



CITY OF MORRO BAY PUBLIC WORKS ADVISORY BOARD AGENDA

The City of Morro Bay is dedicated to the preservation and enhancement of the quality of life. The City shall be committed to this purpose and will provide a level of municipal service and safety consistent with and responsive to the needs of the public.

Community Center Multipurpose Room
Regular Meeting, 3:00 p.m.

1001 Kennedy Way, Morro Bay
Wednesday, September 15, 2010

Matt Makowetski, Chair
Bill Olson
Richard Rutherford

June Krystoff-Jones, Vice Chair
Jenny Brantlee

PLEASE NOTE EARLIER START TIME AND CHANGE IN MEETING LOCATION

- I. CALL TO ORDER AND ROLL CALL**
- II. PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**
- III. ACCEPTANCE OF AGENDA**
- IV. ANNOUNCEMENTS**
- V. WRITTEN COMMUNICATIONS**
- VI. PUBLIC COMMENTS/PRESENTATIONS**
- VII. CONSENT CALENDAR**
 - A. Approval of Minutes of August 18, 2010
- VIII. DIRECTOR'S REPORT/INFORMATION ITEMS – No action required**
- IX. NEW BUSINESS**
 - A. Public Hearing to Receive Comments from Citizens Regarding New Morro Bay Transit Service (Burlingame)
 - B. Appointment of Public Works Advisory Board Member to Operations and Management of Morro Bay Transit and Trolley Request for Proposals Selection Committee (Burlingame)
- X. OLD BUSINESS**
 - A. None
- XI. FUTURE AGENDA ITEMS**

| | |
|-----------------------------------|-------------------------------------|
| Pavement Management Plan (Livick) | Water Conservation (Wade) |
| City Facility Tour (Staff) | Collection System Repairs (Randall) |
- XII. ADJOURNMENT – Next Regular Meeting: 6:00 p.m., Wednesday, October 27, 2010**

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 DEPARTMENT OF PUBLIC SERVICES, 955 SHASTA AVENUE, FOR ANY REVISIONS OR CALL THE DEPARTMENT AT 772-6261 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; PUBLIC SERVICES OFFICE AT 955 SHASTA AVENUE, MORRO BAY, CA 93442; MORRO BAY LIBRARY AT 625 HARBOR STREET, MORRO BAY, CA 93442; MILLS/ASAP REPROGRAPHICS AT 495 MORRO BAY BOULEVARD, MORRO BAY, CA 93442 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 DEPARTMENT OF PUBLIC SERVICES AT LEAST 24 HOURS PRIOR TO THE MEETING TO INSURE THAT REASONABLE ARRANGEMENTS CAN BE MADE TO PROVIDE ACCESSIBILITY TO THE MEETING.

AGENDA ITEM: VII-A

DATE: _____

ACTION: _____

CITY OF MORRO BAY
PUBLIC WORKS ADVISORY BOARD
SYNOPSIS MINUTES

(Complete audio- and videotapes of this meeting are available from the City upon request)

Veterans Memorial Hall
Regular Meeting, 6:00 p.m.

209 Surf Street, Morro Bay
Wednesday, August 18, 2010

Matt Makowetski, Chair

June Krystoff-Jones, Vice Chair
Bill Olson

Jenny Brantlee
Richard Rutherford

I. CALL TO ORDER AND ROLL CALL

Chairperson Makowetski called the meeting to order at 6:03 p.m. and noted that all Board members are present.

Staff Present: Rob Livick

II. MOMENT OF SILENCE

Makowetski called for a moment of silence.

III. ACCEPTANCE OF AGENDA: Accepted as presented

IV. ANNOUNCEMENTS: Livick announced the next Public Works Advisory Board meeting will be at 3pm at the Community Center on Kennedy Way to discuss transit issues. Livick noted that residents using Morro Bay Transit to come to the meeting can have their round trip fare waived upon request.

