



City Manager's Update

Photo: Police Officers Jeremy Painter and Luke Riddering Returning from Santa Barbara (mudslide rescue support)

January 20, 2018

Happy Saturday from Morro Bay's City Manager, Scott Collins. Here's to another great week in the best community on the Central Coast!

The City is committed to transparency, especially when it comes to our finances. You have entrusted us to spend your tax dollars and fees wisely, in accordance with local, state and federal laws. It is our job to not only ensure those revenues fund services and programs that improve your quality of life, but also show you how those monies are spent in an understandable way.

With that in mind, the Finance Department, with guidance from the Citizens Financial Advisory Committee and direction from your City Council, has rolled out several new financial reporting features to improve our transparency. Please check out these new features on the City [website](#) (more information below in this update).

I also wanted to extend my congratulations to Police Officer Jeremy Painter and Police Support Services Manager Bonnie Johnson who were awarded the 2018 International Footprint Distinguished Service award this week. They go above and beyond the call of duty every day, and are very deserving of this prestigious law enforcement award.

In this update you will get up to speed on the Water Reclamation Facility (WRF) project, receive stats on the Community Development Department (busy!), and learn about water conservation efforts you can employ in your home, among many other important updates. Thank you for taking the time to read through the update.

As always, I encourage community members to reach out to me to share their thoughts, ideas, and concerns. My direct phone number is 805-772-6206, and my email address is scollins@morrobayca.gov.

Police

Mudslides Response

Officer Jeremy Painter and Officer Luke Riddering, along with approximately 40 officers from SLO County police agencies, deployed for the recent major mudslide incident for three days. All returned back safe, unfortunately, there are many tragic stories.

Morro Bay Police Staff Recognized

On Thursday evening, Officer Painter and Support Services Manager Bonnie Johnson were awarded the 2018 International Footprint Distinguished Service award. According to the Footprinters' mission, they are an organization that "exists for the sole purpose of supporting all law enforcements in our community and promoting good fellowship, mutual respect and helpfulness between our local law enforcement agencies and our communities. Objectives are to raise money to support scholarships going to candidates selected, charitable causes, promote law enforcement to the community and recognize individuals within the Law Enforcement fields." Nice work Officer Painter and Bonnie!!

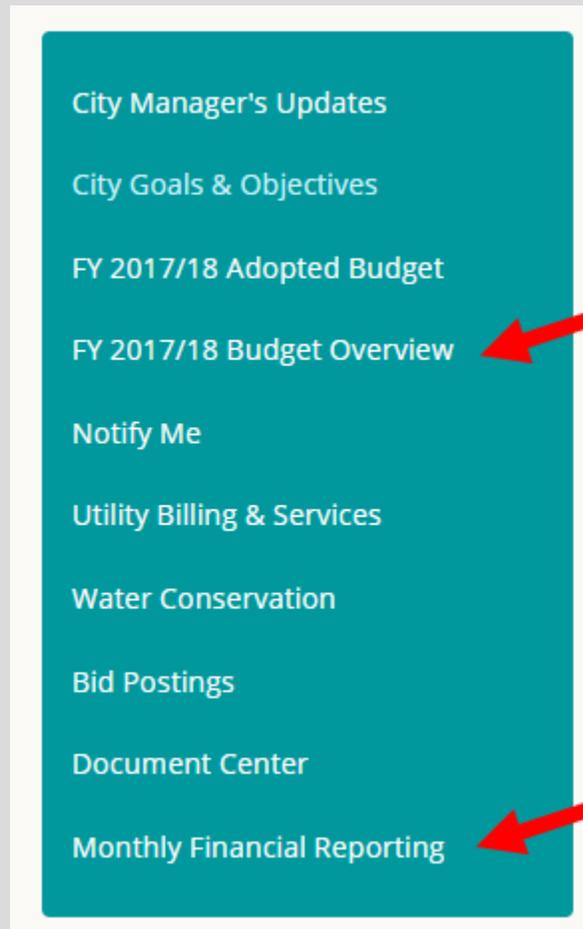


Finance

Monthly Financial Reporting

As discussed at the January 9, 2018 Council meeting, we will be posting bi-weekly Accounts Payable (A/P) Check Run listings on the City's [website](#). This was added in response to community requests for the City to improve transparency with regard to its finances. A link to

