



# CITY OF MORRO BAY HARBOR ADVISORY BOARD A G E N D A

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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.*

## **Regular Meeting - Thursday, December 7, 2017 Veteran's Memorial Building - 6:00 P.M. 209 Surf Street, Morro Bay, CA**

Ron Reisner, Chair	Member at Large
Lynn Meissen, Vice Chair	Member at Large
Gene Doughty	South Bay/Los Osos
Bill Luffee	Marine Oriented Business
Neal Maloney	Waterfront Leaseholders
Dana McClish	Recreational Boating
Jeremiah O'Brien	Morro Bay Commercial Fishermen's Organization
Peter Griffin	Alternate to Jeremiah O'Brien (MBCFO)
Owen Hackleman	Alternate to Jeremiah O'Brien (MBCFO)

ESTABLISH QUORUM AND CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

CHAIR, ADVISORY BOARD MEMBER & LIAISON ANNOUNCEMENTS & PRESENTATIONS

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, Board member 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 Harbor Department's Office Assistant at (805) 772-6254. 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 from Harbor Advisory Board meeting held on November 2, 2017.  
**Staff Recommendation: Approve minutes.**

B. REPORTS AND APPEARANCES

- B-1 Harbor Department Status Report  
**Staff Recommendation: Receive and file.**

C. BUSINESS ITEMS

- C-1 Update from Staff and the Marine Services Facility/Boatyard Ad-Hoc Committee on Committee's and Staff's Recent Activities  
**Staff Recommendation: Receive and file committee report, if any, and receive update from Harbor Director regarding issuance of a financial feasibility study request for proposals (RFP) for a Morro Bay boatyard in the Triangle Lot location.**
- C-2 Update from the Finance & Budget Ad-Hoc Committee on Committee's Recent Activities, and Review of Current Department Capital Improvement/Replacement Spreadsheets for Harbor Advisory Board Review  
**Staff Recommendation: Receive and file committee update, if any, and provide staff input on capital spreadsheets presented.**
- C-3 Update from the Eelgrass Ad-Hoc Committee on Committee's Recent Activities, and Update on Eelgrass Management Plan Consultancy Proposal from Anchor QEA  
**Staff Recommendation: Receive and file committee report, and receive update from Harbor Director regarding revised eelgrass consultancy contract from Anchor QEA.**
- C-4 Update from the Marine Sanctuary Ad-Hoc Committee on Committee's Recent Activities  
**Staff Recommendation: Receive and file.**
- C-5 Update from the Working Waterfront Ad-Hoc Committee on Committee's Recent Activities.  
**Staff Recommendation: Receive and file.**
- C-6 Cancellation of the January 2018 Harbor Advisory Board Meeting  
**Staff Recommendation: Staff recommend cancelling the January 4, 2018 Harbor Advisory Board meeting.**

D. DECLARATION OF FUTURE AGENDA ITEMS

- Pending items previously declared:  
Goals and Objectives – Working Waterfront Designation Measure D  
Explore Benefits of Becoming a Harbor or Port District

E. ADJOURNMENT

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 Morro Bay Harbor Department, 1275 Embarcadero, for any revisions or call the department at 772-6254 for further information.

Materials related to an item on this Agenda are available for public inspection during normal business hours at the Harbor Department and at Mill's/ASAP, 495 Morro Bay Boulevard, or online at [www.morrobayca.gov](http://www.morrobayca.gov). Materials related to an item on this Agenda submitted to the Board after publication of the Agenda packet are available for inspection at the Harbor Department during normal business hours or at the scheduled meeting.

MINUTES-MORRO BAY HARBOR ADVISORY BOARD  
REGULAR MEETING – November 2, 2017  
VETERAN’S MEMORIAL HALL - 6:00 P.M.

AGENDA NO: A-1

MEETING DATE: December 7, 2017

PRESENT: Ron Reisner HAB Chair  
Lynn Meissen HAB Vice-Chair  
Neal Maloney HAB Member  
Jeremiah O’Brien HAB Member  
Gene Doughty HAB Member  
Bill Luffee HAB Member  
Dana McClish HAB Member

ABSENT: None

LIAISON: Matt Makowetski Council Member

STAFF: Eric Endersby Harbor Director  
Lori Stilts Harbor Business Coordinator

ESTABLISH QUORUM AND CALL TO ORDER

<https://youtu.be/t9v8Z2ZJyiA?t=1m12s>

The meeting was called to order at 6:02 p.m. with all members present.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

CHAIR AND ADVISORY BOARD MEMBER ANNOUNCEMENTS & PRESENTATIONS

<https://youtu.be/t9v8Z2ZJyiA?t=2m36s>

Board Member O’Brien stated a few shrimp and squid boats have shown up here locally and are doing well. Unfortunately, one of the squid boats experienced an accident with a fatality of one of the crew members. In addition, the West Coast experienced a bad albacore year with the hope it not becoming a trend in the future. Also, the Kelsey See Canyon Winery has dedicated a Zinfandel named the “Alma” to a Maritime series of wine, with 15% of sale proceeds going to the Morro Bay Maritime Museum.

