



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.*

**Regular Meeting - Thursday, October 20, 2011
Veteran's Memorial Building - 6:00 P.M.
209 Surf Street, Morro Bay, CA**

Matt Makowetski, Chair

Ron Burkhart
William Olson

Richard Rutherford
Stephen Shively

ESTABLISH QUORUM AND CALL TO ORDER
MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE
ANNOUNCEMENTS / PRESENTATIONS

PUBLIC COMMENT PERIOD

Members of the audience wishing to address the Board on City business matters other than scheduled items may do so at this time. To increase the effectiveness of the Public Comment Period, the following rules shall be followed:

- When recognized by the Chair, please come forward to the podium and state your name and address for the record. Board meetings are audio and video recorded and this information is voluntary and desired for the preparation of minutes.
- Comments are to be limited to three minutes.
- All remarks shall be addressed to the Board, as a whole, and not to any individual member thereof.
- The Board respectfully requests that you refrain from making slanderous, profane or personal remarks against any elected official, commission and/or staff.
- Please refrain from public displays or outbursts such as unsolicited applause, comments or cheering.
- Any disruptive activities that substantially interfere with the ability of the Board to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.
- Your participation in Board meetings is welcome and your courtesy will be appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Services' Administrative Technician at (805) 772-6261. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. CONSENT CALENDAR

- A-1 Approval of Minutes of August 18, 2011 - Recommendation: Approve minutes.
- A-2 Director's Report/Information Items - Recommendation: Receive and file.
- A-3 Advisory Board Handbook and By-Laws - Recommendation: Receive and file.

B. OLD BUSINESS – None

C. NEW BUSINESS

- C-1 Bicycle and Pedestrian Draft Master Plan (Rands) - Recommendation: Approve concept and provide comments as necessary.

D. FUTURE AGENDA ITEMS

E. ADJOURNMENT

Adjourn to a special meeting scheduled for a facilities tour starting at the Public Services Department, 955 Shasta Avenue, Tuesday, November 1, 2011 at 3:00 P.M.

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 Services Department, 955 Shasta Avenue, for any revisions or call the department at 772-6261 for further information.

Materials related to an item on this Agenda are available for public inspection during normal business hours in the Public Services Department, at Mill's/ASAP, 495 Morro Bay Boulevard, or the Morro Bay Library, 695 Harbor, Morro Bay, CA 93442, or online at www.morro-bay.ca.us/pwab . Materials related to an item on this Agenda submitted to the Board after publication of the Agenda packet are available for inspection at the Public Services Department during normal business hours or at the scheduled meeting.

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, 2011

Matt Makowetski, Chair

Richard Rutherford, Vice Chair
Ron Burkhart

Bill Olson
Stephen Shively

I. CALL TO ORDER AND ROLL CALL

Chairperson Makowetski called the meeting to order at 6:00 p.m.
Staff Present: Rob Livick and Janeen Burlingame

II. PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE

Makowetski called for a moment of silence.

III. ACCEPTANCE OF AGENDA

Olson moved to accept the agenda. Shively seconded.

IV. ANNOUNCEMENTS – None.

V. WRITTEN COMMUNICATIONS

Makowetski announced written communication received regarding an Association of California Water Agencies meeting on September 18th and 19th in San Luis Obispo.

Rutherford noted receipt of a SLOCOG letter from Pete Rogers regarding Estero Bay Transit Service.

VI. PUBLIC COMMENTS/PRESENTATIONS

Makowetski opened Public Comment period.

- Councilmember Noah Smukler invited PWAB members to the upcoming Dahlia Daze and Cypress Nights on August 26th and 27th to be held at the Community Center located at 1001 Kennedy Way and also announced a free tour of downtown trees to be conducted by local author, Dr. Matt Ritter, at 10a.m. on Saturday the 27th.

Makowetski closed Public Comment period.

A. Demonstration by Water Billing Staff Regarding Online Bill Pay –(Johnson)

Bonnie Johnson gave a presentation explaining how to pay water bills online and register for the service.

VII. CONSENT CALENDAR

- A. Approval of minutes from the June 16, 2011 meeting.

MOTION: Burkhart moved to approve the minutes of June 16, 2011. Shively seconded the motion. The motion carried unanimously 5-0.

VIII. DIRECTOR'S REPORT/INFORMATION ITEMS

Board Members discussed with staff:

- Pavement Management Plan and Streets maintenance. Board members discussed with Livick how to make it easier to find street maintenance request forms on the City's website.
- The rationale behind why streets maintenance duties got transferred from Public Services Department to the Recreation & Parks Department.
- Morro Bay Garbage Service's semi-annual Clean Up Week and how it will be promoted. Burlingame clarified that in addition to information on the City's website, the Morro Bay Garbage Service also notifies residents in the billing statements.
- Desal Piping at Lila Keiser park – replacing a pumping line – part of the brackish water conversion
- Collection systems and the lift stations – whether city is moving ahead w/ putting them above ground.
- The timing of work to be done on the Front Street Lift Station which is anticipated to be late spring.

IX. NEW BUSINESS

- A. Consideration of Estero Bay Transit Service Proposal – Burlingame

Burlingame presented the staff report giving an overview of the Estero Bay connector discussing both the fixed route and demand response part of the transit service and the different transit and paratransit services such as Runabout, Call-a-Ride, South Bay Senior Shuttle and the North Coast Shuttle that are available to persons especially for trips into San Luis Obispo.

Shively expressed concern regarding the transit service and cost impacts, noting that the money savings realized won't make up for a loss in service. He also stressed the need for transit service to be convenient.

Burlingame discussed with Board Members the concept as proposed by RTA and noted it is a lower level of service than what is existing and recommended that the proposal from the Council of Governments (COG) for the Estero Bay transit service concept not be implemented as it does not serve the best interests of the community. Also stressed was the need to improve efficiency and get more riders to use it.

Makowetski opened Public Comment period.

- Pete Rodgers of SLOCOG spoke and elaborated on the alternative proposal.

Board members discussed with Rogers their concern about the change in transit service levels.

The RTA changes in North Coast fixed routes just started on August 8th. Services will be assessed in 90 days to see if some tweaks need to be made.

- Mark Lancaster, resident of North Morro Bay, requested that Morro Bay's transit schedule sync with RTA's schedule at the park; also that Morro Bay work with RTA to close the scheduling gaps, and to increase transit service to North Morro Bay.
- Susan MacDonell of Morro Bay Transit encouraged riders to also use Call-a-Ride to get the door to door ride they need. Reservations can be made the day before and sometimes as late as the same day of service.

MOTION: Shively moved we continue this to the October meeting and have staff come back with a revised staff report based on what they can work out with the RTA. Burkhart seconded the motion. The motion carried unanimously 5-0.

X. OLD BUSINESS – None.

XI. FUTURE AGENDA ITEMS: City Facility Tour (Staff), Water Conservation (Wade), Collection System Repairs (Wade).

Board members and staff reviewed future agenda items.

XII. ADJOURNMENT

The meeting was adjourned at 8:15 p.m. to the next scheduled meeting to be held at the Veteran's Memorial Hall on Thursday, August 16, 2011, at 6:00 p.m.

PUBLIC WORKS ADVISORY BOARD
 City of Morro Bay, Department of Public Services
Director's Report / Information Items
 Prepared: 10/11/2011

AGENDA NO.: **A-2**
 DATE: **10/20/2011**

Category	Information Item	Staff Contact	Status
Transit	Morro Bay Transit	Janeen Burlingame	<p><u>Transit Efficiencies - SLOCOG Transit Proposal</u>: The Council, at their September 27 meeting, directed staff to continue working with the San Luis Obispo Council of Governments to determine whether or not the current transit service proposal the PWAB considered at its August 18 meeting could be modified to address service concept deficiencies that had been raised by staff. In addition, the Council directed that the matter return to the PWAB no later than the December meeting and to the Council in January 2012 to consider either a revised proposed concept or the current proposed concept.</p> <p><u>New Morro Bay Transit Service Schedule</u>: Effective October 24, 2011, the Morro Bay Transit fixed route will begin operating a new schedule that will better coordinate with the Regional Transit Authority north coast routes at City Park due to its recent changes the RTA made in August to have all of their its arrive/depart at the same time each hour rather than at two different times in the hour. MBT will arrive at City Park at :58 each hour and depart at :00 each hour (this is the same time as RTA). In addition, since there is no longer a need to stop at City Park twice as all RTA buses arrive/depart from the park one time each hour, the City will be adding a stop at the Community/Senior Center.</p>
Wastewater	Joint Powers Agreement (JPA)	Bruce Keogh, Dylan Wade, Rob Livick	<p><u>Morro Bay – Cayucos WWTP</u>: City staff are working on preparing for the appeal process through the California Coastal Commission. The City and CSD has hired DUDEK corporation to assist in the preparation of alternatives and coastal hazards analysis as required by the CCC prior to the De Novo hearing for a Coastal Development for the MBCSD proposed project. We anticipate the hearing with the Coastal Commission sometime during the February, April or August 2012 (dependant on the CCC scheduling). This appeal process has delayed completion of the upgrade of the Waste Water Treatment Plant to tertiary treatment. The City has been granted relief from the settlement agreement between the JPA board and the Regional Water Quality Control Board due to this appeal. The JPA typically meets the second Thursday of each month. Agendas, minutes, additional information on the upgrade can be found on the City's website at www.morro-bay.ca.us/wwtupgrade.</p> <p>The City and Cayucos Sanitary District have held three special public meetings to solicit public input for the alternatives analysis process. It is anticipated that the fine screening analysis for the final sites will be on the November 10, 2011 JPA Agenda.</p>

Category	Information Item	Staff Contact	Status
Other Capital Projects	Fire Station 53 Admin/Living Quarters Project	Dylan Wade	The project has been awarded to Rarig Construction of San Luis Obispo with construction Notice to Proceed in September of this year and completion scheduled for late 2012. Funding for the project is being provided by Measure Q, a grant from Federal Emergency Management Agency using American Reinvestment and Recovery Act funding, as well as a loan from the United States Department of Agriculture Rural Funding.
Water	Resource Management, Operations	Dylan Wade, Jamie James	<ul style="list-style-type: none"> - <u>Mandatory Water Conservation Measures</u>: 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. - <u>State Water Project</u>: Deliveries are adequate to ensure that Morro Bay will receive 100% of its entitlement. - <u>Potable Water Production</u>: Total potable annual water production for 2010 was 1259 acre feet with 128 acre feet of direct consumed groundwater, 258 acre feet of reverse osmosis treated water, and 873 acre feet of State Water. Total September 2011 water production was 114.3 af with 4.7 af of brackish treated water, .5af of direct Morro Well water, and 109.7 af of State Water. - <u>Chorro Valley</u>: The City hired an attorney to consult on the City's water rights in the Chorro valley. The City is awaiting a response from the State about where to site the required stream gauges amongst other issues. - <u>Morro Valley</u>: The City has retained council to advise the City on how to protect its interest in the Morro Valley groundwater basin and to help ensure that further nitrate contamination does not occur. - <u>Desal Plant Brackish Treatment System</u>: The newly installed BWRO treatment trains are being modified using funds from a California Department of Public Health grant to enable both the brackish and salt water trains to operate simultaneously. These modifications were started in March of this year and will likely run through 2013. The first project included replacing a pumping line through Lila Keiser Park was complete in April of this year. The next project which includes electrical upgrades is under development. <u>Toilet Rebate</u> – At their October 11, 2011 meeting, the City Council modified the toilet retrofit rebate program. Now the minimum standard for receiving the \$100 rebate for a new toilet from the City requires the installation of a “Dual Flush” toilet. The City will only provide the rebate to locations that have not been previously retrofitted so that we are only subsidizing the replacement of standard 3gpf toilets with “Dual Flush” models. <u>Black Hill Tank Recoating Project</u> – The City is in the process of preparing the Black Hill tank for recoating. If you see City trucks and construction vehicles up and down the path on the end of Ridgeway Street they are working on that project.

Category	Information Item	Staff Contact	Status
Collection System	Collection System	Dylan Wade, Jim Hayes	<p>- <u>Lift Station 3 (Quintana Road)</u>: The 90% design submittal package has been submitted and reviewed. The adjacent property Owner has granted to the City an easement for utilities. This project will follow Lift Station #2 in construction and will go out to bid in January or February of next year.</p> <p>- <u>Lift Station 2 (Front Street)</u>: The project will be out to bid by the time of this PWAB meeting and includes complete replacement and reconstruction of the Lift Station located in the Front Street parking lot. This Lift Station has outlived its useful life and serves Morro Bay's commercial center. The replacement of the Lift Station will help ensure reliable wastewater collection service for years to come and will eliminate hundreds of confined space entries by our staff each year.</p> <p>- <u>Collection System</u>: The City has completed the first exhaustive video inspection of the entire waste water collections system. While there are some required repairs to be made, in general the condition of the system is in better condition than originally anticipated. Staff will be letting a series of repair contracts designed to rehabilitate the worst portions of the system in the most cost effective fashion possible. This proactive repair strategy will ensure that we continue to provide the highest possible service at the lowest possible cost.</p> <p>-<u>Section 6 Repairs</u> : Staff is nearly complete with the bid package to rehabilitate several collections pipes along Quintana road through either the slip lining or cured in place pipe process. This will be out to bid in October or November of this year. This contract will complete the necessary rehabilitation of the second of the fourteen sewer basins in Morro Bay.</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.**

PWAB Agenda Item No. A-3
Date: 10/20/11
Action: _____

CITY OF MORRO BAY
ADVISORY BOARDS
HANDBOOK
AND
BY-LAWS

Date: August 16, 2011

Approved by Resolution 62-11

Mission Statement

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.

INTRODUCTION

Welcome and thank you for your interest in serving on one of the City's Advisory Boards. By serving on one of Morro Bay's Advisory Boards, you can help plan and guide the City's future. It is important that members of the Advisory Boards understand the functions and responsibilities of a board member. We hope that you find serving on the City's advisory board personally satisfying, and in the process gain invaluable knowledge and experience.

The City of Morro Bay Municipal Code empowers the City Council to form boards and commissions to assist the City Council in legislating and managing the affairs of the City. From time to time citizen advisory committees are appointed to meet a specific topic and need. Their varied roles provide significant opportunities for formulating City policy and for creating public forums for meaningful community participation.

Consistent with the City's Mission Statement, advisory boards can help the City achieve its mission and purpose, which is to preserve and enhance the citizens of Morro Bay's quality of life. This Handbook shall serve as a guide to assist you in the sometimes-complex, but often rewarding, process of serving on one of the City's Advisory Boards. These advisory bodies assist the City Council in making better-informed decisions by formulating new ideas, information gathering, receiving public testimony and comments, analyzing complex issues, and making recommendations on specific projects and broad policy.

Advisory Boards advise the City Council and the City Manager on matters within their area of responsibility and interest; help focus attention on specific issues and problems within their scope of responsibilities, and recommend action and alternatives for Council consideration; act as channels of communication among City government, the general public, and interest groups; and balance community wants with municipal responsibility and resources.

At times, your role may be challenging and complex. Public opinion can be sharply divided, questions may overlap, and sometimes the province of one body may also be the territory of another. Therefore, we have created this handbook to assist you with some of the fundamental aspects of your new responsibility.

Much of the information in this handbook comes from City policy, such as the City's Municipal Code and the City Council Policies and Procedures Manual. In addition, State Law governs certain responsibilities of advisory body members. The material presented is intended to: (1) Give interested persons an understanding of why the City's advisory bodies have been established and how they function within the overall governmental framework and, (2) Summarize the roles, relationships and responsibilities of each advisory body member.

Each Advisory Board within the City has its own By-Laws. The By-Laws are included herein for your ease of reference. The sections of the Handbook are divided as follows:

1. General Information on Advisory Boards
2. FAQs
3. Background Information of City Government
4. The Brown Act
5. Political Reform Act of 1974 (Conflict of Interest)
6. Advisory Body Summary
7. Advisory Board By-Laws

We hope this handbook will answer many of your questions, get you off to a good start, and contribute to your satisfaction in serving the citizens of the City of Morro Bay.

1. General Information on Advisory Bodies

Advisory bodies are authorized by both the Morro Bay Municipal Code and the City Council.

Advisory boards provide an opportunity for interested residents to participate in the governing of their community under guidelines and procedures established by the Council. Advisory bodies can improve the quality of City government by providing the Council with resources to make better-informed decisions. Because of the nature of various advisory bodies, they can serve as the “eyes and ears” of the Council for issues and matters that otherwise might not receive attention. Other benefits of advisory boards include improvement in the lines of communication between the public and the Council, greater opportunities for discussion of public issues, and more citizen involvement in City government. There is considerable variety in the purpose or responsibility of these bodies. Advisory Boards have been created by the City Council to serve the City of Morro Bay’s unique needs.

The authority of an advisory body will depend upon its specific purpose. Each has a specific focus and will make recommendations to the Council on issues related to that specific field. Decisions made by an advisory body may be appealed to the Council. The Council may not always accept the recommendation of an advisory body because of additional information available or a need to balance the recommendation with policy or community priorities.

Generally, advisory bodies are empowered only to make recommendations to the Council or to the City staff, unless specifically authorized by law or Council to do otherwise. There should be two-way communication so that commissions are aware of the long-term goals Council has adopted, and the advisory body is able to present new ideas to the Council. Advisory Board members are encouraged to attend and/or watch Council meetings.

Members of the advisory boards are volunteers who are appointed by the City Council and serve at the pleasure of the City Council. There is no compensation or benefits for board members, except for Planning Commission, whose responsibilities are greater and meetings more frequent. All members are expected to attend scheduled advisory board meetings and all meetings shall be conducted in accordance with Robert’s Rules of Order, City Council Policies and Procedures Manual and State Law.

Currently, the City of Morro Bay has seven Advisory Boards:

- Harbor Advisory Board
- Public Works Advisory Board
- Recreation and Parks Commission
- Community Promotions Committee
- Planning Commission
- Tourism Business Improvement District
- Citizens Oversight Committee

2. Frequently Asked Questions

A. HOW ARE BOARD OR COMMISSION MEMBERS CHOSEN?

◆ APPLICATION AND SELECTION PROCESS

- All recruitment for Board and Commission members is open and published in a local newspaper. The City accepts applications from interested persons throughout the year.
- Applicants will be sought from all segments of the community, representing various interests and groups.
- Appointment is made by the City Council. Each application is carefully reviewed by the City Council.
- Members serve at the pleasure of the City Council.
- Incumbents are considered for reappointment at the conclusion of their terms.
- Terms are four years, commencing on February 1st, and the terms are staggered.

◆ HOW DO I GET AN APPLICATION?

- Applications may be obtained from the City Clerk's office at City Hall. Information on vacancies and/or specific recruitment periods may be requested by phoning the City Clerk. An official application form must be completed for each position.

◆ ARE THERE ANY TIPS TO IMPROVE MY CHANCES OF BEING APPOINTED?

- Fill out a separate form for each board or commission in which you are interested. It is to your advantage to tailor each application to the specific board or commission for which you are applying. Emphasize different aspects of your background to match those needed for a particular board or commission.
- Emphasize your talents. Clearly indicate how your particular talents, skills, training, or experience will benefit the board or commission for which you wish to be considered.
- Become familiar with the appropriate board or commission. Attend meetings, talk with board or commission members, or read documents they have developed to acquaint yourself with their work. Talk with the department head responsible for staffing the specific board or commission in which you are interested.

B. QUALIFICATIONS FOR SERVICE

Board and Commission members may be required to wear "different hats" at different times. The ability to suitably perform the varied roles requires specialized skills and knowledge. Qualification for service can be divided into four general areas:

◆ LONG-RANGE INTEREST IN THE COMMUNITY

The ability to conceive and be concerned with the impact of current decisions on future citizens is paramount. Board and commission members are required to analyze issues, to listen to public comment through formal hearings or informal discussion, to interpret and apply mandates of the General Plan, and to analyze all the pertinent data before arriving at objective decisions which will be in the best interest of the community as a whole.

◆ FAIRNESS, COMMON SENSE, HONESTY AND GOOD CHARACTER

Keeping the public interest in mind, a board member will be called upon to use everyday good sense in balancing the need of public and private groups. Controversial issues do arise, and the ability to make decisions based on merit rather than personalities is a must. Other traits include imagination, flexibility and the ability to act in a judicial vs. legislative capacity.