these postings is on the home page of the city's website. The first A/P check run listing was posted on January 12, 2018, as discussed. On occasion we will have to issue a payment in a "special" check run, either because of a late invoice submittal, emergency payment need or some other extenuating circumstance. This is referred to as a "special" check run as it is outside of our normal biweekly cycle. Our goal is to minimize special check runs and stick to our regular bi-weekly accounts payable schedule, however when a special check run is processed outside of the normal bi-weekly cycle staff will post that check run listing to the City's [website](#) as well (under "Monthly Financial Reporting"). On January 16th a special check run occurred for postage expenses to mail out a public notice related to the Water Reclamation Facility project. This was the only check processed in this check run. The check run listing was posted on the City's [website](#) on Thursday, January 18th. You can easily link to the check run listings as highlighted below. Also, below you will note that we have added a link to the FY 2017/18 Budget Overview document, as recommended by the Citizen's Finance Advisory Board in order to improve access to the City's budget documents.



The December cross fund report has not been posted to the website yet. These will be posted as soon as we have reconciled the books and the bank accounts. With calendar year-end process (processing 1099s and W-2s) underway we are still working to reconcile the December accounts. We expect to post the December cross fund report very soon.

OpenGov

We are in the process of finalizing a contract with OpenGov and hope to begin deployment of the City's transparency portal within the next week. We will continue updates regarding the OpenGov deployment via the City Manager's Update, so the Council, Community and City staff can be up to date on where we are in the process.

Increased State Mandated Fee

On September 19, 2012, Governor Brown signed into law SB 1186 which added a \$1.00 fee on any application for local business license or similar instrument or permit, or renewal thereof. This fee is specifically for disability access and education. Effective January 1, 2018 the fee has increased to \$4.00. Staff issued a hot topic regarding this on the City's webpage as well. We are required to comply with SB 1186 and collect the \$4.00 on all business licenses.

Business License and Transient Occupancy Tax (TOT)

Staff is getting ready to issue business licenses and TOT receipt forms. Business licenses will be printed and mailed by February 9, 2018. Staff will also be mailing six TOT receipt forms to the responsible parties. This is a change from past practice, as the City historically mailed business owners twelve TOT Receipt Forms to submit throughout the year. We will be putting an electronic fillable TOT receipt form on the City's website and provide notification to the business owners where the form can be found for future use. We will include a letter with the TOT mailings highlighting where the form can be located on the City's website. Of course, business owners are always welcome to call or stop in to City Hall to pick up hard copies of the receipt form if they wish. The TOT mailing will also go out by February 9, 2018.

Finance remains busy, completing calendar year-end processes and being underway with the mid-year budget update process as well as the very early stages of FY 2018/19 budget discussions! Budget season is upon us and we are looking forward to engaging all city staff, the Council and Community in that process!

Recreation

Sports

Recently, Recreation Services and the Harbor Department received a check from the Friends of the MB Harbor Department donating \$1650 towards our very successful Junior Lifeguard program. These dollars came from an annual fundraising event – the Jesse King Memorial Paddle – conducted by the FOMBHD and the MB Harbor Department. Mr. King was a wonderful person, an avid waterman, a City of Morro Bay Lifeguard, and a former U.S. Coast Guard Honor Guard and Machinery Technician 3rd Class stationed in Morro Bay. These funds will be used to offset the costs of equipment for the Junior Lifeguard program.



Joining with our peers from the outlying communities of Atascadero, Cambria, Templeton, Cayucos, and Los Osos, our Sports Division is now in the throes of youth basketball serving over 300 youth on 32 teams.

We are now registering young ladies for our Girls Softball program games beginning next month. And, Adult Softball will begin registration the end of January. There may be a push for a City team or two so stay tuned....

Community Pool

The first two weeks of community use of the MB High School pool has been very successful! With early morning and noon lap swim hours, Aqua Zumba, and Master's Swimming offered, we saw close to 300 participations in our first 8 days of operation. Look for increased offerings in the next few months as well as a "City Grand Opening" highlighting pool safety, activities, and demonstrations.



