



AGENDA NO: PC

MEETING DATE: November 22, 2022

**AGENDA CORRESPONDENCE
RECEIVED BY THE CITY COUNCIL FOR
PUBLIC REVIEW PRIOR TO THE MEETING**

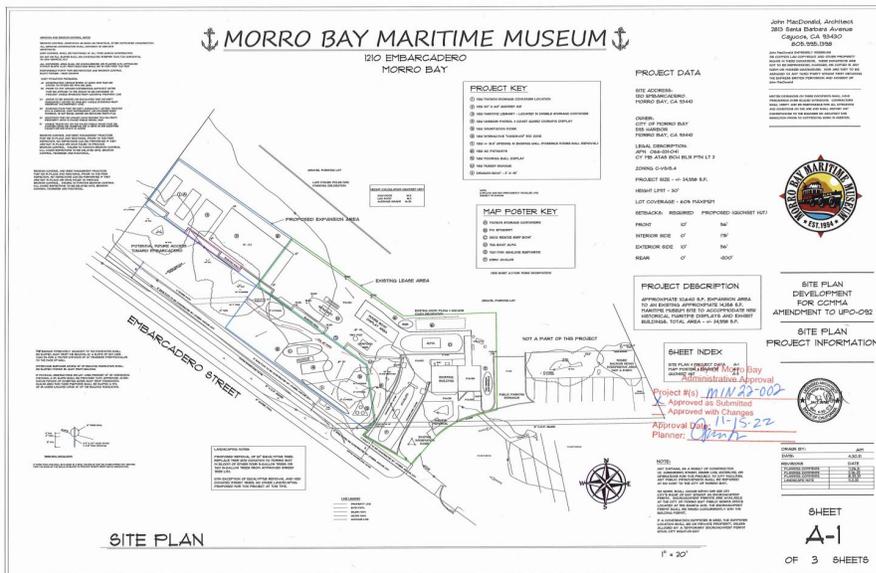
From: [Sean Green](#)
To: [Council](#)
Cc: [PlanningCommission](#); [Scott Collins](#); [CityClerk](#)
Subject: 11/22/22 Council Meeting: Public comment re: Maritime Museum expansion
Date: Tuesday, November 22, 2022 10:00:43 AM
Attachments: [Screen Shot 2022-11-22 at 9.41.33 AM.png](#)
[Screen Shot 2022-11-22 at 9.20.46 AM.png](#)
[Screen Shot 2022-11-22 at 9.21.04 AM.png](#)

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

Council,

I received a yellow notice about a "minor modification to a minor use permit" to a property within 500 feet of my empty lot and thought little of it. Days later, when I took a second look, I discovered that not only was the Morro Bay Maritime Museum applying for significant expansion (something I overwhelmingly support) but that the Museum would be receiving full approval to move forward without a public hearing on the proposed project (something I do not support).

Public hearings on projects that significantly impact the public, especially projects proposed for private development on public lands, ought to be the norm, and while I'm not willing to fork over the \$326 appeal fee myself simply to gain a public hearing for a project I would then publicly support, perhaps someone else is. Here is a link to the proposed Maritime Museum project, a 10,640 s.f. land expansion with structural additions: <https://www.morrobayca.gov/DocumentCenter/View/17265/Maritime-Museum-plans-MIN22-002>





Note that city staff approved the permit on 11/15/22. Potential appellants have ten days (or in this case, until 11/28/22, I believe) to appeal. Here is a link to the appeal form, if interested: <http://www.morro-bay.ca.us/DocumentCenter/View/7526/Appeals-Form--Information?bidId=>

As an active member of this neighborhood and community, I feel that the public deserves to know about projects that impact them and be given an opportunity to support, oppose, or recommend changes to an applicant's project. That public process is not intended to squash projects but to make them better. In the case of the Maritime Museum, for example, had a public hearing taken place, I would have expressed overwhelming support for the quonset hut theatre addition, general support for their 10,640 s.f. land expansion (subject to Council lease negotiation), and opposition to the overcrowding of the public right of way near the parking lot bulbout. In my opinion, a full 10-foot wide meandering pathway through the trees that begins at the Maritime Museum and ends at the Vistra entrance would far exceed the pedestrian experience proposed by the Museum's 4-foot wide sidewalk hidden behind walls of exhibits.

From: [Tim Hixson](#)
To: [Council](#); [Scott Collins](#); [John Headding](#); [Heather Goodwin](#)
Subject: Agenda Correspondence For The Next Regular Meeting
Date: Tuesday, November 1, 2022 9:38:01 AM

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This week I listened to a neighbor who shared his take on the proposed battery plant. He has a background in Chemical Engineering, so I thought his comments were valid. I believe there's some confusion about what the battery plant is. Here's what I learned: 1 - It's not an energy storage plant (for the wind farms, for example) 2 - It's a storage plant for Lithium (used to create energy) Lithium. - Google the periodic table and see for yourself. Lithium is directly under Hydrogen on the first column. Why is it under Hydrogen? Because that column consists of all the highly unstable elements, Lithium is the second most unstable element. Remember the fiasco with the Hindenburg blimp in 1930? The blimp was full of Hydrogen. Lithium fires cannot be put out with water. We've learned from Hurricane Ian, that Lithium doesn't react well with salt water. So what happens if one of the many Lithium cells catches fire here? What is the potential of other cells igniting? What environmental hazards will that produce for the surrounding city and residents? Do we want to live under these conditions? So we aren't storing energy. We're storing a highly unstable element. Carla is right to ask, do we want an industry of that magnitude in our little funky town? After learning about the Teslas fires in Florida, and the recent fire at Moss Landing, we might want to step back and consider this thoughtfully.