◆ KNOWLEDGE OF THE COMMUNITY MARKETPLACE, PROCESS, OBJECTIVES, AND LAWS

A first-hand knowledge of economic systems, the general operation of government, and a basic understanding of the legal process is important. This knowledge will be of tremendous value when board members are required to conduct public hearings, analyze and receive testimony and make meaningful decisions.

◆ TIME TO SERVE IN APPOINTED CAPACITY

The amount of time that a board or commission member devotes to his/her duties varies with each board or commission. Before making a personal commitment, a prospective applicant should honestly evaluate whether he/she has adequate free time to attend the meetings, to review and be familiar with meeting materials, and to communicate with the public as well as with department staff.

C. STATEMENTS OF ECONOMIC INTERESTS / CONFLICT OF INTEREST

Members of any board or commission are required to file Statements of Economic Interest. Additionally, Board and Commission members are required to refrain from participation in matters where they have the potential for conflict of interest. (See Section 5 for the City's policy on Conflict of Interest)

3. Background Information on City Government

The City of Morro Bay is a general law city and became incorporated in 1964 and operates under the laws of the State of California.

The City Council, City Manager, City Clerk and City Attorney are integral to the day-to-day operations of the City. As such, we have included a summary of the City government's main function for your information and reference.

a. City Council:

The City Council is elected by a majority vote by the citizens of Morro Bay. The City Council is the governing body of the City and is made up of the Mayor and four council members. The City Council is accountable to the citizens of Morro Bay. The decisions of the City Council are reached by a majority vote.

The City Council formulates policy, approves programs, appropriates funds and establishes local taxes and assessments. The City Council enacts local laws (ordinances) and regulations for governing of the City. The local ordinances adopted by the City Council are compiled in the City's Municipal Code.

b. City Manager:

The City Manager is the administrative head of the government of the City. The City Manager is appointed by the City Council, and serves at its pleasure. The City Manager's duties include implementation of policies and procedures initiated by the City Council. The City Manager also is responsible for all City personnel, except as to the City Attorney, and serves as a liaison to each board, unless otherwise noted in the Board By-Laws.

c. City Clerk:

The City Clerk's duties include, but are not limited to: recording, writing and maintaining Council proceedings, conducting municipal elections, publishing ordinances and resolutions and other official City documents, storing and indexing official documents and City records for retrieval, administering Conflict of Interest disclosures, and serving as the custodian of the seal of the City.

d. City Attorney:

The City Attorney is appointed by the City Council. The City Attorney advises the City Council and City Officers (in their official capacity) in legal matters, attends all Council meetings and some board meetings, represents the City in legal actions and proceedings, and retains, supervises and monitors outside legal counsel. The City Attorney also approves all bonds and contracts made by the City, prepares ordinances and resolutions as required by the Council and prosecutes violations of the City's Municipal Codes and Ordinances.

4. The Brown Act

This is a mere glimpse of the Brown Act. A more detailed Brown Act and Political Reform Act Booklet is available to the advisory board through the City Attorney's office.

a. The Brown Act.

The general purpose of the Brown Act is to aid in the conduct of the people's business. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not for the people to know. Therefore, it is the intent of this Act that the actions and deliberations of all local agencies be taken openly, including deliberations and collective discussion involving the examination, weighing and reflection on the reasons for or against a choice. It also includes the exchange of facts preliminary to the ultimate decision.

Generally all meetings of City boards, commissions, committees and groups are to be open and public and all persons are to be permitted to attend any meeting. Under certain strict circumstances, closed session meetings are permitted.

Brown Act Compliance is absolutely required. We encourage you to carefully review the Brown Act Booklet which is available through the City Attorney's Office which describes in detail the Brown Act.

5. Political Reform Act (Conflicts of Interest)

A. Background

The Political Reform Act (Government Code sections 81000, et seq.) was approved by the voters of the State of California and is intended to prevent conflicts of interest by requiring public officials to disclose certain personal financial interests which could foreseeably cause conflicts. In addition, a public official may be required to disqualify himself/herself from making, participating in, or attempting to influence any government decision which will affect any of his/her financial interests, not just those that are required to be disclosed. The City's Brown Act and Political Reform Act Booklet explains in more detail what a conflict of interest is, and when the law requires disqualification. In addition, the Fair Political Practices Commission is available for advice.

Under the Political Reform Act, no public official may make, participate in making, or in anyway attempt to use his or her official position to influence a governmental decision if he or she knows or has reason to know that he or she has a financial interest. (Government Code Section 87100). A public official has a financial interest in a decision if it is reasonably foreseeable that the decision will have a material financial effect on one or more of his or her economic interests. (Government Code Section 87103; 2 Cal. Code of Regs. Section 18700 (a)).

The term "financial interest" denotes a conclusion that a public official has a financial interest in a decision if it is concluded that it is reasonably foreseeable that the decision will have a material financial effect on his or her economic stake greater than that of other citizens. The term "economic interest" is a label applied to the particular types of stakes recognized by the Act as potential sources of a conflict of interest. There are specific types of economic interest recognized by the Act, as such, we direct you to carefully review the Brown Act and Political Reform Act Booklet which is available from the City Attorney's Office and/or visit the Fair Political Practices Commission Web page for more detailed information.

B. City Policy Regarding Conflicts of Interests

Because the City of Morro Bay is a small, closely knit community it is imperative that the citizens have trust and confidence in City government. Therefore, the City has adopted this public policy to prevent any possibility of conflict that may arise.

Generally stated, any elected or appointed official has a conflict of interest if he or she has a financial interest in a project before the City and/or when compensation is received from anyone seeking approvals from the City. There are some exceptions but, generally, elected or appointed officials are prohibited from voting on projects where a conflict exists. A conflict of interest also occurs when officials live within a certain distance from a project (usually 500 feet). Even if a legal conflict does not exist, it may be inappropriate to participate in a decision for personal reasons to avoid even the appearance of a conflict of interest. As an example, there

could be a conflict if your good friend has a matter before your board, and you do not feel that it would be appropriate for you to voice an opinion in your "City" capacity. While the latter case is not defined by the Fair Political Practices Commission as a conflict, it could be perceived as a conflict, and then stepping down is appropriate.

It is the policy of the City that, in addition to strictly adhering to the FPPC rules, all elected and appointed officials conduct themselves in a manner that does not raise a reasonable perception or belief that there is a conflict of interest or an abuse of your position. All board and commission members should avoid the appearance of conflict at all costs.

If you step down from the dais and refrain from voting on an issue, you are not precluded from speaking as an individual. Your presentation, however, must be made from the floor, at the microphone with the rest of the public. You should state for the record that you are speaking as an *individual*. Many times in the past, Councilmembers and Board and Commissioners have stepped down from their official position at the dais when projects are presented in which there may be the potential for conflict of interest. This provides the opportunity to present your views as an *individual* on any matter before any City body.

6. ADVISORY BOARD BY-LAWS

The City Council has approved the rules and regulations (referred to herein as By-Laws) to set forth their purpose, procedures, and specific issues such as their functions, meeting dates, officers, vacancies and budgets.

All advisory board meetings will be conducted in strict compliance with Robert's Rules of Order, the City Council Policy and Procedures and State Law. For more detailed information, we suggest you review the City Council's Policies and Procedures Manual.

Attached hereto are the applicable By-Laws for all of the City of Morro Bay's Advisory Boards.

The Citizens Oversight Committee does not have by-laws, but is guided by Chapter 3.22 of the Morro Bay Municipal Code and we have attached that Chapter for your ease of reference.

**CITY OF MORRO BAY
HARBOR ADVISORY BOARD
BY-LAWS**

PURPOSE AND AUTHORITY

The Harbor Advisory Board is established to review, advise and recommend to the City Council on items pertaining to the City Harbor. These include, but are not limited to:

- A. Use, control, promotion and operation of vessels and watercraft within the harbor, docks, piers, slips, utilities and publicly-owned facilities as a part of the City's Harbor, and water commerce, navigation, or fishery in the Harbor.
- B. Review and recommend rules and regulations pertaining to any of the matters listed in subsection A of this section.
- C. Review and recommend rates, tolls, fees, rents, charges or other payments to be made for use or operation of the Harbor.
- D. The Board shall make reports and recommendations to the various city boards, commissions or the City Council on matters relating to activities within the harbor. When requested to do so, will review items referred by other city boards, commissions or the City Council. Resulting reports and recommendations will be included in presentations before the City Council.

APPOINTMENT

The Harbor Advisory Board shall be comprised of seven (7) voting members, four of which must be qualified electors of the City of Morro Bay. Appointments and the filling of vacancies shall be made by the City Council. Committee members shall serve at the pleasure of the City Council. The City Council will attempt to select members from the following categories:

- Morro Bay Commercial Fishermen's Association
- Waterfront Leaseholders
- Marine Oriented Business
- Recreational Boating
- Representative of South Bay/Los Osos
- Two Members at Large

TERMS OF OFFICE

Members shall serve, without compensation, for a period of four (4) years commencing February 1st. in the year specified when members are appointed. Appointments shall be made in such a manner so as no more than three members' terms expire concurrently. Unanticipated vacancies shall be filled for the duration of the unexpired term only.

QUALIFICATIONS

Four of the seven members must be a resident and registered voter of the City during the term of appointment, unless excepted by State Law or Council approved special requirements; must be at least 18 years of age at the time of appointment; and, may not be an Elected Official, Officer, or Employee of the City of Morro Bay. (Council Policies and Procedures, Section 6.6.1)

ABSENCE FROM MEETINGS

Absence of a Board Member from three (3) consecutive meetings or four (4) meetings in any consecutive 12-month period will constitute the voluntary resignation of the absent member and the position will be declared vacant.

ORGANIZATION

At the first regular meeting in each year wherein newly appointed Members are seated, the Members shall elect a Chairperson and Vice-Chairperson who shall hold office for a period of one year. The Chairperson shall preside over meetings, appoint appropriate sub-committees, and direct the affairs of the Committee. In the absence of the Chairperson, duties of the office shall be performed by the Vice-Chairperson. If both the Chair and Vice-Chair are absent, the remaining quorum shall appoint one member to preside at that meeting. The City of Morro Bay staff will maintain accurate minutes of the official activities of the Committee.

PROCEDURE

Regular meetings shall be held monthly on a regular schedule. The meetings shall be open to the public. The date, time and location along with the meeting agenda shall be noticed in accordance with Government Code Sections 54970-54975. The Chair may close meetings to public comments, provided that the action is consistent with the Brown Act. Agendas, reports, meetings and any and all actions shall be governed by the requirements of the Brown Act, as amended.

All advisory board meetings will be conducted in strict compliance with the City Council Policies and Procedures Manual. Where used in the City Council Policies and Procedure Manual, the term "City Council" shall mean the "Board" or "Commission", the term "Mayor" shall mean "Chairperson and the term "Councilmember" shall mean "Board" or "Commission. In all matters and things not otherwise provided for in the by-laws or the Policies and Procedures of the City Council, proceedings shall be governed by "Robert's Rules of Order," revised edition. However, no ordinance, resolution, proceeding or other action of the City Council pertaining to the Committee shall be invalidated or the legality thereof otherwise affected by the failure or omission to observe or follow "Robert's Rules of Order."

Communication between the Advisory Group, its members and the Council shall be in accordance with the City Council Policies and Procedures as currently adopted.

QUORUM

A majority of voting members shall constitute a quorum.

CITY STAFF

The City Manager or the designee of the City Manager shall be responsible for preparing agendas, reports, and minutes pertaining to Committee business and shall attend the Committee meetings.

BY-LAW AMENDMENTS

All amendments to the By-Laws shall be approved by the City Council.

**CITY OF MORRO BAY
PUBLIC WORKS ADVISORY BOARD
BY-LAWS**

PURPOSE AND AUTHORITY

The Public Works Advisory Board is established to review, advise and recommend to the City Council on items pertaining to Water, Waste-water, Streets, Recycling, and Solid Waste, Cable Television, Telecommunications, Trees, Transportation and other issues related to Public Services Department responsibilities.

The Board shall make reports and recommendations to the various city boards, commissions or the City Council on the above matters. When requested to do so, will review items referred by other city boards, commissions or the City Council. Resulting reports and recommendations will be included in presentations before the City Council.

APPOINTMENT

The Public Works Advisory Board shall be comprised of five (5) voting members, all of which must be qualified electors of the City of Morro Bay. Appointments and the filling of vacancies shall be made by the City Council. Committee members shall serve at the pleasure of the City Council.

TERMS OF OFFICE

Members shall serve, without compensation, for a period of four (4) years commencing February 1st. in the year specified when members are appointed. Appointments shall be made in such a manner so as no more than three members' terms expire concurrently. Unanticipated vacancies shall be filled for the duration of the unexpired term only.

QUALIFICATIONS

A member must be a resident and registered voter of the City during the term of appointment, unless excepted by State Law or Council approved special requirements; must be at least 18 years of age at the time of appointment; and, may not be an Elected Official, Officer, or Employee of the City of Morro Bay. (Council Policies and Procedures, Section 6.6.1)

ABSENCE FROM MEETINGS

Absence of a Board Member from two (2) consecutive meetings or three (3) meetings in any consecutive 12-month period will constitute the voluntary resignation of the absent member and the position will be declared vacant.

ORGANIZATION

At the first regular meeting in each year wherein newly appointed Members are seated, the Members shall elect a Chairperson and Vice-Chairperson who shall hold office for a period of one year. The Chairperson shall preside over meetings, appoint appropriate sub-committees, and direct the affairs of the Committee. In the absence of the Chairperson, duties of the office shall be performed by the Vice-Chairperson. If both the Chair and Vice-Chair are absent, the remaining quorum shall appoint one member to preside at that meeting. The City of Morro Bay staff will maintain accurate minutes of the official activities of the Committee.

PROCEDURE

Regular meetings shall be held every other month on even numbered months on a regular schedule. The meetings shall be open to the public. The date, time and location along with the meeting agenda shall be noticed in accordance with Government Code Sections 54970-54975. The Chair may close meetings to public comments, provided that the action is consistent with the Brown Act. Agendas, reports, meetings and any and all actions shall be governed by the requirements of the Brown Act, as amended.

All advisory board meetings will be conducted in strict compliance with the City Council Policies and Procedures Manual. Where used in the City Council Policies and Procedure Manual, the term "City Council" shall mean the "Board" or "Commission", the term "Mayor" shall mean "Chairperson and the term "Councilmember" shall mean "Board" or "Commission. In all matters and things not otherwise provided for in the by-laws or the Policies and Procedures of the City Council, proceedings shall be governed by "Robert's Rules of Order," revised edition. However, no ordinance, resolution, proceeding or other action of the City Council pertaining to the Committee shall be invalidated or the legality thereof otherwise affected by the failure or omission to observe or follow "Robert's Rules of Order."

Communication between the Advisory Group, its members and the Council shall be in accordance with the City Council Policies and Procedures as currently adopted.

QUORUM

A majority of voting members shall constitute a quorum.

CITY STAFF

The City Manager or the designee of the City Manager shall be responsible for preparing agendas, reports, and minutes pertaining to Committee business and shall attend the Committee meetings.

BY-LAW AMENDMENTS

All amendments to the By-Laws shall be approved by the City Council.

**CITY OF MORRO BAY
RECREATION AND PARKS COMMISSION
BY-LAWS**

PURPOSE AND AUTHORITY

The Recreation and Parks Commission is established to provide the following:

- A. Act in an advisory capacity to the City Council in all matters pertaining to parks and public recreation and to cooperate with other governmental agencies and civic groups in the advancement of sound recreation and parks planning and programming. The Board shall make reports and recommendations to the various city boards, commissions or the City Council on the above matters. When requested to do so, will review items referred by other city boards, commissions or the City Council. Resulting reports and recommendations will be included in presentations before the City Council.
- B. Formulate policies on recreation services, parks and open space for approval by the City Council.
- C. Recommend to the City Council the development of recreational areas, parks, facilities, open spaces, programs, and improved recreation services.
- D. Recommend to the City Council the adoption of rules, regulations and standards concerning recreation and parks in respect to organization, personnel, areas and facilities, program and financial support.
- E. Advise the Recreation and Parks Director in the preparation of the annual parks maintenance, park improvement and recreation budgets and long-range recreation and parks facilities improvements.
- F. Hold public hearings and meetings to conduct investigations and surveys for the purpose of securing facts and data concerning parks and public recreation.

APPOINTMENT

The Recreation and Parks Commission shall be comprised of seven (7) voting members, five of which must be qualified electors of the City of Morro Bay. Appointments and the filling of vacancies shall be made by the City Council. Committee members shall serve at the pleasure of the City Council.

TERMS OF OFFICE

Members shall serve, without compensation, for a period of four (4) years commencing February 1st. in the year specified when members are appointed. Appointments shall be made in such a manner so as no more than three members' terms expire concurrently. Unanticipated vacancies shall be filled for the duration of the unexpired term only.

QUALIFICATIONS

Five of the seven members must be a resident and registered voter of the City during the term of appointment, unless excepted by State Law or Council approved special requirements; must be at least 18 years of age at the time of appointment; and, may not be an Elected Official, Officer, or Employee of the City of Morro Bay. (Council Policies and Procedures, Section 6.6.1)

ABSENCE FROM MEETINGS

Absence of a Board Member from two (2) consecutive meetings or three (3) meetings in any consecutive 12-month period will constitute the voluntary resignation of the absent member and the position will be declared vacant.

ORGANIZATION

At the first regular meeting in each year wherein newly appointed Members are seated, the Members shall elect a Chairperson and Vice-Chairperson who shall hold office for a period of one year. The Chairperson shall preside over meetings, appoint appropriate sub-committees, and direct the affairs of the Committee. In the absence of the Chairperson, duties of the office shall be performed by the Vice-Chairperson. If both the Chair and Vice-Chair are absent, the remaining quorum shall appoint one member to preside at that meeting. The City of Morro Bay staff will maintain accurate minutes of the official activities of the Committee.

PROCEDURE

Regular meetings shall be held every other month on odd numbered months on a regular schedule. The meetings shall be open to the public. The date, time and location along with the meeting agenda shall be noticed in accordance with Government Code Sections 54970-54975. The Chair may close meetings to public comments, provided that the action is consistent with the Brown Act. Agendas, reports, meetings and any and all actions shall be governed by the requirements of the Brown Act, as amended.

All advisory board meetings will be conducted in strict compliance with the City Council Policies and Procedures Manual. Where used in the City Council Policies and Procedure Manual, the term "City Council" shall mean the "Board" or "Commission", the term "Mayor" shall mean "Chairperson and the term "Councilmember" shall mean "Board" or "Commission. In all matters and things not otherwise provided for in the by-laws or the Policies and Procedures of the City Council, proceedings shall be governed by "Robert's Rules of Order," revised edition. However, no ordinance, resolution, proceeding or other action of the City Council pertaining to the Committee shall be invalidated or the legality thereof otherwise affected by the failure or omission to observe or follow "Robert's Rules of Order."

Communication between the Advisory Group, its members and the Council shall be in accordance with the City Council Policies and Procedures as currently adopted.

QUORUM

A majority of voting members shall constitute a quorum.

CITY STAFF

The City Manager or the designee of the City Manager shall be responsible for preparing agendas, reports, and minutes pertaining to Committee business and shall attend the Committee meetings.

BY-LAW AMENDMENTS

All amendments to the By-Laws shall be approved by the City Council.

CITY OF MORRO BAY COMMUNITY PROMOTIONS COMMITTEE BY-LAWS

PURPOSE AND AUTHORITY

The Community Promotions Committee (CPC) was created in the belief that tourism is essential to the economic health and quality of life of this community. The purpose of the CPC shall be to act on behalf of the Morro Bay City Council on policies and expenditure programs to advertise and promote the City of Morro Bay and its special events as a tourist destination point in areas both inside and outside the boundaries of San Luis Obispo County. In addition, the CPC shall carry on a continuing and sustainable program designed to make known the advantages of tourism, recreation, business and community events to the people of Morro Bay, which helps to maintain the highest quality of life for the residents.

In addition, the CPC will be responsible for developing cooperative marketing opportunities with existing and new local businesses. This shall be accomplished through targeted promotions of special events and consistent branding of the City of Morro Bay. The CPC shall work with the MBTBID in a way that is mutually supportive of each/both committees' goals for marketing, advertising and budgeting to bring more visitors and tourism to the City, which in turn, provides valuable TOT and sales tax revenues to the City of Morro Bay.

The CPC shall develop a specific set of goals and budgetary requests prior to the beginning of each fiscal year and present those goals and requests to the City Council prior to the adoption of the annual budget. The CPC shall also make any additional reports and recommendations to the various city boards, commissions or the City Council as requested by the City Council.

