



# 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.*

**Regular Meeting - Wednesday, January 15, 2020  
Veterans' Memorial Hall - 5:30 P.M.  
209 Surf Street, Morro Bay, CA**

Janith Goldman, Vice-Chair John Erwin	Ric Deschler, Chair Christian Erlendson Vacant	Torrey Byles Vacant
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ESTABLISH QUORUM AND CALL TO ORDER  
MOMENT OF SILENCE  
PLEDGE OF ALLEGIANCE  
BOARD MEMBERS ANNOUNCEMENTS AND PRESENTATIONS

ELECTION OF CHAIR AND VICE-CHAIR

#### 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. For those desiring to speak on items on the agenda, but unable to stay for the item, may also address the Board at this time.

Public comment is an opportunity for members of the public to provide input to the advisory body. To increase the effectiveness of the Public Comment Period, the City respectfully requests the following guidelines and expectations be followed. When recognized by the Chair, please come forward to the podium to speak. Though not required, it is helpful if you state your name, city of residence and whether you represent a business or group. Unless otherwise established by the Chair, comments are to be limited to three minutes.

- All remarks should be addressed to 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.
- The Board in turn agrees to abide by its best practices of civility and civil discourse according to Resolution No. 07-19.

#### A. CONSENT CALENDAR

A-1 Approval of Minutes for the November 20, 2019 Public Works Advisory Board Regular Meeting

#### B. BUSINESS ITEMS

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

B-2 Water Reclamation Facility (WRF) Program Update  
**Recommendation:** No action. Information item for discussion.

C. FUTURE AGENDA ITEMS

D. ADJOURNMENT

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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 772-6262 for further information. Materials related to an item on this Agenda submitted to the Public Works Advisory Board after distribution of the agenda packet are available for public inspection at the Public Works office located at 955 Shasta Avenue and Morro Bay Library located at 625 Harbor Street during normal business hours. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Works Department at (805) 772-6262 at least 24 hours prior to the meeting to insure reasonable arrangements can be made to provide accessibility to the meeting.

PRESENT:	Ric Deschler Janith Goldman John Erwin Torrey Byles Chris Erlendson Steve Shively	Chair Vice Chair Board Member Board Member Board Member Board Member
STAFF:	Rob Livick Janeen Burlingame Damaris Hanson Joe Mueller	Public Works Director Management Analyst Environmental Program Manager Utilities Division Manager

ESTABLISH QUORUM, CALL TO ORDER  
MOMENT OF SILENCE  
PLEDGE OF ALLEGIANCE

The meeting was called to order at 5:30 p.m. A quorum was present.

ANNOUNCEMENTS - None

PRESENTATIONS – None

PUBLIC COMMENT

<https://youtu.be/VSPZ3UaLj9Y?t=30>

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

A. CONSENT AGENDA

<https://youtu.be/VSPZ3UaLj9Y?t=36>

A-1 Approval of Minutes for the September 25, 2019 Public Works Advisory Board Special Meeting

A-2 Approval of Minutes for the October 16, 2019 Public Works Advisory Board Regular Meeting

MOTION: Steve Shively moved to approve Items A-1 and A-2. The motion was seconded by Janith Goldman and carried 6-0-0 unanimously.

B. BUSINESS ITEMS

B-1 Directors Report

<https://youtu.be/VSPZ3UaLj9Y?t=76>

Rob Livick presented the Directors Report.

B-2 Review of the City's 2019 Water Loss Audit

<https://youtu.be/VSPZ3UaLj9Y?t=2183>

Damaris Hanson presented the staff report.

Discussion, comments and questions amongst Board members and staff.

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

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

FUTURE AGENDA ITEMS

Rob Livick stated the Pavement Management Plan redo will be in early 2020.

ADJOURNMENT

The meeting adjourned at 6:45 P.M.

