



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, May 15, 2024 – 5:30 PM Veterans Memorial Hall 209 Surf Street, Morro Bay, CA

Pursuant to Assembly Bill 361 (2021-22) and Government Code section 54953 this Meeting will be conducted in a hybrid format with both in-person and virtual public participation. Ways to watch this meeting and submit public comment are provided below.

Public Participation:

Public participation is allowed in the following ways:

- *Community members may attend the meeting in person at the Morro Bay Veterans Hall.*
- *Alternatively, members of the public may watch the meeting and speak during general Public Comment or on a specific agenda item by logging in to the Zoom webinar using the information provided below. Please use the “raise hand” feature to indicate your desire to provide public comment.*

Please click the link below to join the webinar:

- <https://us02web.zoom.us/j/82722747698?pwd=aWZpTzdwTHlRTk9xaTlmWVNWRWFUQT09>
Password: 135692
- *Or Telephone Attendee: 1 (408) 638-0968 or 1 (669) 900-6833 or 1 (346) 248-7799; Webinar ID: 827 2274 7698; Password: 135692; Press *9 to “Raise Hand” for Public Comment*

- *Members of the public may watch the meeting either on cable Channel 20 or as streamed on the City [website](#).*
- *Community members are encouraged to submit agenda correspondence in advance of the meeting via email to the Public Works Advisory Board at pwab@morrobayca.gov prior to the meeting. Agenda Correspondence received at pwab@morrobayca.gov by 10 a.m. on the meeting day will be posted on the City website.*

ESTABLISH QUORUM AND CALL TO ORDER
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE
ANNOUNCEMENTS
PUBLIC WORKS DIRECTOR ANNOUNCEMENTS

PUBLIC COMMENT

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.

A. CONSENT CALENDAR - None

Unless an item is pulled for separate action by the Public Works Advisory Board, the following actions are approved without discussion. The public will also be provided an opportunity to comment on consent agenda items.

A-1 APPROVAL OF MINUTES FOR THE FEBRUARY 21, 2024, PUBLIC WORKS ADVISORY BOARD REGULAR MEETING

Recommendation: Approve as submitted.

A-2 APPROVAL OF MINUTES FOR THE APRIL 17, 2024, PUBLIC WORKS ADVISORY BOARD AND CITIZENS OVERSIGHT/FINANCE ADVISORY COMMITTEE SPECIAL JOINT MEETING

Recommendation: Approve as submitted.

B. BUSINESS ITEMS

B-1 ALLOCATION OF WATER EQUIVALENCY UNITS (WEU) FOR FISCAL YEAR 2024/25

Recommendation: Recommend to City Council that it allocate 50 WEUs for residential development (30 SFR and 20 MFR) and 65 for commercial development for a total of 115 WEUs for FY2024/25.

C. FUTURE AGENDA ITEMS

Diagonal Parking on Marina Street and Pacific

Morro Bay High School Stop Sign Request

Stop sign Dunes and Main

Pavement Management Program Update

HASLO Housing Complex, install red curbs to create 'No Parking' zones

D. ADJOURNMENT

The next Regular Meeting will be held on **Wednesday, June 19, 2024, at 5:30 PM.**

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 805-772-6263 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 UPON REQUEST BY CALLING THE DEPARTMENT AT 805-772-6263.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN A CITY MEETING, PLEASE CONTACT THE PUBLIC WORKS DEPARTMENT AT LEAST 24 HOURS PRIOR TO THE MEETING TO ENSURE REASONABLE ARRANGEMENTS CAN BE MADE TO PROVIDE ACCESSIBILITY TO THE MEETING.

Pursuant to Assembly Bill 361 (2021-22) and Government Code section 54953 this Meeting will be conducted in a hybrid format with both in-person and virtual public participation.

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|----------|----------------|----------------------------|
| PRESENT: | Laurie Beale | Chair |
| | John Erwin | Vice Chair |
| | Ian Gaffney | Board Member |
| | Robert Nava | Board Member |
| | Jan Goldman | Board Member |
| | Doug Hill | Board Member |
| | Derek Dahlgren | Board Member |
| STAFF: | Greg Kwolek | Public Works Director |
| | Damaris Hanson | Utilities Division Manager |
| | Anthony Cemo | Carollo Engineers |

ESTABLISH QUORUM, CALL TO ORDER

The meeting was called to order at 5:34 PM with all Board members in attendance.

Laurie Beale introduced City Council member Jen Ford who spoke of her role as the liaison for the Public Works Advisory Board. She then introduced reappointed member Doug Hill and new board member Derek Dahlgren.

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

<https://youtu.be/88q5ScZXCa0?si=dbl-6UhNOHxZIQdX&t=376>

Laurie Beale welcomed new board member Derek Dahlgren.

PUBLIC WORKS DIRECTOR ANNOUNCEMENTS - None

ELECTION OF CHAIR AND VICE CHAIR

https://youtu.be/88q5ScZXCa0?si=01QUHncUh-doJa_5&t=420

The Board members nominated Laurie Beale for Chair. There were no other nominations and the nomination of Laurie Beale passed unanimously 7-0.

The Board members nominated John Erwin for Vice-Chair. There were no other nominations and the nomination of John Erwin passed unanimously 7-0.

PUBLIC COMMENT - NONE

A. CONSENT CALENDAR

https://youtu.be/88q5ScZXCa0?si=0cFszXeoTo9jmSt_&t=555

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

A-1 APPROVAL OF MINUTES FOR THE JANUARY 17, 2024, PUBLIC WORKS ADVISORY BOARD REGULAR MEETING

MOTION: Jan Goldman moved to approve the Consent Calendar. The motion was seconded by John Erwin and passed unanimously 7-0.