Board Member McClish said the owners of Kelsey See Canyon Winery are Keith Kelsey and his family, who used to own Sylvester Tugs and believes that wine may be available at the December 4, Advisory Board appreciation night.

Board Member Doughty stated the bay has red tide, all the baby anchovies have moved on and we still have a bunch of pelicans. Bay overall looks pretty good.

PUBLIC COMMENT

<https://youtu.be/t9v8Z2ZJyiA?t=6m55s>

The public comment period was opened.

Ray Fields, San Luis Obispo resident, stated he and his wife are starting a pedal taxi service and thinks the Embarcadero would be a great place to operate, and understands he doesn’t have a leasehold on the waterfront, but would like to apply for a business license to start the process.

Discussion by the Board.

Joe Cichoski, operator of the Morro Bay Boatyard, stated he heard the Harbor Advisory Board is imposing a new tax to businesses on the waterfront and how it will impact his business?

Director Endersby explained that possibly Mr. Cichoski is confused with tonight’s agenda item C-6 and further stated there is no tax being implemented.

The public comment period was closed.

A. CONSENT AGENDA

<https://youtu.be/t9v8Z2ZJyiA?t=14m3s>

A-1 APPROVAL OF MINUTES FROM HARBOR ADVISORY BOARD MEETING HELD ON SEPTEMBER 7, 2017

MOTION: Board Member Maloney moved the September 7, 2017 Harbor Advisory Board minutes be approved. The Motion was seconded by Board Member O'Brien and carried unanimously, 7-0.

A-2 APPROVAL OF MINUTES FROM HARBOR ADVISORY BOARD MEETING HELD ON OCTOBER 5, 2017

MOTION: Board Member Meissen moved the October 5, 2017 Harbor Advisory Board minutes be approved with corrected typo. The Motion was seconded by Board Member McClish and carried unanimously, 7-0.

B. REPORTS AND APPEARANCES

<https://youtu.be/t9v8Z2ZJyiA?t=15m34s>

B-1 HARBOR DEPARTMENT STATUS REPORT

Director Endersby presented the staff report for B-1 and responded to Board Member inquiries.

C. BUSINESS ITEMS

<https://youtu.be/t9v8Z2ZJyiA?t=33m17s>

C-1 UPDATE FROM THE MARINE SERVICES FACILITY/BOATYARD AD-HOC COMMITTEE ON COMMITTEE'S RECENT ACTIVITIES

The public comment period was opened.

The public comment was closed.

Committee Chair McClish stated the committee has not meet, but looking forward to the progress of boat storage in the triangle lot and previewing Robert Sherwood's case study "How to Make a Small Boat Yard Viable."

Discussion by the Board and Director Endersby.

C-2 UPDATE FROM THE FINANCE & BUDGET AD-HOC COMMITTEE ON COMMITTEE'S RECENT ACTIVITIES

<https://youtu.be/t9v8Z2ZJyiA?t=35m12s>

The public comment period was opened.

The public comment was closed.

Committee Chair Maloney stated the committee has not met, but will provide an update under item C-8.

C-3 UPDATE FROM THE EELGRASS AD-HOC COMMITTEE ON COMMITTEE'S RECENT ACTIVITIES, AND DISCUSSION OF EELGRASS COMPREHENSIVE MANAGEMENT PLAN RECENTLY PREPARED FOR HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT

<https://youtu.be/t9v8Z2ZJyiA?t=35m50s>

The public comment period was opened.

The public comment was closed.

Committee Chair Meissen stated the committee met yesterday to discuss the Humboldt Bay Eelgrass

Comprehensive Management Plan. The committee's points of interest were the pre-project check list, how will Humboldt perform their mitigation and how is the plan working? Chair Meissen reached out to the City of Humboldt for an explanation on their mitigation process. It was also determined since the plan was adopted only a week ago it would be hard to establish how the plan is working.

Discussion by the Board and Director Endersby.

C-4 UPDATE FROM THE MARINE SANCTUARY AD-HOC COMMITTEE ON COMMITTEE'S RECENT ACTIVITIES

<https://youtu.be/t9v8Z2ZJyiA?t=52m17s>

The public comment period was opened.

The public comment was closed.

Committee Chair Reisner stated there is nothing to report.

C-5 UPDATE FROM THE WORKING WATERFRONT AD-HOC COMMITTEE ON COMMITTEE'S RECENT ACTIVITIES

<https://youtu.be/t9v8Z2ZJyiA?t=52m31s>

The public comment period was opened.

The public comment was closed.

Committee Chair Doughty recapped the status on the Joint Planning Commission and Harbor Advisory Board Subcommittee meetings.