APPOINTMENT

The Community Promotions Committee shall be comprised of seven (7) voting members, four of which must be qualified electors of the City of Morro Bay. Appointments and the filling of vacancies shall be made by the City Council. Committee members shall serve at the pleasure of the City Council. The City Council will attempt to select members from the following categories:

- Morro Bay Chamber of Commerce
- Morro Bay Merchants Association
- Morro Bay Motel or Restaurant Representative
- Embarcadero Business Representative
- Special Events Representative
- Two Members at Large

TERMS OF OFFICE

Members shall serve, without compensation, for a period of four (4) years commencing February 1st in the year specified when members are appointed. Appointments shall be made in such a manner so as no more than three members' terms expire concurrently. Unanticipated vacancies shall be filled for the duration of the unexpired term only.

QUALIFICATIONS

Four of the 7 members of the Community Promotions Committee must be residents and registered voters of the City during the term of appointment, unless excepted by State Law or Council approved special requirements; must be at least 18 years of age at the time of appointment; and, may not be an Elected Official, Officer, or Employee of the City of Morro Bay. (Council Policies and Procedures, Section 6.6.1)

Annually, each committee member will be required to familiarize himself or herself with the operation of the Visitor Center by volunteering and/or participating in business forums, chamber meetings, or merchants' association meetings.

ABSENCE FROM MEETINGS

Absence of a Board Member from three (3) consecutive meetings or four (4) meetings in any consecutive 12-month period will constitute the voluntary resignation of the absent member and the position will be declared vacant.

ORGANIZATION

At the first regular meeting in each year wherein newly appointed Members are seated, the Members shall elect a Chairperson and Vice-Chairperson who shall hold office for a period of one year. The Chairperson shall preside over meetings, appoint appropriate sub-committees, and direct the affairs of the Committee. In the absence of the Chairperson, duties of the office shall be performed by the Vice-Chairperson. If both the Chair and Vice-Chair are absent, the remaining quorum shall appoint one member to preside at that meeting. The City of Morro Bay staff will maintain accurate minutes of the official activities of the Committee.

PROCEDURE

Regular meetings shall be held monthly on a regular schedule. The meetings shall be open to the public. The date, time and location along with the meeting agenda shall be noticed in accordance with Government Code Sections 54970-54975. The Chair may close meetings to public comments, provided that the action is consistent with the Brown Act. Agendas, reports,

meetings and any and all actions shall be governed by the requirements of the Brown Act, as amended.

All advisory board meetings will be conducted in strict compliance with the City Council Policies and Procedures Manual. Where used in the City Council Policies and Procedure Manual, the term "City Council" shall mean the "Board" or "Commission", the term "Mayor" shall mean "Chairperson and the term "Councilmember" shall mean "Board" or "Commission. In all matters and things not otherwise provided for in the by-laws or the Policies and Procedures of the City Council, proceedings shall be governed by "Robert's Rules of Order," revised edition. However, no ordinance, resolution, proceeding or other action of the City Council pertaining to the Committee shall be invalidated or the legality thereof otherwise affected by the failure or omission to observe or follow "Robert's Rules of Order."

Communication between the Advisory Group, its members and the Council shall be in accordance with the City Council Policies and Procedures as currently adopted.

QUORUM

A majority of voting members shall constitute a quorum.

CITY STAFF

The City Manager or the designee of the City Manager shall be responsible for preparing agendas, reports, and minutes pertaining to Committee business and shall attend the Committee meetings.

BY-LAW AMENDMENTS

All amendments to the By-Laws shall be approved by the City Council.

**CITY OF MORRO BAY
TOURISM BUSINESS IMPROVEMENT DISTRICT
ADVISORY BOARD BY-LAWS**

PURPOSE AND AUTHORITY

The Morro Bay Tourism Business Improvement District (MBTBID) Advisory Board ("Board") advises the City Council on the administration and use of the MBTBID assessment funds. The Board recommends projects to the City of Morro Bay to promote tourism to directly benefit the City's lodging industry.

The primary purpose of the MBTBID is to increase occupancy and room nights across all lodging types (motel, hotels, bed and breakfast) that pay the business improvement assessment (BID) along with transient occupancy tax (TOT) within the City while placing particular emphasis on marketing that positively impacts the lodging.

APPOINTMENT

The MBTBID Board shall be comprised of seven (7) voting members. Appointments and the filling of vacancies shall be made by the City Council. Committee members shall serve at the pleasure of the City Council. Because of the diversity among assessment district members represented by the Board including local, regional and national lodging industry interests, it is neither practical nor advisable to limit Board membership to City residents. Accordingly, membership on the MBTBID Board shall be exempt from residency requirements otherwise applicable to City Advisory bodies. In addition, a member of the TBID may not sit on any other city advisory board or commission.

TERMS OF OFFICE

Members of the MBTBID Board shall serve, without compensation, for a period of four (4) years. Appointments shall be made in such a manner such that no more than three members' terms expire concurrently. Unanticipated vacancies shall be filled for the duration of the unexpired term only. If a vacancy is within the last 6 months of a term, it will be held over to the normal interview process.

QUALIFICATIONS

The MBTBID Board shall consist of five (5) members from the Morro Bay lodging industry and two (2) members from the community at large.

The five members from the lodging industry shall consist of one member representing lodging rooms of less than 22 rooms, one member representing 50 or less rooms (single hotel or cumulative representation), and three members representing hotels "at large" (no specific number of rooms).

The community "at large" members shall be residents and registered voters of the City during the term of appointment.

Each member must be at least 18 years of age at the time of appointment and may not be an Elected Official, Officer, or Employee of the City of Morro Bay. (Council Policies and Procedures, Section 6.6.1)

FUNCTIONS AND DUTIES

The functions and duties of the MBTBID Board shall include, but not be limited to, the following:

1. Plan a comprehensive program to promote tourism to the City of Morro Bay and prepare an annual marketing program consistent with industry goals and objectives.
2. Develop advertising and promotional programs and projects to benefit the lodging industry in Morro Bay
3. Present an annual assessment report to the City Council regarding the implemented promotional programs and projects.
4. Perform any other lawful tasks as directed by the Council.

ABSENCE FROM MEETINGS

Absence of a Board Member from three (3) consecutive meetings or four (4) meetings in any consecutive 12-month period will constitute the voluntary resignation of the absent member and the position will be declared vacant.

ORGANIZATION

At the first regular meeting in each year wherein newly appointed Members are seated, the Members shall elect a Chairperson and Vice-Chairperson who shall hold office for a period of one year. The Chairperson shall preside over meetings, appoint appropriate sub-committees, and direct the affairs of the Committee. In the absence of the Chairperson, the Vice-Chairperson shall perform duties of the office. If both the Chair and Vice-Chair are absent, the remaining quorum shall appoint one member to preside at that meeting. The City of Morro Bay staff will maintain accurate minutes of the official activities of the Committee.

PROCEDURE

Regular meetings shall be held monthly on a regular schedule. The meetings shall be open to the public. The date, time and location along with the meeting agenda shall be noticed in accordance with Government Code Sections 54970-54975. The Chair may close meetings to public comment, provided that the action is consistent with the Brown Act. Agendas, reports, meetings and any and all actions shall be governed by the requirements of the Brown Act, as amended.

All advisory board meetings will be conducted in strict compliance with the City Council Policies and Procedures Manual. Where used in the City Council Policies and Procedure Manual, the term "City Council" shall mean the "Board" or "Commission", the term "Mayor" shall mean "Chairperson and the term "Councilmember" shall mean "Board" or "Commission. In all matters and things not otherwise provided for in the Bylaws or the Policies and Procedures of the City Council, proceedings shall be governed by "Robert's Rules of Order," revised edition. However, no ordinance, resolution, proceeding or other action of the City Council pertaining to the Committee shall be invalidated or the legality thereof otherwise affected by the failure or omission to observe or follow "Robert's Rules of Order."

Communication between the Advisory Group, its members, and the Council shall be in accordance with the City Council Policies and Procedures as currently adopted.

QUORUM

A majority of voting members shall constitute a quorum.

CITY STAFF

The City Manager or the designee of the City Manager shall be responsible for preparing agendas, reports, and minutes pertaining to Committee business and shall attend the Committee meetings.

BY-LAW AMENDMENTS

All amendments to the By-Laws shall be approved by the City Council.

**CITY OF MORRO BAY
PLANNING COMMISSION
BY-LAWS**

PURPOSE AND AUTHORITY

The Planning Commission is established in accordance with the provisions of Government Code Section 65100, et sec. The functions of the Planning Commission shall be as follows:

- A. To develop a general plan and recommend its adoption by the city council;
- B. To maintain the general plan after its adoption by the city council;
- C. To develop specific plans as may be necessary to implement the general plan;
- D. To periodically review the capital improvement program of the city for recommendations to the city council;
- E. To perform such other functions as the city council may direct.

The Planning Commission shall:

- A. In addition to the duties and responsibilities set forth by state laws and local ordinances, the planning commission shall act in an advisory capacity to the city council on all matters pertaining to the planning function;
- B. Cooperate with other city boards and commissions, governmental agencies and civic groups in the advancement of sound planning, both within and without the city;
- C. Formulate policies on planning services for recommendation to the city council;
- D. Upon the request of the City Council, hold a joint meeting with the city council twice annually to discuss proposed policies, programs, goals and objectives, budgeting, future planning, or any other planning matter requiring joint deliberation. The city clerk shall in January of each year bring forth an agenda item to the city council to schedule the two joint meetings;
- E. Recommend to the city council the adoption of standards with respect to organization, personnel, facilities, programs and financial support of the planning commission;
- F. Disseminate to the public information concerning the policies and functions of the planning commission.

APPOINTMENT

The Planning Commission shall consist of five members and they shall be qualified electors and residents of the City. Appointments and the filling of vacancies shall be made by the City Council. Commissioners shall serve at the pleasure of the City Council.

TERMS OF OFFICE

Members of the Planning Commission shall be appointed by and serve at the pleasure of the City Council. Terms shall be for a period of four years; vacancies shall be filled for the unexpired term only. Two-year short terms may be established to stagger terms. Expiration dates of specific terms shall be established by resolution of the City Council.

QUALIFICATIONS

A member must be a resident and registered voter of the City during the term of appointment, unless excepted by State Law or Council approved special requirements; must be at least 18 years of age at the time of appointment; and, may not be an Elected Official, Officer, or Employee of the City of Morro Bay. (Council Policies and Procedures, Section 6.6.1)

ABSENCE FROM MEETINGS

Absence of a Board Member from three (3) consecutive meetings or four (4) meetings in any consecutive 12-month period will constitute the voluntary resignation of the absent member and the position will be declared vacant.

ORGANIZATION

At the first regular meeting in each year wherein newly appointed Members are seated, the Members shall elect a Chairperson and Vice-Chairperson who shall hold office for a period of one year. The Chairperson shall preside over meetings, appoint appropriate sub-committees, and direct the affairs of the Committee. In the absence of the Chairperson, duties of the office shall be performed by the Vice-Chairperson. If both the Chair and Vice-Chair are absent, the remaining quorum shall appoint one member to preside at that meeting. The City of Morro Bay staff will maintain accurate minutes of the official activities of the Committee.

PROCEDURE

Regular meetings shall be held twice a monthly on a regular schedule. The meetings shall be open to the public. The date, time and location along with the meeting agenda shall be noticed in accordance with Government Code Sections 54970-54975. The Chair may close meetings to public comment, provided that the action is consistent with the Brown Act. Agendas, reports, meetings and any and all actions shall be governed by the requirements of the Brown Act, as amended.

All advisory board meetings will be conducted in strict compliance with the City Council Policies and Procedures Manual. Where used in the City Council Policies and Procedure Manual, the term "City Council" shall mean the "Board" or "Commission", the term "Mayor" shall mean "Chairperson" and the term "Councilmember" shall mean "Board Member" or "Commissioner". In all matters and things not otherwise provided for in the Bylaws or the Policies and Procedures of the City Council, proceedings shall be governed by "Robert's Rules of Order," revised edition. However, no ordinance, resolution, proceeding or other action of the City Council pertaining to the Committee shall be invalidated or the legality thereof otherwise affected by the failure or omission to observe or follow "Robert's Rules of Order."

Communication between the Advisory Group, its members, and the Council shall be in accordance with the City Council Policies and Procedures as currently adopted.

QUORUM

A majority of voting members shall constitute a quorum.

BY-LAW AMENDMENTS

All amendments to the By-Laws shall be approved by the City Council.

**CITY OF MORRO BAY
CITIZENS OVERSIGHT COMMITTEE**

Morro Bay Municipal Code 3.22.120

3.22.120 Citizens Oversight Committee.

A. Citizens Oversight Committee Established. There shall be a permanent citizens' advisory committee called the "Citizens Oversight Committee" (hereinafter "Committee"), which shall semi-annually review revenues and expenditures from the collection of the tax.

B. Committee Membership. The Committee shall have 5 citizen-members appointed by the City Council for six year terms with initially 3 members serving 3 years, and 3 members serving 6 years. Appointees shall be residents of the City; however, no member of the Committee shall be an elected official.

C. Committee Organization Procedures. The committee shall select one of its members as Chairperson. The Committee shall follow the rules of procedure of the City unless and until, upon the report and recommendation from the Committee, the City Council adopts a specific set of procedural rules for the Committee.

D. Regular Meeting; Provision of Support Services and Information. The Committee shall be subject to the provisions of the Brown Act (California Government Code sections 54950 et seq.) and shall meet at least once each calendar year. A regular meeting schedule shall be determined in accordance with the Brown Act and thereafter meetings shall be noticed by the City Clerk. The City Manager or his/her designee shall serve as executive staff to the Committee. In addition to receiving materials directly related to the functioning of the Committee, the Committee members shall also receive all agenda material and other primary staff reports (other than those which are confidential) as are provided to the City Council.

E. Citizens Oversight Committee Functions. The Committee shall have the following function:

Semi- annual Report: The Committee shall review a semi-annual expense report of the City relative to activities funded with the additional general purpose local sales tax monies. Not later than the last day of the sixth month following the end of the each City fiscal year, the Committee will present its findings and conclusions to the City Council for its review.

DISCUSSION

Though a master plan such as this often focuses on the development of a list of proposed projects that will enhance bicycling and walking throughout the city, this plan has also made an effort to affirm existing and introduce new cyclist and pedestrian-friendly policies into the City's planning and project review process.

Another notable feature of this plan is the high level of community involvement in the formulation of policies, conception of programs, and development of projects all aimed at improving the safety and convenience of cycling and walking in Morro Bay.

The Policies, Goals and Objectives section of the Plan is currently under review by the City's Planning Division to assure compatibility with current City policies, ordinances and development codes. Though most of the policies and projects are not controversial, there is one notable exception that possibly merits further discussion. The current City policy on sidewalks in residential areas is to require them only in higher density zones and on certain highly traveled streets and designated pedestrian pathways (such as Greenwood Ave.). Many citizens have said that they would like to see more sidewalks in residential areas, while others oppose this. Given that State law now requires municipalities to accommodate the needs of all forms of travel for all users on city streets, this topic deserves further study and public discussion.

CONCLUSION

The City of Morro Bay will benefit in numerous ways from the adoption and implementation of this plan. It will:

- increase the safety and convenience of travel for cyclists and pedestrians
- enhance the City's eligibility for grant funding
- create more reasons for tourists to visit Morro Bay and stay longer
- help our residents stay fit and reduce reliance on imported energy

Attachments: 2nd Draft Morro Bay Bicycle and Pedestrian Master Plan
Proposed Bicycle and Pedestrian Projects

Proposed Bikeway Projects

RTP ID ^a	Project Title	Short Description	Project Limits	Length ^b	Current Year Cost	Project Type	Timeframe ^c
New Project	Atascadero Rd Safety Improvements	Improve safety for cyclists and pedestrians traveling along and crossing Atascadero Rd between Main St. and High School	Atascadero Rd between Main St and entrance to MBHS	650	\$50,000	Local (with Caltrans)	Short
CST-NMOT-006	North Embarcadero Class II Bikeway	Atascadero Rd. to North Embarcadero, Class II bikeway	North side of Morro Creek to Atascadero Road Class II	1600	\$265,000	Regional Bikeway	Short
New Project	Embarcadero Complete Streets Improvements	Perform bike-ped safety audit and install recommended improvements	Embarcadero between Coleman Drive and Tidelands Park	6000	\$150,000	Local	Short
CST-NMOT-007	Morro Creek Multi-Use Path (Bridge)	Construct Bike-Ped Bridge over Morro Creek and connection to Embarcadero	from Embarcadero Rd over Morro Creek	1500	\$800,000	Regional Bikeway	Mid
New Project	Power Plant Pathway	Bike-Ped path through the power plant connecting the Class 1 bikeway to the Embarcadero	Between the Class 1 bikeway at Peregrine and the Embarcadero along the south side of power plant property	1800	\$50,000	Regional Bikeway	Short
CST-NMOT-028	South St. Class I Connector	ADA compliant bike/ped ramp linking Morro Ave. with the Embarcadero	Morro Ave to Embarcadero Road near west end of South St.	200	\$35,000	Local	Short
New Project	San Jacinto Street Bike Lanes	Add Class 2 bike lanes to San Jacinto Street	San Jacinto Street between Sandalwood and Ironwood	2300	\$5,000	Local	Short
CST-NMOT-008	Tree Grove Preservation Pathway	Connect the Cloisters Class 1 bikeway to Atascadero Road and the Class 1 bikeway east of MBHS	NE corner of MBHS and west end of Atascadero Road.	3100	\$810,000	Regional Bikeway	Short
CST-NMOT-005 & CST-NMOT-009	Beach Tract Bicycle Improvements to Cayucos Connector	Bikeway between Azure and North end of Toro Rd. along Sandalwood and Beachcomber (to Cayucos Connector)	Sandlewood Ave and Beachcomber St between Azure and Toro Lane	6580	\$110,000	Regional Bikeway	Short
New Project	Main Street/Quintana to Class 1 Access Improvements	Improve access to the Class 1 bikeway for cyclists traveling north on Main at Quintana	Main and Quintana intersection	60	\$50,000	Regional Bikeway	Short
New Project	Bicycle Rack Program	Install more bicycle racks in the business district and at other strategic locations	Citywide		\$6,000	Local	Short
New Project	San Jacinto/Hwy 1 Safety Improvements	Improve safety for cyclists and pedestrians crossing Hwy 1 and Main at San Jacinto	San Jacinto Street between Hwy 1 and Alder	300	\$50,000	Local (with Caltrans)	Mid
New Project	Yerba Buena/Hwy 1 Safety Improvements	Improve safety for cyclists and pedestrians crossing Hwy 1 at Yerba Buena	Yerba Buena Street between Hwy 1 and Main	200	\$50,000	Local (with Caltrans)	Mid
TOTAL					\$2,431,000		

Notes:
a. 2010 SLOCOG Regional Transportation Plan Identification Number (proposed projects may be slightly different from those described in the RTP)
b. In units of feet
c. Options include: Short (0-5 years) 2010-2015, Mid (5-10 years) 2016-2020, Long (10-25 years) 2021-2035

Proposed Pedestrian Projects^a

Project Title	Short Description	Project Limits	Length ^b	Current Year Cost	Project Type	Timeframe ^c
Morro Creek Multi-Use Path (Bridge)	Construct Bike-Ped Bridge over Morro Creek and connection to Embarcadero	from Embarcadero Rd over Morro Creek	1500	\$800,000	Regional	Mid
San Jacinto/Hwy 1 Safety Improvements	Improve safety for cyclists and pedestrians crossing Hwy 1 and Main at San Jacinto	San Jacinto Street between Hwy 1 and Alder	300	\$50,000	Local (with Caltrans)	Mid
Embarcadero Complete Streets Improvements	Perform bike-ped safety audit and install recommended improvements	Embarcadero between Coleman Drive and Tidelands Park	6000	\$150,000	Local	Short
Safe Route to School on Greenwood			9000	\$950,000	Local	Short
San Jacinto Street Sidewalks	Add sidewalks to San Jacinto Street	San Jacinto Street between Sandalwood and Ironwood	2300	\$300,000	Local	
Power Plant Pathway	Bike-Ped path through the power plant connecting the Class 1 bikeway to the Embarcadero	Between the Class 1 bikeway at Peregrine and the Embarcadero along the south side of power plant property	1800	\$50,000	Regional	Short
South St. Class I Connector	ADA compliant bike/ped ramp linking Morro Ave. with the Embarcadero	Morro Ave to Embarcadero Road near west end of South St.	200	\$35,000	Local	Short
Atascadero Rd Safety Improvements	Improve safety for cyclists and pedestrians traveling along and crossing Atascadero Rd between Main St. and High School	Atascadero Rd between Main St and entrance to MBHS	650	\$50,000	Local (with Caltrans)	Mid
TOTAL				\$2,385,000		
PED ONLY TOTAL				\$1,250,000		

Notes:

a. Some projects benefit both cyclists and pedestrians and will be found on both lists

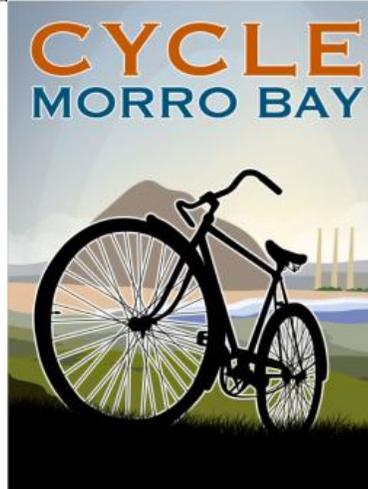
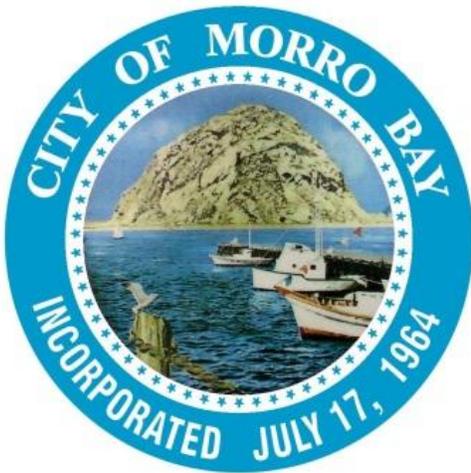
b. In units of feet

c. Options include: Short (0-5 years) 2010-2015, Mid (5-10 years) 2016-2020, Long (10-25 years) 2021-2035

2nd DRAFT

October 2011

Morro Bay Bicycle & Pedestrian Master Plan



Public Services Department
City of Morro Bay

Prepared by:
JBG Consulting, LLC

Acknowledgments

Special thanks go out to those who participated in writing, reviewing, and supporting the plan.

