



CITY OF MORRO BAY PUBLIC WORKS ADVISORY BOARD AGENDA

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, November 15, 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 October 18, 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 OneWater Plan Update – Presentation by Carollo Engineers, OneWater Plan Update, work completed to date and next steps.
Recommendation: Review presentation and provide comment.

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 December 20, 2017 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 772-6263 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 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.

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 – October 18, 2017
VETERANS MEMORIAL HALL – 5:30P.M.

AGENDA ITEM: <u>A-1</u>
DATE: <u>November 15, 2017</u>
ACTION: _____

PRESENT: Ric Deschler Chairman
Chris Parker Board Member
Janith Goldman Board Member
Christian Erlendson Board Member

ABSENT: Steve Shively Vice Chair
Stewart Skiff Board Member
John Erwin Board Member

STAFF: Rob Livick Public Works Director
Joe Mueller Utilities Division Manager
Janeen Burlingame Management Analyst
Mike Wilcox Consolidated Maintenance Superintendent
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

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

A. CONSENT AGENDA
<https://youtu.be/Oo9FeG1koCc?t=1m14s>

A-1 APPROVAL OF MINUTES OF SEPTEMBER 20, 2017 MEETINGS

MOTION: Chris Parker moved to approve Item A-1. The motion was seconded by Christian Erlendson and carried 4-0-0 unanimously.

B. BUSINESS ITEMS

B-1 Directors Report
<https://youtu.be/Oo9FeG1koCc?t=1m52s>

Rob Livick presented the staff report.

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

B-2 Street Sweeping Program
<https://youtu.be/Oo9FeG1koCc?t=14m46s>

Mike Wilcox presented the Street Sweeping Program.

The Board asked questions of staff and commented on the Street Sweeping Program.

PUBLIC COMMENT PERIOD

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

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

ADJOURNMENT

The meeting adjourned at 6:03 P.M. to a regular Public Works Advisory Board meeting at the Veteran's Memorial Building, 209 Surf Street, on November 15, 2017.



AGENDA NO: B-1

MEETING DATE: November 15, 2017

Staff Report

TO: Public Works Advisory Board **DATE:** November 1, 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 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, 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

Senior Engineer position currently vacant

BICYCLE TRANSPORTATION

Staff Contact: Rob Livick

Be Careful and Ride On!

CONSOLIDATED MAINTENANCE

Staff Contact: Mike Wilcox

Staff has installed 28 more tons of Hot Mix Asphalt (HMA) to the streets identified in the 2017 Pavement Preservation Plan completing the dig outs and skin patches necessary to provide the best adhesion for the planned surface treatments.

Staff has trimmed several trees in the business district to provide right of way clearances for fire, trash, and delivery trucks. Including the removal dead limbs for hazard reduction

Staff worked with CCC and CMC crews on weed abatement and brush removal at the Cloisters. Staff then replanted three more of the small Demonstration Garden planters at The Cloisters.

Staff will be working closely with the contractor awarded the contract for gap closure to prepare several additional areas for new concrete. These areas are scattered throughout town, but typically adjacent to large over grown trees.

Staff was approached by a large group of volunteers wishing to participate in National Make a Difference Day (the 4th Saturday in October). They proposed a number of projects and we were able to boil them down to two. The first project was to wash all of the new concrete

benches around The Rock parking lot and Target Rock. The second project was removing rotten siding and rotten portions of the roof at the Del Mar restrooms. Both projects turned out very successful.

The second project confirmed the presence of considerable structural damage due to Termites and dry rot. Staff is working with the Engineering and Building Departments to develop a workable plan for repairs and the addition of an ADA compliant restroom stall at this 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: Rob Livick

2017 CDBG ADA Accessibility project: Work is currently underweigh

STORM WATER

Staff Contact: Damaris Hanson

Staff completed and submitted the Annual Stormwater report on Oct. 15th to the SWRQB. Along with the annual report staff submitted a response to the Notice of Violation the City received because of our audit in June.

On June 2, 2017 State Water Resources Control Board (SWQCB) 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 1st 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.

Staff has been attending training on visual trash assessment protocols to meet the requirements in the trash amendment.

STREETS

Staff contact: Rob Livick
Pam Newman

City Council awarded a Contract amendment to Pavement Coatings for this year's pavement preservation project in the amount of \$808,395.31 at their October 10, 2017 meeting.

TRANSIT – Morro Bay Transit and Trolley

Staff contact: Janeen Burlingame

Work has begun on the Short Range Transit Plan. City and LSC Transportation Inc. staff held a kick-off meeting on October 24 to discuss the study background, goals, roles, outreach efforts, and data needs. The project is scheduled to be completed June 2018.

TREES – Urban Forest Management

Staff contact: Damaris Hanson
Mike Wilcox

No change this month.