Senior Services

The City launched a new event for seniors this year – the 55+ Health and Wellness Faire! This free event, held in the MB Community Center on January 20, 9AM – noon, includes over 35 local vendors committed showcasing all areas of physical health information as well as professionals in the fields of legal aid, Medicare, financial advice, nutrition, living arrangements

and many more. The family-fun event also has free handouts, health assessments, presentations, food and raffles.

Community Development



Planning Permits Received Dec. 2017

- Sign Permit = 1
- Conditional Use Permit = 3
- Coastal Development Permits = 2

Total = 6

Fees collected = \$4,628.00

Code Enforcement Activity Dec. 2017

- 20 cases initiated
- 9 cases resolved
- 19 total pending cases

Building Division Activity for December 2017

Permits Issued = 31

Valuation = \$1,407,932

Fees Paid = \$54,410

of Inspections = 79

Planning Commission:

Dec. 5, 2017

- 550 Fresno, 362 sq.ft. addition to SFR. Approved.

Dec. 19, 2017

- 301 Sea Shell Cove. New 2,772 sq.ft. SFR including garage. Item was Continued.

Planning Admin. Permits Approved Dec. 2017

- 2515/2525 Greenwood, 1,789 sq.ft. residence including garage and 737 sq.ft. accessory dwelling unit.

Fire

January Storm Incident (Montecito)

Morro Bay Fire Crews returned from Montecito on January 18th from a 10-day assignment.

Engine 5391 responded to Montecito as part of a Strike Team from our county to assist in rescues, mitigate hazards and provide access to multiple homes that were damaged and destroyed. A total of seven Morro Bay personnel responded, led by Engineer Paramedic Jeff Simpson and Captain Paramedic Todd Gailey. Our county provided 15 fire engines, 66 firefighters, 32 hand crew members, and multiple overhead positions.

This was a significant and devastating incident, our crews were actively dealing with victim searches, access challenges, hazardous material, and logistical issues. Both Jeff and Todd are members of our local Regional USAR and were great leaders in this tough assignment. All seven Morro Bay Firefighters performed their duties very well in very difficult environment. As of today, 20 residents lost their lives, 50 rescues by hoist, over 50 rescues by ground, close to 200 homes destroyed, and over 200 homes are damaged. Current and updated information can be obtained at www.countyofsb.org or www.montecitofire.com.



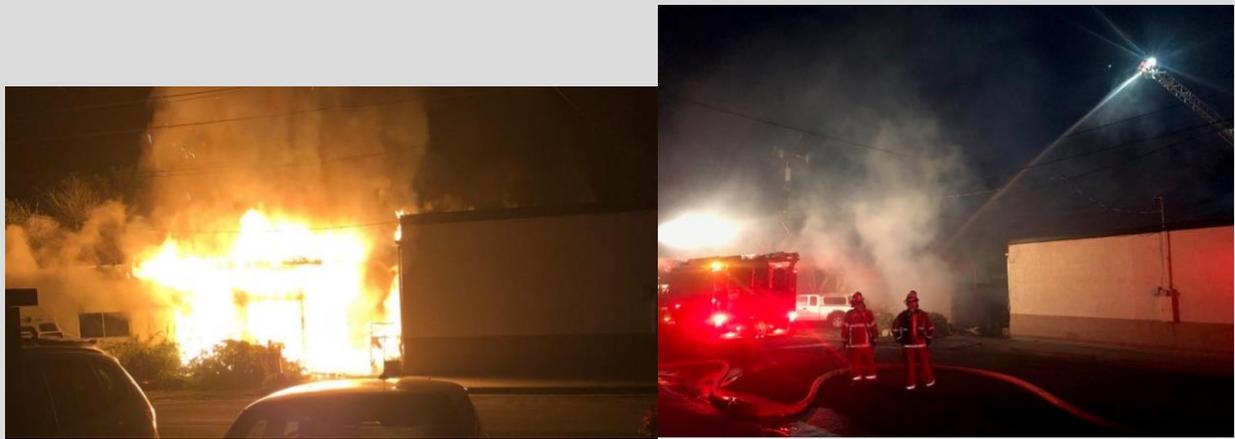
Residential Structure Fire early Sunday morning, January 14, 2018

The Morro Bay Fire Department responded to a reported fire in a single-family residence in the 300 block of Orcas Street at 4 a.m. There were seven fire engines and approximately 25 firefighters assigned to fight the blaze. Among the responding units were firefighters from

Morro Bay Fire, Cal Fire, Cayucos Fire Department, SLO City Fire, California Men's Colony Fire, and Templeton Fire.