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Glossary

As used in this document and generally, these terms are defined as follows:

Bicycle Boulevard – A roadway shared by bicycles and motor vehicles, without marked bike lanes, where the through movement of bicycles is given priority over motor vehicle travel.

Bicycle Commuter – A person making a trip by bicycle primarily for transportation purposes, including, but not limited to, travel to work, school, shopping, or other destination that is a center of activity, and does not include a trip by bicycle primarily for physical exercise of recreation with such a destination.

Bicycle Facilities – Any physical infrastructure serving the needs of bicycle riders, such as bicycle lanes, bicycle paths, bicycle parking and storage facilities, signs, traffic controls, pavement markings and lighting.

Bicycle Rodeo - A bicycle safety clinic featuring bike safety inspections, sometimes quick tune-ups, and a safety lecture about the rules of the road. This is followed by a ride on a miniature course set up in a parking lot where cyclists are shown where and how to apply the rules.

Bike Valet - A volunteer-run bike parking service to make it easier for people to pedal to community events. Bikes are checked in, and cyclists get tickets. When the cyclists wish to pick up their bikes, they simply hand the ticket to a volunteer who retrieves the bicycle.

Channelization – The separation or regulation of conflicting traffic movements into definite paths of travel by use of pavement markings, raised islands, or other suitable means, in order to facilitate the safe and orderly movement of motorists, bicyclists, and pedestrians.

Bikeways – Bike lanes, paths, streets or routes that provide for bicycle travel.

Class I Bikeway (Bike Path) – Provides a completely separated right of way for the exclusive use of bicycles and pedestrians with crossflow by motorists minimized.

Class II Bikeway (Bike Lane) – Provides a striped lane for one-way bike travel on a street or highway.

Class III Bikeway (Bike Route) – Provides for shared use with pedestrian or motor vehicle traffic.

Feeder Lane – A bike lane provided for priority at intersections

Shared-Lane Markings – Also known as ‘Sharrows,’ these are pavement symbols designed to improve the positioning of bicyclists on roadways with regular bicycle use and a curb lane width too narrow for motorists and cyclists to safely travel side by side within the lane.

September 28th, 2011

Dear Friends and Neighbors of Morro Bay:

There are many public benefits to having a Bicycle and Pedestrian Master Plan, including alleviating traffic congestion, reducing vehicle emissions, recreation and economic benefits to the user as well as the City. Many of these benefits are directed at the user, but such a system will also serve non-riders by helping to sustain an active, livable community.

Investments in bicycling and walking facilities are being considered 'Economic Infrastructure' among California Coastal communities, increasing visitor's 'heads on beds' and making neighborhoods safer and friendlier. There are more opportunities to speak to neighbors and more "eyes-on-the-street" to discourage crime and violence. Communities with low crime rates and high-levels of bicycling and walking are generally considered to be attractive and friendly places to live and work.

Households in automobile-dependent communities devote more than 20% of household expenditures to surface transportation, more than \$8,500 annually, while those in communities with more accessible land-use and more non-motorized transportation systems spend less than 17% or less than \$5,500 annually, representing a savings of thousands of dollars a year.

Bicycling and walking is one of the most inexpensive ways to travel, costing as little as \$0.07 per mile. This includes the costs of acquiring a bicycle and basic safety equipment, as well as the maintenance and repair costs. According to the IRS, the cost for owning and operating an automobile averages .51 cents per mile including fixed and variable costs: fuel, repairs, routine maintenance, parking fees, toll, insurance and registration fees.

This Bicycle and Pedestrian Master Plan, not only sets out a new, bold vision and series of obtainable goals and objectives, but also improves access to State and Federal grant funding for bicycle and walking improvements across Morro Bay.

Sincerely,

The City of Morro Bay Public Works Department

Introduction

This Bicycle and Pedestrian Master Plan is a City of Morro Bay document. It has been written to provide guidance for improving bicycling and walking conditions within the jurisdictional boundary of Morro Bay. In creating its first ever Bicycle and Pedestrian Master Plan, the City is embracing a new vision of transportation planning, recognizing that walking and bicycling is essential to enhancing the quality of life for not only residents and visitors, but also the broader community and the world. Attractive bicycle and pedestrian facilities within a community are increasingly linked to supporting local tourist related businesses and promoting ecotourism.

Residents and visitors of all ages and abilities should continue to be provided with a safe, attractive and convenient form of transportation and recreation. Accordingly, this document describes the City's existing condition, planning context, and proposes policies, goals, objectives, projects and programs intended to double - 50% increase - the circulation of walking and bicycling in Morro Bay by 2016.

The aim of this plan is to purposefully improve the experience of bicycling and walking around the City through a combination of strategic approaches.

Setting

The City is located on the coast of San Luis Obispo County, approximately halfway (200 miles) between Los Angeles and San Francisco. Morro Bay is an attractive waterfront city due to its wide range of restaurants, shops, parks, harbor, and the towering presence of Morro Rock. All of Morro Bay is a national and state estuary. Portions of it are a state wildlife refuge and a California Marine Reserve. The City has labeled itself a Bird Sanctuary.



Morro Bay contains the region's largest estuary, with a saltwater marsh located on the east side where Chorro and Los Osos Creeks enter the bay. It is the southern-most City with ocean views and beach access along the Hwy 1 National Scenic Bi-way. Since the beginning of the 20th century it has been a center for beach holidays.

Tourism is the city's largest industry, with "the Rock," and cool summer temperatures being natural attractors to its excellent state-owned beaches north and south of town.

As of the 2010 census, the city population was 10,234. According to the 2005-2009 American Community Survey, there was an equal (50%) distribution of males and females in the population. The median age is 55.5 years with 35% of the city population 65 years and older and 12% of the city population under 18 years. Of the working population of Morro Bay, 75% of Morro Bay city workers drove to work alone in 2005-2009, Eight percent (8%) carpooled, less than 0.5 percent took public transportation, and 11% used other means. The remaining six percent (6%) worked at home.

Among those 3948 who commuted to work, it took them on average 19.2 minutes to get to work. Using a statistical analysis and margins of errors provided by the US Census the City of Morro Bay Planning Department have determined 811 or 20.5% of commuters travel less than or equal to 9 minutes to work.

Planning Process

A development management approach was taken in researching and producing the Morro Bay Bicycle and Pedestrian Master Plan, under supervision of the Morro Bay Department of Public Services with input and work from City staff, the Police Department, SLOCOG, volunteers, advocates, and the project consultant team.

The activities of plan included: reviewing similar planning documents, such as Pismo Beach's 2010 Bike & Pedestrian Master Plan, Morro Bay's 2004 Draft General Plan, conducting site visits and field reviews (all by bike or walking), photography inventory, bicycle counts, phone survey of Morro Bay employers, integration of a Safe Routes to School element. The plan also has included community outreach efforts including a comment form through the project website and a community meeting was held designed to inform the public of the plan and to collect responses, comments and recommendations based on local knowledge.

The tasks of the plan were designed to meet user requirements while maximize public participation in proposing new bicycle and walking projects. It is critical that the document is completed to a level of satisfaction for the City Council to approve the plan - in order to meet the requirements for the November 2011 Bicycle Transport Account application.

The outputs of the planning process are proposed biking and walking policies, programs and projects spanning a fifteen year time horizon. In addition to public involvement in the ranking of proposed projects, the projects have also been weighted against suggested planning criteria which govern best practices for Bicycle and Pedestrian Infrastructure Planning in California such as: Public Involvement, Connectivity, proximity to Activity Centers, Transit, Schools and Collisions.

Community and Stakeholder Participation

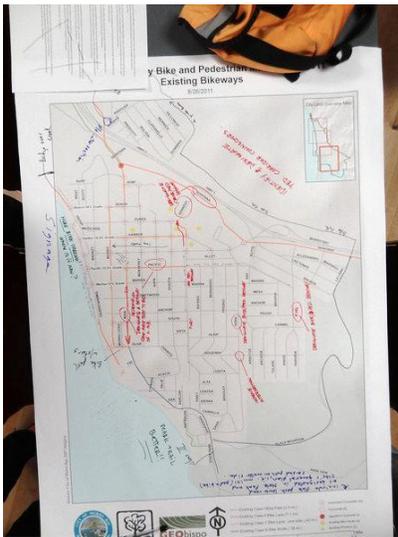
The City of Morro Bay has embraced the opportunity to work with the public through community meetings and consultation with a Public Advisory Committee. Community and stakeholder input are essential to the planning process.

Public Advisory Committee (PAC)

The City of Morro Bay approved and appointed members to a PAC in order to guide the Master planning process. The PAC's primary role is to ensure that public input was considered and represented in the Bicycle & Pedestrian Master Plan process. PAC members selected included individuals from neighborhood organizations, the business community, law enforcement bicycle/pedestrian advocates, and others from a variety of professional and personal backgrounds.



The PAC convened in early August 2011 to discuss the planning process, goals and objectives of the plan and to 'score' their top priorities pertaining to bicycle and pedestrian policies. The PAC will meet again in October 2011 to review the Final Draft of the plan before recommending adoption to the Morro Bay City Council.



Community Meeting

A community meeting occurred on August 30, 2011 at Morro Bay's Veterans Hall. Informational presentations were made including: Vision, Community Participation, Master Plan update, suggested Policies, SLO Bike Coalition, Morro Bay connection with existing & proposed County Trails, Citizen involvement through Morro Bay's online e-Request form and next steps.

In order to acquire comments and local knowledge, a problem-identification and solutions ranking exercise was conducted using colored paper and discussions took place. Large format aerial and hill-shade paper maps were provided for drawing routes and verifying information.

Subsequent to the meeting, public comments were consolidated into a list of projects and programs to improve cycling and walking in Morro Bay. This list was recirculated to the meeting participants and others who had expressed interest in the Plan. They were asked to rank these programs and projects, the results of which were used to develop the proposed project list in Appendix H.

Interagency Cooperation

This plan was written with cooperation among the City of Morro Bay and local and regional entities having interest in bicycle and pedestrian planning within the City. Relevant agencies involved in the planning process include San Luis Obispo Air Pollution Control District, California Coastal Commission, Caltrans District 5, San Luis Obispo Council of Governments (SLOCOG), San Luis Obispo County Bicycle Coalition (SLOCBC), Rideshare, Regional Transit Authority of San Luis Obispo County (RTA), San Luis Coastal Unified School District and local bicycling clubs, employers and businesses.

Each year, SLOCOG prepares a list of 'Unmet Transit Needs' as part of the requirements of the Transportation Development Act. The resulting list includes proposed projects within the boundary of the City of Morro Bay. As this list is updated annually, it allows SLOCOG to identify needs that may have been missed by local jurisdictions or to identify new opportunities in the interval between local plans. The list of unmet bike needs in Morro Bay was used to help develop a list of proposed projects to be ranked by respondents to the informal survey that was conducted in the course of the preparation of this plan.

Consistency with Relevant Legislation and Plans

In order to be consistent with other adopted plans pertaining to the planning area, the plan includes relevant governmental policies on all levels of government. This section describes the relevant legislation and plans.

Section 891.2 California Streets and Highway Code

The Bicycle Transportation Account (BTA), a California Department of Transportation (Caltrans) funding source for bicycle improvement projects sets to improve the quality of bicycle planning across the state of California. BTA funds are only available to jurisdictions that have adopted a bicycle plan containing all of the required elements. Appendices A through K of this plan address the specific requirements of Section 891.2(a) through 891.2(k).

City of Morro Bay Municipal Codes

The City of Morro Bay has a Municipal Code which addresses Bicycle and Pedestrian regulations and definitions for use within the City limits. These codes can be located through the Morro Bay city website and relevant chapters are listed here.

[Chapter 10.36 – Pedestrian Regulations](#) – discusses the establishment of crosswalks and the 'use required when' of crosswalks.

[Chapter 10.72- Bicycles and Motorized Bicycles](#) – sets out the definitions, operation of bicycles and motorized bikes, and lists violations and penalties

[Title 12 – Streets and Sidewalks](#) – discuss standard improvement specifications

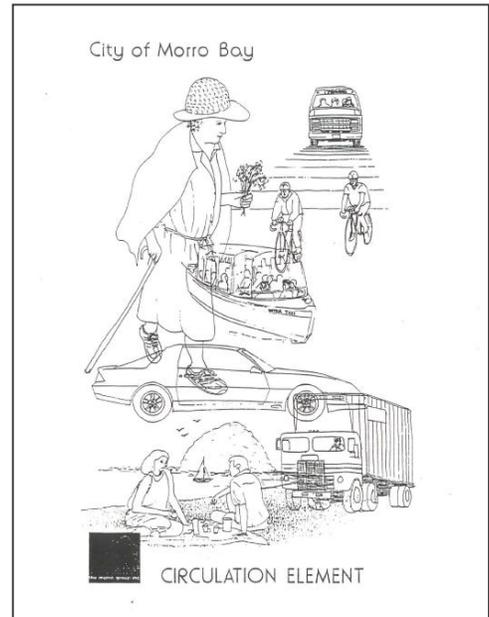
1997 General Plan Circulation Element

The purpose of the 1997 Circulation Element is to encourage the best practical circulation system, pursuant to the General Plan policies.

- According to the 1997 Circulation Element of the General Plan, Morro Bay's circulation system has been designed primarily to accommodate the automobile at times to the exclusion of the pedestrian. Morro Bay's pedestrian circulation issues range from inadequate sidewalk widths in visitor-serving commercial areas to total lack of pedestrian facilities in residential areas. The frequently crowded Embarcadero has sidewalks as narrow as four feet while many older residential neighborhoods have no sidewalks. The commercial deficiencies are a concern as it is projected that pedestrian recreational activities will expand greatly in the future.

Other pedestrian facilities include the new multi-purpose boardwalk which is parallel to the bike path and road between the Embarcadero and Morro Rock; paved walkways in the Cloisters and Del Mar Parks; and unpaved trails in Morro Bay State Park.

- Morro Bay's pedestrian circulation issues range from inadequate sidewalk widths to total lack of pedestrian facilities. However, there are occasions when sidewalks along street right-of-way may be unnecessary.
- The following list describes some of the biggest concerns, which are still relevant, involving pedestrian facilities:
 - No sidewalks
 - Discontinuous sidewalks
 - Narrow sidewalks
 - Integral vs. Separated Sidewalks
 - Handicap Access
 - Lateral Access
 - Walkways to Del Mar Elementary
 - Crosswalk Identification



- Access Across Highway 1
- Lack of Amenities and Landscaping
- Sequence of Improvement Priorities

1997 City of Morro Bay Bikeway Planning Study

The approved Morro Bay Bikeway Study (Res. No. 29-97) reviews the Bikeway Plan portion of the 1997 Circulation Element of the General Plan. It was written in order to determine whether the proposed bike routes meet the current and future local and regional needs. It also evaluates off-highway alternatives and develops a project priority list based on need for the project, connectivity to other local and regional systems, project design, cost and funding availability to the City, including the possibility of amending the Circulation Element if necessary. Cost estimates for each project was developed to help in determining a project's priority. The study selected a preferred alternative by developing a project priority list. Some projects deemed a priority include the connection of the South Bay Boulevard system to and through downtown, expansion of the system to and from local schools, regional connection between Morro Bay and Cayucos and the coordination with the overall regional effort to provide bike route alternatives to Highway 1.

Draft Circulation Element – 2004 City of Morro Bay General Plan / Local Coastal Plan

A Draft General Plan / Local Coastal plan including a Circulation Element was prepared in 2004 and has not yet been adopted. Some of the goals and policies contained within the Draft Circulation Element were adapted for use as Goals and Objectives within this 2011 Bicycle and Pedestrian Plan.

Local Coastal Plan

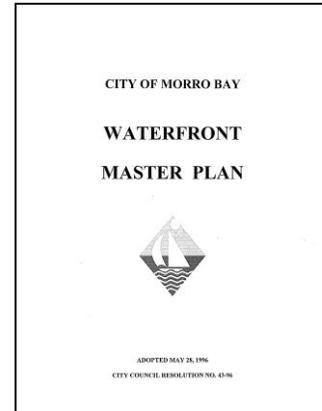
The right of public access to all coastal tidelands is guaranteed by the Public Resources Code (Section 30210) and has been upheld by court decisions. The California Coastal Act of 1976 contains policies which require that existing legal rights of public access to the coast be protected, and that reasonable requirements for public access be established in new developments along the coast.

Morro Bay Waterfront Master Plan

The Morro Bay waterfront is compact in size yet consistently interesting and is ideally suited to walking and biking. The northern portion of the Embarcadero is devoted to commercial fishing while the remainder is a harbor-related visitor-serving mixture. The Embarcadero experiences some of the most substantial circulation challenges in the City of Morro Bay.

The benefits of improved pedestrian and bicycle access along the waterfront are compelling: enjoyment and health; freedom to wander and explore; less congestion on the roadways and a proportional reduction in air pollution.

As the City addresses roadway and parking improvements within the waterfront area, and as the public park and private development projects are proposed, the need for pedestrian and bicycle circulation should be kept in mind as an important element to unify the overall area.



SB 375 Goals

- Use the regional transportation planning process to help achieve AB 32 goals
- Use the California Environmental Quality Act (CEQA) streamlining as an incentive to encourage residential projects which help achieve AB32 goals to reduce GHG emissions; and
- To coordinate the regional housing needs allocation process with the regional transportation planning process

Cal Trans Deputy Directive DD64 R-I Complete Streets

Effective October 2008, this internal directive set Caltrans' policy to permit and accommodate for bicyclists, pedestrians, and non-motorized traffic on all State facilities, unless prohibited (CYC, section 21960). Therefore, the Department now explicitly embraces Complete Streets as the policy covering all phases of state highway projects, from planning to construction to maintenance and repair.

California Highway Code 888

This California Code states that the department shall not construct a state highway as a freeway that will result in the severance or destruction of an existing major route for non-motorized transportation traffic and light motorcycles, unless it provides a reasonable, safe, and convenient alternative route or such a route exists. The alternative route should not consist of significant out-of-direction travel, additional grades of significant length or slope, or high-volume routes with narrow shoulders.

2008 California Complete Streets Act (CCSA) Assembly Bill 1358

Commencing January 1, 2011, upon any substantive revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan. For purposes of this plan, "users of streets, roads, and highways" means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.

