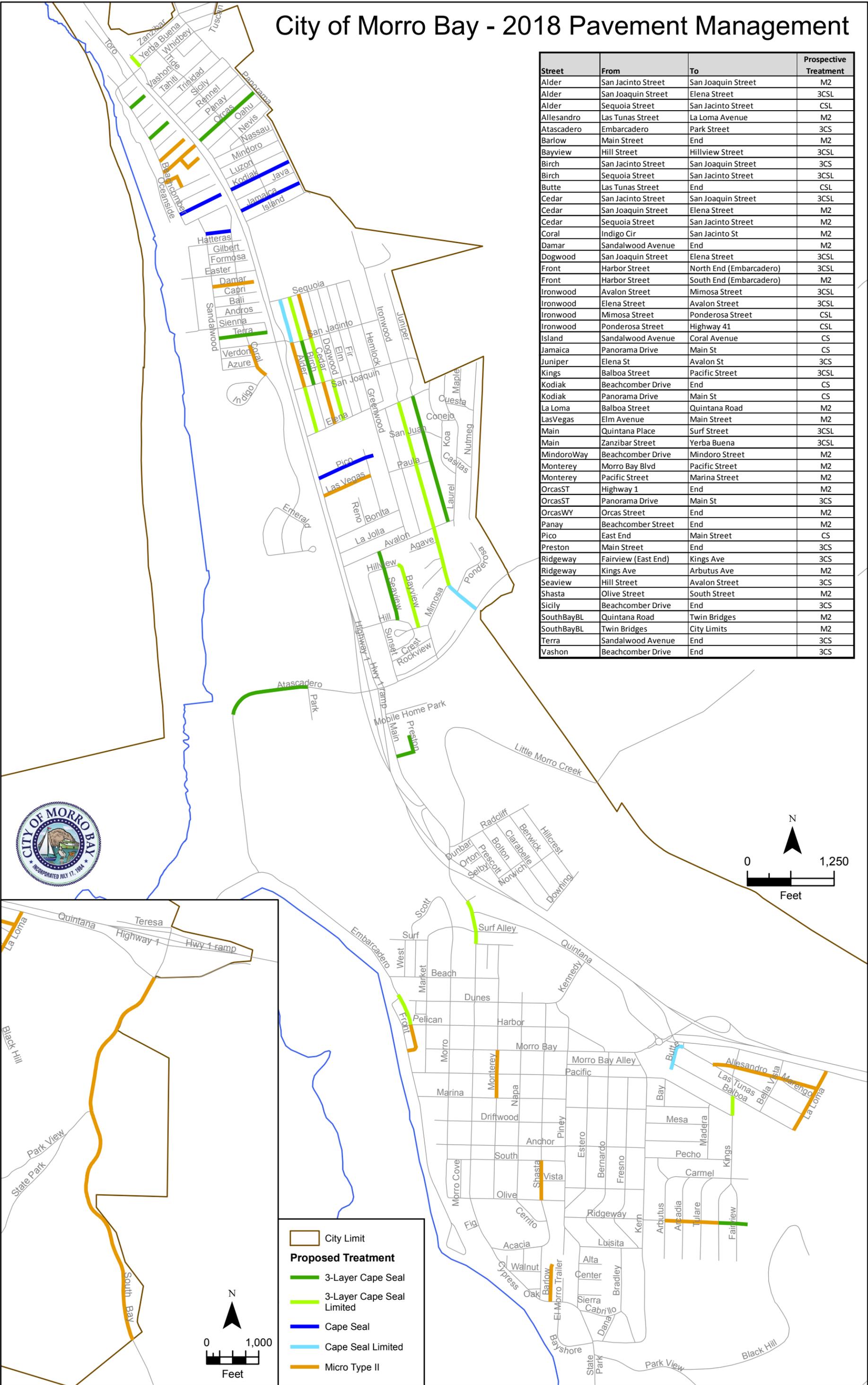
**CHIP SEAL TOTALS**

	SF	SY
CS	75,040	8,338
CSL	72,050	8,006
3CS	208,130	23,126
DCS	0	0
M2	0	0
3FCS	0	0
3CSL	166,430	18,492
3CSLF	0	0
<b>SY CHIP SEAL=</b>	<b>57,961</b>	