Upon arrival, the first unit on scene reported heavy flames and smoke engulfing the approximately 1200 square foot single story residence, with 20' flames impacting a commercial structure to the west. Firefighting efforts were hindered by heavy fuel loading and debris both inside and surrounding the structure. Fire crews were unable to perform interior attack due to poor visibility and intense heat from within the home, so the fire was fought defensively from outside and an adjacent rooftop. The fire was contained to the home of origin, with a 95% loss of property within the residence. The occupant was home in bed at the time the fire started, and he made it safely out of the residence. The resident was evaluated and released for minor smoke inhalation at the scene. The fire caused one reported firefighter injury.

Approximately, there was \$450,000 in residential structure loss, \$30,000 loss of personal contents, with approximately \$1,500,000 in property saved on the neighboring adjacent structures. The cause of the fire is currently under investigation.



Smoke detectors save lives

In Morro Bay, only 50% of our fires in residential structures have working smoke alarms. Smoke alarms provide an early warning of a fire, giving people additional escape time. In 2009-2016, smoke alarms only sounded in 53% of the home fires reported in U.S. Below are additional statistics in the US:

- Three of every five home fire deaths resulted from fires in homes with no smoke alarms (38%) or no working smoke alarms (21%).
- The death rate per 100 reported home fires was more than twice as high in homes that did not have any working smoke alarms compared to the rate in homes with working smoke alarms.
- In fires in which the smoke alarms were present but did not operate, almost half (46%) of the smoke alarms had missing or disconnected batteries.

- Dead batteries caused one-quarter (24%) of the smoke alarm failures.

The Morro Bay Fire Department checks smoke detectors when we are in our community's residences. If the smoke alarms are not working, we will check the battery or simply replace the smoke detector, if needed. We would not be able to assist our community's smoke alarms without our partnership with the Friends of the Morro Bay Fire Department and Miner's Hardware.

If you have any questions about your smoke alarm or if you simply need assistance, give us a call at our Fire Station, 805.772.6242.

Harbor Department

Beware of Large Surf

We continue to see very large surf in the Morro Bay area. This poses great danger to the general public with waves spreading over previously dry sand or rocks with strong force to wipe people off their feet. Entering the water to swim, surf or otherwise recreate should be only done with great caution. The tides have also had up to 6 feet of change which can compound issues with large swell. The Harbor Office has tide books for the public and would be happy to explain how to read it to anyone with questions.



Abandoned Vessel Scrapping

On January 10, 2018, with funds from the State of California Department of Parks and Recreation, Division of Boating and Waterways, Surrendered and Abandoned Vessel Exchange program (SAVE) we had 5 vessels removed and destroyed (see picture below).



Sea Lion Dock and Other Updates

The Friends of the Morro Bay Harbor Department are raising money to rebuild the sea lion dock in the anchorage. This will be mentioned in the Telegram Tribune soon accompanied by a story about the sea lion population along the California coast.

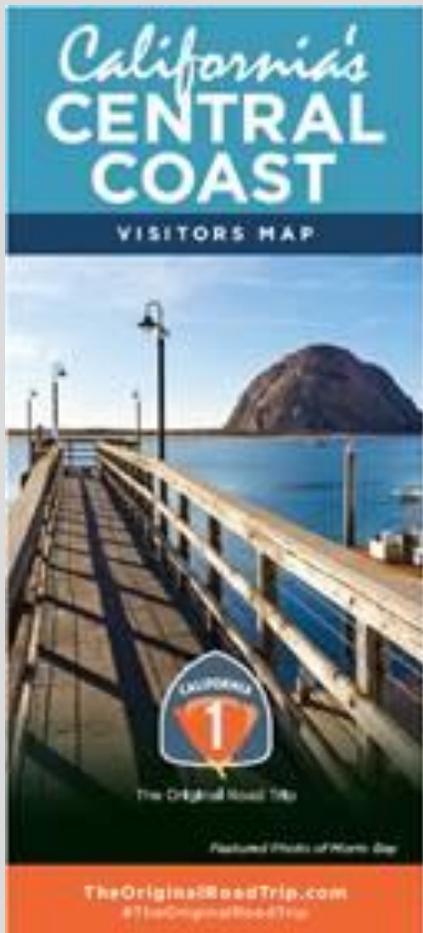
Harbor Patrol has been stepping up enforcement of illegal liveaboards and expired boat registration. Several citations have been issued and will continue to keep everyone current in this new year.