V. WRITTEN COMMUNICATIONS: Makowetski announced the receipt of a letter from Carl Grilli who is requesting reimbursement for seal coating the street in front of his property and a response letter from Rob Livick, Public Services Director, denying Mr. Grilli's request. Livick clarified that the seal coating was not performed to City Standards and Specifications and explained the process of encroachment permits for work done within the public right of way.

A letter from the Front Street Inn and Spa was received regarding the 20 minute parking spots on Front Street near the Embarcadero and their request to remove these spots. Livick clarified staff plans to do a traffic study to see if those 20 minute spots are still needed or can be removed.

VI. PUBLIC COMMENTS/PRESENTATIONS:

- Tom Laurie spoke against keeping the 20 minute parking spots. Krystoff-Jones asked him if he spoke for all merchants. Laurie replied no; he is speaking on the merits of removing the 20 minutes spots. Bill Olson noted that the 20 minute parking spots are not honored as he has noticed vehicles parked there for much longer than 20 minutes.
- Noah Smukler spoke as the City Council's representative to the PWAB and noted the Board plays an essential role for the community and the Council is open to the Board's ideas. He also noted that the Volunteer Tree Committee's Master Tree List was reviewed by the Planning Commission and

forwarded to City Council as a public hearing item. Also, at the next JPA meeting, the Council and Cayucos Sanitary District will be discussing the Wastewater Treatment Plant upgrade and design. Tours will be conducted of other treatment plants in Santa Paula on August 29th from 1-3pm and September 8th from 10-12pm and in Pismo Beach on August 30th from 1-3pm and September 19th from 1-3pm.

- Distracted Driving Video – America’s New Deadly Obsession
Mayor Peters and Chief Tim Olivas presented a video on the dangers of driving while texting or talking on a cell phone and urged everyone to sign a pledge not to use cell phones while driving.

VII. CONSENT CALENDAR:

A. Approval of Minutes from the June 16, 2010 meeting. Brantlee moved to approve the June 16, 2010 minutes. Makowetski seconded the motion. The motion carried 5-0.

VIII. DIRECTOR’S REPORT/INFORMATION ITEMS:

Board members discussed the following:

- The status of the Wastewater Treatment Plant upgrade. Livick provided an update on the status and noted that members of the public can get more information from the City’s website, go on the treatment plant tours, go to the next JPA meeting on September 9th at 6pm or go to the PERC website.
Brantlee invited the community to her home for an awareness meeting on August 26th from 7-8pm to discuss the treatment plant upgrade project. Her phone number is 234-7279 for more information.
- The date and process of annual creek cleaning. Livick clarified creek cleaning is conducted between August and October. The cost for property owners to participate in having their creek cleaned is \$271.00. Commercial property owners pay a different fee.
- The North Main Street Bike Lane project is forthcoming to the next City Council meeting to recommend award of a contract to Cal Portland as the apparent low bidder.

IX. NEW BUSINESS:

A. Main and San Jacinto Intersection (Brantlee).

Board member Brantlee gave a presentation on the issues concerning this intersection including its proximity to Highway 41 and how to improve traffic management.

Board members agreed with the need to improve traffic flow at this intersection.

X. OLD BUSINESS:

A. None.

XI. FUTURE AGENDA ITEMS: South Bay and Quintana Intersection Update (Livick). City Facility Tour (Staff), Water Conservation (Wade), Collection System Repairs (Randall). Pavement Management Plan (Livick), Water Conservation/Water Bill Online Presentation.

XII. ADJOURNMENT

The meeting was adjourned at 7:35 p.m. to the next scheduled meeting to be held at the Community Center on Wednesday, September 15, 2010, at 3:00 pm.

