



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.

**Regular Meeting - Wednesday, February 19, 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 Doug Rogers	Torrey Byles Mike Whitlock
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ESTABLISH QUORUM AND CALL TO ORDER
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE
BOARD MEMBERS ANNOUNCEMENTS AND PRESENTATIONS

- Advisory Bodies Handbook and Bylaws Update
The City Council Liaison to the Public Works Advisory Board and Public Works Director will be presenting the Public Works Advisory Board with an update on the recently adopted changes to the Advisory Bodies Handbook and Bylaws document. A link to the document is below:

[Advisory Bodies Handbook & By-Laws](#)

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 January 15, 2020 Public Works Advisory Board Regular Meeting
Recommendation: Approve minutes.

B. BUSINESS ITEMS

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

Recommendation: No action. Information item for discussion.

C. FUTURE AGENDA ITEMS

D. 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 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	Chair Vice Chair Board Member Board Member
ABSENT:	Chris Erlendson	Board Member
STAFF:	Rob Livick Janeen Burlingame Damaris Hanson Joe Mueller Mike Wilcox Amy Mills	Public Works Director Management Analyst Environmental Program Manager Utilities Division Manager Maintenance Superintendent Office Assistant

ESTABLISH QUORUM, CALL TO ORDER

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

ANNOUNCEMENTS – Ric Deschler announced the City Council had appointed two new members to the Board, Doug Rogers and Mike Whitlock. They will be seated at the February 19th meeting. John Erwin stated he noticed the hours at Public Works had changed. Public Works Director Rob Livick stated that the hours to the public changed to 8:00am-3:00pm, Monday-Friday.

ELECTION OF CHAIR AND VICE-CHAIR

<https://youtu.be/ZOL8jIKkqjc?t=1m43s>

MOTION: John Erwin moved approval of Ric Deschler to continue as Chair and Janith Goldman as Vice-Chair. The motion was seconded by Torrey Byles and carried 4-0-0 unanimously.

PRESENTATIONS – None

PUBLIC COMMENT

<https://youtu.be/ZOL8jIKkqjc?t=164>

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

A. CONSENT AGENDA

<https://youtu.be/ZOL8jIKkqjc?t=195>

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

MOTION: Janith Goldman moved to approve Items A-1. The motion was seconded by John Erwin and carried 4-0-0 unanimously.

B. BUSINESS ITEMS

B-1 Directors Report

<https://youtu.be/ZOL8jIKkqjc?t=226>

Rob Livick presented the Directors Report.

B-2 Water Reclamation Facility (WRF) Program Update

<https://youtu.be/ZOL8jIKkqjc?t=2331>

Rob Livick 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 he will provide updates in the Director's Report for some of the smaller projects, but it will be a major WRF exercise at the next meeting. He also stated the City Clerk will be coming next month to discuss the changes to the Advisory Body Handbook.

ADJOURNMENT

The meeting adjourned at 7:32 P.M.

Recorded by:

Amy Mills
Office Assistant



AGENDA NO: B-1

MEETING DATE: February 19, 2020

MEMORANDUM

TO: Public Works Advisory Board
CC: City Manager
DATE: February 13, 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 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 (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 1/19/2020 TO 2/13/2020