California Coastal Act (2010)

Written under the authority of the Coastal Commission, this Act outlines policies, implementation measures, enforcement, Commission membership and stakeholder roles and responsibilities pertaining to Coastal resource protection. Since Morro Bay is a waterfront community, there are some pertinent segments of the Act that directly apply to the Bike and Pedestrian Master Plan:

- Article 2: Public access from the nearest roadway to the shoreline and along the coast shall be provided in new development projects.
- Development shall not interfere with the public's right of access to the sea.
- Article 6: the location and amount of new development should maintain and enhance public access to the coast by providing non-automobile circulation with the development.

United States Department of Transportation (DOT) Policy Statement on Bicycle and Pedestrian Accommodation (March 11th, 2010)

DOT policy is to incorporate safe and convenient walking and bicycling facilities into transportation projects. Every transportation agency, including DOT, has the responsibility to improve conditions and opportunities for walking and bicycling and to integrate walking and bicycling into their transportation systems

Federal: Title 23 U.S.C. 217: Bicycle Transportation and Pedestrian Walkways

This federal legislation was originally enacted in August 1973 and has had several revisions. The section relevant for the purposes of this plan states:

(g) Planning and Design.-

(1) In General. - "Bicycle transportation facilities and pedestrian walkways shall be considered, where appropriate, in conjunction with all new construction and reconstruction of transportation facilities.

(2) Safety considerations. – Transportation plans and projects shall provide due consideration for safety and contiguous routes for bicyclists and pedestrians."

Existing Conditions

This section describes existing conditions for bicycling and walking in Morro Bay. It includes a summary of the existing bikeways and pedestrian facilities and their condition. Morro Bay contains approximately 10 miles of bikeways. This includes 3.3 miles of off-street Class I and 7.1 miles of Class II bike lanes.

Bicycle Facilities

Highway 1 is the primary corridor for traffic circulation north and east bound to and from the City of Morro Bay. The shoulders are typically 8ft wide; the speed limit is 65 m.ph. on the eastern city limits boundary, and reduces to 55 m.p.h. as it crosses over Main Street. Within the City limits, the northern section of HWY 1 parallels the coastline and provides arterial access along north Morro Bay's residential areas. Hwy 1 is used frequently by recreational cyclists, cycle tour and racing groups and daily riders. It is currently the only route choice for cyclists northbound to Cayucos or eastbound to San Luis Obispo.

Within the City limits several alternatives for continuous cycle travel are available with some key connector projects recently completed. The extension of Class II facilities on North Main Street completes a missing commercial link to and from North Morro Bay. The intersection of Main Street and Quintana Avenue has been improved for cyclists with the installation of a "feeder lane." The installation of the traffic safety gyratory at Quintana Avenue and Morro Bay Boulevard also provides a contiguous movement for cyclists traveling east-west along Quintana Avenues Class II's.

The most significant bicycle and pedestrian facility installation in recent years is the development of the Multi-purpose trail along the Embarcadero, through Coleman Park to Morro Rock. This award-winning community project meets numerous goals including providing a signature visitor serving amenity, completing a section of the California Coastal Trail, reducing modal conflicts (between automobiles, cyclists and walkers) while satisfying and balancing sensitive biological resources.

The suggested north-to-south bikeway through downtown is a Class II along Morro Street, between Beach Street and Olive Street. This alternative route is provided for cyclists because of the lower traffic flow, wider street profile (width of street in feet), and minimal on-street parking. There are no wayfinding signs directing cyclists to use this facility. It is widely observed that Main Street is the preferred route for cycle groups passing through Morro Bay, typically coming from or going to Morro Bay State Park, which is both a trip generator and a destination.

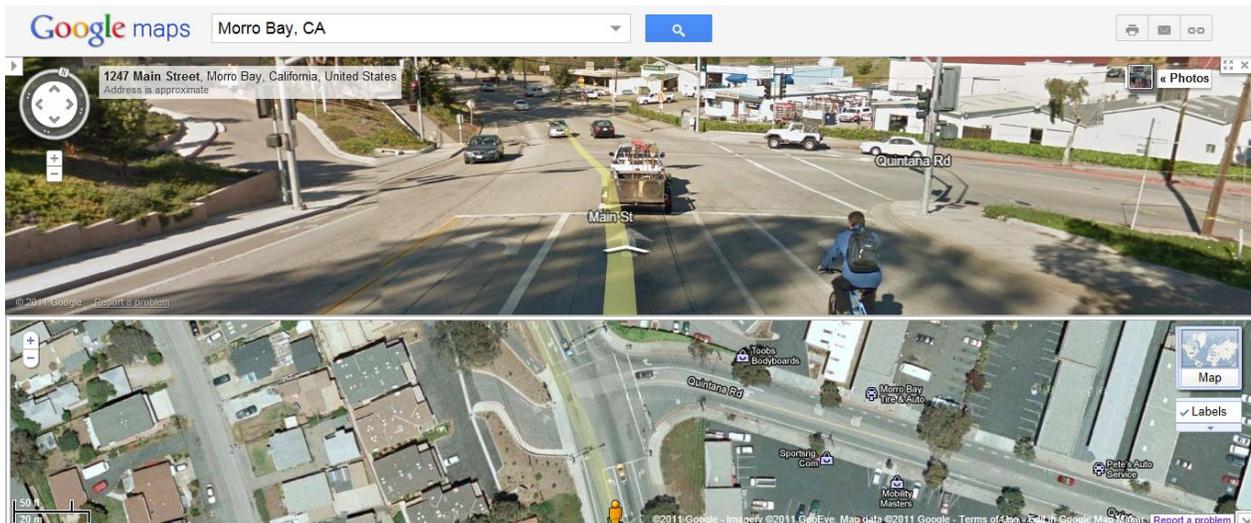
Both Harbor Street and Pacific Street provide a basic level of service for east-to-west bicycle circulation within the downtown area.

Class II facilities are present along the Embarcadero from Beach Street to the multi-purpose pathway. The northbound travel lane also includes vehicle parking, and the southbound lane is frequently interspaced with parking lot entrance and exit ways accommodating the busy harbor services and commercial area. There are no facilities for cyclists along the popular, visitor-serving Embarcadero area, although a Class II facility does provide a level-of-service on the north-end near the Coast Guard Station and south-end Embarcadero for approximately 100 ft. around Tidelands Park and the public boat ramp parking area.

The sidewalk along the west side of South Main Street between Olive Street and Barlow is problematic because of trade-offs in level-of-service among its walking and cycling users. The sidewalk’s widths varies significantly between 8ft and 4ft, is not continuous because of the driveway access requirements from residential property. This facility is questionably designated as a two-way Class III bikeway, and there is poorly maintained tree growth in area. The width of South Main Street could easily accommodate Class II facilities with the exception of a blind corner near Acacia Avenue where the road narrows considerably - hence the trade-off – should cyclists stay on the roadway and possibly conflict with automobiles or should they be afford some level-of-service and possibly conflict with walkers. For residents and visitors using this section of South Main Street, these are daily challenges.

A noteworthy area is the extensive and attractive recreational pathway system around Cloister’s Park, including links past Morro Bay High school, over Morro Creek, running parallel to Hwy 1, briefly joining Peregrine Road (the Power Plant service road) until terminating at the junction of Main Street and Quintana Avenue. The northern end of this system ends at the Azure Street beach parking area, limiting accommodated bikeway travel any further northbound. For example, there are no bike facilities on Sandalwood or Beachcomber.

At the southern end of the Class I system, the path’s gateway is located on the western side of the junction of Main Street and Quintana Road. There is a driveway entrance way to “Sundancer Villages” apartments south of the pathway’s gateway. A protected left-hand turn signal phasing from the traffic light serves the apartment complex and is the only protected opportunity for the northbound cyclist or walker travelling on Main Street and wishing to safely join the pathway system. The light controlled crossing phasing is also the only opportunity for cyclists or walkers traveling westbound on Quintana Avenue to cross Main Street and join the pathway system. The signal phasing can be manually requested via “Push Button For Crossing” button from all four crossing points. There are a number of route continuity and road geometry challenges facing users at this location.



The intersection of Main Street and Quintana have improved for cyclists since the recent addition of a “feeder lane”(shown above in Google Street View), however, the maneuver onto the Class I path is still problematic

Bicycle Facilities

Bicycle facilities are unique facilities that must accommodate a wide variety of user types, needs and abilities.

Class I Bikeways

Class I bikeways are physically separated from other vehicular traffic and are for the exclusive use of bicycles and pedestrians. It should be noted that if significant pedestrian use is anticipated, separate facilities for pedestrians are needed to minimize conflicts. Dual use by pedestrians and bicycles is undesirable.

Class II Bikeways (Bike Lane)

Class II bike lanes are for the preferential use of bicycles within the paved areas of roadways. Bike lane strips are used to promote the orderly flow of traffic by establishing specific lines of demarcation between areas reserved for bicycles and lanes to be occupied by motor vehicles.

Parked vehicles can sometimes pose a serious risk to bicyclists, therefore a standard bike lane and parking lane width is recommended.

Table 1: Recommended Bike and Parking Lane Widths

Total Available Feet	Parking Lane Feet	Class II – Bike Lane Feet
12ft	7ft	5ft
13ft	8ft	5ft
14ft	9ft	5ft

Class III Bikeways (Bike Routes)

Class III Bike Routes are intended to provide continuity to the bikeway system and are established along through routes not served by Class I or Class II bikeways. Class III bike routes are shared facilities with bicycle use being secondary.



Table 2: Bicycle Facilities in Morro Bay

Facility Type	Segment	From	To	Length (feet)
Class I (3.7 miles)	Coleman Drive	Rock Parking Lot	Embarcadero.	2,371
	Main Street	Quintana Road	Perrigrine	605
	Riding groups regularly use Main Street			
	Keiser Park	Perrigrine	Atascadero Road	2,691
	Cloisters/High School (East)	Cloisters Community Park	Atascadero Road	3,695
	Coral Avenue	176 ft. S.E. of Indigo Circle	244 ft. N.E. of Emerald Circle	1,632
	Cloisters/High School (West) – plus extensions to cul de sacs and Azure parking lot	Azure Street	Morro Bay High School Property	5,066
	Cloisters Community Park (All connecting paths)	West side	East side (Coral Avenue)	2,432
Class II (7.3 miles)	Bayside Bluffs Park	Bayshore Dr. (345 ft. S. of Main St.)	State Park Road	1,160
	Main Street	Yerba Buena Street	Atascadero Road	9,683
	Main Street	Atascadero Road	Quintana Road	3,670
	Main Street	Quintana Road	Beach Street	818
	Main Street	Pacific Street	Olive Street	1,726
	Beach Street	Main Street	Morro Ave.	274
	Morro Avenue	Beach Street	138 ft. S. of Marina Street	1,857
	Morro Avenue (E. Side)	138 ft. S. of Marina Street	Driftwood Street	140
	Morro Avenue (E. Side)	146 ft. S. of Driftwood Street	Anchor Street	141
	Morro Ave. (E. Side)	Anchor Street	75 ft. S. of Anchor Street	75
	Morro Ave.	75 ft. S. of Anchor	Olive Street	658

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	Olive Street	Morro Avenue	Main Street	317
	Pacific Street	Piney Way	Morro Avenue	1,634
	Harbor Street	Piney Way	Morro Avenue	1,642
	Piney Way	Harbor Street	Dunes Street	403
	Quintana Road	Main Street	South Bay Blvd.	8,711
	Quintana Road (N.Side)	South Bay Blvd.	333 ft. E. of South Bay Blvd.	333
	Embarcadero	South Street. (Approx.)	Tidelands Park (docking area)	981
	Embarcadero	Morro Bay Power Plant	Beach Street	1,714
	Atascadero Road	Park Street	692 ft. N.E. of Ironwood Avenue	3,623
Class III (.45 miles)	South Main Street	Barlow Lane	Olive Street	2,100
	Power Plant Access Road	Main Street	Quintana Road	282

Monitoring Use

In order to monitor the use of the bicycle as a means of transportation, traffic counts which included bicycle data were conducted at separate locations in May of 2011. The first count was conducted on the bridge on Beachcomber (a collector road) for approximately three days, and another was conducted on the bridge on Main Street (an arterial road) for approximately six days.

The data collected from these bike counts has proven useful, in seeing the trends of modal split between vehicles and bicycle use on two typical types of roads in Morro Bay.

A 1.4% modal split on an arterial road is common nationwide for commuting trends of bicycles in cities, and as this data is current and available, it is used as key indicator for commuter and utility bike trips in the city.

A 4.7% modal split on a collector road, and in the case of Beachcomber Road, also serves as an important indicator for forecasting the recreational bicycle trip demand along the Coastal Routes through the City.

Table 3: Bike Counts on Beachcomber Drive - Bridge over Orcas Street

Count #	Date & Duration	Bike Volume	% Bikes
1	Friday, May 20 th 2011	11	4.7
2	Saturday, May 21 st 2011	21	4.8
3	Sunday, May 22 nd 2011	14	4.5
4	Monday, May 23 rd 2011	6	5.8
Total		52	4.7

Table 4: Bike Counts on Main Street - Bridge over Morro Creek

Count #	Date & Duration	Bike Volume	% Bikes
1	Wednesday, May 25 th 2011	86	1.4
2	Thursday, May 26 th 2011	110	1.3
3	Friday, May 27 th 2011	118	1.3
4	Saturday, May 28 th 2011	139	1.5
5	Sunday, May 29 th 2011	148	1.8
6	Monday, May 30 th 2011	130	1.7
7	Tuesday, May 31 st 2011	36	0.9
Total		767	1.4

Pedestrian Facilities

Downtown

Morro Bay's downtown area is a unique local destination with arts and craft shops, restaurants, coffee shops, beach photography studio, a movie theater and music store to name but a few. Wide sidewalks, public art and an abundance of street furniture, including alluring planters and benches comprise the area. Wide traffic crossings, with ADA compliant ramps, accommodate pedestrians along Morro Bay Blvd, and Main Street. Main Street is closed to through traffic on Saturday afternoons for the Farmers Market.

Some of the store frontage provides open air-seating, which occasionally encroaches on the sidewalk, and recently vendors have been asked to restrict the use of street sandwich board signage because of limitations to pedestrian movements. As the cultural hub of Morro Bay, downtown should set the precedent for pedestrian-friendly design.

Embarcadero Visitor Area

This portion of the Embarcadero contains the majority of the shopping and eating establishments as well as the most intense mix of pedestrian and automotive activity. Portions of this area have commercial fishing activities and some wharf tie-ups. Most visitors and residents consider the Embarcadero to have a positive mix of shops, waterfront and pedestrian activity, combined with direct views of the bay, Sandspit and Morro Rock.

Retail Centers

Retail areas run along Quintana Road which has automobile services, Albertson's and Rite Aid anchor tenants and a few fast food restaurants. North Main Street, in north Morro Bay is also an important business center with Spencer's Market and popular lunch and dinner restaurants, including a new Restaurant /Comedy Club. There are a notable number of small professional offices near downtown Morro Bay from Real Estate Agencies to Insurance Sales and Environmental Science Reporting firms. Providing bicycle and pedestrian connections could help to encourage non-motorized trips that better connect these area to the City.

Parks and Open Space

Morro Bay has a number of parks and open spaces. These areas are popular places for walking. Accessibility improvements could encourage people to reach them without an automobile. Crosswalks may be improved with better placement or more prominent signage. Additional and improved pedestrian access to Morro Bay parks and open space, including amenities specifically for children and families, should be examined closely to determine if they can be expanded and enhanced to ensure enjoyment of these valuable public amenities.

Schools

Schools are major pedestrian areas. Morro Bay has one public High School, one public elementary school – Del Mar Elementary, both in North Morro Bay. There is also the private school at the old Morro Elementary campus. Pedestrian improvements should provide students with safe options to walk to classes and nearby support facilities, like libraries and athletic fields from their home. Improvements should seek to insulate pedestrians from common road hazards, but not isolate them from the surrounding environment. Providing schools with non-motorized transportation alternatives is also important in developing good habits with children, so that they regard walking and bicycling as viable

means of transportation, which can lead to lower rates of obesity-related health problems. Although emphasis on safety prevailed in development of pedestrian crossings, the Washington County, Oregon, Land Use and Transportation Department found an increase in accidents at intersections with crosswalks because pedestrian alertness and awareness of vehicle traffic is higher on streets free of crosswalk signals.

Marked Crosswalks

Busy street corners often contain pedestrian crossings, or crosswalks, placed to make it easier and safer for individuals to cross the street without risk of accident, injury or harm from passing vehicles.

In Morro Bay, there are three primary pedestrian facility types: A “signalized crossing” includes ground stripping and is controlled through an electronic control device which signals when a pedestrian can cross a street safely. A “controlled pedestrian crossing” includes ground stripping a stop sign or other signage at at least on corner of an intersection. An “uncontrolled crossing” is defined by the City as only ground stripping, found at mid-block locations and uncontrolled intersections.

Table 5: Signalized Pedestrian Crossings in Morro Bay

Crossing Location	Signalized	Controlled	Uncontrolled
Main Street and Quintana Road	x*		
HWY 1 and San Jacinto Street	x*		
Yerba Buena Street and HWY 1	x*		

Table 6: Uncontrolled Pedestrian Crossings in Morro Bay

Crossing Location	Signalized	Controlled	Uncontrolled
Embarcadero (53 ft. West of Olive Street & Morro Avenue)			x
Olive Street and Morro Avenue			x
Marina Street and Embarcadero			x
Pacific Street and Embarcadero			x
Embarcadero at the giant chessboard			x
Market Avenue and Morro Bay Blvd.			x
Harbor Street and Embarcadero			x
Embarcadero at Anchor Memorial Park			x
Surf Street (115 ft. E. of Main Street)			x
Surf Street and Monterey Avenue			x
Embarcadero at the Morro Bay Power Plant			x
San Jacinto Street and Greenwood Avenue			x
Sequoia Street and Cedar Avenue			x
Sequoia Street and Elm Avenue			x
Sequoia Street and Greenwood Avenue			x

Table 7: Controlled Pedestrian Crossing in Morro Bay

Crossing Location	Signalized	Controlled	Uncontrolled
Morro Cove Road and Olive Street		x	
Morro Avenue and South Street		x	
Morro Cove Road and South Street		x	
Pacific Street and Main Street		x	
Morro Avenue and Morro Bay Blvd.		x	
Main Street and Morro Bay Blvd.		x	
Monterey and Morro Bay Blvd.		x	
Napa Avenue and Morro Bay Blvd.		x	
Shasta Avenue and Morro Bay Blvd.		x	
Piney Way and Morro Bay Blvd.		x	
Bernardo Avenue and Morro Bay Blvd.		x	
Kern Avenue and Morro Bay Blvd.		x	
Quintana Road and Morro Bay Blvd.		x	
Harbor Street and Market, Main, Monterey, Napa, Shasta, Piney Way		x	
Dunes Street and Main, Monterey, Napa and Shasta Avenue		x	
Beach Street and Embarcadero		x	
Beach Street and Market Street		x	
Beach Street and Morro Avenue		x	
Beach Street and Main Street		x	
Beach Street and Monterey Avenue		x	
Main Street and East Surf Street		x	
Main Street and West Surf Street		x	
Main Street and Radcliff Street		x	
Main Street and Atascadero Rd		x	
HWY 1 Northbound and Southbound Atascadero Road		x	
Atascadero Road at Morro Bay High School		x	
Atascadero Road and Park Street		x	
Atascadero Road at Morro Bay Concrete Plant		x	
Ironwood Avenue and Mimosa		x	
San Joaquin Street and Cedar Avenue		x	
San Joaquin Street and Greenwood Avenue		x	
San Jacinto Street and Main Street		x	
San Jacinto Street and Cedar Avenue		x	

Policies

In addition to adopting a City-wide “Complete Streets” Policy as a key success factor of this Master Plan, the following six areas are considered by the Public Advisory Committee (PAC) to be the highest priority policies and areas in need of attention:

Table 8: Public Advisory Committee Highest Priority Policies

Policy - I	Improve bicycling conditions on major streets through providing appropriate channelization for turning movements, bike boxes, bike detection devices, storm drain grate upgrades and standard roadway painting, including ‘sharrows’
Policy - II	Create an aesthetically pleasing walking environment through requiring new development and redevelopment to adequately include such design elements as shade bearing trees, appropriate street furniture, lighting, paving materials, water fountains, trash facilities, restroom facilities and landscaping
Policy - III	Create and adopt a Safe Routes to School Plan for the City
Policy - IV	Planning and development activities that construct, reconstruct, or reconfigure existing roadways shall, to the extent feasible as determined by the City, provide bikeways and sidewalks
Policy - V	Future planning projects and right-of-way dedications will take the existing layout and circulation of bicycle and pedestrian facilities into consideration and make appropriate adjustments for proposed projects identified in the plan.
Policy - VI	Continue to provide regular maintenance and repairs for integral portions of the bicycle and pedestrian networks through routine sweeping and inspections for damage, wear and tear. Bicycle and pedestrian pathways should continue to be maintained as part of the City routine maintenance efforts.

