



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, April 18, 2018
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 March 21, 2018 Regular Meeting
Recommendation: Approve minutes.

B. BUSINESS ITEMS

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

C. POTENTIAL FUTURE AGENDA ITEMS

D. ADJOURNMENT

Adjourn to the Public Works Advisory Board meeting at the Veteran's Memorial Building, 209 Surf Street, on May 16, 2018 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 – March 21, 2018
VETERANS MEMORIAL HALL – 5:31P.M.

AGENDA ITEM: <u>A-1</u>
DATE: <u>April 18, 2018</u>
ACTION: _____

- | | | |
|----------|--|--|
| PRESENT: | Ric Deschler
Chris Parker
Janith Goldman
Steve Shively
Stewart Skiff | Chairman
Board Member
Board Member
Vice Chair
Board Member |
| ABSENT: | Christian Erlendson
John Erwin | Board Member
Board Member |
| STAFF: | Rob Livick
Janeen Burlingame
Mike Wilcox
Damaris Hanson
Gina Gregory | Public Works Director
Management Analyst
Consolidated Maintenance Superintendent
Environmental Programs Manager
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.

ANNOUNCEMENTS - None

PRESENTATIONS – None

ELECTION OF CHAIR AND VICE-CHAIR

MOTION: Steve Shively moved to nominate Ric Deschler as Chair of the Public Works Advisory Board for the next year. The motion was seconded by Stewart Skiff and carried 5-0-0 unanimously.

MOTION: Stewart Skiff moved to nominate Stephen Shively as Vice-Chair of the Public Works Advisory Board for the next year. The motion was seconded by Chris Parker and carried 5-0-0 unanimously.

PUBLIC COMMENT PERIOD

The public comment period was opened.

Nancy Castle, Morro Bay resident, expressed a concern regarding Preston Lane and what will happen at the end of the rain. She appreciated that the City brought asphalt and filled in the potholes and would like to see the street rebuilt.

Chair Ric Deschler brought up a concern from Nancy Bast that was sent in by email regarding replacing the chairs in the Veteran’s Hall.

A. CONSENT AGENDA
<https://youtu.be/cIFw3HL1bKs?t=6m4s>

A-1 APPROVAL OF MINUTES OF FEBRUARY 21, 2018 MEETING.

MOTION: Steve Shively moved to approve Item A-1. The motion was seconded by Stewart Skiff and carried 5-0-0 unanimously.

B. BUSINESS ITEMS

- B-1 Directors Report – Informational summary of current Public Works Activities
<https://youtu.be/cIFw3HL1bKs?t=6m41s>

Rob Livick presented the staff report.

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

- C. POTENTIAL FUTURE AGENDA ITEMS
<https://youtu.be/cIFw3HL1bKs?t=51m4s>

Rob Livick stated the OneWater item would be coming back in May and staff would include more detail in the next Director's Report on stormwater program and water quality efforts.

D. ADJOURNMENT

The meeting adjourned at 6:27 P.M. to a regular Public Works Advisory Board meeting at the Veteran's Memorial Building, 209 Surf Street, April 18, 2018.

Recorded by:

Gina Gregory
Office Assistant



AGENDA NO: B-1

MEETING DATE: April 18, 2018

Staff Report

TO: Public Works Advisory Board
DATE: April 11, 2018
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 to be notified by email when Council, Board's and Commission's agendas and minutes are posted on the website.

Service Requests: 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) by using a feature on 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).

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.

CONSOLIDATED MAINTENANCE RECENT SERVICE REQUESTS & REPAIRS

Staff Contact: Mike Wilcox

Staff has closed out 59 internet service requests over the past month. These are in addition the core duties and broken down by category below. Staff will be ramping up street work with the dryer weather.

- 11-Tree related or tree debris related
- 1-Street light issue
- 4-Street sweeping requests
- 2-Storm drain clearing requests
- 1- Sign or banner missing request
- 2-Sidewalk repair requests
- 1-Public safety concern
- 1-Restroom maintenance
- 29-Maintenance requests
- 1-Litter
- 1-Custodial
- 2-Bike path requests
- 1-Banner install request

CONSOLIDATED MAINTENANCE RECENT PROJECTS

Staff completed the necessary repairs to the Public Works Building following a car strike earlier in the year.



CONSOLIDATED MAINTENANCE RECENT PROJECTS

The restroom at Del Mar Park had the final coat of Stucco applied Monday 4/9/18. Following a 4 week cure and crack period, minor repair will be made a fresh coat of Elastomeric paint will be applied. Staff anticipates opening the restrooms for business on 5/4/18. Stucco installation is the only component of construction that has been contracted out on this project



CONSOLIDATED MAINTENANCE PUBLIC SAFETY

Staff worked with emergency responders at the Morro Creek Main Street crossing to prevent flooding at the Tratel Mobil Home Park, and along the creek to the mouth clearing debris.