Staff Contact: Mike Wilcox

Service Requests Completed		Work Orders Completed	
Custodial Request	1	Facilities	Landscape Areas
Maintenance Request	11	Appliance Repair	1
Other - Street Lights	2	Bldg. Envelope Other	1
Pavement Replace or Repair	3	Electrical	2
Pothole/Sinkhole	7	General Maintenance	1
Street Cleaning/Sweeping	2	HVAC	1
Tree Pruning/Trimming	2	Plumbing	3
Tree Removal Request	1	Roof & Gutter	1
Service Request Total	29	Weed Abatement	2
		Fleet	Restrooms and Trash
		Body Work	1
		Cooling System	1
		Electrical System	1
		Engine Other	2
		Engine Service	1
		Mower repair	1
		Oil Change Lube	13
		Shop Inspection	3
		Smog Inspection	1
		Steering & Suspension	1
		Tire Work	3
		Vehicle Inspection	9
		Furniture	ROW-Sidewalks-Paths
		Install	2
		Irrigation Systems	Clean Clear Debris
		Repair	2
		Replace	1
			Graffiti Removal
			1
			Streets
			ADA Work
			1
			Berm Repair
			1
			CMA Patch
			6
			Dig Out
			2
			HMA Patch
			2
			Inspect
			1
			Remove Sign
			1
			Repair
			2
			Right of Way Obstruction
			3
			Street Dig Out
			1
			USA Request
			1
			Weed Abatement
			3
			Work Order Total 97



CONSOLIDATED MAINTENANCE PROJECT PICTURES

Staff Contact: Mike Wilcox

- Staff improved the line of sight for driver on Piney Way where private property improvements had encroached into the Public Right of Way creating a safety hazard.



Staff relocated a tree from
the future Bocce Ball Courts to
Bayshore Bluffs Park

CONSOLIDATED
MAINTENANCE TREES
Staff Contact: Mike Wilcox

CONSOLIDATED MAINTENANCE PROJECT PICTURES

Staff Contact: Mike Wilcox

- Staff has been working with the Harbor Department to enclose and secure the showers at Tidelands Park Restroom.

- Access and use of these facilities is part mooring agreement for individuals that pay to reside in our Morro Bay Harbor.

- Providing keypad entry to only the intended users, will eliminate vandalism and ongoing repairs.





The dry weather has allowed staff to complete another dig out. This one is on the 2500 block of Elm Street.

CONSOLIDATED
MAINTENANCE STREETS
Staff Contact: Mike Wilcox

WATER – OPERATIONS

Staff contacts: Joe Mueller
Damaris Hanson

Operations and Maintenance January 2020:

Distribution

- Exercised 74 mainline water valves throughout the city.
- Responded to three after-hour callouts:
 - 490 La Jolla Street – water shut off for repairs on the customer side
 - 2702 Koa Ave. - water leak on the Nutmeg tank pumping line
 - 488 Whidbey Way - Leak at meter
- Responded to seven potential 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 22 water service turn-offs and 52 water service turn-ons.
- Replaced four water meters throughout town.
- Located and marked 118 Underground Service Alerts.
- Investigated 22 distribution issues ranging from meter re-reads, meter high reads, pressure issues, and water quality concerns.
- Awarded contract to Superior Tank Solutions for washout, cleaning, and inspection of six of our water storage tanks, the four tanks at Blanca and two at Kings. Tank cleaning will begin in March.
- Awarded contract to Miller Drilling for the inspection and repair of city water production well #3.
- 488 Whidbey Way, investigated and documented all water shut-off locations.
- Switched from Ammonia Hydroxide to a safer more stable solution Ammonia Sulfate solution. Ammonia is used to produce chloramines in the distribution system when the wells and reverse osmosis (RO) facility is online.
- Sprayed weeds at water tank sites.
- Repaired light switches and covers at the RO facility.
- Replaced water valve box cover on the Embarcadero T-pier.

Submitted reports to the State, [electronically](#): No Violations

- January 2020 Monthly Monitoring Report and Quarterly TTHM and HAA5
- January 2020 Monthly Water Rights Extraction report
- January 2020 Monthly Water Conservation report



Nutmeg pumping line repair



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488 Whidbey Way Repair

Treatment

- After almost three months state water flows have returned to full operation. A full rebuild of a supply control valve was needed.
- Operated the Reverse Osmosis (RO) facility producing 1.5 million gallons into the distribution system.
- Continued decommissioning old desalination equipment from RO building.
- Performed a clean in place (CIP) backwash of the reverse osmosis (RO) membranes with citric acid.