Goals & Objectives

Goals and objectives provide the context, direction and support for specific recommendations discussion in the Master Plan. The Goals provide broad vision statements and serve as the foundation of the Plan, while Objectives provide more detailed and measureable statements.

Table 9: Goals of the Bicycle and Pedestrian Master Plan

Bicycle and Pedestrian Network		
Primary Goal	Secondary Goal	
Adopt a “Complete Streets” policy requiring bicycle and pedestrian improvements in all transportation and development (private or public) projects subject to discretionary review.	Complete the bicycling and walking systems suggested in this plan, recognizing these projects are Economic Generators for the City.	
Programs		
Primary Goal	Secondary Goal	
Develop a City-wide educational Program for non-motorized use, including a paper maps, pathways for play and road safety education.	Collaborate with businesses and business organizations to promote bicycle use and walking as part of a Visitor Serving Strategy emphasizing bike/walking based tourism.	
Support Facilities		
Primary Goal	Secondary Goal	
Provide short and long term bike parking at targeted locations, further develop the Racks w/ Plaques Program	Improve safety and educational, artistic amenities along existing and future paths	
Corridors in Need of Bikeway Improvements		
Primary Corridor	Secondary Corridor	Tertiary Corridor
California Coastal Trail – Beachcomber through to Embarcadero including Morro Creek Bridge Crossing	Visitor Serving Area of Embarcadero	Main Street from Quintana through to State Park
Areas in Need of Pedestrian Improvements		
Primary Area	Secondary Area	Tertiary Area
Schools: #1 Crossing of Atascadero Road near High School; #2 Greenwood Ave near Del Mar Elementary	ADA accessible ramps at locations on hills above Embarcadero	Crossing HW1 at San Jacinto

Objectives – Network Improvements

Bicycle Facilities

OBJ -1	Implement the 2011 Bicycle and Pedestrian Master Plan, by initiating projects and programs and pursuing grant funding for unfunded projects and programs over the next 5 years.
OBJ -2	Construct all Class I, II, and III bikeways in accordance with the Highway Design Manual, the MUTCD 2003 California Supplement, adherence to Chapter 1000 of the Highway Design Manual, California Streets and Highway Code, Sections 890.8 and 891.
OBJ -3	Improve bicycling conditions on major & minor streets via ‘Complete Street’ audits which may determine appropriate channelization for turning movements, bike boxes, bike detection devices, storm drain grate upgrades and standard roadway painting.
OBJ -4	Provide more bicycle parking on public property.
OBJ -5	Improve access, lighting, educational and artistic amenities along existing bike paths.

Pedestrian Facilities

OBJ -6	New development in commercial zones shall provide adequate pedestrian right of way, matching the width of the existing sidewalk on the block or 10’ wide if no sidewalk exists on the block.
OBJ -7	New development in residential zones shall have 4 ½ foot sidewalks if no other sidewalk already exists on the block, otherwise the new sidewalk width shall be equal to that already existing.
OBJ -8	Create an aesthetically pleasing walking environment through requiring new development and redevelopment to adequately include such design elements as shade bearing trees, appropriate street furniture, lighting, paving materials, water fountains, trash facilities, restroom facilities and landscaping.
OBJ -9	The City shall install, or require installation by others through the development of property, sidewalks or footpaths along all collectors or arterial streets that connect with commercial centers, public gathering areas, and schools.
OBJ -10	Add more mid-block crossings for pedestrians.
OBJ -11	Require all sidewalks within the City of Morro Bay to comply with ADA standards.

Pedestrian Amenities

OBJ -12	Add pedestrian facilities at areas with high pedestrian activity where appropriate.
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Signing and Wayfinding

OBJ -13	Create a unified system of motor vehicle, pedestrian and bicycle signage & wayfinding including where there is a change in the type of facility.
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Complete Streets

OBJ -14	Adopt a “Complete Streets” policy requiring bicycle and pedestrian improvements in all transportation and development projects.
OBJ -15	Evaluate the needs of and/or the potential impacts on cyclists and pedestrians, including persons with special mobility needs, during planning/review of proposed public and private development and capital improvement projects
OBJ -16	Future Planning projects and right-of-way dedications will take the existing layout and circulation of bicycle facilities into consideration and make appropriate adjustments for facilities identified in the plan.
OBJ -17	Whenever new development is adjacent to an existing commercial center, school or other community facility, development shall include non-motorized pathways to the center/school/facility.

Maintenance

OBJ -18	Continue to provide regular maintenance and repairs for integral portions of the bicycle and pedestrian networks through routine sweeping and inspections for damage, wear and tear. Bicycle and pedestrian pathways should be maintained as part of the City row maintenance efforts.
OBJ -19	Enhance awareness of City hotline and website for the public to report facility maintenance and repair issues.

Objectives - Programs

Education

OBJ -20	Educate the general public on bicycle and pedestrian safety issues by hosting Bicycle Confidence Workshops and education programs for motorists.
OBJ -21	Facilitate information sharing with the public by continuing to advertise walking and beach access options and by providing safe cycling information to tourists.

Encouragement

OBJ -22	The City may assist organizations and individuals seeking to use pedestrian facilities for recreational activities by providing advertising opportunities through its quarterly recreation guide, or by other means as appropriate.
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Enforcement

OBJ -23	Increase enforcement of traffic laws to protect cyclists.
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Safe Routes to School

OBJ -24	Adopt and implement a Safe Routes to School Plan
OBJ -25	Educate schoolchildren on bicycle and pedestrian safety and the benefits of walking and biking to school by encouraging San Luis Coast School District to provide bike and pedestrian safety programs such as bike rodeos, assemblies and organized walk/bike to school events.

Employer Incentives

OBJ -26	Encourage employers to participate in Rideshare employee incentive programs or to provide other incentives for carpooling, using transit, walking and bicycling.
OBJ -27	The City shall participate in Rideshare employee incentive programs for its employees.

Bicycle Operation

OBJ -28	Revise Municipal code to reflect to improve language regarding crosswalks, sidewalk riding, require front and rear lights at night time, restricting high ‘racing’ speeds on pathways.
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Objectives - Support Facilities

Multi-modal Facilities

OBJ -29	Enhance bus stops to facilitate multi-modal trips by adding long-term bike lockers and improving short-term bicycle parking.
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Bicycle Parking

OBJ -30	Adopt a standard for bicycle parking, including vehicle to bike space ratio, design and installation.
OBJ -31	<p>City staff shall identify locations where additional long and short-term bike parking may be necessary (e.g. where bikes are locked to trees, street signs, blocking doorways, et cetera) and:</p> <ul style="list-style-type: none"> • May develop a “racks-with-plaques” program to provide for additional bike parking at those locations • Recommend long-term parking facilities including lockers and showers for new developments

Bike Valet

OBJ -32	Require that Bike Valet is provided at special events within the City of Morro Bay.
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Future Planning

OBJ -33	The Bike & Pedestrian Plan shall be consulted when assembling and updating any future City Plans the Capital Improvement program.
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OBJ -34	The City shall request Caltrans referral for City comment for all Caltrans Right-of-Way projects for examination and advisement on pedestrian and bicyclist access and safety pursuant to The Plan.
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Inter-Jurisdictional Collaboration

OBJ -35	The City may collaborate with other agencies and organizations in the process of achieving any goal, objective, policy or implementation measure contained in this plan.
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Wayfinding & Signage

Wayfinding may be defined as all of the ways in which people orient themselves in a physical space, navigate from place to place and interpret their surroundings. Street wayfinding is essential to address the need of people to orient themselves in the landscape, navigate between destinations and to understand their next move.

The wayfinding & signage project began following City Councils approval in fall of 2005 using grant funding. Community signage is widely thought to promote tourism while providing a uniform 'look' for the City. It also allows for easier navigation for unfamiliar travels while highlighting destinations and locations.

The City has Gateway signage 'Welcome to Morro Bay' posted on major highways at or near the City limits. These signs provide a light welcome to travellers, while encouraging people to stop and enjoy the beautiful City. Entrance signs are read at slower speeds after exiting the highway system and contain directional information about commercial centers and popular destinations.

Directional Signs are read at the slowest speed and used by motorists, bicyclists and pedestrians. This sign group is designed to assist the unfamiliar traveller in moving through the city and contain detailed directions about visitor serving areas within the community.



Several decisions remain significant to improving and standardizing the wayfinding in the city including whether to refer to the "Embarcadero" or "Waterfront" and "Downtown" or "Old Town." There is also need to simplify directions to destinations so that destinations in North Morro Bay may be more attractive to visitors. Including distances (i.e. Downtown .25 miles or Morro Rock 1 mile) on future wayfinding & signage may help promote walking and bicycling in city as it would remind users of the short distances to key areas.

Table 10 - Wayfinding & Signage Type and Location

Signage Type	ID #	Location	Speed visible m.p.h.
Gateway	G1	HWY 1 North	
Gateway	G2	City boundary on HWY 41 W	
Entrance	E1	State Park Rd / Main and Cabrillo	25
Entrance	E2	Westbound MB Blvd at Quintana	25
Entrance	E3	Southbound Main Street at Quintana	35
Entrance	E4	HWY 1 and Main Street Exit	25
Entrance	E5	HWY 41 and Main Street	25
Entrance	E6	HWY 1 at San Jacinto and Main St.	35
Directional	D1	South bound Main Street at Marina	
Directional	D2	North bound Main Street at Marina	
Directional	D3	Marina at Embarcadero	
Directional	D4	South bound Main Street at Harbor	
Directional	D5	South bound Main Street at Beach	
Directional	D6	Morro Bay Blvd. at Harbor	



Safe Routes to School - Del Mar Elementary - Case Study

Project Selection History

Morro Bay began its interest in creating pedestrian friendly facilities within the Greenwood Avenue vicinity in 2001 with community outreach. The City encouraged nearby residents to keep the edges of their properties clear so that kids could walk safely to and from school and the park. Sometime prior to 2004, a joint effort by the City, Public Works Committee and Del Mar Elementary designated Greenwood Avenue as the primary pedestrian route to and from school. As a result, the City of Morro Bay initiated a City Assistance Day encouraging community members to clear the first 6-8 feet beyond the street leading to members' property. In 2011, the City and its partners have decided to seek funding through the Cycle 3 federal Safe Routes to School Grants program.

Project Supporters

Supporters of the Greenwood Avenue Sidewalk Project are numerous and vary according to size of organization to geographical scope and to function. Major support comes from San Luis Obispo Council of Governments (SLOCOG) which obtained letters of support and offered to provide funding for any non-infrastructure components of the program. The San Luis Obispo County Bike Coalition (SLOCBC) has supported this and other projects through signing a letter of support, providing education, rider awareness, helping with bike month, advocating for bicycling and bike valet. Other supporters of the project include the Del Mar Elementary PTA, the Principal of Del Mar Elementary, the Chief of Police of the City of Morro Bay, Morro Bay Citizen's Bike Committee and the Estero Bay Youth Coalition.

Justification for Selection and Prioritization of Del Mar Elementary School

Del Mar Elementary School was selected and prioritized as the target recipient of SRTS funding for two main reasons: Dangerous traffic conditions nearby and the school is the only elementary or junior high school in the City.

Proximity to CA Highway 1

The school is located approximately 600 feet away from the highway and according to SafeTrec mapping; there was one pedestrian or bicycle-related crash close to CA 1 near Sequoia resulting in injury. There are high speeds and volumes of traffic along CA 1, particularly during AM and PM peak commute hours, loosely overlapping with school arrival and dismissal times. As a result, Greenwood Avenue, a collector parallel to CA 1 was designated as the primary pedestrian route to and from school in order to reassign foot traffic away from the highway and the Main Street frontage road.

Mode Split

There are a total of 450 students enrolled at Del Mar Elementary School and 53% of trips to and from Del Mar Elementary School are by bicycle or walking. Of the 450 total students, 378 live within a 2 mile radius of the school. There are 42 students (9.3% of the total school population) who live along the route that will be directly served by the Greenwood Avenue sidewalk project.

Stakeholder Participation

Participation by key stakeholders in the planning process is vital to ensure long-term project sustainability. Key stakeholders who participated in the planning process for the Greenwood Avenue

sidewalk project include Community members, students and their parents, the volunteer Safe Routes to School Coordinator, staff at Del Mar Elementary School and the City of Morro Bay.

Community Members

Community members were interviewed on an informal basis during field work to gather data. One elementary-aged boy, a senior man, and a young mother were all asked for their views on traffic issues in their neighborhood. The senior man voiced his support of the recent installation of four way stop signs at the Greenwood and San Joaquin intersections. Incidentally, the young mother was pushing a stroller down the street, along the vehicle right of way, in the absence of sidewalks.

Students & Parents

A survey was sent out electronically to parents of students at Del Mar Elementary School. Questions included in the survey pertained to mode choice, barriers to walking and biking, and distance of the residence to the school. There was also a comments section on the survey in which parents were able to express any concerns they have related to walking and biking to school.

Volunteer Safe Routes to School Coordinator

The person filling the role of SRTS Coordinator is the champion of this project. She rallied support from community members and other parents and assisted with the distribution of parent surveys. She signed a letter of support and gathered support letters from various organizations. The coordinator has been the driving force behind the grassroots level of involvement of this project.

City of Morro Bay

The City's involvement in the Greenwood Avenue sidewalk project began with the identification of Greenwood Avenue as the primary north to south pedestrian route for students travelling to and from Del Mar Elementary School and Park facility beyond the school. The City was responsible for producing a cost estimate, delivery schedule, GIS Map, Site Plan and a Detailed Engineer's Estimate.

Del Mar Elementary & San Luis Obispo Coastal Unified School District

The school has been proactive with data collection and information sharing. They provided data for the number of students, the percentage of students in the free and reduced price meal program, and number of students residing along Greenwood Avenue. In addition, the principal of the school signed a letter of support.

Project Site and Description

Greenwood Avenue is formally closed to through traffic at its junction with Sequoia St. and a fence, concrete ramp and road 'END' sign and guard rail exist to reinforce this designation. At the present time, Greenwood Ave is the only north to south residential street closed to through traffic at its junction with Sequoia Street.

The proposed project will install 6034 net linear feet of sidewalk along both sides of Greenwood Avenue. It complies with ADA standards by including handicap ramps at every intersection

Pathways for Play

Pathways for play intentionally integrates play – critical for children’s health – into walkable, bikeable, shared use community pathway networks infused with “play pockets” providing opportunities for playing along the way and encourage use by children and families.

In the last 40 years, the number of children and adolescents in the United States walking or bicycling to or from school has dropped from approximately half to fewer than 15%. Innovative pathway designs infused with play is a paradigm change that could increase children's walking and biking habits by offering a network of intriguing linear play environments connecting children's homes to playgrounds and other meaningful, daily life destinations.

Pathways for play provides best practice guidelines for upgrading existing or designing new systems that:

- Extend play value
- Enable health promotion
- Expand inclusion
- Engage users with nature
- Reinforce environmental literacy
- Connect communities
- Grow community social capital



Extending play value:

Play value is what children find by “reading” the play affordances of a play environment. If pathways offer play affordances at every step along the way, children will be motivated to keep moving – reinforced by play pockets at regular intervals. Increased diversity of play value may support several developmental domains, including cognitive skills, building self-esteem, and learning to live together. Diverse play value can also increase inclusiveness by attracting a broader range of multi-age users.



Enabling health promotion:

Pathways for Play functions as a health promotion strategy for children, youth and families in that it counteracts the declining levels of children’s time outdoors and the negative health consequences for our society. Pathways can enhance the environment outside of schools so that children have an opportunity to increase daily physical activity, and serve as an outlet to reduce stress and aggression.



Expanding Inclusion:

Inclusion is a distinct function of playful pathways, which can be located and designed to attract a broad range of users: individuals with special needs, older family members, children of all ages (including those in strollers), and users from diverse cultural backgrounds – all able to enjoy adjacent nature.



Engaging Nature:

Play in nature is good for children. Playful pathways provide a movement channel to draw children into and through natural surroundings such as stream corridors, which offer multiple opportunities to playfully enjoy natural surroundings. Pathways themes can spin off into unscripted children’s games when natural loose parts, like sticks, stones, and pine cones, are available.



Reinforcing Environmental Literacy:

Playful pathways facilitate access to environments and eco-systems that may otherwise be closed to children and families. Multiple learning opportunities may be activated during informal play, through pathway excursions as part of school curricular experiences. The linearity of playful pathway networks offers children close proximity and “continuous experience” of nature that may not be possible in an average park space. Playful pathways also offer the potential for children to learn both through and about the natural world at the first essential steps towards caring for it.



Walkable, bikeable community connectivity:

Pathway networks may contain a variety of components such as sidewalks, alleyways, urban trails, nature trails, promenades, and many others, but the over-riding criterion is connectivity, which can ensure safe pathways for spontaneous outdoor play. These pathways can become a part of a new urban livability model. Walkable/bikeable neighborhoods provide environments where families can grow in place, where children have friends close by, where adolescents do not have to rely on parents to drive them to “cool places” to hang out with their friends.



Growing community social capital: Playful pathways provide a great way for community members of all ages to share time and place together, to get to know each other, to become more informed on local issues, and to contemplate collective action to improve children’s outdoor environments. Local pathways such as greenways, waterfront esplanades, and rail-to-trail facilities may provide an important aspect of local identity, sometimes with deep historic meaning.

American with Disabilities Act

The U.S. Access Board released in June 2011 for public comment proposed guidelines for accessible public rights-of-way. The guidelines provide design criteria for public streets and sidewalks, including pedestrian access routes, street crossings, curb ramps and blended transitions, on-street parking, street furniture, and other elements. The specifications comprehensively address access that accommodates all types of disabilities, including mobility and vision impairments, while taking into account conditions and constraints that may impact compliance, such as space limitations and terrain, as indicated in an overview of the rule, <http://www.access-board.gov/prowac/nprm-guide.htm>.

The guidelines, once finalized and implemented as standards, will apply to newly constructed or altered portions of public rights-of-way covered by the Americans with Disabilities Act (ADA). They will also apply to public rights-of-way built or altered with funding from the Federal government under the Architectural Barriers Act (ABA) and the Rehabilitation Act. Existing pedestrian networks not undergoing alteration will not be required to meet these requirements. The rights-of-way guidelines complement, and in some areas reference, the Board's ADA and ABA Accessibility Guidelines for buildings and facilities.

The proposed guidelines can be accessed, and comments to them submitted or viewed, through the Federal government's rulemaking portal at www.regulations.gov. They are also posted at <http://www.access-board.gov/prowac/nprm.htm>.

Funding Sources

Morro Bay may call upon a variety of potential funding sources including local, regional, State, and Federal funding programs that can be used to implement bikeway and intersection improvements and programming needs detailed in this plan. Most of the Federal, State, and regional programs detailed here are competitive, and require the completion of extensive applications with clear documentation of the project need, costs, and benefits. Local funding for bicycle projects typically comes from Transportation Development Act (TDA), which is prorated and distributed to each community based on return of gasoline taxes. Funding for many of the programs would require either TDA funds, general funds (staff time), or possibly private grants.