Recorded by:

Janeen Burlingame  
Management Analyst



AGENDA NO: B-1

MEETING DATE: January 15, 2020

## MEMORANDUM

**TO:** Public Works Advisory Board  
**CC:** City Manager  
**DATE:** January 9, 2020  
**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) 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](http://www.morrobayca.gov/905/Service-Requests), or the mobile App (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 COMPLETED SERVICE REQUESTS AND WORK ORDERS 11/13/2019 TO 1/08/2020

Staff Contact: Mike Wilcox

Service Requests Completed		Work Orders Completed	
Curb Painting Request	0	<b>Facilities</b>	
Curb Repair	1	ADA Work	1
Custodial Request	2	Appliance Repair	0
Graffiti	0	Core Duties	0
Maintenance Request	14	Custodial	0
Other - Street Lights	1	Electrical	5
Pavement Repair or Replace	1	Facilities Other	2
Pothole/Sinkhole	1	Flooring	1
Safety Issue	1	General Maintenance	3
Public Time Clock Issue	0	General Repair	1
Sidewalk Issue	4	Graffiti Removal	1
Street Cleaning/Sweeping	1	Painting	1
Sign or Banner Missing/Damaged	0	Plumbing	5
Street Light Out or/Broken	1	Roof & Gutter	7
Tree Evaluation	3	<b>Fleet</b>	
Tree Pruning/Trimming	8	Body Work	1
Tree Removal Request	2	Brake System	1
<b>Service Request Total</b>	<b>40</b>	Cooling System	3
		Electrical System	5
		Engine Other	1
		Engine Service	2
		Fuel System	1
		Oil Change Lube	3
		Shop Inspection	0
		Smog Inspection	5
		Tire Work	2
		Trasmission Drivetrain	1
		Vehicle Inspection	4
		<b>Furniture</b>	
		Install	4
		<b>Landscape Areas</b>	
		Other	2
		<b>Parking Lots</b>	
		ADA Work	3
		General Maintenance	0
		<b>Restrooms and Trash</b>	
		Electrical	1
		Graffiti Removal	5
		Maintenance	7
		Repair	1
		Replace	1
		<b>ROW-Sidewalks-Paths</b>	
		Clean Clear Debris	2
		Graffiti Removal	3
		Trim Bushes/Tgrees	1
		<b>Graffiti Removal</b>	
		Grind	1
		Mark Lifts	1
		Other	1
		Repair	2
		<b>Parks</b>	
		Electrical	1
		Graffiti Removal	1
		Haul Debris	3
		Irrigation Repair	2
		Maintenance	1
		Other	3
		Plumbing	0
		Tree Hazard Reduction	1
		Tree Removal	1
		Weed Abatement	0
		<b>Stormwater</b>	
		Maintenance	3
		Repair	0
		<b>Street Trees</b>	
		Evaluation	0
		Hazard Reduction	8
		Removal	2
		<b>Streets</b>	
		Berm Repair	3
		CMA Patch	3
		Dig Out	0
		HMA Patch	0
		Install	0
		Other	0
		Repair	0
		Replace Sign	2
		Righ of Way Obstruction	1
		Sweeping/Cleaning	1
		Traffic Colntrol	1
		USA	0
		Weed Abatement	0
		<b>Work Order Total</b>	<b>129</b>



## CONSOLIDATED MAINTENANCE PROJECT PICTURES

Staff Contact: Mike Wilcox

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- A new roof was installed by others on the Public Works building.
- Staff removed the PV array for the roofing project. Then reinstalled the array along with a new anchoring system, HVAC condensate drains, and electrical to support parking lot lighting.

# CONSOLIDATED MAINTENANCE STREET TREES

Staff Contact: Mike Wilcox

- Staff continues to remove tree hazards as necessary to improved right of way clearance safety.
- Staff wants to remind everyone that Bird nesting season is starting February through June. Not trimming or removal of Trees in the Public Right-of-Way. Private trees can be trimmed, but not removed unless it has been deemed an emergency.





## CONSOLIDATED MAINTENANCE PROJECT PICTURES

Staff Contact: Mike Wilcox

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- Graffiti was a problem during the month of December with no less than seventeen public locations receiving unwanted artwork.
- Staff stayed on top of the problem removing it daily and reporting to MBPD.
- The Artist was eventually arrested, and restitution is being sought.