B. BUSINESS ITEMS

B-1 CONTRACT CLOSEOUT AGREEMENT FOR THE WATER RESOURCES CENTER

<https://youtu.be/88q5ScZXCa0?si=cUByDUQOUikFmIx1&t=684>

Greg Kwolek introduced the item and consultant Anthony Cemo presented the staff report.

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

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

MOTION: John Erwin moved to approve recommendation that City Council would approve. The motion was seconded by Robert Nava and passed unanimously 7-0.

C. FUTURE AGENDA ITEMS

https://youtu.be/88q5ScZXCa0?si=cjU_MLeNr3rQzH7f&t=3352

Greg Kwolek gave updates on the above agenda items.

John Erwin suggested an update of the Pavement Project Program be placed as a future agenda item.

ADJOURNMENT

The meeting adjourned at 6:28 PM. The next Regular Meeting will be held on Wednesday, March 20, 2024, at 5:30 PM.

Recorded by:

Gina Arias
Administrative Technician

Terry Simons, Morro Bay, stated how he's excited to see the new direction the Public Works Department has taken in prioritizing projects in the city. He also applauded the Public Works Department staff for their efforts and would like to see the WRF project wrapped up as soon as possible because he believes this is taking up most of the staff's time.

The public comment period was closed.

Discussion, comments, and questions amongst the Board and Committee members and staff.

Greg Kwolek asked the members if there were any other comments to bring to the City Council. He noted the comments received would be brought to the City Council in May.

ADJOURNMENT

The meeting adjourned at 7:29 p.m.

Recorded by:

Gina Arias
Administrative Technician



AGENDA NO: B-1
MEETING DATE: May 15, 2024

Staff Report

TO: Public Works Advisory Board **DATE:** May 2, 2024
FROM: Cindy Cecil, City Engineer
SUBJECT: Allocation of Water Equivalency Units (WEU) for Fiscal Year (FY) 2024/25

RECOMMENDATION

Staff recommends the Public Works Advisory Board recommend to City Council that it allocate 50 WEUs for residential development (30 SFR and 20 MFR) and 65 for commercial development for a total of 115 WEUs for FY2024/25.

WATER EQUIVALENCY UNITS (WEU)

Background

In 1984 the citizens of Morro Bay adopted Measure F, codified as Ordinance 266 in MBMC as Chapter 13.20, as a "Growth Management System". This measure set a maximum population of 12,200 by the year 2000. Measure F set a limit of 70 new housing units per year with an annual maximum variation in the number of units not exceeding 10 percent or 77 WEUs for residential units. City Council acted on August 27, 2007, to reduce the number of allocated housing units to 50 new housing units. Ordinance No. 266 requires the WEU allocation mix to consist of 60% single family residential dwellings and 40% multi-family residential dwellings. Since housing and population growth has not increased to the Measure F projected population of 12,200, new housing units can still be issued. The population growth estimates in the General Plan predict reaching the Measure F established population in 2040.

A WEU is defined as a unit of measure for water use equal to the average amount of water used by a single-family residence over the period of one year. Based on calculations completed in 2016, a WEU is 8,732 cubic feet (0.2 AF) of water or 90 gallons per capita per day (GPCD). This amount was lowered in the 2016 calculation from previous years due to the historical trend of lower water use per capita compared to previous years. The intent of the WEU allocations is to regulate the addition of new water users to the City's water system and to ensure the demand for water shall not exceed available water supply.

Water Equivalency Unit Program

WEUs are issued to new projects based on projects' potential water use. WEUs are issued with planning permit approvals; therefore, this water use is projected to be in the future demands, not within the current or even next fiscal year water demand.

Summary of WEU FY 2023-24 activity:

The City Council authorized 115 WEUs for FY 2023-24, including 30 WEUs to be used for single-family dwellings, 20 for multiple-family dwellings, and 65 allowed for commercial/industrial uses. Those WEUs were allocated on a first-come, first-serve basis. The tracking of the WEUs utilized for FY 2023-24 indicates 21.6 of the 115 WEUs allocated were used:

- Single-Family Residential: 2
- Multi-Family Residential: 5
- Commercial: 14.6

This is not a comprehensive list of all building activity, but rather a list of those activities which required a WEU allocation in the past fiscal year. A WEU is only required for single family residential and multi-family residential when development is on an empty lot or when a change in use is proposed, i.e., changing from office building to apartment. Many of the projects for FY 2023/24 are Accessory Dwelling Units (ADU) and per State Law these units are to be treated the same as the existing residence with no greater impact than the existing residence, and as such, ADUs do not require allocation of WEUs.

There is no significant change in water availability that would impact the City's ability to issue WEUs. Looking ahead at the planning projects in the que for remainder of FY 2023/24, staff sees no need to adjust the number of WEUs for next fiscal year. Looking forward to next fiscal year, the Community Development Department is expecting one larger scale development to potentially begin the planning process towards the end of the fiscal year. It is anticipated that the staff recommended WEUs will be sufficient to move that project and other projects forward. As such, staff recommends the FY 2024-25 WEU allocation include 50 WEUs for residential development and 65 WEUs for commercial development for a total of 115 WEUs.

CONCLUSION

Staff recommends the Public Works Advisory Board recommend to City Council that it allocate 50 WEUs for residential development (30 SFR and 20 MFR) and 65 for commercial development for a total of 115 WEUs for FY2024/25.