Committee member McClish stated he received a notice in the mail from the National Working Waterfront Network regarding a Bill, H.R. 1176 Keep America's Waterfronts Working Act. This bill was introduced back in February and heard today in the House of Natural Resources Subcommittee on Water, Power and Oceans. The Bill would amend the Coastal Zone Management Act of 1972 to direct NOAA to establish a Working Waterfront Grant Program.

Discussion by the Board and Director Endersby.

C-6 HARBOR ADVISORY BOARD WORK PROGRAM FOR CITY COUNCIL GOALS AND OBJECTIVES, GOAL 1, OBJECTIVE (D), WORK PROGRAM ELEMENT 4, REGARDING LICENSING/PERMITTING FOR CERTAIN HARBOR/TIDELANDS MARINE-DEPENDENT/SUPPORTING BUSINESS ACTIVITIES

<https://youtu.be/t9v8Z2ZJyiA?t=58m10s>

At 6:59 PM Chair Reisner and Board Member Doughty recused themselves from the discussion regarding Item C-6 due to involvement with Business activities in the Tidelands Trust, and left the dais.

Director Endersby presented the staff report.

The public comment period was opened.

Ron Reisner, Morro Bay resident, stated he believes every legitimate business operating on Tidelands Trust Lands should hold a valid City business license, however, a special permit is not necessary. However, it may be necessary to designate on the City Business licenses those businesses that operate in the Tidelands Trust Lands and perhaps a special fee is appropriate for those businesses that engage on Tidelands Trust Lands.

Gene Doughty, Los Osos resident, stated a City Business license does not require the business to have liability insurance and is concerned of the financial impact it will cause the small businesses on the bay if the City requires these businesses to purchase liability insurance in the future.

The public comment was closed.

Discussion and input by the Board.

There was Board consensus to implement certain requirements for businesses operating in the Tidelands Trust with and through the City's business license process.

Chair Reisner and Board Member Doughty returned to the dais at 7:44 PM.

C-7 HARBOR ADVISORY BOARD WORK PROGRAM FOR CITY COUNCIL GOALS AND OBJECTIVES, GOAL 1, OBJECTIVE (D), WORK PROGRAM ELEMENT 10, REGARDING LEASEHOLDER INCENTIVES FOR DIVERSIFYING THE CALIBER OR TYPE OF PRODUCTS OR SERVICES THEY SELL

<https://youtu.be/t9v8Z2ZJyiA?t=1h44m17s>

Director Endersby presented the staff report.

Discussion by the Board and Director Endersby.

Board member McClish left the dais at 7:57 PM.

There was Board consensus to let the market decide types of products leaseholders sell.

The public comment period was opened.

Ray Fields, San Luis Obispo resident, liked the Board's discussion referring to the last agenda item requiring a business license to operate on the waterfront and his business is fully insured.

The public comment was closed.

C-8 HARBOR ADVISORY BOARD WORK PROGRAM FOR CITY COUNCIL GOALS AND OBJECTIVES, GOAL 1, OBJECTIVE (E), WORK PROGRAM ELEMENT 1, REGARDING AN INTERNAL "GUT CHECK" OF THE HARBOR ENTERPRISE FUND COST ALLOCATION PLAN FOR ACCURACY

<https://youtu.be/t9v8Z2ZJyiA>

Director Endersby presented the staff report.

The public comment period was opened.

The public comment was closed.

Discussion by the Board and Director Endersby.

MOTION: Board Member Reisner moved the following:

1. By the end of calendar year 2017, Harbor Staff and HABs Budget & Finance Ad-Hoc Committee perform an in-depth review and analysis of the plan and its elements, and develop a list or spreadsheet of questions, concerns and discrepancies.
2. Staff and Committee bring questions and concerns to the new Finance Director, Jennifer Callaway, for discussion and clarification.
3. Results of meeting with Finance Director and staff/Committee analysis brought to the HAB in February for input and recommendation into the FY18/19 budget-setting process.

The Motion was seconded by Board Member Luffee and carried unanimously, 6-0.

D. DECLARATION OF FUTURE AGENDA ITEMS

<https://youtu.be/t9v8Z2ZJyiA?t=2h35m54s>

Discussion by the Board.

Consensus by the Board to conduct a Special Harbor Advisory Board meeting on November 16, at 5:30 PM to discuss activities in the Back Bay.

Pending items previously declared:

Goals and Objectives – Working Waterfront Designation

Measure D

Back Bay Water Use Forum

Explore Benefits of becoming a Harbor or Port District

BOEM Update

Update from and current report from the Morro Bay Community Quote Fund

**E. ADJOURNMENT**

This meeting was adjourned at 8:40 PM. The next Regular Meeting will be held on Thursday, December 7, 2017 at 6:00 p.m. at the Veteran's Memorial Hall located at 209 Surf Street, Morro Bay, California.

Recorded by,

Lori Stilts  
Harbor Business Coordinator



AGENDA NO: B-1

MEETING DATE: December 7, 2017

## Staff Report

**TO:** Harbor Advisory Board  
**FROM:** Eric Endersby, Harbor Director  
**SUBJECT:** Harbor Department Status Report

**DATE:** November 29, 2017

### **RECOMMENDATION**

Receive and file.