MicroType II	\$225.00	TN	\$252,000.00
Micro Type III	\$206.00	TN	\$158,620.00
Fib Micro Type III	\$219.00	TN	\$0.00
Chip Seal	\$4.15	SY	\$240,538.61
<b>Total</b>			<b>\$651,158.61</b>

# City of Morro Bay - 2018 Pavement Management

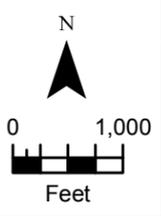
Street	From	To	Prospective Treatment
Alder	San Jacinto Street	San Joaquin Street	M2
Alder	San Joaquin Street	Elena Street	3CSL
Alder	Sequoia Street	San Jacinto Street	CSL
Allesandro	Las Tunas Street	La Loma Avenue	M2
Atascadero	Embarcadero	Park Street	3CS
Barlow	Main Street	End	M2
Bayview	Hill Street	Hillview Street	3CSL
Birch	San Jacinto Street	San Joaquin Street	3CS
Birch	Sequoia Street	San Jacinto Street	3CSL
Butte	Las Tunas Street	End	CSL
Cedar	San Jacinto Street	San Joaquin Street	3CSL
Cedar	San Joaquin Street	Elena Street	M2
Cedar	Sequoia Street	San Jacinto Street	M2
Coral	Indigo Cir	San Jacinto St	M2
Damar	Sandalwood Avenue	End	M2
Dogwood	San Joaquin Street	Elena Street	3CSL
Front	Harbor Street	North End (Embarcadero)	3CSL
Front	Harbor Street	South End (Embarcadero)	M2
Ironwood	Avalon Street	Mimosa Street	3CSL
Ironwood	Elena Street	Avalon Street	3CSL
Ironwood	Mimosa Street	Ponderosa Street	CSL
Ironwood	Ponderosa Street	Highway 41	CSL
Island	Sandalwood Avenue	Coral Avenue	CS
Jamaica	Panorama Drive	Main St	CS
Juniper	Elena St	Avalon St	3CS
Kings	Balboa Street	Pacific Street	3CSL
Kodiak	Beachcomber Drive	End	CS
Kodiak	Panorama Drive	Main St	CS
La Loma	Balboa Street	Quintana Road	M2
Las Vegas	Elm Avenue	Main Street	M2
Main	Quintana Place	Surf Street	3CSL
Main	Zanzibar Street	Yerba Buena	3CSL
MindoroWay	Beachcomber Drive	Mindoro Street	M2
Monterey	Morro Bay Blvd	Pacific Street	M2
Monterey	Pacific Street	Marina Street	M2
OrcasST	Highway 1	End	M2
OrcasST	Panorama Drive	Main St	3CS
OrcasWY	Orcas Street	End	M2
Panay	Beachcomber Street	End	M2
Pico	East End	Main Street	CS
Preston	Main Street	End	3CS
Ridgeway	Fairview (East End)	Kings Ave	3CS
Ridgeway	Kings Ave	Arbutus Ave	M2
Seaview	Hill Street	Avalon Street	3CS
Shasta	Olive Street	South Street	M2
Sicily	Beachcomber Drive	End	3CS
SouthBayBL	Quintana Road	Twin Bridges	M2
SouthBayBL	Twin Bridges	City Limits	M2
Terra	Sandalwood Avenue	End	3CS
Vashon	Beachcomber Drive	End	3CS