PUBLIC WORKS ADVISORY BOARD
 City of Morro Bay, Department of Public Services
Director's Report / Information Items
 Prepared: 09/08/2010

AGENDA NO.: **VIII**
 DATE: **09/15/2010**

| Category | Information Item | Staff Contact | Status |
|------------------------|---|--|--|
| Transit | Morro Bay Transit and Trolley | Janeen Burlingame | The current transit operations and management agreement will expire December 31, 2010. An Operations and Management of Morro Bay Transit and Trolley Request for Proposals will be issued September 10 with proposals due October 8. |
| Wastewater | Joint Powers Agreement (JPA) | Bruce Keogh | <p>- Morro Bay – Cayucos WWTP: The public review copy of the Environmental Impact Report will be released later this month. The Board recently awarded a contract for project management to Dennis Delzeit partnered with the Wallace group.</p> <p>The JPA meets the second Thursday of each month and The JPA TAC meets the third Thursday of each month. Agendas and minutes are available on the City's website for review.</p> <p>A Conceptual Design Report (CDR) is anticipated from PERC Water on or about September 23, 2010. The CDR will be evaluated against the currently approved project by Kitchell.</p> |
| Other Capital Projects | Fire Station 53 Admin/Living Quarters Project | Dylan Wade | The project has been awarded a 1.6 million dollar Federal Emergency Management Agency (FEMA) grant. We have awarded a contract to AES consulting to complete the FEMA NEPA process by preparing an Environmental Assessment (EA) and the subsequent Finding of No Significant Impact (FONSI). Once this is complete we will be able to send the project out to bid. |
| Water | Resource Management, Operations | Dylan Wade, Michael Randall, Jamie James | <p>- Mandatory Water Conservation Measures: Mandatory Water Conservation Measures are in effect. The community is currently at a Moderately Restricted Water Supply condition in accordance with section 13 of the municipal code.</p> <p>- State Water Project: The delivery allocation and statewide deliveries have been increased to 50% for 2010. Under this delivery scenario the community will have sufficient quantities of water during the summer peak this year due to the unallocated County's allocation. The City is currently receiving and delivering State Water.</p> <p>- Potable Water Production: Total potable annual water production for 2009 was 1429 acre feet with 235 acre feet of groundwater, 64 acre feet of desalinated water, and 1069 acre feet of State Water. Total August Water production was 128 af with 3.4 af of brackish treated water, 124.6 af of State Water, and no groundwater.</p> <p>- Chorro Valley: The City hired a consulting firm to perform a study on the interference on Chorro Creek from the operation of the wells. This work was recently completed and will be used in discussions on a water rights complaint filed with the State Water Resources Control Board by one of the land owners in the basin.</p> <p>- Desal Plant Brackish Treatment System: The newly installed BWRO treatment trains are being used to augment the State Water Supply.</p> |

| Category | Information Item | Staff Contact | Status |
|--|--------------------------------------|--|---|
| Collection System | Collection System | Dylan Wade, Michael Randall, Jim Hayes | <p>- <u>Collection System Operator</u>: The collections division has extended an offer for a Waste Water Collections System Operator II position. The new candidate is scheduled to start September 20th.</p> <p>- <u>Lift Station 3 (Quintana Road)</u>: The 50% design submittal package has been reviewed and the project is progressing through the design phase. The adjacent property Owner has agreed to grant the City an easement for utilities, the City is preparing the Right of Way documents for use in this process.</p> <p>- <u>Lift Station 2 (Front Street)</u>: Design work is complete on the Lift Station #2 Replacement Project. The preparation of bid documents including the Front end specification are the last remaining work item. The lift station has continued to experience problems with reliability.</p> <p>- <u>Collection System</u>: The City has recently completed another in a series of construction contracts to repair and rehabilitate sections of the collections system. Section #2 consists of the North end of Morro Bay on the East side of the Highway. With this series of contracts we will be implementing projects designed to both rehabilitate our system as well as investigate the effectiveness of various trenched and trenchless repair techniques. This second contract in the series was completed on time and under budget. Thank you Michael Randall assistant engineer for pulling this together.</p> |
| Streets/Sidewalks/ Storm Drain Maintenance | Local Street Maintenance Projects | Mike Wilcox, R&P | <p>Street, Sidewalk, Street Tree and Stormdrain maintenance has shifted to the Recreation and Parks Maintenance Division as of July 1, 2010. If you have street, street tree or storm drain maintenance issues please call 772-6278 so that it can be added to the list of work. Maintenance Division has been working on the following items:</p> <ul style="list-style-type: none"> • Creek clearing • Patching potholes in the North end of town • Removal of the beach access deck at the South end of The Cloister bike path due to collapsing structural beams that created hazardous conditions. • Re-painting of the curbs and stripes along Embarcadero, removal of redundant signage, and replacement of worn signs. |
| | ARRA (Stimulus \$) | Barry Rands | <p>North Main Bike Lanes contract was awarded at the August 23, 2010 City Council Meeting to Cal-Portland for \$432,117.10. The start of construction is scheduled for September 22, 2010 and the project has a 30 working day schedule.</p> |
| Storm Water | Storm Water Plan | Rob Livick | <p>Annual Creek Clearing is under weigh via the City's Annual Fish and Game Permit. Property owners adjoining the creeks have been notified and invited to participate, 11 have opted in, including Dynegy and PG&E.</p> |
| Bike Paths | City-wide Bike Lanes | Rob Livick | <p>Bike Plan will be the next priority after the pavement management plan.</p> |