### **DISCUSSION**

#### **Recent Department Activity:**

Harbor Patrol statistics for the month of November 2017 to date were 9 emergency responses and 111 calls for service, 32 assists of other agencies, 17 enforcement contacts, and 2 weather warnings.

November 26, Harbor Patrol received a walk-in report of a climber on the Rock. Harbor Patrol obtained visual, made contact and advised the subject to remain in place until responders could assist. Harbor Patrol along with Morro Bay Fire, Police, US Coast Guard and State Parks assisted the climber to safety.

#### **Recent City Council Activity:**

At the regular November 14 City Council meeting, Council approved the Harbor Accumulation Fund budget to be amended for up to \$45,000 for engineering and permit administration assistance with the City's \$1.9m Boat Launch Facility grant from the Division of Boating and Waterways.

#### **Fishing Front:**

Commercial Dungeness crab season is open, with most of Morro Bay's boats having gone north for the season.

Recreational Dungeness season is also open, while recreational rockfish season closes December 31.

#### **Upcoming Events:**

November 23-December 12, 2017, tall ships *Lady Washington* and *Hawaiian Chieftain*

[www.historicalseaport.org/public-tours-sails/sailing-schedule](http://www.historicalseaport.org/public-tours-sails/sailing-schedule)

December 1-17, Morro Bay Winterfest [www.morrobay.org/events/winterfest](http://www.morrobay.org/events/winterfest)

December 11-13, 2017, Caroling with Cops - Morro Bay Police Department

January 1, 2018, Polar Bear Dip at the Cayucos Pier

January 12-15, 2018, Morro Bay Winter Bird Festival

Prepared By: LS

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_

**Status of Pending HAB Recommendations:**

	<b>HAB Recommendation</b>	<b>Date</b>	<b>Status</b>
1	Staff draft letter to Council encouraging the City to pursue negotiating with State Parks the City assume both marina and café concessions.	5/7/15	Staff's last contact with Parks indicated no Parks interest in giving up the café concession. Since that time, all of Parks' key personnel on the SPM have either retired or positions turned over. Staff's current thinking is we're at a "start-over" point with Parks to begin talks anew, and are acting accordingly before taking anything back to the Council.  11/1/17. Staff have reached out to Parks to renew discussions.
2	Staff provide Council with modified sections of MBMC 15.24 (harbor sanitation) and develop environmental BMP's.	7/22/15	Staff have incorporated this BMP effort into the ongoing Rules & Regs/MBMC updating project.  11/1/17. Work ongoing; tentatively scheduled to come to HAB early part of 2018.
3	Council direct staff to engage consultancy relative to obtaining regulatory approval for cost-effective ocean disposal of SPM dredge material, and/or determine the practical and economic feasibility of using same as landfill.	1/7/16	Staff did engage consultancy and the Corps to investigate regulatory permit approval of SPM material disposal in the Nearshore Disposal area. With consultant cost estimate to <i>attempt</i> this approval of \$178,000, and no guarantee of success, staff ceased pursuing. In discussions with the EPA, permitting success seemed not likely. City also seeking (along with CMANC) regulatory relief of the "80-20" dredge material disposal rule, which could change the playing field.
4	City Council to approve issuance of the final draft Marine Services Facility/Boatyard Request for Qualifications document.	2/2/17	2/14/17. Council approved the release of a Request for Qualifications (RFQ) document as-proposed. RFQ is out, and responses due July 14, 2017.  7/27/17. No responses to RFQ.  8/3/17. HAB meeting to consider next steps.  11/3/17. Put together a RFP for a financial feasibility study to go to Council for approval.  12/1/17. Draft proposal in process for HAB review 2/2018.
5	City Council to involve the Harbor Advisory Board directly in the consideration and incorporation of Measure D into the General Plan and Local Coastal Plan update.	3/2/17	Tentatively on the July 11, 2017 City Council Agenda for consideration regarding Harbor Advisory Board Request to Resolve Ambiguities regarding Measure D / Working Waterfront (HD).  7/27/17. City Council on 7/11/17 authorized PC subcommittee to jointly work with HAB ad-hoc committee on Measure D ambiguities and