WATER – Chorro Stream Gauge

Staff Contact: Rob Livick

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: Rob Livick

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

On October 26th the Annual State Water Shutdown began. The State Water project is the primary source of drinking water for the City of Morro Bay. Each year the State Water project shuts down for maintenance of various systems and facilities. This year the shutdown is anticipated to run until November 21st.



During the shutdown the City will use our groundwater wells from the Morro Valley. Due to the high level of nitrates in this aquifer this water must be treated prior to distribution to the residents. The City treats this water at the Desalination plant which also has Brackish Water Reverse Osmosis (BWRO) treatment units to remove the nitrates prior to distribution. Also, during this time the water department will be using the method of “free Chlorine” for disinfection. The water distributed will meet all treatment and drinking water standards.

The water staff also completed various other work orders:

- Trench and shoring safety training
- Reset meter boxes (11)
- Fix water leaks (7)
- New one-inch service installation at 2657 Greenwood.



- 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. (257)
- Relocated fire hydrant at Dunes and Napa for the sidewalk gap closure project.



- Repair of service leak at 599 Olive.



WATER – Water Conservation

Staff Contact: Damaris Hanson

For the Month of October water conservation was 16% lower compared to October 2013. On April 7th 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 October wastewater collections staff:

- cleaned approximately 4,300 feet of sewer mainline.
- responded to no afterhours callouts.
- Responded to one online customer service request to help identify odors in the residence. No odors were detected during site visit.
- no mainline overflows were reported.
- Collected hydrogen sulfite reading throughout the collection system for odor identification and control.
- staff continued to 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 wastewater treatment facility and water department performing additional duties.
- conducted 4 source control inspections at various businesses.

WASTEWATER – Treatment

Staff Contact: Joe Mueller

John Gunderlock

Operation

- Flow for the month of October averaged 0.843 Million Gallons per Day (MGD) and totaled 26.1 million gallons for the month.
- Staff responded to one afterhours callouts in October for plant chlorine adjustment.
- The emergency generator received maintenance and performance testing.
- Staff cleaned, inspected and performed maintenance on the treatment plant's secondary clarifier.



- Cleaned all facility storm drains.



- Replaced the digester heating boiler expansion tank.
- Staff attended the following training:
 - Confined Space Safety.
- Submitted Reports
 - September 2017 Monthly Monitoring Data (eSMR)
 - September 2017 Discharge Monitoring Forms (eDMR)
 - 3rd Quarter Monitoring Report (eSMR)
 - Semi-Annual Monitoring Report (eSMR)
 - Semi-Annual Monitoring Report (eDMR)

WASTEWATER – NEW WRF

At the September 26, City Council meeting, City Council directed the following actions:

- Proceed with planning and permitting at South Bay Boulevard as preferred site
- Bring back project timeline within two weeks
- In consultation with financial experts, examine 2015 rate structure for money available for WRF Project
- Bring back discussion of program management structure and process, including assessment of available resources within the Public Works Department, in 30 days
- Revisit WRF Project goals to ensure accuracy before going out to bid.

At the October 10, City Council meeting, City Council directed staff proceed with the schedule that provides bids for the construction of the new WRF prior to performing the rate analysis. Additionally the Council scheduled the following actions:

- October 24 – Review and Approval RFQ and Confirmation of Project Goals
- November 14 – Award of Lift Station and Force Main design contract
- December 12 – Review of Existing Rate Assumptions and Determine how much could be funded with existing revenues
- December 12 – Review of Program Management Structure
- April 2018 – Council Start Rate Setting Process
- May 2018 – Council Hold Prop 218 Protest Hearing

Approved WRF Project Timeline

Task Group	2017				2018				2019				2020				2021				2022			
	Q1	Q2	Q3	Q4																				
Project Duration																								
Master Planning																								
Permitting																								
County Land Use Permitting																								
Release of Draft EIR																								
Certification of Final EIR																								
Submit Annexation Application to LAFCO																								
Approval of (County of SLO) Coastal Development Permit Through Local Coastal Plan																								
Financing																								
Deadline for WIFIA Application																								
Council Sets Proposition 218 Hearing Date																								
Proposition 218 Protest Hearing																								
Lift Station and Offsite Pipeline - Design																								
Selection of LS/Pipelines Design Consultant																								
Lift Station and Offsite Pipeline - Bid and Construction Phase																								
Contract Award																								
WRF Onsite Improvement - Design-Build Procurement																								
Release of RFQ																								
Release of RFP																								
Contract Award																								
WRF Onsite Improvement - Design-Build																								
Construction Completion																								

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

ATTACHMENTS

1. Final 2017/2018 Street Preservation List
2. Council Approved Work Plan



AGENDA NO: B-2

MEETING DATE: November 15, 2017

Staff Report

TO: Public Works Advisory Board

DATE: November 2, 2017

FROM: Damaris Hanson – Environmental Programs Manager

SUBJECT: OneWater Plan update; Including Review of Water Supply Evaluation Criteria

RECOMMENDATION

Review report and presentation; and provide any comments to staff.