From: [Tim Hixson](#)
To: [Council](#); [Scott Collins](#); [John Heading](#); [Heather Goodwin](#)
Subject: Agenda Correspondence For The Next Regular Meeting
Date: Tuesday, November 1, 2022 9:44:07 AM

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

<https://sites.google.com/view/no-morro-bay-battery-storage/moss-landing-fire>



AGENDA NO: A-5

MEETING DATE: November 22, 2022

**AGENDA CORRESPONDENCE
RECEIVED BY THE CITY COUNCIL FOR
PUBLIC REVIEW PRIOR TO THE MEETING**

From: [Carole Truesdale](#)
To: [Council](#)
Cc: [Dana Swanson](#)
Subject: Resolution No. 97-22
Date: Friday, November 18, 2022 10:53:52 AM

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

Adoption of Resolution No. 97-22 Approving Amendment No. 4 to the Morro Bay Transit and Trolley Operations and Management Agreement with MV Transportation, Inc

I totally support this increase. As a senior I ride this transportation all over Morro Bay several times per week as I am not able to drive at this time. This service is an absolute asset to this City. More residents need to familiarize themselves with the routes, and meet these amazing, careful and conscientious drivers. As we age, driving will become more difficult and no one should have to feel they are losing their ability to take a bus to San Simeon, Cambria, Cayucos, SLO and all the way down to Santa Maria by connecting with RTA routes.

Thank you,

Carole Truesdale

"Food without wine is a corpse; wine without food a ghost. United and well matched, they are as body and soul;

living partners!" chef...Andre Simon (1877-1970)

Dana Swanson

From: betty winholtz [REDACTED]
Sent: Tuesday, November 22, 2022 4:03 AM
To: John Headding; Jeffrey Heller; Dawn Addis; Laurel Barton; Jennifer Ford
Cc: Greg Kwolek; Janeen Burlingame; Dana Swanson
Subject: agenda item a-5

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

Dear City Council:

It's my understanding that the CA minimum wage is \$14 for 2022 and \$15.50 for 2023. I am confused how the City can offer less than minimum wage. Am I misunderstanding this statement?

"The Vehicle Service Hour compensation rate applicable for calendar year 2023 shall be established at \$10.00 per vehicle service hour."

Sincerely,
Betty Winholtz



AGENDA NO: A-6

MEETING DATE: November 22, 2022

**AGENDA CORRESPONDENCE
RECEIVED BY THE CITY COUNCIL FOR
PUBLIC REVIEW PRIOR TO THE MEETING**

Dana Swanson

From: betty winholtz <[REDACTED]>
Sent: Tuesday, November 22, 2022 4:06 AM
To: John Heading; Jeffrey Heller; Dawn Addis; Laurel Barton; Jennifer Ford
Cc: Greg Kwolek; Damaris Hanson; Dana Swanson
Subject: agenda item a-6

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

Dear City Council:

Before I get to the content of this staff report and what you are being asked to approve, I was unpleasantly surprised that the document you are approving is not an attachment to the staff report. While a link is provided to the document, the link is not copy-able to cut and paste; rather, you have to hand type the 100+ characters to get to the document. This was discouraging; I ponder if any of you read it.

The Plan the City Council is asked to approve is a 2019 update to a 2014 document. Though dated, the Plan is informative, mostly accurate, and comprehensive. I am curious as to why this document took more than 3 years to come before Council. The report claims "The 2014 Plan update included an exhaustive public outreach program that included meeting with stakeholders in the sub-regions, taking surveys and conducting public meetings throughout the County." This is the first I have heard of this County-wide Plan signed by the City in 2012.

I have the following concerns regarding approving this Plan.

1. While members (in our case, the City of Morro Bay) can back out "anytime," the District formed is run by the County Board of Supervisors and County Public Works Department. The Plan does not identify how much the City pays the County annually to run this program.
2. The description for the grant money is misleading: "this component of the WRF Program will provide the City with a new, local, drought-proof and resilient water supply source, thereby diversifying the City's water portfolio and providing the necessary protection against climate change drought impacts, natural disasters and infrastructure failures." It has been stated in the *Estero Bay News* quoting City staff that this is not a source of water, but a means to prevent salt water intrusion which will be used sparingly, maybe once a year.
3. Asking to approve this Plan isn't only about getting money for the injection wells. The Plan is about desalinization, a later agenda item this evening. To say that desal is just exploratory is misleading. There is a commitment to it.
4. The Chorro wells are referred to as though they are still active. They are not, and this should be corrected.