			<p>Working Waterfront policy language for consideration of incorporation into GP/LCP update process.</p> <p>9/1/17. First joint HAB/PC subcommittee meeting to consider Measure D and Working Waterfronts scheduled for September 8, 2017, at the Community Center Studio room from 3:00-5:00 pm.</p> <p>9/8/17. First joint subcommittee meeting held. General discussion and public input. Second meeting TBD, likely late October or early November.</p>
6	City to use a consultant to update the cost allocation plan, if feasible, if not, then direct staff to do an internal check.	6/1/17	<p>Approved Council Goal Objective Work Plan Item – Internal “gut check” Goal 1(e).</p> <p>11/2/17. On HAB agenda for process consideration. Staff/Committee analysis review calendar 2017. To new Finance Director January 2018. Consideration of findings into development of FY 18/19 budget.</p>
7	City to share TOT, sales tax and possessory interest revenue that is collected in the Harbor fund and used for Harbor Capitol maintenance and improvements.	6/1/17	<p>Pending until a new Finance Director and City Manager are in place.</p> <p>10/30/17. Per the SLC it is normal for these taxes to go into the City's General municipal funds.</p>
8	City Council to include proposed eelgrass language into General Plan/Local Coastal Plan updates.	6/7/17	<p>7/28/17. Consultant Anchor QEA is developing a proposal to review existing information and documentation, research typical projects that have eelgrass issues, interview NEP personnel, and meet with Eelgrass Ad-Hoc committee members to discuss Newport Beach management plan.</p> <p>11/1/17. Staff engaged with Anchor on eelgrass proposal.</p> <p>12/1/17. Update to HAB on 12/7/17 on revised consultant contract scope of work.</p>
9	City Council to review the proposed outline for the eelgrass policy to decide if the elements are appropriate.	6/1/17	See above.
10	Incorporate Working Waterfront land area and uses into General Plan/Local Coastal Plan updates.	6/1/17	<p>Tentatively on the July 11, 2017 City Council agenda for consideration with Measure D recommendation above.</p> <p>7/27/17. City Council on 7/11/17 authorized PC subcommittee to jointly work with HAB ad-hoc committee on Measure D ambiguities and Working Waterfront policy language for</p>

			<p>consideration of incorporation into GP/LCP update process.</p> <p>9/1/17. First joint HAB/PC subcommittee meeting to consider Measure D and Working Waterfronts scheduled for September 8, 2017, at the Community Center Studio room from 3:00-5:00 pm.</p> <p>9/8/17. First joint subcommittee meeting held. General discussion and public input. Second meeting TBD, likely late October or early November.</p>
11	In General Plan/Local Coastal Plan updates, consideration be given to a list of uses provided, and that the Measure D area and its uses be incorporated into Morro Bay's Working Waterfront.	6/1/17	<p>Tentatively on the July 11, 2017 City Council agenda for consideration with Measure D recommendation above.</p> <p>7/27/17. City Council on 7/11/17 authorized PC subcommittee to jointly work with HAB ad-hoc committee on Measure D ambiguities and Working Waterfront policy language for consideration of incorporation into GP/LCP update process.</p> <p>9/1/17. First joint HAB/PC subcommittee meeting to consider Measure D and Working Waterfronts scheduled for September 8, 2017, at the Community Center Studio room from 3:00-5:00 pm.</p> <p>9/8/17. First joint subcommittee meeting held. General discussion and public input. Second meeting TBD, likely late October or early November.</p>
12	Paid parking be established on and around the Embarcadero, and recommended list of issues to be addressed when considering establishment of same.	7/6/17	<p>July 18, 2017 letter from HAB Chairman provided to Planning Commission and copied to City Council, Public Works Advisory Board and Community Development Director with HAB's recommendations.</p> <p>10/9/17. Once CD Director gets additional input from PC, it will be brought to Council to obtain direction on parking initiatives. PC to the lead on policy development.</p> <p>11/7/17. Discussed at the Planning Commission Meeting.</p> <p>12/1/17. Per CD Director also discussed with PWAB and tentatively going to Council in Jan or Feb 2018 for direction.</p>



AGENDA NO: C-1

MEETING DATE: December 7, 2017

## Staff Report

**TO:** Harbor Advisory Board

**DATE:** December 1, 2017

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Update from Staff and the Marine Services Facility/Boatyard Ad-Hoc Committee on Committee's and Staff's Recent Activities

### **RECOMMENDATION**

Receive and file committee report, if any, and receive update from Harbor Director regarding issuance of a financial feasibility study request for proposals (RFP) for a Morro Bay boatyard in the Triangle Lot location.

### **DISCUSSION/CONCLUSION**

The Marine Services Facility/Boatyard Ad-Hoc Committee will be presenting an oral update on their activities, if any. This is a standing committee report agenda item.

Working with the Ad-Hoc committee, the Harbor Director will begin working on a draft RFQ in December 2017/January 2018 for Harbor Advisory Board (HAB) consideration at the February 2018 regular meeting (assuming the January meeting is canceled). Or, a special January HAB meeting could be called if warranted.

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_



AGENDA NO: C-2

MEETING DATE: December 7, 2017

## Staff Report

**TO:** Harbor Advisory Board

**DATE:** December 1, 2017

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Update from the Finance & Budget Ad-Hoc Committee on Committee's Recent Activities, and Review of Current Department Capital Improvement/Replacement Spreadsheets for Harbor Advisory Board Review

### RECOMMENDATION

Receive and file committee update, if any, and provide staff input on capital spreadsheets presented.

### BACKGROUND

The Finance & Budget Ad-Hoc Committee will be presenting an oral update on their activities, if any. This is a standing committee report agenda item.