# WATER – OPERATIONS

Staff contacts: Joe Mueller

Damaris Hanson

## **Operations and Maintenance November and December 2019:**

### **Distribution**

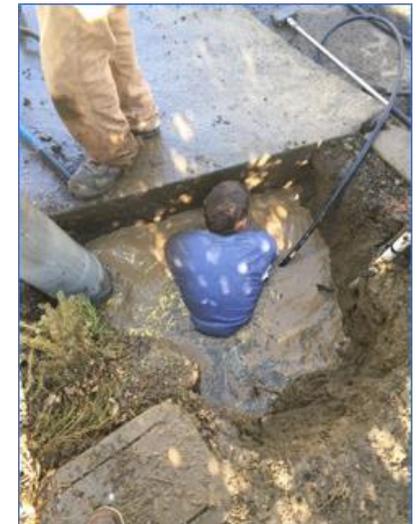
- Exercised 17 mainline water valves throughout the city.
- Responded to six after-hour callouts:
  - Vashon booster station communications loss.
  - Water leak at 421 Kern.
  - Water leak at 2985 Juniper
  - Water leak at 2077 Ironwood
  - Water leak at Quintana across from water booster house.
  - Flow adjustment to Blanca storage tanks.
- Responded to 3 minor water leaks, located and repaired as needed. All leaks and corrective action taken is logged and tracked through the CityWorks, Asset Management/Work Order/Permitting, software and database.
- Performed 34 water service turn-offs and 83 water service turn-ons.
- Replaced four water meters throughout town.
- Located and marked 118 Underground Service Alerts.
- Investigated 150 distribution issues ranging from meter re-reads, meter high reads, pressure issues, and water quality concerns.
- Emergency response to 426 Orcas street after a tree fell severing the water service line to the house.
- Flushed all dead ends throughout the water distribution system for free chlorine disinfection and then again after going back to chloramines.
- Superior Tank representative perform a preliminary condition assessment of the city's water storage tanks.
- Staff Fabricating in house service turn-on/off valve wrenches for utilities trucks.
- Well number three pump motor ground faulted; tested and needs to be replaced, receiving quotes for well pump replacement.

### **Submitted reports to the State, [electronically](#):**

- November & December 2019 Monthly Monitoring Report
- November & December 2019 Monthly and Annual Water Rights Extraction report
- November & December 2019 Monthly Water Conservation report



426 Orcas Street



PWAB Agenda Packet 8 of 15  
2985 Juniper Street

**Treatment**

- This years state water shutdown occurred from October 31st through November 18th. During that time period 100 percent of the city potable water supply was provided by city groundwater wells treated though reverse osmosis (RO) membranes. As an additional maintenance measure during this time the city switches to free chlorine in the disinfection process, as compared to other parts of the year where chloramines are used for this purpose. While state water flows have not yet returned to full operation due to ongoing maintenance, RO treated ground water continues to supplement state water as it does throughout the entire year.
- Operated the Reverse Osmosis (RO) facility producing 5.9 million gallons into the distribution system.
- Continued decommissioning old desalination equipment from RO building.
- Tested the RO facility clean-in-place (CIP) system and equipment; ready for liquid test.

**Staff attended the following training:**

- Wet weather driving safety tailgate meeting
- Advanced Water Treatment in Pismo Beach
- Reviewed safety data sheet and safe handling for ammonia sulfate used in the water treatment



Maintenance and repaint of wells sites



Decommissioning of desalination equipment

# WASTEWATER – COLLECTIONS

Staff Contacts: Joe Mueller

John Gunderlock

## Operations and Maintenance November and December 2019:

- Hydro cleaned approximately 39,881 feet of city main line.
- Video inspected (CCTV) 2,809 feet of gravity main line.
- Received and completed 7 service requests to investigate possible partial line blockages.
- Performed eight fats, oils, and grease source control inspections.
- Reported No Sewer Overflows for the month of November and December to CIWQS, (California Integrated Water Quality System)
- Tested lift station generators, alarms and performed monthly maintenance.
- Performed Lift Station maintenance: Lift station #2 remove and replace pump #2 (seal failure) with a spare pump and cable, Lift station #3 remove broken wet well flushing valve from pump #2
- Sampled PH levels from Mission Linen.
- Inspected 6 laterals tie-in connections that were installed or replaced onto gravity main lines.



Lateral tie into the collection system

CCTV while Hydro cleaning to clear roots from the sewer trunk main line located on Main St.