Federal Funding Programs

- Congestion Mitigation and Air Quality Improvement Program (CMAQ)** Established with a five-year authorization level of \$6 billion, the CMAQ program was conceived to support surface transportation projects and other related efforts that contribute air quality improvements and provide congestion relief. Jointly administered by FHWA and the Federal Transit Administration (FTA), the CMAQ program was reauthorized under the Transportation Equity Act for the 21st Century (TEA-21) in 1998, and, most recently in 2005 under the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).
http://www.fhwa.dot.gov/environment/air_quality/cmaq/
- Transportation and Community and System Preservation** – Grant Application Deadline June 3rd 1011 The Transportation, Community, and System Preservation (TCSP) Program provides funding for a comprehensive initiative including planning grants, implementation grants, and research to investigate and address the relationships among transportation, community, and system preservation plans and practices and identify private sector-based initiatives to improve those relationships. <http://www.fhwa.dot.gov/tcsp/index.html>
- Land & Water Conservation Fund** - The LWCF program provides matching grants to State and local governments for the acquisition and development of public outdoor recreation areas and facilities. The program aims to create and maintain a nationwide legacy of high quality recreation areas and facilities, and to stimulate non-federal investments in the protection and maintenance of recreation resources. The LWCF could fund Morro Creek-adjacent bicycle facilities. <http://www.fs.fed.us/land/staff/LWCF/index.shtml>
- Safe Routes to School Program** – Caltrans administers funding for the Safe Routes to School projects through two separate programs: the state-legislated Program (SR2S) and the federally-legislated Program (SRTS) <http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm>
- Congress approved a six-month extension to **SAFETEA-LU**, the federal surface transportation authorizing law, which was set to expire on September 30. The bill extends federal transit and highway spending authority and federal motor fuels taxes for the same length of time. The

extension provides spending authority at FY 2011 spending levels and does not make any program or policy changes. This extension, through March 31, 2012, provides the House and Senate authorizing committees time to reach an agreement on a longer term authorization bill.

- **Transportation Enhancement Activities (TEA)** Program receives 10% annually from each state’s Surface Transportation Program (STP). Three of the twelve categories defined within the TEA are related to bicycle and pedestrian projects, including: ``Provision of Facilities for Bicyclists and Pedestrians; ``Provision of Safety and Educational Activities for Pedestrians and Bicyclists; and ``Preservation of Abandoned Railway Corridors. Bicycle transportation facilities, pedestrian walkways and non-construction projects including wayfinding, training, and brochures related to safe bicycle use are eligible uses of TEA funds.
- **Regional Surface Transportation Program (RSTP)** The RSTP is a block grant program that provides funding for a variety of transportation improvements including bicycle and pedestrian projects. Annually, approximately \$320 million is available through this program—62.5% of which is distributed on a regional per capita basis. The remaining funds are distributed per the discretion of the State of California. MPOs can transfer money from other federal sources to increase allocation flexibility, but if funds are not obligated within three years of federal eligibility, the California Transportation Commission may reprogram the funds. A variety of entities including MPOs, transit agencies, cities, counties, non-profit organizations, special districts and Caltrans may access these funds either directly or indirectly through an eligible sponsor or project administrator.
- **National Scenic Byways Program** Because Highway 1 is part of the National Scenic Byway network, projects in the vicinity of the highway such as safety improvements, enhanced access to recreational features, beautification, etc. qualify under this grant program.

State Programs

- **The State of California Bicycle Transportation Account (BTA)** is an annual statewide discretionary program that funds bicycle projects through the Caltrans Bicycle Facilities Unit. Available as grants to local jurisdictions, the program emphasizes projects that benefit bicycling for commuting purposes. The local match is a minimum of 10% of the total project cost.

BTA projects intend to improve safety and convenience for bicycle commuters and can include:

- New bikeways serving major transportation corridors
- New bikeways removing travel barriers to potential bicycle commuters
- Secure bicycle parking at employment centers, park-and-ride lots, rail and transit terminals, and ferry docks and landings
- Bicycle-carrying facilities on public transit vehicles
- Installation of traffic control devices to improve the safety and efficiency of bicycle travel
- Elimination of hazardous conditions on existing bikeways
- Planning
- Improvement and maintenance of bikeways

Eligible project activities include:

- Project planning
 - Preliminary engineering
 - Final design
 - Right-of-way acquisition
 - Construction and/or rehabilitation
- **Environmental Enhancement and Mitigation Program (EEMP)** support projects that offset environmental impacts of modified or new public transportation facilities. These projects can include highway landscaping and urban forestry projects, roadside recreation projects, and projects to acquire or enhance resource lands. EEMP grant funding supports only mitigating transportation projects beyond mitigation originally required of the project. State gasoline tax monies fund the \$10 million EEMP.
 - **Highway Safety Improvement Program (HSIP)** <http://safety.fhwa.dot.gov/hsip/> The overall purpose of this program is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the implementation of infrastructure-related highway safety improvements. “Cycle 4” provided funding for 179 projects totaling nearly \$75 million in federal funds. It is not clear that there will be another call for projects for this program.
 - **Safe Routes to School Program (SR2S)** The State-legislated Safe Routes to School (SR2S) program aims to reduce injuries and fatalities to schoolchildren and to encourage increased walking and bicycling among students. The program achieves these goals by constructing facilities that enhance safety for students in grades K-12 who walk or bicycle to school. Enhancing the safety of the pathways, trails, sidewalks, and crossings also attracts and encourages other students to walk and bicycle.

The SR2S program is primarily a construction program. Construction improvements must occur on public property. Improvements can occur on public school grounds providing the cost is incidental to the overall project cost. Statewide, the program typically provides approximately \$25 million annually. The maximum reimbursement percentage for any SR2S project is ninety percent. The maximum amount that SR2S funds to any single project is \$900,000. Eligible project elements include bicycle facilities, traffic control devices and traffic calming measures. Up to ten percent of project funding can go toward outreach, education, encouragement, and/or enforcement activities.

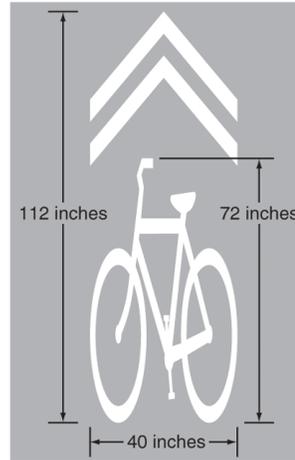
- State Transportation Improvement Program (STIP)
- Transportation Development Act (TDA)

Design Considerations

Shared lane pavement markings (or “Sharrows”) are bicycle symbols that are placed in the roadway lane indicating that motorists should expect to see and share the lane with bicycles. Unlike bicycle lanes, they do not designate a particular part of the roadway for the use of bicyclists. This figure illustrates an example of a lane marked for bicycle shared use.

Figure 9C-9. Shared Lane Marking

Figure 9C-9. Shared Lane Marking



R4-4

Option:

Where motor vehicles entering an exclusive right-turn lane must weave across bicycle traffic in bicycle lanes, the BEGIN RIGHT TURN LANE YIELD TO BIKES (R4-4) sign (see Figure 9B-2) may be used to inform both the motorist and the bicyclist of this weaving maneuver.

Guidance:

The R4-4 sign should not be used when bicyclists need to move left because of a right-turn lane drop situation.

Figure 9B-4. Guide Signs for Bicycle Facilities

Figure 9B-4. Guide Signs for Bicycle Facilities

This figure illustrates 17 guide signs for bicycle facilities.



References

1. California Department of Transportation, Highway Design Manual (5th edition), Chapter 1000.
2. California Streets and Highways Code, Section 890.3
3. U.S. Census Bureau (2000). "Census 2000 Summary File 3 (SF3) – Sample Data, Table P30 Means of Transportation to Work for Workers 16 Years and Over." Retrieved 25 August 2009 from U.S. Census <http://factfinder.census.gov>
4. City of Berkeley (1998). *Berkeley Bicycle Plan*.
5. City of San Luis Obispo (2007). *Bicycle Transportation Plan*.
6. City of Morro Bay (1997). *Bikeway Planning Study*.
7. Bicycle Advisory Committee (2005) County Bikeways Plan
8. San Luis Obispo Council of Governments. (2005). *Regional Transportation Plan – Non Motorized Transportation* . pg. 5-81, 5-83
9. Pedestrian and Bicycle Facilities in California (2005). Alta Planning and Design. *A Technical Reference and Technology Transfer Synthesis for Caltrans Planners and Engineers*.
10. Bicycle Advisory Committee and Department of Public Works (2005). *County Bikeways Plan*.

Appendices

Appendices A-K correspond with elements a-k of Streets and Highway Section 891.2 of the California Bicycle Transportation Act, as required for funding from the Bicycle Transportation Account (BTA).

In accordance with the Streets and Highways Code (SHC) Section 890-894.2 - California Bicycle Transportation Act, projects must be designed and developed to achieve the functional commuting needs and physical safety of all bicyclists. Local agencies first establish eligibility by preparing and adopting a Bicycle Transportation Plan (BTP) that complies with SHC Section 891.2. The BTP must be approved by the local agency's Regional Transportation Planning Agency.

In order for Morro Bay to qualify for BTA funds, its Master Plan must contain specific elements. Table 11 displays the requisite BTA components and their location within this plan. The table includes "approved" and "comments" columns for the convenience of the Caltrans official responsible for reviewing compliance.

Table 11 - BTA Requirement Checklist

Approved	Requirement	Page(s)	Comments
	a.) Existing and Future Bike Commuters	8,43,44,45	
	b.) Population Density / Land-Use Map	47	
	c.) Existing and Proposed Bikeways	48-51	
	d.) Existing and Proposed Bicycle Parking Facilities	52,53	
	e.) Existing and Proposed Multi-modal connections	54	
	f.) Existing and proposed facilities for changing and storage	55,56	
	g.) Bicycle Safety and Education Programs	57,58	
	h.) Citizen and Community Involvement	59,60,61	
	i.) Consistency with transportation, air quality and energy plans	62,63	
	j.) Project description / Priority listing		
	k.) Past expenditure and future financial needs		

Appendix A - Morro Bay Bicycle Commuters & Impact of Plan Implementation

Existing Bicycle Use

A central focus of presenting commute information is to identify the current “mode split” of people that live and work in Morro Bay. Mode split refers to the choice of transportation a person selects to move to destinations, be it walking, bicycling, taking a bus or driving. One major objective of any bicycle facility enhancement or encouragement program is to increase the “split” or percentage of people who choose to bike rather than drive or be driven. Every saved vehicle trip or vehicle mile represents quantifiable reduction in air pollution and can help in lessening traffic congestion.

Travel-to-work data was obtained through the US Census 2005-09 American Community Survey for the City of Morro Bay.

Commuting Statistics	Current	Future Projected
Number of Bicycle-to-Work Commuters	162	432

Table 12 - Bicycle Commute

Current Commuting Statistics		Source ¹
City Morro Bay Population	10,234	2010 US Census
Population in Households	8,786	2005-09 American Community Surveys
Number of Commuters (working 16 years and over)	3,948	2005-09 American Community Surveys (4,189 - Employed persons minus; 241- those that work at home)
Number of Bicycle-to-Work Commuters	162	2005-09 American Community Surveys “commute to work – “other means”
Bicycle-to-Work Mode Share	4%	Mode share percentage of Bicycle to Work Commuters
Adjusted Modal Share from Bike Count	1.4%	2011 Traffic Surveys on Morro Creek Cross on Main Street
School Children Grades K-12	968	2005-09 American Community Surveys Kindergarten plus grades 1-12)
Estimated School Bicycle Commuters	77	MB Del Mar Elementary 2011 web-based Walking & Biking to School Survey (8%)
Number of College Students	579	2005-09 American Community Surveys
Estimated College Bicycle Commuters	28	National Bicycling & Walking Study, FHWA, Case Study No. 1, 1995. Review of bicycle commute share in seven university communities (5%)

Current Commuting Statistics		Source1
Average Weekday – RTA Route 12	244	<i>RTA Route 12 carries 20.3 passengers per revenue hour on weekdays btw 7:13 am & 7:13pm - 2006 North Coast Transit Plan – Morro Bay Component</i>
Number of Daily RTA Route 12	3	<i>RTD (Denver) Bike-n-Ride Survey, December 1999 (1.4% of total boarding's)</i>
Estimated Total Number of Bicycle Commuters and Utilitarian Riders	270	<i>Total of bike-to-work, transit, school, college and utilitarian bicycle commuters</i>
Estimated Adjusted Mode Share	3%	<i>Estimated Bicycle Commuters divided by population</i>
Total Daily Bicycle Trips	540	<i>Total bicycle commuters x 2 (for round trips) plus total number of utilitarian bicycle trips</i>
Reduced Vehicle Trips per Weekday	182	<i>Assumes 73% of bicycle trips replace vehicle trips for adults/college students (141) and 53% for school children (41)</i>
Reduced Vehicle Miles per Weekday	669 miles	<i>Assumes average one-way trip travel length of 4.6 miles for adults/college students and 0.5 mile for schoolchildren</i>

Projected and Future Bicycle Use

Morro Bay is relatively compact; approximately four miles from north to south and rarely more than a mile wide. Given this relatively small geographic area, and the fact that 96.6% of people who both live and work in the city do not currently commute via bicycle, it is reasonable to expect that Morro Bay could see significant increases in bicycle commuting with the right infrastructure improvements and outreach programs.

Table 13 – Projected Future Bicycle Use

Potential Future Bicycle Commuters		Source ¹
Number of workers with commutes nine minutes or less	811	<i>2005-09 American Community Surveys Mean travel time for 3948 workers is 19.2 minutes w/ margin of error +/- 2.3 – statistics used to determine 811 / 20.5%</i>
Number of workers who already bicycle or walk to work	162	<i>2005-09 American Community Surveys “commute to work – “other means”</i>
Number of potential bike-to-work commuters	649	<i>Calculated by subtracting number of workers who already bicycle or walk from the number of workers who have commutes 9 minutes or less</i>
Future number of new bike-to-work commuters	162	<i>Based on capture rate goal of 25% of potential bicycle riders</i>
Total Future Daily Bicycle Commuters and Utilitarian Riders	432	<i>Current daily bicycle commuters, bike to school and utilitarian riders,(270) plus future bicycle commuters (162)</i>
Future Total Daily Bicycle Trips	864	<i>Total bicycle commuters x 2 (for round trips)</i>
Future Reduced Vehicle Trips per Weekday	631	<i>Assumes 73% of bicycle trips replace vehicle trips</i>
Future Reduced Vehicle Miles per Weekday	2901 miles	<i>Assumes average one-way trip travel length of 4.6 miles for adults. Assumes 12 mph average bicycle speed; 23 minute average travel time. Travel time data from NHTS 2001 Trends, Table 26.</i>
Future Reduced Vehicle Miles per Year	742,736 miles	<i>256 weekdays per year</i>

Projected Air Quality Benefits

It is possible to use the Census data in combination with national community statistics from the 2001 National Household Travel Survey (NHTS) and EPA estimates of standard emissions rate for cars to give a rough projection of future bicycle ridership in the City of Morro Bay along with trip reduction and air quality benefits. While these projections are only ambitious estimates, they are to building a case for investing in bicycle facilities and programs over time.

Table 14 – Projected Air Quality Benefits

Future Air Quality Benefits ^{2,3}		Source ¹
Reduced HC (kg/weekday)	8.1kg	<i>(0.0028 kg/mile)</i>
Reduced CO (kg/weekday)	60.6kg	<i>(0.0209 kg/mile)</i>
Reduced NOX (kg/weekday)	4.03kg	<i>(0.00139 kg/mile)</i>
Reduced CO2 (kg/weekday)	1205.4kg	<i>(.4155 kg/mile)</i>
Reduced HC (metric tons/year)	2.1mt	<i>1000 kg per metric ton; 256 weekdays/year</i>
Reduced CO (metric tons/year)	15.5mt	<i>1000 kg per metric ton; 256 weekdays/year</i>
Reduced NOX (metric tons/year)	1mt	<i>1000 kg per metric ton; 256 weekdays/year</i>
Reduced CO2 (metric tons/year)	309mt	<i>1000 kg per metric ton; 256 weekdays/year</i>

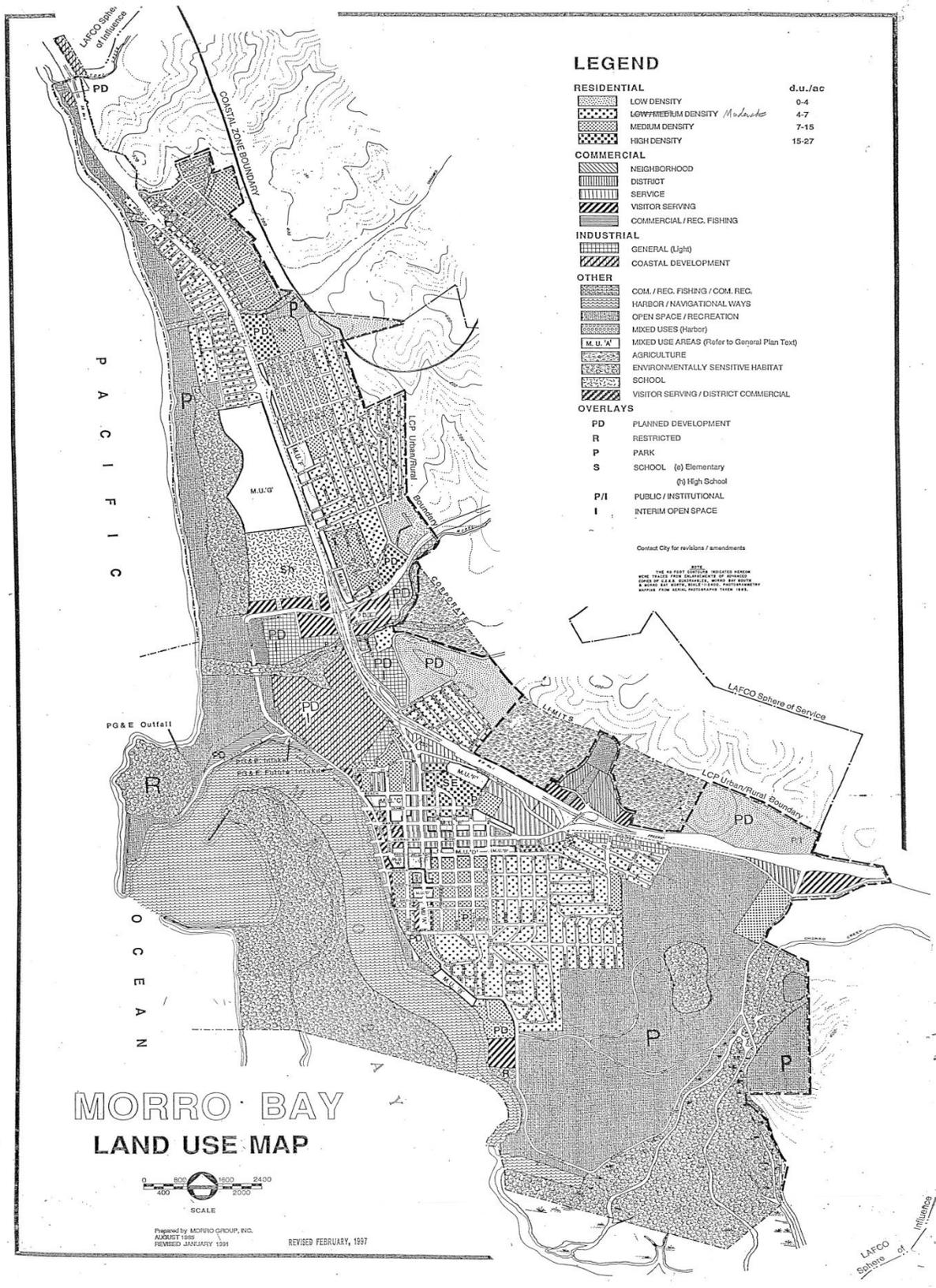
Notes:

1. Sources as noted in table. Due to lack of detailed local bicycle usage data, estimates for Morro Bay were based in part on best available data from comparable communities in California and nationwide.
2. Emissions rates from EPA report 420-F-00-013 "Emission Facts: Average Annual Emissions and Fuel Consumption for Passenger Cars and Light Trucks." 2000. Other sources as noted in the table.
3. HC = hydrocarbons, CO = carbon monoxide; NOX = nitrogen oxides, CO2 = carbon dioxide.

Appendix B – Existing and Proposed Land Use Development Patterns

To provide for the wide range of existing land uses and to guide future development, the City of Morro Bay has established a series of land use classifications or categories. These classifications describe the kinds and intensities of various land uses that make up the City's fabric and are the basis for the zoning districts established in the Municipal Code. The land use plan map shown in this section represent the integration of the Land Use Element of the General Plan adopted in 1977, and the Local Coastal Program Land Use Plan, adopted in 1982.