| Category | Information Item | Staff Contact | Status |
|----------|------------------|---------------|--|
| Misc | | | Sign up for Notify Me on the City's Website for notification of Council, Boards and Commissions information. |

*** Please contact individual staff members prior to the meeting if possible for more detailed information.**



AGENDA NO: IX-A
Meeting Date: Sept 15, 2010
Action: _____

Staff Report

TO: PUBLIC WORKS ADVISORY BOARD
DATE: SEPTEMBER 7, 2010
SUBJECT: PUBLIC HEARING TO RECEIVE COMMENTS FROM CITIZENS
REGARDING NEW MORRO BAY TRANSIT SERVICE

STAFF RECOMMENDATION

Staff recommends the PWAB receive a presentation on how Morro Bay Transit works and conduct a public hearing to receive comments from citizens regarding the new Morro Bay Transit service that began operations July 1.

FISCAL IMPACT

There is no fiscal impact to the general fund.

BACKGROUND

The City receives from the State of California Transportation Development Act (TDA) funds that come from two sources for transportation programs: Local Transportation Funds (LTF) and State Transit Assistance (STA). The City uses all of these funds to operate local year round transit service in Morro Bay.

Transit funding from the State had been cut repeatedly over the past three fiscal years due to the recession and changes in the State budget with regard to STA funds. The result was that the City lost more than \$171,000 in Transportation Development Act (TDA) funds with which to operate transit service since April 2008.

During the development of the FY 2010/2011 budget, it was estimated there would be a State transit funding shortfall for dial-a-ride services of more than \$143,000 and existing dial-a-ride service levels could not be maintained beyond FY 209/2010. After several public hearings at PWAB and the City Council evaluating different transit service options based upon the level of State transit funding anticipated to be allocated to the City, the Council approved changing to a flex (deviated) fixed route type of transit system.

The Morro Bay Transit flex fixed route began operating on July 1 and consists of a fixed route and Call-A-Ride services. The Morro Bay Transit fixed route operates on an hourly headway and Call-A-Ride trips flex, or deviate, off route to pick up/drop off riders before returning back on route. The new services have been in operation for two months and the City Council requested the PWAB conduct a public hearing to receive input from citizens about the new transit services.

Susan Brown, General Manager for MV Transportation, will provide a short presentation on how Morro Bay Transit works before the Board begins receiving public testimony. Attached is a copy of the Morro Bay Transit brochure.

CONCLUSION

Staff recommends the PWAB receive a presentation on how Morro Bay Transit works and conduct a public hearing to receive comments from citizens regarding the new Morro Bay Transit service that began operations July 1.