TRANSIT

Staff Contact: Janeen Burlingame

Transit Bus Procurement

In late March, staff received the final funding needed for the purchase of a replacement bus for Morro Bay Transit from a State of California Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) program grant.

The project will be funded 100% with PTMISEA, Rural Transit Fund, and Local Transportation Fund monies so no General Funds will be used. The City will procure the vehicle through the California Association for Coordinated Transportation/Morongo Basin Transit Authority (CalACT/MBTA) Purchasing Cooperative.



Morro Bay Transit Bus

Short Range Transit Plan

The consultant completed interviews with various stakeholders and has begun developing a preliminary list of potential service alternatives and/or improvements based on information generated from these interviews as well as the onboard surveys, boarding/alighting counts, the online community survey, and their review of existing transit services and conditions.



Morro Bay Transit
Fixed Route ★ Call-A-Ride
Trolley

WATER – OPERATIONS

Staff contacts: Rob Livick
Joe Mueller
Damaris Hanson
Jamie James

Water staff completed various work orders:

- Exercised Valves (40)
- Hydrant Flushing for ISO (8)
- turn off/on services (22/53)
- Re-read meters (37)
- Customer requests (16)
- Water samples (62)
- Install new water service (3)



Hot tap on Bonita to install a water meter manifold



Replace fire hydrant valve on Morro Bay Blvd

WATER – WATER CONSERVATION

Staff Contact: Damaris Hanson

For the Month of March water conservation was only 25% lower compared to March 2013.

Please remember to make water conservation a way of life!

State Water Resources Control Board may be adopting more permanent water conservation measures. If adopted in April the proposed regulations will go into effect 7/1/18 The permanent regulations may include:

- Over watering lawns in which water flows into the street
- Washing down driveways and sidewalks
- Washing your car using a hose without an automatic shutoff nozzle
- Running an ornamental fountain without a recirculating system
- Watering lawns and landscapes within 48 hours of one-fourth of an inch or more of rainfall
- Hotels not asking guests to skip laundering of towels and linens daily
- Watering turf a street median that has no community recreational or civic function.

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).

OneWater Plan

- Update on completed activities
 - Water Master plan: developed cost estimates for the current and future storage analysis – replacement of the Elena tank vs abandonment of the Elena tank
 - Collections system master plan: updated the current and future capital improvements for the collections system
 - Water Supply Evaluation: compiled city input on weighting for individual evaluation criteria, developed weighting for qualitative scoring, begin development of the report write-ups
 - Storm Water Master Plan: identified current and future system capital projects
- Upcoming activities
 - Water Master plan and Collections System Master plan: finalize CIP after staff input, continued development of report chapters
 - Water Supply Evaluation: Finalized weighting for the qualitative scoring criteria and continued development of the report write-ups
 - Storm Drain Master plan: meeting to discuss recommended capital improvements April 24th
 - PWAB/Council Presentation: May

WASTEWATER – COLLECTIONS

Staff Contacts: Joe Mueller

John Gunderlock

In March wastewater collections staff:

- Cleaned approximately 22,000 feet of sewer mainline.
- Responded to no after-hour callouts.
- Performed cleanup of a hazard material spill (paint) during a rain event, vacuumed up the diluted paint from gutter on Alder Street.
- Responded to 3 online customer service requests: 1) a dip in the road on Bradley Street 2) sewer odor at Surf Side on Main street 3) manhole in the drainage channel at the edge of the pavement on Las Vegas Street.
- No mainline overflows were reported.
- Conducted pH sampling at Mission Linen to evaluate facility pretreatment control processes.
- Performed routine lift station maintenance.
- Conducted 12 source control inspections at industrial and commercial facilities.
- Performed video inspection (CCTV) of mainline along Beachcomber Drive during rain events to identify areas of infiltration and inflow into the collection system..