Before Cleaning



After Cleaning

# WASTEWATER – TREATMENT

Staff Contacts: Joe Mueller  
John Gunderlock

## Operation & Maintenance November and December 2019

- Flow for the month of November averaged 0.983 Million Gallons per Day (MGD) and totaled 29.497 million gallons.
- 2.55 inches of precipitation was recorded in the month of November.
- Flow for the month of December averaged 1.134 Million Gallons per Day (MGD) and totaled 35.149 million gallons.
- 3.50 inches of precipitation was recorded in the month of December
- Responded to (2) after hour callouts in November for plant chlorine adjustments.
- Responded to (2) after hour callouts in December one for plant chlorine adjustments and one for a tripped pump breaker at the residual meter.
- Tested all plant alarms.
- Reviewed the high flow/flood response standard operating procedure for the wastewater plant.
- Replaced sandbags and waddle throughout the plant storm drains.
- Replaced universal u-joint bearings on influent pumps #2 & #3.
- Replaced universal u-joint flange and flange bolts on influent pump #2.
- Replaced belts and re-align digester sludge circulation pump #2.
- Cleaned Chlorine residual analyzer probes and added grit.
- Influent pump motor #2 ground faulted; new motor is ordered.
- Sprayed weeds along treatment plant perimeter and trimmed tree.
- Change boiler differential temperature to accommodate cold wet weather.
- Adjusted pressure regulator at waste gas burner for cold wet weather.
- Installed new seconds timer-clock on primary scum pump control system.
- Disassembled and inspected primary sludge pump #2.
- Drained, cleaned and inspected primary #2.
- Drained, cleaned and inspected the chlorine contact chamber.
- Gold Coast Environmental performed annual calibration of the influent flow metering flume and ultrasonic level indicator.
- Tested the secondary effluent for classification and design of the new facility.
- Replaced temporary fencing surrounding storm drain outfall at the beach.



Annual off hauling of sludge biosolids



**Utilities Staff attended the following training:**

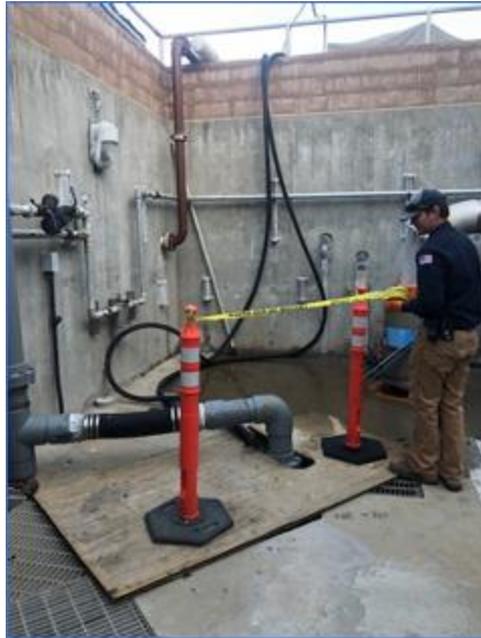
- Wet weather driving safety tailgate meeting
- Advanced Water Treatment in Pismo Beach
- Reviewed SDS and safe handling for ammonia sulfate used in the water department

**Submitted reports to the State, [electronically](#):**

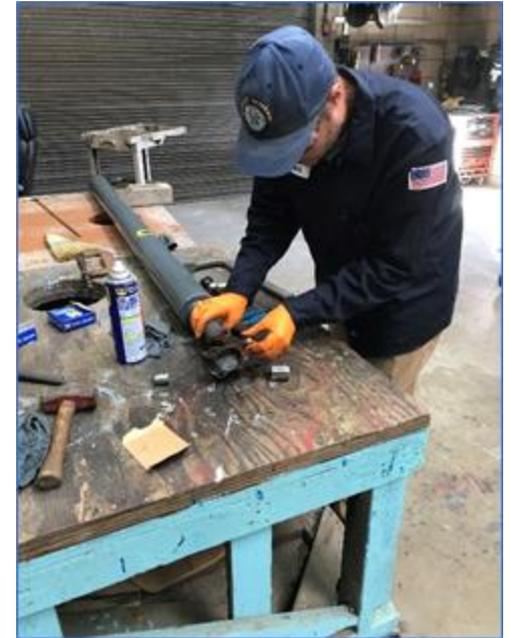
- November & December 2019 Monthly Discharge-Monitoring Reports (eDMR)
- November & December 2019 Monthly Self-Monitoring Reports (eSMR)
- Third Quarter 2019 Progress Report – Time Schedule Order (eSMR)
- Annual Ocean Outfall Inspection Report (eSMR)



Primary sludge pump inspection



Testing emergency bypass pump at headworks influent channel



Influent pump driveshaft rebuild

# ENGINEERING/CAPITAL PROJECTS

Staff contact: Rob Livick

## **Highway 41/Main/Highway 1 – No Change**

- Project construction is still financially constrained
- Contract completed with GHD formerly Omni-Means to complete Pre Design and Design Work
- Working with City's funding partners the San Luis Obispo Council of Governments (SLOCOG) & Caltrans on funding and design options