5. The Plan reveals why City staff is trying to get the City away from our least expensive source of water, State Water. The State is wanting to reduce Delta use by 20%; an agency can't get money if it doesn't reduce use.

Regarding the second vote, that CEQA is not relevant, I disagree. The money will be used for drilling; that's an environmental impact.

Sincerely,
Betty Winholtz



AGENDA NO: A-7

MEETING DATE: November 22, 2022

**AGENDA CORRESPONDENCE
RECEIVED BY THE CITY COUNCIL FOR
PUBLIC REVIEW PRIOR TO THE MEETING**

Dana Swanson

From: betty winholtz <[REDACTED]>
Sent: Tuesday, November 22, 2022 4:05 AM
To: John Headding; Jeffrey Heller; Dawn Addis; Laurel Barton; Jennifer Ford
Cc: Greg Kwolek; Dana Swanson
Subject: agenda item a-7

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

Dear City Council:

I am surprised the City can apply for a grant without having specific plans to submit to the Conservancy. I would like to know exactly what the Historical and Cultural amenities are and where. I have grave concerns regarding the parking plan.

I am concerned about this statement, "the City will be responsible for maintaining any facilities funded through the grant for 20 years."

The Conservancy funded the Boardwalk, and the City is responsible for maintaining it. However, now the City says it doesn't have the funds to maintain the Boardwalk. Will the same situation arise with these new facilities?

I am concerned that the Historical and Cultural money will be used for other items, like the proposed stage due to language like "meaningful meeting spaces," which is controversial and not directly related to the grant's intent.

Sincerely,
Betty Winholtz



AGENDA NO: A-8

MEETING DATE: November 22, 2022

**AGENDA CORRESPONDENCE
RECEIVED BY THE CITY COUNCIL FOR
PUBLIC REVIEW PRIOR TO THE MEETING**

Dana Swanson

From: betty winholtz [REDACTED]
Sent: Tuesday, November 22, 2022 4:07 AM
To: John Heading; Jeffrey Heller; Dawn Addis; Laurel Barton; Jennifer Ford
Cc: Greg Kwolek; Erin DeAngelis; Dana Swanson
Subject: agenda item a-8

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

Dear City Council:

I believe the City is not responsible for ensuring a "resilient water supply for the region." The IRWM Plan that the City Council is asked to approve in Agenda Item A-6 refers to the cost of providing desal in South County:

--"Some 20 or more beach wells may be needed to provide enough seawater to produce the 2,300 AFY potable water

--Permitting and environmental issues could be complex, and implementation could take 8 years or longer.

--Initial capital cost could be in the range of \$35 million, and customer rates could be impacted by 18 percent to over 100 percent to fund the project and would cost in the neighborhood of \$2,300 per AF or more, on a 20-year life cycle basis."

Having nearly completed a new sewer plant that took 4 years to build at a cost 1/3 higher than promised with monthly rates that have quadrupled, I think Morro Bay is not in the mood for another capital project of this nature.

Let it be built where it is needed: in South County or Cambria/San Simeon.

Sincerely,
Betty Winholtz



AGENDA NO: B-1

MEETING DATE: November 22, 2022

**AGENDA CORRESPONDENCE
RECEIVED BY THE CITY COUNCIL FOR
PUBLIC REVIEW PRIOR TO THE MEETING**

Dana Swanson

From: betty winholtz <[REDACTED]>
Sent: Tuesday, November 22, 2022 4:08 AM
To: John Heading; Jeffrey Heller; Dawn Addis; Laurel Barton; Jennifer Ford
Cc: Scot Graham; Dana Swanson
Subject: agenda item b-1

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Dear City Council:

1.) Does this section also apply to the State Parks within the city limits of Morro Bay?

"308.1.1.1 Burning Prohibited. Open burning, bon fires, recreational fires, and all other outdoor fires are prohibited.

Exception:"

2.) Please eliminate any exception to this code: "5609.1 Sale and Use of Fireworks Unlawful. The sale or use of fireworks, pyrotechnics, and others explosives shall be unlawful." No Exceptions.

3.) Since all sections are not printed, please state whether all electric buildings are required under these codes. If so, please make it optional.

Sincerely,
Betty Winholtz



AGENDA NO: C-1

MEETING DATE: November 22, 2022

**AGENDA CORRESPONDENCE AND
STAFF PRESENTATION
RECEIVED BY THE CITY COUNCIL FOR
PUBLIC REVIEW PRIOR TO THE MEETING**

Dana Swanson

From: betty winholtz [REDACTED]
Sent: Tuesday, November 22, 2022 4:10 AM
To: John Heading; Jeffrey Heller; Dawn Addis; Laurel Barton; Jennifer Ford
Subject: agenda item c-1

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Dear City Council:

1. Why is the bike path being paved when we have not seen a restoration plan?
2. Mr. Dan Heimel of Confluence Engineering is responsible for giving the City water advice including the IPR wells. He also works for the Los Osos CSD, who has expressed interest to Morro Bay water. Does the City have in writing a statement from Mr. Heimel to the following effect?