2" of rain was recorded from the night of January 8th, not damage seen here from any sort of storm or flooding.

Tourism

The beginning of last week we were getting ready to go into a fantastic three-day weekend with one of our favorite events the Morro Bay Winter Bird Festival. At the start of the week, hotel occupancy was looking good, and that quickly was shattered when Hwy 101 was closed by the devastating mudslides in Santa Barbara County. The Winter Bird Festival went off without a hitch and was successful, as always. The large flock of volunteers that put on the three-day event are amazing, and this event would not be possible without all of them! So a huge thank you to all our winged friends. This week with Hwy 101 still closed we've re-directed our attention into the San Jose, Central Valley, and Los Angeles Valley Basin areas. We are hopeful that we can relieve some of the loss to hotels, restaurant, and retailers but until Hwy 101 is reopened, it is going to be difficult!

On a positive note, the new California Central Coast Visitors Map is getting ready to be produced, and this year Morro Bay is gracing the cover! The "most used" roadmap in California is available for free at all California Welcome Centers as well as Visitor Centers up and down the coast. They will be printing an initial run of 225,000 maps, and they will be available starting in May. Thank you to local photographer Danna Joy Dykstra-Coy for this photo that will be featured on the cover.



Public Works

Service Requests

The City has a feature on the City's website, Service Requests www.morrobayca.gov/905/Service-Requests, or the mobile App "My Morro Bay" (available on both Android and IOS operating systems) where 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). 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 which department to contact.

Wastewater – Water Reclamation Facility (WRF) Update

As directed by City Council on October 10, 2017, staff is proceeding with an accelerated schedule to release the RFP for WRF Onsite Improvements on January 24 and receive proposals by April 24, to inform the rate study update process.

On October 27, the City issued a Request for Qualifications inviting Design-Build entities to submit Statements of Qualifications to the City for the WRF Onsite Improvement project. This was the first step in the two-step process as stipulated in the California Public Contracts Code for Cities to use the design build procurement process.

At the December 5 WRFCAC meeting, Paul Donnelly, Valerie Levulett, and Steve Shively were selected to participate in the review of SOQs and proposals. On December 7, the City received SOQs from the following teams:

- AECOM/WM Lyles Company Joint Venture
- Filanc/Black & Veatch Joint Venture
- Kiewit Infrastructure West Company and Tetra Tech, Inc.
- Sundt/Parsons Joint Venture

The evaluation committee, consisting of the selected WRFCAC members and City staff, was convened prior to the WRFCAC meeting to discuss the SOQs.

At the January 4 WRFCAC meeting, City staff and the technical consultant team presented an overview of the draft RFP, provided copies for review by WRFCAC members, and requested input on the recommended shortlist for issuance of the RFP.

The schedule for review of the draft RFP included the WRFCAC meeting on January 4, intended to provide an overview of the draft RFP; a special WRFCAC meeting on January 11, which provided the opportunity for additional review and more detailed discussion; a City Council study session on January 17, and at the January 23 meeting for the City Council to review the directed changes and potentially approve release of the amended RFP.

The City has received communications that the Sundt/Parsons team will be withdrawing from consideration in the RFP process. Staff recommends issuance of an amended RFP to the remaining three teams:

- AECOM/WM Lyles Company Joint Venture
- Filanc/Black & Veatch Joint Venture
- Kiewit Infrastructure West Company and Tetra Tech, Inc.

At the January 17 Special Council Meeting, City Council members had consensus on the following nine items and directed the RFP to be modified to reflect the following:.