In addition, the Harbor Director will be presenting the department's current capital improvement program spreadsheets for general Harbor Advisory Board (HAB) input and discussion in preparation for the upcoming FY 2018/2019 budgeting process.

### DISCUSSION

Updated capital spreadsheets are included with this staff report at Attachment 1.

The column titled "In Current Budget" are those things funding has been approved for in either the current or past fiscal years, as indicated by budget numbers highlighted in green. Not shown on these spreadsheets is \$55,576 in approved funds in a capital account for the boatyard/marine services facility project.

The columns titled "Fiscal Year Requirements" are annual funding set-aside estimates to repair/replace the item identified over the remaining amortized life of each item. These are listed as to how they would be funded each fiscal year, going out five years, if money weren't an issue. Obviously, the Harbor Accumulation Fund is quite limited, and in fact, woefully short of meeting all our facility and equipment needs.

These spreadsheets are being presented for general HAB review and input on priorities going into the upcoming fiscal year budgeting process starting this spring.

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_

**CITY OF MORRO BAY - HARBOR DEPT.**  
**SCHEDULE OF 5-YEAR CAPITAL EQUIPMENT REQ'MTS**  
**AS OF THE 2017/18 FISCAL YEAR**

DESCRIPTION	YEAR ACQUIRED OR PLACED IN SERVICE	LIFE IN YEARS	In current budget	FISCAL YEAR REQUIREMENTS				NOTES
				2017/18	2018/19	2019/20	2020/21 +	
<b>Harbor</b>								
VEHICLES - REPLACEMENT (see Note 3):								
Truck, 2013 Ford F150 Pickup	09/01/13	10		\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	2023, \$40k replacement 2023.
Truck, 2006 Ford Ranger Pickup	10/01/06	15		\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$20k replacement 2021.
Vehicle, 2006 Ford Escape 4x4 Hybrid	10/16/06	~15						
Truck, 2013 Ford F250 Pickup	07/01/13	10		\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$40k replacement 2023.
Truck, 2010 Ford F350 Flatbed	02/01/10	20		\$ 3,800	\$ 3,800	\$ 3,800	\$ 3,800	\$50k replacement 2030.
VESSELS - MAINT. & REPAIR - Major (see Note 3):								
Boat, Rescue #64	03/01/14			\$ 8,300	\$ 8,300	\$ 8,300	\$ 8,300	\$25k refit at 5-year mark.
Boat, Rescue #68	06/30/84					Retire		Standard maint. & repair for ~two more years service.
Boat, Rescue #66	01/01/95			\$ 10,000		Retire		Major maint. & repair for ~two more years service.
VESSELS - REPLACEMENT:								
Boat, Rescue #64	03/01/14	30		\$ 14,300	\$ 14,300	\$ 14,300	\$ 14,300	\$400k replacement 2044.
Boat, Rescue #68	06/30/84	30		\$ 100,000	\$ 200,000	Retire		\$300k replacement 2018/19, seek partial grant funding.
Boat, Rescue #66	01/01/95	20					Retire	Not to be replaced; going to a two dual-engine vessel fleet.
Honda Personal Watercraft 1	08/01/12	5 to 7			\$ 12,000			Replace w/grant funding.
Honda Personal Watercraft 2	08/01/12	5 to 7			\$ 12,000			Replace w/grant funding.
EQUIPMENT - MAINT. & REPAIR - Major (see Note 3):								
Parking Kiosk at Launch Ramp	05/01/10							
Sandspit Emergency Telephone	08/21/03			\$ 1,500				Replace phone controller.
Tidelands Vessel Sewage Pumpout	01/01/11			\$ 3,000				Rebuild pump at 5-year mark, grant funding secured.
EQUIPMENT - REPLACEMENT:								
Parking Kiosk at Launch Ramp	05/01/10	Indef.						
Sandspit Emergency Telephone	08/21/03	15		\$ 7,500	\$ 7,500			\$15k replacement FY2018/19 of entire unit.
Tidelands Vessel Sewage Pumpout	01/01/11	10			\$ 5,000	\$ 5,000	\$ 5,000	Replace 2021 w/grant funding, \$15k.
TOTAL NEEDS				\$ 163,800	\$ 278,300	\$ 46,800	\$ 46,800	
GRANT-FUNDED				\$ 3,000	\$ 129,000	\$ 5,000	\$ 5,000	



**CITY OF MORRO BAY - HARBOR DEPT.**  
**SCHEDULE OF 5-YEAR CAPITAL MAJOR MAINT. & REPAIR REQ'MTS**  
**AS OF THE 2017/18 FISCAL YEAR**