ADDITIONAL TRANSIT SERVICES

Regional Transit Authority

slorta.org
541-2228
541-2544 Runabout information

Operates transit services connecting communities in San Luis Obispo county.

Fixed Route Service

Route 12 serves Morro Bay. Connections between RTA's fixed route and the City's Fixed Route are made at City Park.

Runabout

RTA also operates Runabout the American's with Disabilities Act (ADA) service to fixed routes for San Luis Obispo county.

To learn if you qualify to use Runabout, visit RTA's website, slorta.org/runabout or call RTA.

SLO Regional Rideshare

rideshare.org
541-2277

One-stop-shop for transportation information to increase mobility for people living, working and visiting San Luis Obispo County.

Ride On Transportation

ride-on.org
541-8747

Ride On operates a senior and medical shuttle within the county.

North Coast Senior Shuttle

- Seniors 65 and older
- Fare is \$3 each way
- Monday and Wednesday
- 9 am until 5 pm
- Travel anywhere between Cambria and SLO

Medical Shuttle

- CenCal or Medi-Cal insurance pays for trip
- Medical appointment shuttle service to and from doctor's office or hospital anywhere in SLO County.
- Ask for the Medi-Cal Secretary when calling for a ride

Friendly Ride

Morro Bay Senior Center
772-4421

A senior in need of a ride to an appointment can call the Morro Bay Senior Center and be referred to a Friendly Ride driver who will transport you to and from the appointment.

TRANSIT CONNECTIONS

The Fixed Route connects with the San Luis Obispo Regional Transit Authority Route 12 at City Park.

During the trolley season, the Fixed Route connects with trolley routes at City Park and at the Centennial Stairway on Market Street.

TRAVEL TIPS

- No eating, drinking, smoking, or playing loud music.
- No standing or sitting in the step wells.
- No animals, except service animals, unless in a container for transporting.
- Do not willfully disturb the driver or other passengers.
- No graffiti, alcohol, drugs or weapons of any kind.
- Keep the bus clean by using the trash receptacle.
- Remain seated until the bus comes to a complete stop.

MORRO BAY
TRANSIT

Fixed Route
and
Call-A-Ride
Transit Services



morro-bay.ca.us/transit
772-2744

MORRO BAY TRANSIT

Bus stop times are shown in minutes on the hour during service hours.

Days and Hours

Monday through Friday
6:40 a.m. - 5:30 p.m.

Fixed Route Stops

1. Main at Spencer's Market
2. Main at Sequoia
3. Main at Jamaica
4. Main at Tahiti
5. Beachcomber at Mindoro (stairs to campground)
6. Sandalwood at San Jacinto (beach access)
7. Atascadero at 200 Block (Teen Center; High School)
8. Quintana at Cookie Crock
9. Quintana at Albertson's
10. City Park at Harbor
11. Piney Way at Anchor
12. Market at Morro Bay Blvd. (Centennial Stairway)
13. City Park at Harbor
14. Main at Errol
15. Main at Bonita

It is recommended catching the fixed route bus at the designated bus stops. You may board or leave the bus at any point along the route where the driver can make a safe stop.

Call-A-Ride ~ 772-2744

Call-A-Ride curb-to-curb service is available to K-12, senior and disabled individuals. The fixed route bus will flex off route up to 3/4 of a mile to pick up/drop off the rider, then return on route before the next scheduled stop. **Be ready when the bus arrives by being out at the curb at your scheduled pick up time.**

To schedule a Call-A-Ride trip, call between the hours of 8 a.m. to 10 a.m., Monday through Friday, to schedule a ride for the next day. Monday trips will need to be scheduled on the Friday before.

Transit Connections

The Fixed Route connects with the Regional Transit Authority Route 12 at City Park. In addition, during the trolley season, the Fixed Route connects with trolley routes at City Park and at the Centennial Stairway on Market Street.

Holidays

Fixed Route and Call-A-Ride service is not available on City observed holidays.

Bag Limit

Due to limited space in the bus, each passenger may bring either 2 paper or 3 plastic bags on board the bus.