## **Pavement Management**

- FY 19/20 program includes a complete Plan revision to incorporate sealing techniques not anticipated with 2011 Pavement Management Plan, but also reevaluate the cost benefit of asphalt pavement overlay
- Out of the two proposals received, Pavement Engineering Inc. was chosen for Professional Services to Update Pavement Management plan including a reassessment of the Pavement Condition. Pavement site inspections and measurements are currently in progress.
- Work to be performed in the Spring of 2020 to take advantage of better weather and new Rubberized Asphalt Grant Cycle

## **Water System Improvements – Nutmeg Pressure Zone Fire Flow Improvements**

- Addressed in the OneWater – Water System Capital Improvement Plan
- Request for proposal for preliminary design and environmental review being prepared

## **Collection System Repairs – Beachcomber, Main Street and Atascadero Road Sewer Main R/R**

- Addressed in the OneWater – Wastewater Collection System Capital Improvement Plan
- Request for proposal for design work is currently being advertised. Proposals due 2/6/2020.

## **Misc. Small CIPs**

- North Point Parking Lot: Separate lighting and fencing improvement project bids were received 12/11/2019 and both exceeded budget. All bids rejected and projects currently being reassessed.
- Boat Rinse Off WQ/Tidelands Pocket Park: Preparing to Rebid with multiple phases. City Crews expected to perform approx. 40% - 50% of work.
- Bocce Ball/Greenhouse on Shasta and Dunes: Initial bid 9/16/2019 No bids received, reassessing a potential "Volunteer Project".

## **Cloisters Landscaping Improvements – Concept Plan**

- Concept plan approved by City Council on October 22
- Project(s) require a budget amendment for appropriations, likely at mid-year

## **Sequoia Storm Drain Replacement**

- Analysis and working on a preliminary design

Operating and Capital Improvement Program is online at:

[http://www.morro-bay.ca.us/DocumentCenter/View/13292/Proposed-FY-2019\\_20-Operating-and-Capital-Budget](http://www.morro-bay.ca.us/DocumentCenter/View/13292/Proposed-FY-2019_20-Operating-and-Capital-Budget)

# Engineering/Development Review

Staff contact: Rob Livick

## Staff is working on the following projects:

- Power Plant Battery Energy Storage System (BESS) Project: Planning Review
- 405 Atascadero, 35 unit multi-family low income housing: Planning Review
- 535 Atascadero, Parcel Map (MB 15-0103) with Public Improvements: In Plan and Map Check
- Harborview Hotel/Commercial: Planning Review
- Hotel Development – NW corner Atascadero Road West and Highway 1: Planning Review
- Sonic Restaurant – Main and Highway 41: Plancheck – Waiting for resubmittal from applicant (Permit Extension Granted)
- Harbor Hut Docks: In Plancheck
- Rose's Landing Upstairs Hotel - Plancheck
- US Coast Guard Addition: In Plancheck
- Morro Bay Landing: Under Construction
- Three Stacks and a Rock Brewery at Former Aquarium Building: In Plancheck
- Residential remodels and construction: ~50 Projects in various stages of review
- Encroachment Permits Issued: 10 in November and 21 in December



AGENDA NO: B-2

MEETING DATE: January 15, 2020

## Staff Report

**TO:** Public Works Advisory Board **DATE:** January 9, 2020  
**FROM:** Rob Livick, PE/PLS – Public Works Director/City Engineer  
**SUBJECT:** Water Reclamation Facility (WRF) Program Update

### **RECOMMENDATION**

No action. Information item for discussion.

### **BACKGROUND/DISCUSSION**

At the December 10, 2019 City Council meeting, the Council considered sub-committee input and, recognizing a significant amount of the original Council-directed work had been completed, formally dissolved the WRFCAC and thanked the Committee members for its excellent work. The Council directed the Citizens Finance Advisory Committee (CFAC) to now reviewing the financial aspects of the WRF program and the remaining duties and responsibilities for technical review would be absorbed by the Public Works Advisory Board (PWAB).

While periodic project updates have been incorporated in the Director's Report, staff and the Program Manager will provide an overview of the project to from the time the project was re-envisioned in 2013 to its current status. We will also update the Board of the next steps in the program and the anticipated components that will come back to the Board for input and recommendation.

Additional information is always available on the program website: [www.morrobaywrf.com](http://www.morrobaywrf.com).

Prepared By: RL Dept Review: RL