Professional Engineering Conduct: §475 (b)(1) says, "Conflict of Interest: (1) If a licensee provides professional services for two or more clients on a project or related projects, the licensee shall disclose in writing to those clients and property owners or their authorized representatives his or her relationship to those clients."

3. Have Special Conditions #3, #5 and #7 of the Coastal Permit been met since the City manager's report stated that the new plant is operating at 90%.
4. Regarding change orders: How is it that #35, #45, and #53 (wouldn't the city engineer have known this latter one?) were not known ahead of time; was there not a survey done prior to commencement? #36 I understand because the City knew it was placing pipes too close together per Dept. of Drinking Water standards. What is the role of the city engineer in these unknowns? Does Anvil have an engineer that works with them?
5. Why will you vote to have residents pay for what went wrong with the start up the sewer plant for the first time? Black and Veatch still owned the plant, or have they turned it over to the City? If not, it should be their pocketbook that makes it right until the City takes ownership. I don't understand #103 at all. Why is there a vehicle wash bay at the sewer plant (#106)? Shouldn't that be a task that is performed at the City Yard?

Sincerely,
Betty Winholtz

Morro Bay Water Reclamation Facility Project (WRF)

City Council Meeting
November 22, 2022

MORRO BAY
OUR WATER
RELIABLE. CLEAN. FOR LIFE.

Presentation Overview

- Construction Update
- Quarterly Report Update
- WRF Program Contract Amendments
 - Cogstone Amendment No. 3
 - Anvil Builders, Inc. No. 6
 - Filanc, Black & Veatch No. 8



WRC Administrative and Operations Building - September 27th, 2022

Conveyance Facilities Update

Pump Stations A & B



Pump Station A Wet Well



Pump Station B Pump Installation



Pump Station B Electrical Controls

Conveyance Facilities Update



Connection between Conveyance Facilities and WRF Pipelines



City Water Main Installation along Quintana Road

Conveyance Facilities Update



Utility Bridge Setting on Abutments



Force Main Connections on Utility Bridge

WRF Construction Update



Installing MBR Cassettes



RO Facility Units



Looking South – Fine Screens and Odor Control Facilities

Bike Path Landscape Plan

Project Description

A revegetation concept for the Bike Path located in Morro Bay, California. The work area is generally a 70ft. wide easement, approximately 1/2 mile in length bordered by Caltrans ROW and the PG&E / Vista properties. The proposed planting scheme will revegetate open areas with various trees and native shrubs. Other landscape treatments include decorative rock, boulders, a native hydroseed mix and bank mulch. The existing bike path alignment shall be retained.

Existing Condition Photos



Location Map



Preliminary Plant Material

Plant list has been reviewed and approved by Project Biologist

TREES

Cercis occidentalis / Western Redbud
Cupressus macrocarpa / Monterey Cypress
Eucalyptus globulus / Blue Gum Eucalyptus
Eucalyptus vireocarpa / Red Ironbark
Quercus agrifolia / Coast Live Oak

LARGE SHRUBS

Arctostaphylos Howard McMillen / Manzanita
Ceanothus cuneatus / Buckbrush
Heteromeles arbutifolia / Toyon
Prunus arbutifolia / California Cherry
Ribes speciosum / Fuchsia Flowered Gooseberry
Rhamnus californica / Coffeeberry
Rhus integrifolia / Lemonade Berry

MEDIUM SIZED SHRUBS/ UNDERSTORY

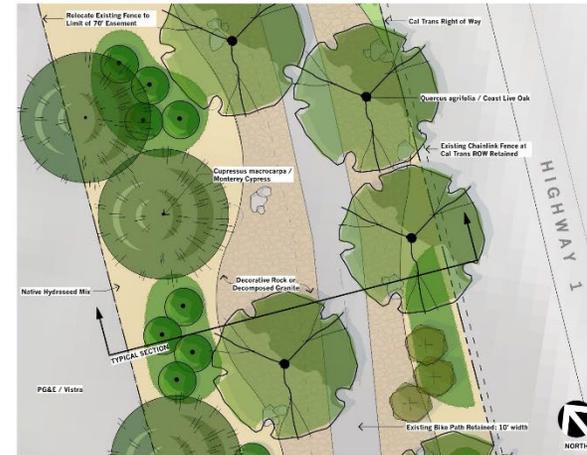
Adenostoma fasciculatum / Deerweed
Adenostoma fasciculatum / Chamise
Antennaria californica / California Sagebrush
Baccharis pilularis / Coyote Brush
Eriogonum parviflorum / Dune Buckwheat
Eriophyllum stanchevskii / Seaside Golden Yarrow
Mimulus aurantiacus / Sticky Monkey Flower
Rosa californica / California Wild Rose

NATIVE HYDROSEED MIX

Bromus carinatus / California Brome
Festuca microstachya / Small Fescue
Trifolium hybridum / Trifolium Clover



Typical Cross Section- Revegetation Plan - Scale: 1/4" = 1'-0"



Typical Revegetation Plan - Scale: 1" = 10'-0"

FIRMA CONSULTANTS, INC
 Landscape Architecture
 Planning
 Environmental Studies
 Principal: Lindsay Curtis ASLA
 CA Registration No. 6399
 Phone: 805.781.9800
 187 Tank Farm Road, Suite 230
 San Luis Obispo, CA 93401
 firmaconsultants.com



Schematic Landscape Plan

Morro Bay Bike Path
 Morro Bay, California

EXHIBIT

L1

JOB NO: 22050 MODIFIED: 12/21/21

MORRO BAY
OUR WATER
 RELIABLE. CLEAN. FOR LIFE.