- Increase weighting for price proposal and life cycle costs to 60% of total or more and combine the other components of the evaluation criteria into one, i.e. “Technical Proposal”
- Develop a scoring system for proposal evaluation to provide a scale for how points will be assigned for each criterion
- Expand the communications protocol to include direction for the Design-Build teams in the case that a community member or group contacts them about the project
- Add Project Goals, and discussion of the history of the project to the Introduction
- Make demolition of the existing WWTP an additive bid item/bid alternate
- Increase landscaping buffer for property to the south; contact the neighboring property owner and address concerns to the maximum extent possible
- Remove specifics, i.e. floorplan, on the Admin/Ops Building, just include the requirements
- Provide information on project risk and allocation between City and DB Team. Are there acceptable ways for the City to take on more risk to reduce cost of the project?
- Minimize prescriptive nature and maximize potential for creative/cost effective alternatives

In response to Council’s desire for a provision that provides some incentive for further cost savings if opportunities arise during the design phase, staff affirmed a value engineering cost savings provision is included in the agreement.

[Link to Draft RFP](#)

Consolidated Maintenance

Maintenance replenished 48 tons of playground sand at both Tidelands and Cloisters play areas, bringing the surfaces back to the originally designed fall protection depths.

Maintenance has trimmed a couple dozen more trees in the business district to provide right of way clearances for fire, trash, and delivery trucks and removed dead limbs for hazard reduction. Staff is also in the process of issuing contracts for the removal of five trees deemed dead or dying via Arborist Reports. Maintenance planted over 100 trees and bushes in and along Morro Creek and Alva Paul Creeks during the week between Christmas and New Year's.

Maintenance recently repaired a failed moisture membrane at Fire Station #53. The failure was allowing water to seep into the downstairs offices through a rupture in the membrane in the Harbor Street planter. City Council awarded a contract amendment to Pavement Coatings for this year's pavement preservation project in the amount of \$808,395.31 at their October 10, 2017 meeting.

Water

The City's water crew were called out at midnight due to a low tank level alarm on Wednesday January 3rd. The City computer monitoring system (SCADA) gave every indication that a water leak was occurring in the north Morro Bay area. From Wednesday night through Friday morning, staff diligently worked to find a cause for our inability to maintain water levels in our Blanca and Nutmeg water storage tanks. While initially a major leak was suspected, no evidence of such a leak could be found, and additional data obtained did not support the theory of a major leak.

While stepping through our entire system looking for leaks, pump performance and operation, accuracy of the computer data logging, and double-checking town water distribution system valve positions, we discovered an open normally closed valve. The inadvertent opening of a normally closed pressure zone connecting valve by an unknown outside source caused the water to be pumped in a circle instead of pumping the water in from the south end of town (the state water supply). Once closed, the system immediately began operating normally and regaining the lost water level in the tanks.

Water staff also completed various other work orders:

- Exercised Valves (5)
- Post turn off notices (93)
- Re-read meters (21)
- USA calls (62)
- Water samples (65)
- Relocate several water meters due to new sidewalk construction on Main Street.



Raising Valve Pots on Ironwood after road paving project



Installing two new one-inch service lines at Mindoro



Exercising Valves throughout town

Water Conservation

For the month of November and December, water conservation was 18% and 17% lower compared to November and December 2013. On April 7, Governor Brown lifted the January

17, 2014 drought declaration for most of California, including San Luis Obispo County. State Water Resources Control Board will rescind the water supply stress test as well as mandatory conservation standards. The City will still be required to report monthly our water conservation report to the State Water Board. With little snow pack so far this year, we can expect our State Water allocation percent to be decreased. Please continue to conserve water.

The following City water conservation rebates are available: Cash for grass, rain barrel, irrigation retrofit, SMART irrigation controller, toilet retrofit and Energy star washing machine. State rebates now available for removing grass (up to \$2 per sq. ft.) and replacing toilets that flush more than 1.6 gallons per flush (\$100).

Storm Water

We got rain! Well a little bit anyways. Staff has been busy conducting erosion and sediment control inspections at active construction sites. Staff recently developed an application for phones/tablets to help with these inspections.

Staff was also able to take stormwater samples per the required Wasteload Allocation Attainment plan (WAAP). This plan is a requirement of the Total Maximum Daily Load for Pathogens in Morro Bay. The WAAP requires the City to sample stormwater from three stormdrains representing three different landuses. All locations are along the Embarcadero. Samples are tested for Pathogens; fecal coliform, E.coli and enterococci.



Thank you again for taking time to read this and previous updates. We hope you find it useful and encourage you to share your thoughts about how to improve this communication moving forward.

Sincerely,

Scott Collins
City Manager