Staff attended the following training:

- Arc Flash safety
- Workplace Harassment at the Fire Station



Service install 2996 Alder Street



Removal of Ammonia Hydroxide from the site



Decommissioning of desalination equipment

WATER – CONSERVATION

Staff contact: Damaris Hanson

2019 Annual Summary

Residential Gallons per Capita per Day (R-GPCD)
Annual Gallons per Capita per Day (GPCD)

2019	R-GPCD	GPCD
January	51.4	73.8
February	52.3	71.5
March	52.2	72.6
April	60.4	87.2
May	59.4	86.0
June	65.2	93.5
July	71.5	103.6
August	67.0	98.4
September	64.9	94.7
October	62.4	89.2
November	63.6	97.0
December	59.6	84.3
Average	60.8	87.7

Annual Water Conservation
Percent reduction 2019
compared to 2013

January	-21.5%
February	-19.5%
March	-24.9%
April	-5.6%
May	-24.6%
June	-19.9%
July	-20.2%
August	-21.4%
September	-19.0%
October	-22.4%
November	-9.3%
December	-19.8%

Please remember to make water conservation a way of life!

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, add replacing a toilet that flushed more than 1.6 gallons per flush (\$100).

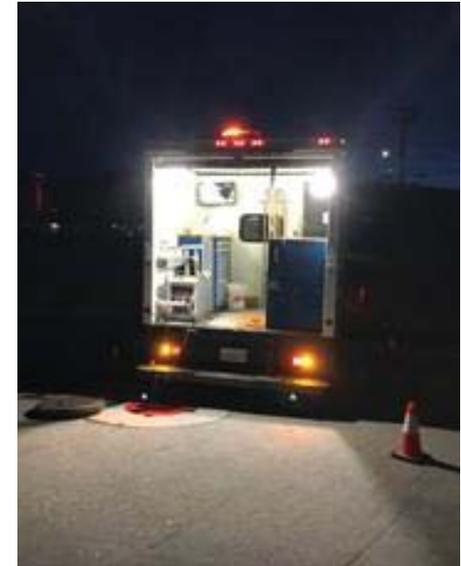
WASTEWATER – COLLECTIONS

Staff Contacts: Joe Mueller

John Gunderlock

Operations and Maintenance January 2020:

- Hydro cleaned approximately 29,610 feet of city main line.
- Video inspected (CCTV) 1,790 feet of gravity main line.
- Received and completed 1 service requests to investigate possible partial line blockages.
- Performed seven fats, oils, and grease source control inspections.
- Reported No Sewer Overflows for the month of January to CIWQS, (California Integrated Water Quality System)
- Tested lift station generators, alarms and performed monthly maintenance.
- Performed Lift Station maintenance: Lift station #2 removed, de-ragged, and reset pump tolerances.
- Lift station standby generator rust repair, removed rust and treated with rust inhibitor and repainted the generators at lift stations # 1,2&3.
- Sampled pH levels from Mission Linen.
- Inspected 6 laterals tie-in connections that were installed or replaced onto gravity main lines.
- Cleared sewer main line that was partially blocked by roots on Main Steet near San Jacinto.



Early morning work during low traffic



Lateral tie into the collection system

WASTEWATER – TREATMENT

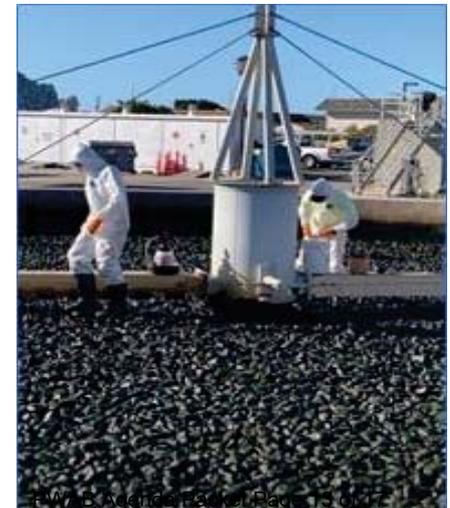
Staff Contacts: Joe Mueller
John Gunderlock