Bike Path Restoration

- Grading and bike path paving currently underway
- Paved path will be placed in original location
- Area west of path will be kept clear for future injection well construction
- Need to finalize landscape plan design



Quarterly Report Update

- Submitted to the City on November 8th, 2022.
- Total Spending through Q1 FY2023 \$119.6M.
- Presented accomplishments, challenges, and upcoming activities.



MORRO BAY
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City of Morro Bay
Water Reclamation Facility Program

QUARTERLY REPORT -
ENDING September 30, 2022

FY 2022-2023 – 1st Quarter
July 1 through September 30, 2022



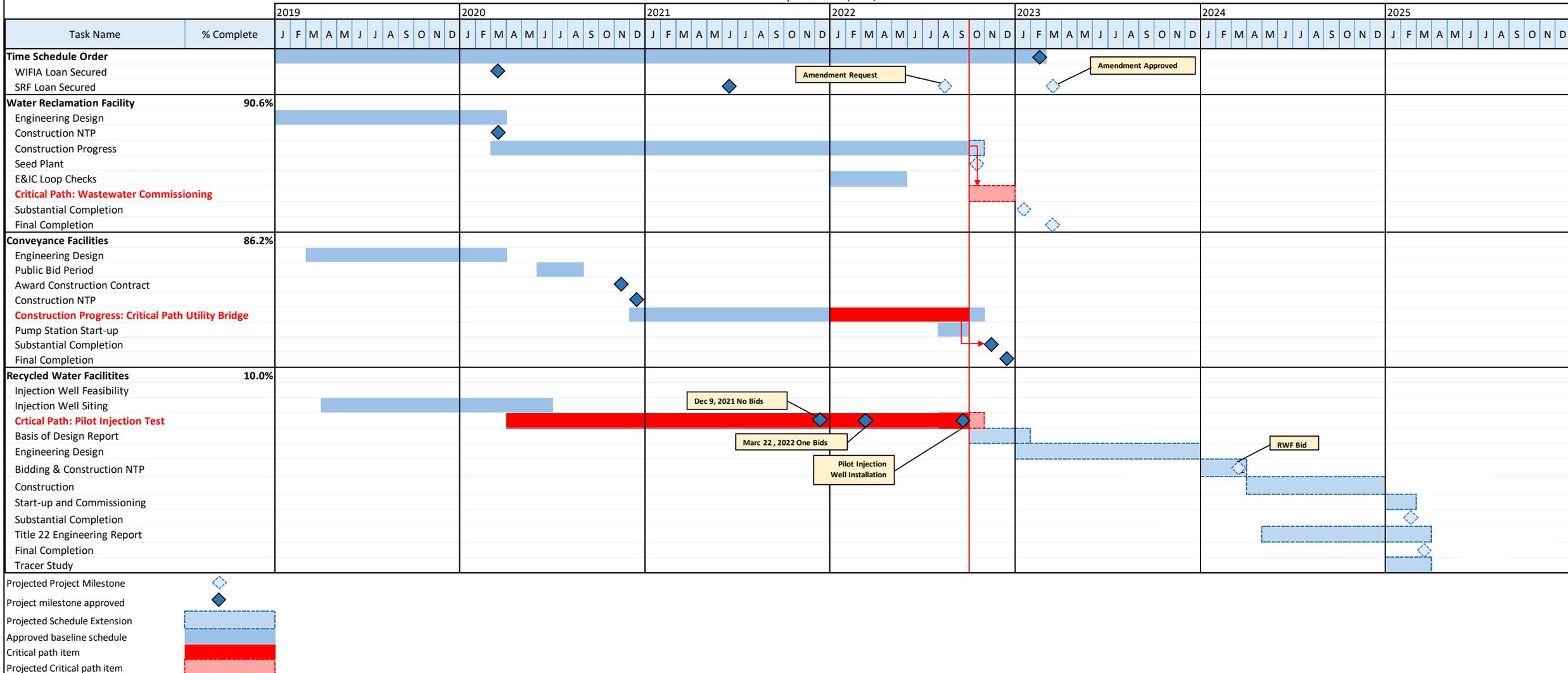
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WRF Program Schedule Overview

(As presented in latest Quarterly Report)



Morro Bay WRF Project
 Program Wide Schedule Summary
 Updated: FY22/23 Q1



Contract Amendments – Cogstone Amendment No. 3

- The cost for Amendment No. 3 is \$97,535.90.
- Amendment No. 3 for Cogstone includes the scope of work to complete the Archeological, Paleontological, and Native American Monitoring for the remainder of the ground disturbing activities for the Conveyance Facilities project.
- The details of this scope of work includes:
 - Monitoring for ground disturbing activities for the months of October and November
 - Task management
 - Supervision
 - Reporting time
 - Scheduling
 - Tribal coordination for the duration of the project.