DESCRIPTION	YEAR ACQUIRED OR PLACED IN SERVICE	LIFE IN YEARS	In current budget	FISCAL YEAR REQUIREMENTS				NOTES
				2017/18	2018/19	2019/20	2020/21 +	
<b>Harbor</b>								
<b>BUILDINGS:</b>								
Harbor Maint. Bldg, Front St. (Oil Yard)	01/01/15	25						
Harbor Maint/Storage Bldg. (Gear Storage)	01/01/93	30						Leased to Coast Guard.
Harbor Maint/Storage Bldg. (Boat Shed)	01/01/93	30						Budgeted for elec & restroom improvements; replace roof instead?
Harbor Office	06/01/64	40		(Replace)				Depending on Coast Guard building project.
<b>FACILITIES:</b>								
North T-Pier	06/01/64	Indef.		\$ 200,000	\$ 200,000			\$400k major maint/repair phase 2 FY18/19.
North T-Pier HP Slips	06/01/93	30+						
Ice Machine	06/01/07	30+ ?	\$ 10,000		\$ 15,000	\$ 15,000	\$ 15,000	Annual maintenance requirements. \$40k Cable grant acquired to supplement City funding.
South T-Pier	06/30/92	Indef.	\$ 75,000		\$ 75,000			Major maint/repair identified in 2016 structural inspection.
Beach Street Slips - North	01/01/83	30		(Replace)				
Beach Street Slips - South	06/01/80	30		(Replace)				
Dune Street Slips	01/01/95	30		\$ 15,000				General major maintenance/repair requirements.
Anchor Memorial Park Pier	01/01/85	Ind.						Major maint/repair completed 2013.
Floating Dock	?	25-30						Sea lion dock.
Harbor End Dock & Pier (Galley Rest.)	?	25 (dock)		\$ 20,000				\$5K pier struct. insp., \$15k gangway replacement
MBB Street End Dock & Pier (Rose's)	?	25 (dock)		\$ 20,000				\$5K pier struct. insp., \$15k gangway replacement
Marina Street End Pier (Marina Square)	?	Indef.		\$ 5,000				Pier struct. insp.
Mariner Park Dock & Pier (Estero Inn)	?	25 (dock)		\$ 5,000				Pier struct. insp.
Tidelands Park Side Tie Dock	06/01/97	30						
Tidelands Park Fish Cleaning Station								Enclose station, dumpster.
Launch Ramp Slips North	06/01/95	30		\$ 15,000				General major maintenance/repair requirements.
Launch Ramp Slips South	~01/01/00	25		\$ 5,000				General maintenance and repair requirements. Slips given a substantial renovation in ~2000.
Boat Launch Boarding Floats (N & S) & L/R Facility	01/01/93	20	\$ 250,000	\$ 1,900,000				Complete upgrade to entire L/R facility including concrete ramp, floats, parking lot, restroom, fish cleaning station. 100% DBW grant funds applied for; \$250k approved in FY 16/17. Remainder in follow-on years.
<b>TOTAL NEEDS</b>				\$ 2,185,000	\$ 290,000	\$ 15,000	\$ 15,000	

**CITY OF MORRO BAY - HARBOR DEPT.  
 SCHEDULE OF 5-YEAR CAPITAL MAJOR MAINT. & REPAIR REQ'MTS  
 AS OF THE 2017/18 FISCAL YEAR**

DESCRIPTION	YEAR ACQUIRED OR PLACED IN SERVICE	LIFE IN YEARS	<div style="border: 1px solid black; width: 60px; height: 20px; display: inline-block;"></div> In current budget	FISCAL YEAR REQUIREMENTS				NOTES
				2017/18	2018/19	2019/20	2020/21 +	

Note 1: dollar figures in *italics* are earmark set-aside requirements toward a total amortized cost as-noted.

Note 2: dollar figures in **green bold** are Department budget recommendations.

**CITY OF MORRO BAY - HARBOR DEPT.**  
**SCHEDULE OF 5-YEAR CAPITAL REPLACEMENT REQ'MTS**  
**AS OF THE 2017/18 FISCAL YEAR**