Operation & Maintenance January 2020

- Flow for the month of January averaged 1.082 Million Gallons per Day (MGD) and totaled 35.546 million gallons.
- 0.53 inches of precipitation was recorded in the month of January.
- Responded to (2) after hour callouts in January one for plant chlorine adjustments and one for PG&E power outage.
- Tested all plant alarms.
- Matt Bolyantz from the County Air Pollution Control Board (APCD) inspected the facility.
- Tamara Anderson from the State Water Resources Control Board (SWRCB) toured the facility.
- Jeff Cannon toured the facility and job shadowed operations staff.
- Updated the laboratory Quality Assurance/Quality Control manual.
- Ran emergency standby generator for monthly inspection.
- Cleaned and swept out the Motor Control Centers.
- Performed street sweeping with the skid steer tractor.
- Sprayed weeds throughout the facility.
- Reset plant flow meter totalizers for the new year.
- Sampled storm water Outfall A during a rain event.
- Slowed biofilter speed down to promote more bacteria growth due to lower outdoor temperatures.
- Adjusted boiler differential temperature setpoints and pressure regulator at the waste gas burner to accommodate colder weather.
- Repaired a small chemical leak on the sodium hypochlorite feed piping system.
- Replaced emergency automatic switch gear backup batteries and lead terminal connectors.
- A second 500-gallon emergency diesel tank was installed.
- Changed oil and cleaned water ports on the biofilters.
- Cleared sludge beds 2 & 7 decant drains.



Additional fuel storage



Biofilter maintenance

Utilities Staff attended the following training:

- Arc Flash safety video
- Headworks influent main gate operation and procedure review
- Workplace Harassment at the Fire Station

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

- December 2019 Monthly Discharge-Monitoring Report (eDMR)
- December 2019 Monthly Self-Monitoring Report (eSMR)
- Fourth Quarter 2019 Effluent Bacteria Self-Monitoring Report (eSMR)
- Fourth Quarter 2019 Receiving Water Self-Monitoring Report (eSMR)
- Annual 2019 Biosolids Self-Monitoring Report (eSMR)
- Annual 2019 Air Pollution Control District (APCD) Emissions Report

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
- 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 completed. PEI to conduct additional testing and Structural Analysis on identified streets.
- Work to be performed in the Spring of 2020 to take advantage of better weather and the latest cycle of the State's Rubberized Asphalt Grant

Water System Improvements – Nutmeg Pressure Zone Fire Flow Improvements

- Addressed in the OneWater – Water System Capital Improvement Plan
- Proposals are due on February 20, 2020

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

- Addressed in the OneWater – Wastewater Collection System Capital Improvement Plan
- Three proposals were received on February 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
- Staff will recommend a supplemental appropriation will be submitted to City Council on February 25.

Sequoia Storm Drain Repair/Replacement

- A "sink hole" developed due to wear to the existing stormdrain
- Analysis and working on a preliminary design for repair or replacement

Operating and Capital Improvement Program is online at:

http://www.morro-bay.ca.us/DocumentCenter/View/13514/Adopted-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 Plancheck 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: Finished Construction
- Rose's Landing Upstairs Hotel - Plancheck
- US Coast Guard Addition: In Plancheck
- Morro Bay Landing: Finished 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: 15 in January

WASTEWATER – NEW WRF

Staff contact: Rob Livick

- 60-Percent Complete Plans Received on both the WRF Facility and Conveyance System are complete and available on the
- City Council approved “Resolutions of Necessity” to pursue Eminent Domain with PG&E and Vistra Energy for easements necessary to construct the conveyance system and injection wells, should negotiations prove to be unsuccessful.
- Work continues in accordance with City Council direction.
- Additional Information at www.morrobaywrf.com and www.morrobayca.gov