Anvil Builders Amendment 6

PCO #	DESCRIPTION	Amount
26	Relocate 12" City RO Waterline at Sta 87+00	\$130,452
31	Existing Storm Drains Collapse at Sta 63+97	\$7,389
35	Existing RO Brine Line Discharge to WRF Outfall	\$200,000
36	DDW Initiated Realignments btwn Sta 99 and Sta 116	\$82,892
37	Restoration of Quintana Near Kings during Inclement Weather	\$13,000
45	Atascadero BR and Joint Trench Realignments	\$34,023
53	PS-B Grading and Drainage Revisions	\$65,102
55	200 LF Fused 4" HDPE for City Emergency Leak Response	\$1,338
57	Add FCA Restraint Rods and Lugs at Pump Stations	\$47,647
58	Change Wet Well Piping Fit-up Bolts to 316SS (RFI 122)	\$9,963
59	PS-A Retaining Wall Revision to Detail 1	\$20,837
68	Waterline Breaks on Atascadero Road near Hwy 1	\$34,120
	Total	\$646,763

FBV Amendment 8

PCO #	DESCRIPTION	Amount
97	Hydroseeding Soil Amendment & Coverage Limits	\$25,932
103	SRF Reimbursement Request Requirements	\$119,319
106	DC-33 Add Wash Rack Grease and Sand Interceptor	\$35,287
107	DC 34 Vactor Unloading Facility Revisions	\$38,880
108	Defer SEED PLANT Milestone and WRF Commission	\$750,000
121	Credit for Non-Compliant Frog Barrier	\$(12,000)
	Total	\$957,418

Fiscal Impact

Approved WRF Budget	\$79,123,216
Original GMP	\$67,234,512
Total Approved Amendments	\$9,823,368
Amendment No. 8	\$957,418
Proposed GMP	\$78,015,298
Budget Remaining	\$1,107,918
Approved Conveyance Facilities Budget	\$34,701,121
Original Contract Amount	\$31,493,675
Total Approved Amendments	\$2,702,906
Amendment No. 6	\$646,763
Proposed Contract Amount	\$34,843,344
Budget Remaining	\$(142,223)
Approved Cogstone Budget	\$1,405,721
Original Contract Amount	\$264,918
Total Approved Amendments	\$1,131,073
Amendment No. 3	\$97,536
Proposed Contract Amount	\$1,493,527
Budget Remaining	\$(87,806)

Morro Bay Water Reclamation Facility Project (WRF)

City Council Meeting
November 22, 2022

MORRO BAY
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AGENDA NO: C-2

MEETING DATE: November 22, 2022

**AGENDA CORRESPONDENCE
RECEIVED BY THE CITY COUNCIL FOR
PUBLIC REVIEW PRIOR TO THE MEETING**

Dana Swanson

From: betty winholtz <[REDACTED]>
Sent: Tuesday, November 22, 2022 4:14 AM
To: John Heading; Jeffrey Heller; Dawn Addis; Laurel Barton; Jennifer Ford
Cc: Scot Graham; Cindy Jacinth; Dana Swanson
Subject: agenda item c-2 DISREGARD PREVIOUS THIS IS THE ORGANIZED VERSION

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

Dear City Council:

I'm looking to your legacy with these Zoning Ordinance changes. The most important is the height change to the downtown area. Better that a developer ask for a variance to go higher, so the City can negotiate, than to give them 37 feet off the bat with no room to negotiate. Please separate this out, so it might be studied by the Planning Commission.

There are other legacy changes as well, like increasing residential height to 30 feet, where neighbors have an even clearer picture of one's backyard, so there is zero privacy. Is this what you want next to you?

Have you also increase the height limit on the west side of the Embarcadero from 14 feet to 17 feet?

In lieu parking fees on the Embarcadero have been eliminated when all others to this point in time have had to pay in lieu; where is the fairness or balance?

Car and truckers are bigger not smaller. This reduction in size is a hazard: 'Compact Parking Spaces. In parking areas with four or more parking spaces, up to 25 percent of the required spaces may be reduced to 8.5 feet by 18 feet and labeled "compact".'

Why were chain link fencing eliminated in residential districts? Will you eliminate those that already exist if remodeling is done? "Limitation on Chain-Link Fencing. Chain-link fencing is not permitted in Residential Districts." Same with concrete blocks.

It seems the size of an ADU has been increased. Was it not 900 square feet, and now it is 1200 square feet?

"SECTION 10. Section 12.08.080" The language of this section is confusing:

"The appellant shall submit a report prepared by a certified arborist or landscape architect describing the condition of the tree(s) and the reason(s) for the removal of the tree(s) from the public right-of-way." That is, is the appellant the one requesting the removal of the tree, or the one saying the tree should not be removed? What if it is the City saying the tree should be removed?

Also, what does this mean: "A tree(s) shall not be removed unless authorized by the proper review authority within the scope of a construction project." Who is the "proper review authority?"

Are hotels, hosted or otherwise, restricted from Residential zones? Is a definition of an unhosted hotel included in the glossary?