DESCRIPTION	YEAR ACQUIRED OR PLACED IN SERVICE	LIFE IN YEARS	In current budget	FISCAL YEAR FOR REQUIREMENTS				NOTES
				2017/18	2018/19	2019/20	2020/21 +	
<b>Harbor</b>								
BUILDINGS:								
Harbor Maint. Bldg, Front St. (Oil Yard)	01/01/15	25		\$ 2,100	\$ 2,100	\$ 2,100	\$ 2,100	\$50k replacement 2040.
Harbor Maint/Storage Bldg. (Gear Storage)	01/01/93	30						Leased to Coast Guard.
Harbor Maint/Storage Bldg. (Boat Shed)	01/01/93	30						Pending legal status of property/building.
Harbor Office	06/01/64	40	\$ 315,000	\$ 400,000	\$ 400,000			\$1.1M replacement FY17/18-18/19 if Coast Guard building project moves forward w/\$315k seed money to City. ~\$800k loan payments for construction to be built into new CG lease.
FACILITIES:								
North T-Pier	06/01/64	Indef.						Not to be replaced; ~20-year major maintenance cycles.
North T-Pier HP Slips	06/01/93	30+		\$ 39,000	\$ 39,000	\$ 39,000	\$ 39,000	\$350k replacement 2025, \$39k/year.
Ice Machine	06/01/07	30+ ?						
South T-Pier	06/30/92	Indef.						Not to be replaced; ~20-year major maintenance cycles.
Beach Street Slips - North	01/01/83	30	\$ 340,000					Est. for complete replacement. Const. contracting u/w.
Beach Street Slips - South	06/01/80	30	\$ 225,000					Est. for complete replacement. Const. contracting u/w.
Dune Street Slips	01/01/95	30		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$450k replacement 2025, \$50k/year.
Anchor Memorial Park Pier	01/01/85	Indef.						
Floating Dock	?	25-30						Sea lion dock.
Harbor End Dock & Pier (Galley Rest.)	?	25 (dock)		\$ 4,375	\$ 4,375			\$20k dock, \$15k gangway repl. w/75% grant funding.
MBB Street End Dock & Pier (Rose's)	?	25 (dock)		\$ 4,375	\$ 4,375			\$20k dock, \$15k gangway repl. w/75% grant funding.
Marina Street End Pier (Marina Square)	?	Indef.						
Mariner Park Dock & Pier (Estero Inn)	?	25 (dock)		\$ 2,500	\$ 2,500			Dock repl. w/75% grant funding (\$20k dock cost).
Tidelands Park Side Tie Dock	06/01/97	25		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$180k replacement 2022, \$30k/year.
Launch Ramp Slips North	06/01/95	30		\$ 47,000	\$ 47,000	\$ 47,000	\$ 47,000	\$420k replacement 2025, \$47k/year.
Launch Ramp Slips South	~01/01/00	25		24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$220k replacement 2025, \$24k/year. Slips renovated ~2000.
TOTAL NEEDS				\$ 603,350	\$ 603,350	\$ 192,100	\$ 192,100	

Note 1: dollar figures in *italics* are "earmark" set-aside requirements toward a total amortized replacement cost as-noted.





AGENDA NO: C-3

MEETING DATE: December 7, 2017

## Staff Report

**TO:** Harbor Advisory Board

**DATE:** December 1, 2017

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Update from the Eelgrass Ad-Hoc Committee on Committee's Recent Activities, and Update on Eelgrass Management Plan Consultancy Proposal from Anchor QEA

### **RECOMMENDATION**

Receive and file committee report, and receive update from Harbor Director regarding revised eelgrass consultancy contract from Anchor QEA.

### **BACKGROUND**

The Eelgrass Ad-Hoc Committee will be presenting an oral update on their activities, if any. This is a standing committee report agenda item.

### **DISCUSSION**

The Harbor Director is currently working on a revised consultancy contract with Anchor QEA to include the following scope of work:

1. Brief identification of the issue within the framework of the California Eelgrass Mitigation Policy (CEMP).
2. Identify lessons learned from Newport Beach and/or Humboldt Bay that may be applicable to Morro Bay to take into a Morro Bay policy-making process.
3. Identify a critical process path to take to develop that policy, including roles, responsibilities and deliverables of the consultant.

It would be staff's intent to enter into said consultancy contract before the start of the new year, with work beginning in the new year.

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_



AGENDA NO: C-4

MEETING DATE: December 7, 2017

## Staff Report

**TO:** Harbor Advisory Board

**DATE:** December 1, 2017

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Update from the Marine Sanctuary Ad-Hoc Committee on Committee's Recent Activities

### RECOMMENDATION

Receive and file.

### DISCUSSION

The Marine Sanctuary Ad-Hoc Committee will be presenting an oral update on their activities, if any. This is a standing committee report agenda item.

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_



AGENDA NO: C-5

MEETING DATE: December 7, 2017

## Staff Report

**TO:** Harbor Advisory Board

**DATE:** December 1, 2017

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Update from the Working Waterfront Ad-Hoc Committee on Committee's Recent Activities

### **RECOMMENDATION**

Receive and file.

### **BACKGROUND**

The Working Waterfront Ad-Hoc Committee will be presenting an oral update on their activities, if any.

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_



AGENDA NO: C-6

MEETING DATE: December 7, 2017

## Staff Report

**TO:** Harbor Advisory Board

**DATE:** December 1, 2017

**FROM:** Eric Endersby, Harbor Director

**SUBJECT:** Cancellation of the January 2018 Harbor Advisory Board Meeting

### **RECOMMENDATION**

Staff recommend cancelling the January 4, 2018 Harbor Advisory Board meeting.

### **BACKGROUND/DISCUSSION**

Due to the January Harbor Advisory Board meeting's proximity to the holidays being in the dead of winter, typically a quiet time of year, this meeting is historically canceled. In addition, the Harbor Director is scheduled to be on vacation during the week of January 4, 2018.

In addition, staff will likely bring an item to the February 2018 board meeting, when new and/or returning appointees are seated, to consider adoption of a HAB meeting schedule for the upcoming year.

Prepared By: EE

Dept Review: EE

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_