Bicycle Racks

The bus is equipped with a bicycle rack for your use. Space is on a first come, first served basis. Passengers are responsible for both loading and unloading the bicycle from the rack.

Please signal to the driver that you will be loading your bicycle. Also, when exiting the bus, remind the driver that you will be unloading your bicycle from the rack.

The City is not responsible for bicycles left on or for damages arising from bicycles not properly affixed to the rack.

No bicycles will be allowed inside the bus.

morro-bay.ca.us/transit
(805) 772-2744

Beachcomber at Mindoro Stairs to campground :50

Spencers :40

Teen Center High School :00

City Park :10/:30

FARE INFORMATION

Fare is on a per ride basis
Fixed Route - \$1.25
Discount Fixed Route* - \$0.60
Call-A-Ride - \$2.50

*Seniors (65 & over) and disabled individuals are eligible for the discount fare.

Children under 5 years old ride the fixed route free with a fare paying adult (limit 2).

PASS INFORMATION

Day Pass:
Fixed Route - \$4
Discount Fixed Route - \$2

Punch Pass: 11 rides
Fixed Route - \$12.50
Discount Fixed Route - \$6
Call-A-Ride - \$25

The Fixed Route will accept RTA Regional Day and 31 Day Passes.



- School
- Flex Route Stops
- Public Parking Lot
- Unpaved Public Parking Lot
- Campground





AGENDA NO: IX-B
Meeting Date: Sept 15, 2010
Action: _____

Staff Report

TO: PUBLIC WORKS ADVISORY BOARD
DATE: SEPTEMBER 7, 2010
SUBJECT: APPOINTMENT OF PUBLIC WORKS ADVISORY BOARD MEMBER TO OPERATIONS AND MANAGEMENT OF MORRO BAY TRANSIT AND TROLLEY REQUEST FOR PROPOSALS SELECTION COMMITTEE

STAFF RECOMMENDATION

Staff recommends the PWAB appoint a Board member to the transit Request for Proposals (RFP) selection committee.

FISCAL IMPACT

There is no fiscal impact to the general fund.

SUMMARY

The current Morro Bay Dial-A-Ride & Trolley Operations & Management Agreement with MV Transportation expires December 31, 2010. On September 10, 2010 the City will issue a RFP for Morro Bay Transit and trolley operations and management. Attachment 1 outlines the RFP schedule.

Proposals will be reviewed by a selection committee comprised of one PWAB Board member, transit staff from the City of Atascadero and Morro Bay staff. The selection committee will make a recommendation of award to the PWAB for its consideration and recommendation to the City Council at their November 8 meeting. As such, the PWAB October meeting will be held one week later on October 27 to accommodate the RFP schedule.

CONCLUSION

Staff recommends the PWAB appoint a Board member to the transit RFP selection committee.

Attachment 1

| Date | Activity |
|------------------------------------|---|
| September 10, 2010 | Request for Proposals available from: Janeen Burlingame City of Morro Bay Public Services Department 955 Shasta Avenue Morro Bay, CA 93442 (805) 772-6263 jburlingame@morro-bay.ca.us or online at: www.morro-bay.ca.us/transit |
| September 22, 2010 at 2:00 p.m. | Pre-Proposal Meeting Public Services Conference Room 955 Shasta Avenue Morro Bay, CA 93442 |
| September 24, 2010 by 5:00 p.m. | Deadline for Written Questions to Janeen Burlingame at Public Services |
| October 8, 2010 by 4:30 p.m. | Deadline for Proposal submission to: Janeen Burlingame City of Morro Bay Public Services Department 955 Shasta Avenue Morro Bay, CA 93442 |
| October 25-26, 2010 | Interviews (as necessary) |
| October 27, 2010 | To Public Works Advisory Board for award recommendation to City Council |
| November 8, 2004 | To City Council for award of contract |
| November 2010 | Contract execution by no later than the end of November 2010 |
| January 1, 2011 | Begin service |