I could not find measure D.

Sincerely,
Betty Winholtz



AGENDA NO: C-3

MEETING DATE: November 22, 2022

**STAFF PRESENTATION
RECEIVED BY THE CITY COUNCIL FOR
PUBLIC REVIEW PRIOR TO THE MEETING**

Scott Collins, City Manager

11/22/2022

Assessment Prepared by:

The Centre for Organization Effectiveness



The City of Morro Bay – Harbor Department
Organizational Assessment Report – Fall 2022

Agenda

Background

Staffing history

Purpose for Assessment

Assessment

Methodology & Findings

TCFOE Recommendations

Staff Recommendations

Implement

Staffing



Harbor Department Recent Staffing History

At the peak prior to Great Recession and Power Plant Closure Harbor Dept included 8 FTE and part-time staff (2010)

Through reorganization and cutbacks, Harbor Department now has 6 FTE and smaller part-time staff



TCFOE Assessment – Purpose and Methodology



Purpose

Review administrative support for lease management
Expanded to include full Dept review

Methodology

Staff and stakeholder interviews
Analysis of operations and finances

TCFOE Assessment – Findings

Facilities:

- Deferred maintenance
- Insufficient funding to address the backlog of capital improvement projects
- Insufficient maintenance log to ensure maintenance activities performed
- Outdated Harbor office equipment and inadequate office space

Operations:

- Lack of knowledge and resource sharing across City departments
- A need to brand what the Harbor is and isn't responsible for (both internally and externally)
- Limited staff
- Training /Certifications - limited time, resources, and funding to enhance skills and stay current with training (public safety, CA boating laws, environmental protection regulations, etc.)

TCFOE Assessment – Findings (Con't)

Organizational Structure and Staffing:

- Friendly, dedicated, and accommodating staff
- Short-staffed and current staff stretched thin
- Succession planning
 - In need of a Harbor Director successor with an understanding of harbor operations and a skillset in business/lease negotiation and visioning
- The Harbor Director's current job functions have many competing priorities, which require tradeoffs and compromise

Business and Lease Management:

- Modernize the financial management and auditing system
- The tension between lease management and code enforcement
- Business/lease management skillset required in the department
- Insufficient reserve funds for capital projects
- The division between Tideland Trust Lease owners and City
- Digitize the Tideland Trust Lease Agreements
- Prepare for the sustained increase in tourism

TCFOE Assessment – Recommendations

FOCUS AREAS	RECOMMENDATIONS
<p>Facilities:</p>	<ul style="list-style-type: none"> A. Establish a preventive maintenance schedule for the existing structures, piers, and docks. B. Collaborate with Community Development and Tideland Lease Owners to create new projects to enhance the economic development of the waterfront (Master Plan). C. Partner with Public Works Department to help oversee the Capital Improvement Projects needed on the waterfront. D. Renovate/upgrade the Harbor Department Building.
<p>Organizational Structure/Staff:</p>	<ul style="list-style-type: none"> A. Expand the organization structure to include a fully staffed department: <ul style="list-style-type: none"> a. Convert the Operations Supervisor position to a Manager position b. Create a new Harbor Patrol officer position c. Create a new Harbor Business Manager position <ul style="list-style-type: none"> i. See Appendix: Embarcadero Master Leaseholders, LLC Position Paper to oversee the current business coordinator and manage and negotiate leases B. Equitable Pay C. Succession Planning

TCFOE Assessment – Recommendations (Con't)

FOCUS AREAS	RECOMMENDATIONS
Operations:	<ul style="list-style-type: none">A. Increase collaboration across the City Departments.B. Improve finance management by working more directly with Administration Services Department Team.C. Upgrade and convert paper to digital files to increase operational effectiveness.
Business and Lease Management:	<ul style="list-style-type: none">A. Create robust Tidelands Trust Leaseholders customer relationship management system.B. Explore revenue-generating resources to increase enterprise funds.C. Update the Harbor Department Website (Branding, Waterfront and Events Promotion, etc.).

Staff Recommendations

- Currently implementing low hanging fruit recommendations
- Staffing
 - Budget and hire another Harbor Patrol Officer (HPO)
 - Staffing levels, new direction for Harbor Director, and challenges hiring part-timers
- Recruitment for Harbor Director and address administrative/business recommendations with new Director

Harbor Finances

From an operational standpoint, sufficient annual revenues over expenses to support the HPO position request and potentially additional staffing (\$250K to \$350K annually)

Analysis assumes the following:

- Conservative estimate of Harbor Fund revenues
- Continued support of Harbor Fund from Measure E/Q
- Small, but consistent investment in Harbor capital needs
- Maintain Harbor Fund balance over 20 percent
- Increases in PERS contributions from the Harbor Fund

Still have significant capital needs that require additional revenue

Recommended Council Motion

1. Receive and file the Harbor Department Organizational Assessment report completed by The Center for Organization Effectiveness (TCFOE), and
2. Adopt Resolution No. 102-22, adding an additional Harbor Patrol Officer (HPO) position to the Fiscal Year 2022/23 Budget, and approving the necessary Budget amendment for addition of that position.