Flow through a manhole during a storm event

WASTEWATER – COLLECTIONS

Staff Contacts: Joe Mueller

John Gunderlock

- Installed flowmeters to capture rain event infiltration and inflow data of Section 2 (west of Hwy 1 Yerba Buena to Azure Street)
- Hosted a State Wastewater Treatment Plant Operator exam preparation workshop conducted by the California Rural Water Association. Operators from Morro Bay, Pismo Beach, San Miguelito Mutual Water Company, Springville, Strathmore, and the City of Guadalupe were in attendance.
- Reviewed and updated the Sanitary Sewer Overflow Notification Checklist
- Conducted safety meetings on Safe Driving and the WWTP High Flow/Flood Guidelines



Lift station maintenance

WASTEWATER – TREATMENT

Staff Contacts: Joe Mueller

John Gunderlock

Operation & Maintenance

- Flow for the month of March averaged 1.185 Million Gallons per Day (MGD) and totaled 36.739 million gallons for the month.
- Staff recorded 7.85 inches of rain during the month of March.
- Staff responded to (2) after hour callouts in March for plant chlorine adjustments.
- All plant alarms where tested throughout the month.
- The high flow flood response procedures where reviewed with staff on March 20th.
- On March 21st during a storm event staff responded to an electrical failure that effected two of the plants three main influent pumps. Staff operated the facilities two emergency bypass pumps throughout the night and into the morning until the storm flow subsided.
- Two influent motors had to be repaired and the control VFD's where replaced due to the electrical failure.
- Storm water outfalls where sampled for pH, TSS, and Oil & Grease.
- Leaky roof vents where repaired on the administration building.
- Staff rebuilt one of the facilities primary sludge pumps.
- A new natural gas regulator was installed on the administration building.
- The laboratory Quality Assurance Manual was reviewed, updated and submitted to the laboratory accreditation program (ELAP).
- Flow meter and chart recorder data was downloaded and analyzed during the rain events to accurately capture and record the incoming flows.



Influent pump motor install



Temporary pumping do to electrical failure during storm event



Influent pumps electrical repairs

Wastewater Treatment - Operation & Maintenance continued

Staff attended the following training:

- Emergency Preparedness and Fire Extinguisher use
- Exam preparation for wastewater operator certification

Submitted reports:

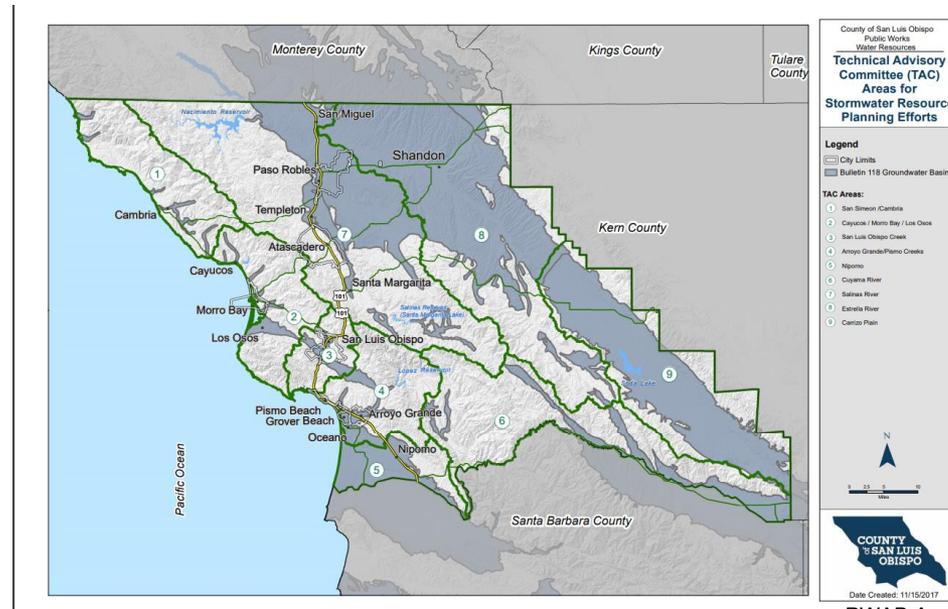
- February 2018 Monthly Self-Monitoring Report (eSMR)
- February 2018 Monthly Discharge-Monitoring Report (eDMR)
- 2017 Annual Report (eSMR)
- 2017 Annual Report (eDMR)

STORM WATER Mangement Program

Staff Contact: Damaris Hanson

The San Luis Obispo County Flood Control and Water Conservation District received a grant award through the Proposition 1 to develop a Storm Water Resources Plan (SWRP) for the entire county. The purpose of the SWRP is to protect storm water quality by reducing pollutants and trash and to improve the use of storm water as a resource by “bringing to the top” those multi-benefit projects that can best meet the identified priorities on a watershed basis. Qualifying projects will provide benefits to water quality, water supply, flood management, the environment, public education and jobs. The City of Morro Bay is participating in this effort and is part of the Technical Advisory Committee (TAC). There are nine TAC areas that were established to facilitate stakeholder involvement and storm water resource planning efforts. Morro Bay is the lead representative for TAC area 3, the communities of Los Osos, Cayucos and Morro Bay. The team has begun to develop a list of projects throughout all of the TAC areas and have started to develop the project prioritization to assess the different projects multi-benefits. The Benefits developed so far are; Water Quality, Water Supply, Flood Management, Environment, and Community. Each of these benefits will have associated metric to rank each project.