FISCAL IMPACT

There is no direct fiscal impact as a result of this action. The City Council authorized a contract for \$711,150 with Carollo Engineers Inc. on May 9, 2017 for the preparation of the OneWater plan. This item is a part of the OneWater work plan.

BACKGROUND

Beginning in 1992, the City of Morro Bay has received most of its potable water supply from the State Water Project. With the rising cost and uncertainty of this supply, the City began development of the OneWater Plan in May 2017. The OneWater Plan has two (2) main components:

- Identify alternative water supply options to allow for diversification of the City's portfolio; and
- Update the City's existing water, collection system, and stormwater master plans.

DISCUSSION

In addition, the OneWater Plan will support the WRF Project by identifying ways to reduce Infiltration and Inflow I/I of stormwater into the sewer collection system and potentially reduce the peak hour flow that must be conveyed by the new pump station and reduce the design hydraulic capacity of the Water Reclamation Facility (WRF). The water supply evaluation will also include an Indirect Potable Reuse (IPR) option that will be evaluated along with other supply options, validating the current preferred WRF Project.

Work Completed to Date - Water Supply:

Carollo began the water supply evaluation task for the OneWater Plan with a site evaluation of the

Prepared By: DH

Dept Review: RL

City's existing desalination and brackish water reverse osmosis (BWRO) facility to determine its ability to play a role in the City's regular supply. The site evaluation found that the BWRO facility was in good condition and the RO racks and recently upgraded electrical components could continue to be used. However, due to the age of the existing ocean water desalination facility components, many if not all of these components would likely need to be replaced if this supply option were to play a role in the City's future supply. Using growth assumptions from the City's new General Plan that is currently under development, future water demands for the 20-year planning horizon were determined. Based on the information from the site visits and future demands, seven (7) water supply options have been developed. These options include:

OPTION	WATER SUPPLY AVAILABILITY
Maintain some or all of State Water Allocation	Up to 1,313 AFY
Stream flow augmentation in Chorro Creek to allow for utilization of the Chorro Basin wells	1,142 AFY
Ocean desalination	645 AFY
Full utilization of the Morro Basin wells	581 AFY
Groundwater Injection of treated advanced treated (purified) wastewater and IPR	Additional 845 AFY

Due to the parallel efforts of the OneWater and WRF project, it is still unknown whether the purified water that will be injected as part of the WRF Project will require additional treatment for nitrates or salinity at the Morro Basin wells due to existing groundwater characteristics and non-point source contamination. The OneWater Plan includes evaluation of three (3) water treatment for IPR scenarios:

- No additional treatment required;
- Filtration Treatment for salinity/nitrates (BWRO); and
- Biological Treatment for nitrates (Biottra® or similar).

Evaluation of this range of IPR options will allow the City to understand the total cost of groundwater and potable reuse.

Along with these options, Carollo and City staff has developed a set of evaluation criteria that will be used to screen these options and determine the optimal water supply make-up for the City. The evaluation criteria categories include:

- Economic
- Natural Hazards
- Resiliency
- Environmental
- Implementation

Next Steps - Water Supply:

Following presentations to both the PWAB and the City Council (January 2018), Carollo will develop planning-level cost estimates for each option and will work with City staff to apply the evaluation criteria and identify the preferred supply option(s).

Work Completed to Date - Master Planning

Like the water supply evaluation task, Carollo began the master planning process by performing site visits of all the City's water, collection system, and stormwater infrastructure including wells, tanks, lift stations, reservoirs, and flood-prone areas throughout the City. This information, combined with the City's GIS and as-built drawings, was used to develop dynamic hydraulic (water and sewer) and hydrologic (stormwater) models for these systems. Historical water production and consumption data along with information obtained from third-party flow monitoring in the collection system will be used to calibrate these models. To date, the combined calibration for the water, collection system, and stormwater models is roughly 50 percent complete.

Next Steps - Master Planning

Following completion of the model calibration effort, Carollo will use the model, along with the design criteria developed with the City, to evaluate each system under both existing and future conditions. This evaluation will yield a number of existing and future deficiencies. The cost to mitigate these deficiencies will be determined and the resulting individual projects will be organized in a 20-year capital improvements program.

CONCLUSION

When completed, the OneWater plan will be critical in determining the necessary capital and maintenance improvements for the water and wastewater systems along with recommending the make-up of the City's future water supply portfolio to meet goals adopted by City Council since 2016. Additionally, this plan will inform the General Plan and Local Coastal Plan update regarding water and wastewater resources to accommodate future growth. Comments received at this meeting will be incorporated into the presentation to City Council in January 2018.