AGENDA NO: C-4

MEETING DATE: November 22, 2022

**AGENDA CORRESPONDENCE
RECEIVED BY THE CITY COUNCIL FOR
PUBLIC REVIEW PRIOR TO THE MEETING**

From: [REDACTED]
To: [Council](#)
Cc: [Scott Collins](#); [Marlys McPherson](#)
Subject: C-3 Flags
Date: Monday, November 21, 2022 12:20:21 PM

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

Mayor Headding and City Council Members,

While adding the rainbow flag to the City's flag poles for a month is admirable it would set a precedent for other organizations who may want the same opportunity. The City Attorney alluded to this possibility in his conclusion when he stated "The City could also choose to fly commemorative flags; although, this would increase the risk of a legal challenge once decisions are made to fly some flags but not others."

Some of those other groups who would request to be represented with their flag may not be desirable.

As an alternative I suggest that flags be flown for a day (or a week) commemorating other special days. Examples might be:

- March 17th St. Patrick's Day--the Irish Flag
- May 5th—Cinco de Mayo—Mexican Flag
- June 28th—Gay Pride Day—Rainbow flag
- July 1st---Canada Day—Canadian Flag
- July 14th—Bastille Day—French Flag
- Oct 10th---Indigenous People Day—Chumash Flag

I am sure the five of you have additional ideas on the flags that could be flown.

If nothing else the different flags would add nice color to the flag poles especially the one at the centennial staircase.

Homer Alexander

From: [Marlys McPherson](#)
To: [Council](#); [Scott Collins](#); [Dana Swanson](#)
Subject: Council Meeting 11/22/22, Item C-4
Date: Monday, November 21, 2022 3:50:03 PM

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

Dear Mayor Headding and Councilmembers,

I am writing to caution you against voting for the resolution to fly the Rainbow Pride flag during the month of June 2023. I fully support the City promoting diversity and inclusion in our community. It is also fine to have a policy on flying flags on City property, if one is needed.

However, once the Council approves flying a flag to support a cause, it creates a precedent. Other groups will come forward to make the same request, which will place the Council in the difficult position of deciding which causes are worthy and which are not. As the City Attorney points out, this could put the City in legal jeopardy when a request is denied.

Flag flying is a symbolic gesture that implies community support and allegiance. It could be divisive when there is not full community support for a particular cause/issue. To take concrete actions to promote diversity and inclusion, the Council needs to ensure that the City's hiring practices do so.

Respectfully,
Marlys McPherson
Morro Bay

November 21, 2022

To: Mayor Headding and the Morro Bay City Council:

I am responding to agenda item C-4 of the November 22, 2022 City Council meeting. Given that flag flying at City Hall is symbolic of community support and allegiance, and in the spirit of equity, diversity, and inclusion - if Council decides to approve Resolution No. 104-22, it would need to be expanded to flying social movement flags in all twelve months of the year. For instance, in addition to LGBTQ+ etc., here are just a few to choose from.

For instance:

January – the Women’s Suffrage 19th Amendment Victory flag

February – the Ecology flag

March – the American Indian Movement flag

April – the African American Unity flag

May – the Patriot flag

July – the Pale Blue Dot flag

August – the Veteran’s for Peace flag

September – the Straight Pride flag

October – the Marriage Equality flag

November – the Be Kind flag

December – the Anonymous Organization flag

So many choices, so few months. I am especially appreciative of the City spending taxpayer money for staff time, and of course City attorney time, in developing this agenda item. Apparently potential liability for lack of some social movement’s inclusion is of little concern.

Thank you,

Ron Reisner
Morro Bay Resident

From: [Judy Setting](#)
To: [CityClerk](#); [Scott Collins](#); [Council](#)
Subject: Written Public Comment for November 22, 2022 City Council Meeting
Date: Friday, November 18, 2022 10:00:43 AM
Attachments: [Resolution No. 103-22 Gay Pride Flag.pdf](#)

CAUTION: This is an external email. Please take care when clicking links or opening attachments.

Hello,

Please accept my written public comment for Resolution No. 103-22

Thank you so very much.

Judy Lynn Setting



Judy Lynn Setting
Morro Bay Resident - 1967

City Council Meeting November 22, 2022
C-4 Resolution No. 103-22

November 17, 2022

Dear City Council and City Hall Employees,

Resolution No. 103-22, if approved authorizes the City to fly the gay pride flag during the month of June.

In the United States we have hundreds, if not thousands of minority groups that would welcome the chance to be recognized by the opportunity to have their flag or symbol flown over city halls.

Approval of this resolution will set a precedent for other minority groups or organizations to submit requests to fly their flag.

It stands to reason we are setting ourselves up for lawsuits that may result from denying a group that we deem to have a harmful agenda. An example is those believing in the Confederate flag and all it represents.

Individuals and businesses have the right and opportunity to fly flags and banners of their choice.

Our City Hall is in the business of representing ALL citizens not adopting resolutions that may offend some and represent a small minority.

Please protect our City from lawsuits and vote NO to flying the gay pride flag over City Hall in June. We must remain neutral.

Respectively Submitted,

Judy Lynn Setting