It is important that the City develop a SWRP to satisfy the requirements of Senate Bill 985 so that the City can be eligibility to receive future State grant funds for storm water projects.



URBAN FOREST MANAGEMENT

Staff Contacts: Damaris Hanson
Mike Wilcox



- Nesting Season – no trimming or tree removal of Public trees February 1st - June 30th
- Customer service requests for tree trimming and removals are not conducted unless it is determined to be an emergency during nesting season.
- Several broken limbs were removed as a result of a rain storm in March

ENGINEERING/CAPITAL PROJECTS

Staff contact: Rob Livick

Highway 41/Main/Highway 1

- CalTrans Reviewing Environmental and Preliminary Design Information, ICE TAP planned
- SLOCOG Increased Construction funding for Project to \$3.1 M (Still Requires 50% match by City)
- Project update to PWAB anticipated in June 2018

Pavement Management

- Annual Completion Report to Council on April 24, 2018
- List of potential street maintenance projects using SB1 funding to California Transportation Commission by May 1, 2018
- Proposed Pavement Management Maintenance Plan Presented to PWAB May 2018 meeting

Sidewalk Gap Closures

- Work Complete and processing change orders and payment.
- Completion Report to Council on April 24, 2018 and request for budget adjustment due to additional paving due to match grade.

Nutmeg Tank Replacement

- No change this month.

Chorro Stream Gages

Continue to monitor stream flow temporary gaging locations.

- Cleath-Harris Geologists measured Chorro Creek stream flow on Wednesday, March 7, 2018.
 - The flow at Canet was **3.96 cfs at 11:17 AM**, the gage reading on the County website was 4.55 feet.
 - The flow at the Chorro Creek Road crossing was **2.79 cfs at 10:26 AM**, the gage reading on the County website was also 4.55 feet at this time.

ENGINEERING/CAPITAL PROJECTS

Staff contact: Rob Livick

Flood Protection

- Morro Bay was awarded an increase to our Community Rating (in FEMA's National Flood Insurance Program, NFIP). This will now offer our residents the ability to purchase flood insurance at a higher discount rate. Public Works, Engineering went through a 5- year cycle audit for the Community Rating System (a voluntary incentive program that recognizes community floodplain management ordinances and activities). The NFIP is managed by The Federal Emergency Management Agency (FEMA), within The Department of Homeland Security. Floods are the nation's most common and costly natural disasters and we strive to provide disaster resistant procedures and documentation for our community. We are also one out of only two Cities and Communities within SLO County to participate and be acknowledged.

Development Review

- Staff is working on the following major projects:
 - Morro Mist Subdivision-Bonita and Main
 - Black Hills Villas – Quintana and South Bay
 - Sonic Restaurant – Main and Highway 41
 - Commercial Development – Sunset and Highway 41
 - Hotel Development – Atascadero Road West of Highway 1

WASTEWATER – NEW WRF

Staff contact: Rob Livick

The WRF project is reaching some very important milestones with regard to environmental review, permitting, external funding and cost estimates. As such, members of the community are encouraged to get engaged and participate in upcoming meetings.

Draft Environmental Report Released

The City released the draft Environmental Impact Report (EIR) at the end of March. The Draft EIR provides the public and pertinent agencies with information about the potential effects on the local and regional environment associated with the proposed WRF project. Community members are encouraged to read the report, which can be found online on the WRF website at <http://morrobaywrf.com>. The City is soliciting comments from the public about the Draft EIR, which will be received through May 18th, 2018. Written comments should be sent to:

Rob Livick, P.E. Public Works Director City of Morro Bay
955 Shasta Avenue,
Morro Bay, CA 93442
rlivick@morrobayca.gov

New Program Manager: Eric Casares, PE – Carollo Engineers

- On April 10, City Council authorized the City Manager to enter into a contract with Carollo Engineers for Program Management Services. The first step will be to work with staff and the existing technical team to insure no duplication in services.

WASTEWATER – NEW WRF

Staff contact: Rob Livick

Upcoming WRF public meetings and other important dates:

- April 25, 2018, 6:30p.m. Vets Hall – City Council study session o Comprehensive WRF project update
- May 1, 2018, 3:00p.m., Vets Hall – WRF Citizen Advisory Commission o Review the Draft EIR
- May 8, 2018 – Proposals for the WRF facility are due on this date (two firms are in the process of preparing and submitting design-build proposals for the proposed facility). The proposals will help inform what the overall costs will be for the project.
- May 18, 2018 – Public comments due on the Draft EIR.

For more information about the WRF project, please visit: <http://morrobaywrf.com>.