**City Limit**

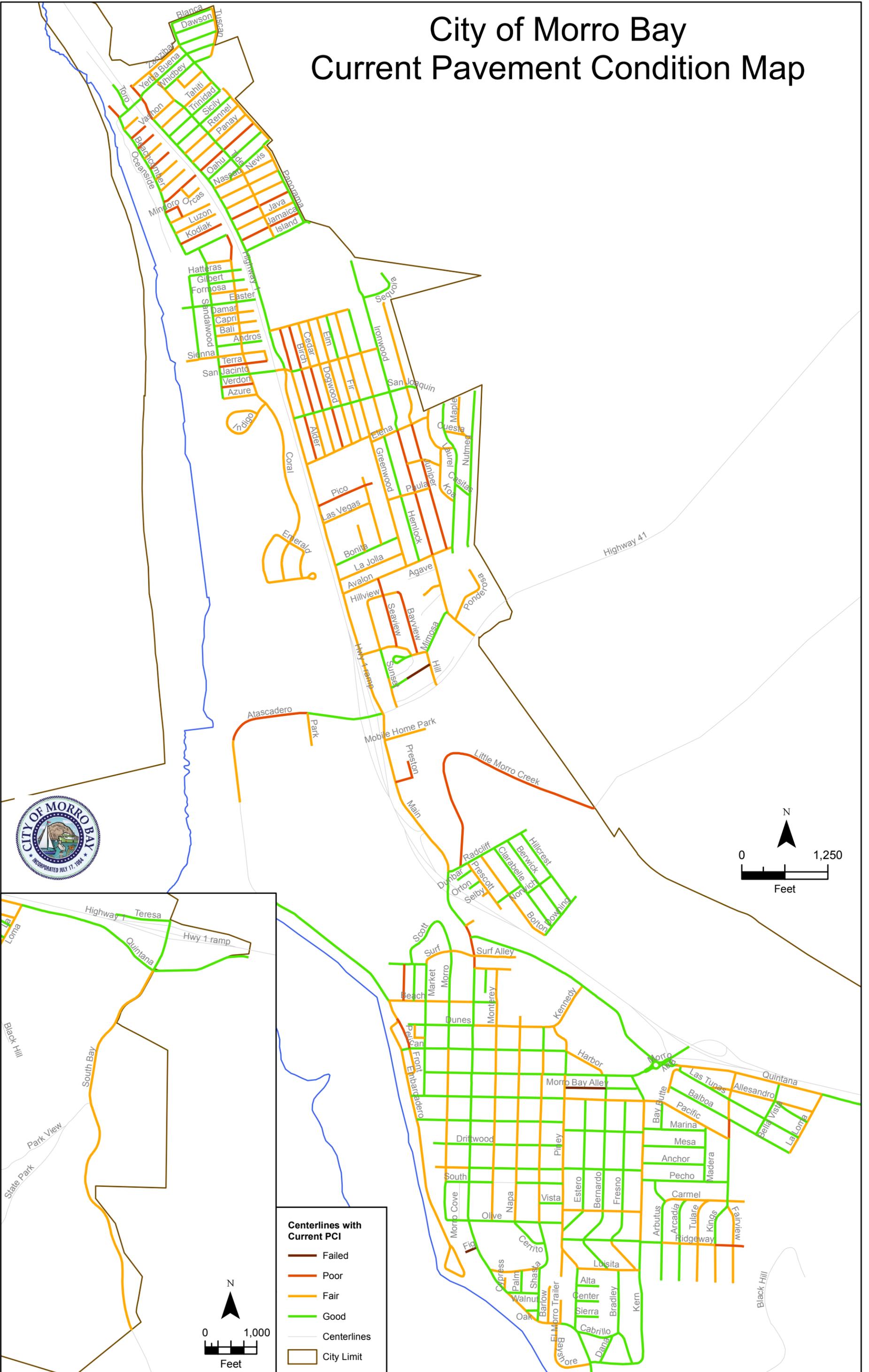
**Proposed Treatment**

- █ 3-Layer Cape Seal
- █ 3-Layer Cape Seal Limited
- █ Cape Seal
- █ Cape Seal Limited
- █ Micro Type II



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# City of Morro Bay Current Pavement Condition Map



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