More information can be obtained from >>> <http://www.morro-bay.ca.us/DocumentCenterii.aspx>



LEGEND

- | | | |
|--------------------|---|---------|
| RESIDENTIAL | | d.u./ac |
| [Pattern] | LOW DENSITY | 0-4 |
| [Pattern] | LOW/MEDIUM DENSITY <i>Morro Bay</i> | 4-7 |
| [Pattern] | MEDIUM DENSITY | 7-15 |
| [Pattern] | HIGH DENSITY | 15-27 |
| COMMERCIAL | | |
| [Pattern] | NEIGHBORHOOD | |
| [Pattern] | DISTRICT | |
| [Pattern] | SERVICE | |
| [Pattern] | VISITOR SERVING | |
| [Pattern] | COMMERCIAL / REC. FISHING | |
| INDUSTRIAL | | |
| [Pattern] | GENERAL (Light) | |
| [Pattern] | COASTAL DEVELOPMENT | |
| OTHER | | |
| [Pattern] | COM. / REC. FISHING / COM. REC. | |
| [Pattern] | HARBOR / NAVIGATIONAL WAYS | |
| [Pattern] | OPEN SPACE / RECREATION | |
| [Pattern] | MIXED USES (Harbor) | |
| [Pattern] | M.U.W. MIXED USE AREAS (Refer to General Plan Text) | |
| [Pattern] | AGRICULTURE | |
| [Pattern] | ENVIRONMENTALLY SENSITIVE HABITAT | |
| [Pattern] | SCHOOL | |
| [Pattern] | VISITOR SERVING / DISTRICT COMMERCIAL | |
| OVERLAYS | | |
| PD | PLANNED DEVELOPMENT | |
| R | RESTRICTED | |
| P | PARK | |
| S | SCHOOL (a) Elementary
(b) High School | |
| P/I | PUBLIC / INSTITUTIONAL | |
| I | INTERIM OPEN SPACE | |

Contact City for revisions / amendments

NOTE:
THE CITY OF MORRO BAY HAS REVIEWED AND APPROVED THIS MAP FOR COMPLIANCE WITH THE STATE OF CALIFORNIA'S ENVIRONMENTAL QUALITY ACT (CEQA) AND THE FEDERAL NATIONAL DISASTER POLICY ACT (FNDPA). THE CITY OF MORRO BAY HAS REVIEWED AND APPROVED THIS MAP FOR COMPLIANCE WITH THE STATE OF CALIFORNIA'S ENVIRONMENTAL QUALITY ACT (CEQA) AND THE FEDERAL NATIONAL DISASTER POLICY ACT (FNDPA).

**MORRO BAY
LAND USE MAP**



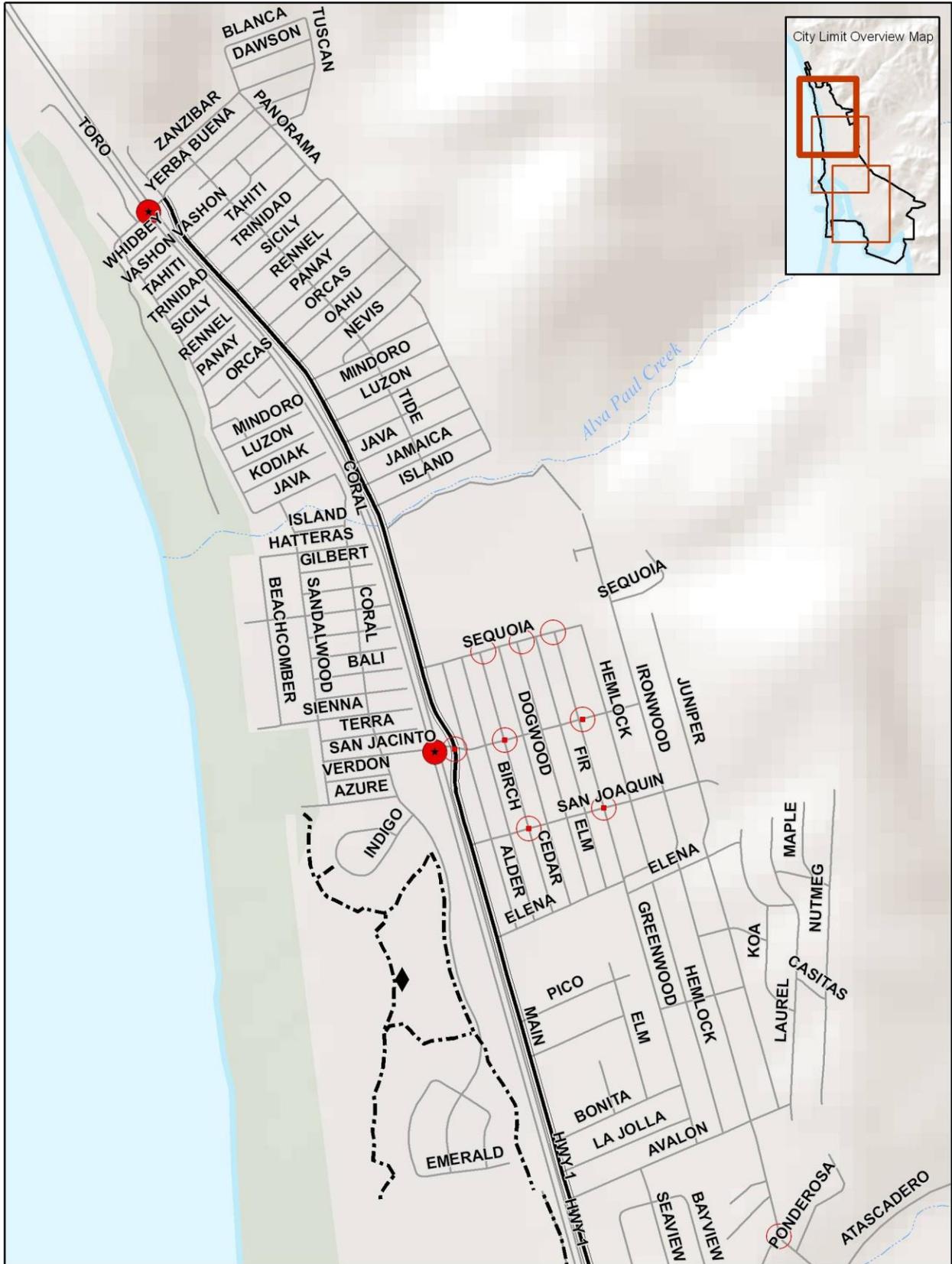
Prepared by MORRO GROUP, INC.
AUGUST 1986
REVISED JANUARY 1991
REVISED FEBRUARY, 1997

Appendix C –Diagrams of Existing and Proposed Bikeways

City of Morro Bay Bike and Pedestrian Master Plan 2011

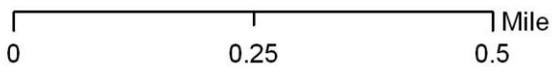
Existing Bikeways

10/12/2011



- Existing Class I Bike Path (3.3 mi.)
- Existing Class II Bike Lane (7.1 mi.)
- Existing Class II Bike Lane - one side (.02 mi.)
- Existing Class III Bike Route (.38 mi.)

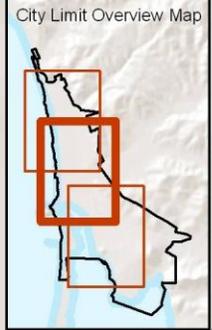
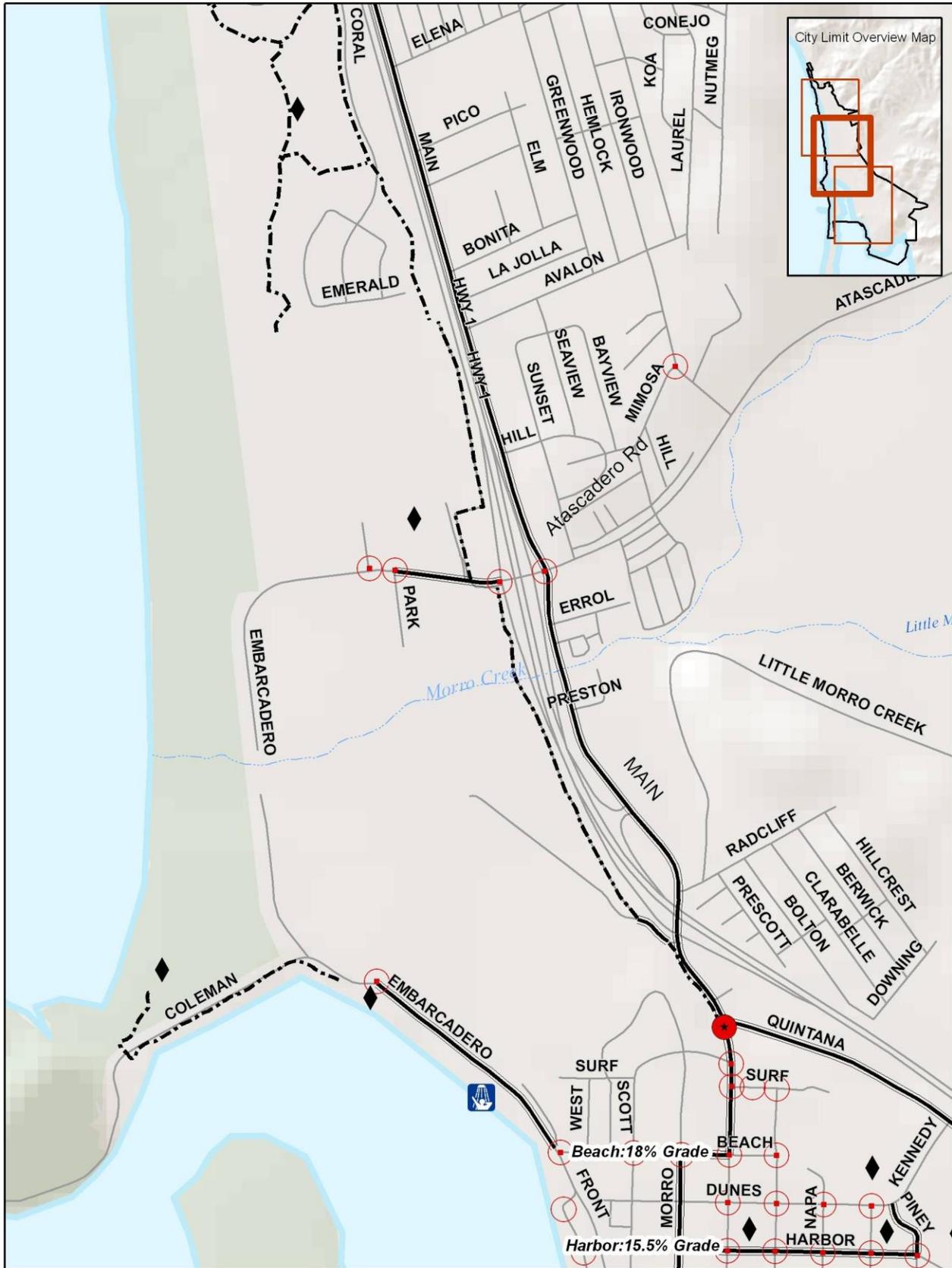
- ◻ Controlled Crosswalk (44)
- Crosswalk (9)
- Signaled Crosswalk (3)
- ◆ Existing Bike Racks (9)
- ☕ Existing Showers (2)



City of Morro Bay Bike and Pedestrian Master Plan 2011

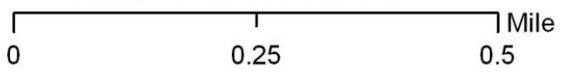
Existing Bikeways

10/12/2011



- Existing Class I Bike Path (3.3 mi.)
- == Existing Class II Bike Lane (7.1 mi)
- Existing Class II Bike Lane - one side (.02 mi.)
- ⊢ Existing Class III Bike Route (.38 mi.)

- ◻ Controlled Crosswalk (44)
- Crosswalk (9)
- Signaled Crosswalk (3)
- ◆ Existing Bike Racks (9)
- ♿ Existing Showers (2)



City of Morro Bay Bike and Pedestrian Master Plan 2011

Existing Bikeways

9/26/2011



Sources: City of Morro Bay 2007 Imagery

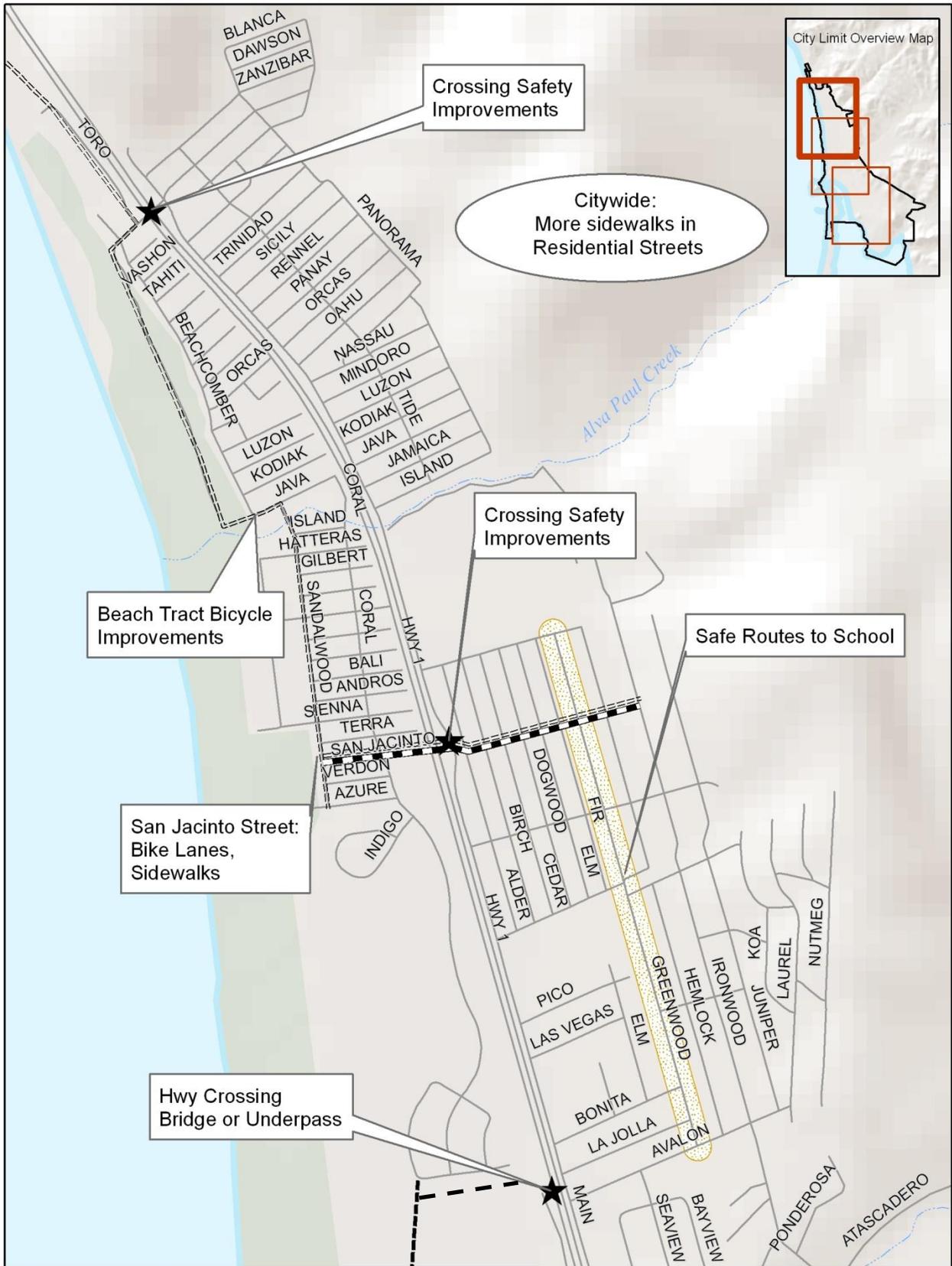
0 0.25 0.5 Mile



City of Morro Bay Bike and Pedestrian Master Plan 2011

Proposed Bikeways and Pedestrian Facilities

10/11/2011



	Proposed Class I Bike Path		Proposed Facility
	Proposed Class II Bike Lane		Safe Routes to School
	Proposed Sidewalk		Complete Streets Audit

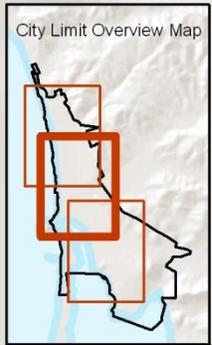
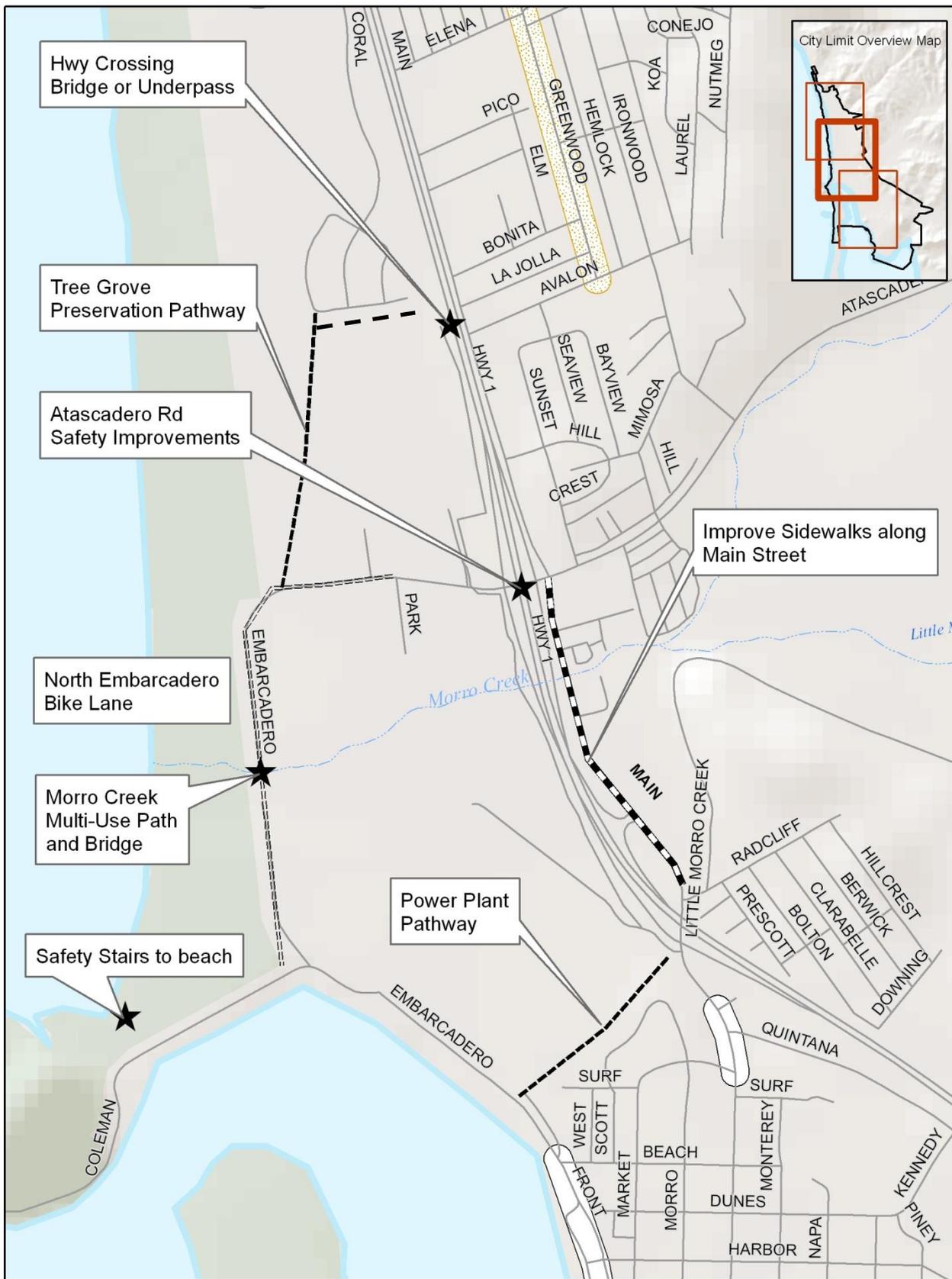
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Mile

City of Morro Bay Bike and Pedestrian Master Plan 2011

Proposed Bikeways and Pedestrian Facilities

10/11/2011



Proposed Class I Bike Path

Proposed Class II Bike Lane

Proposed Sidewalk

Complete Streets Audit

Safe Routes to School

★ Proposed Facility

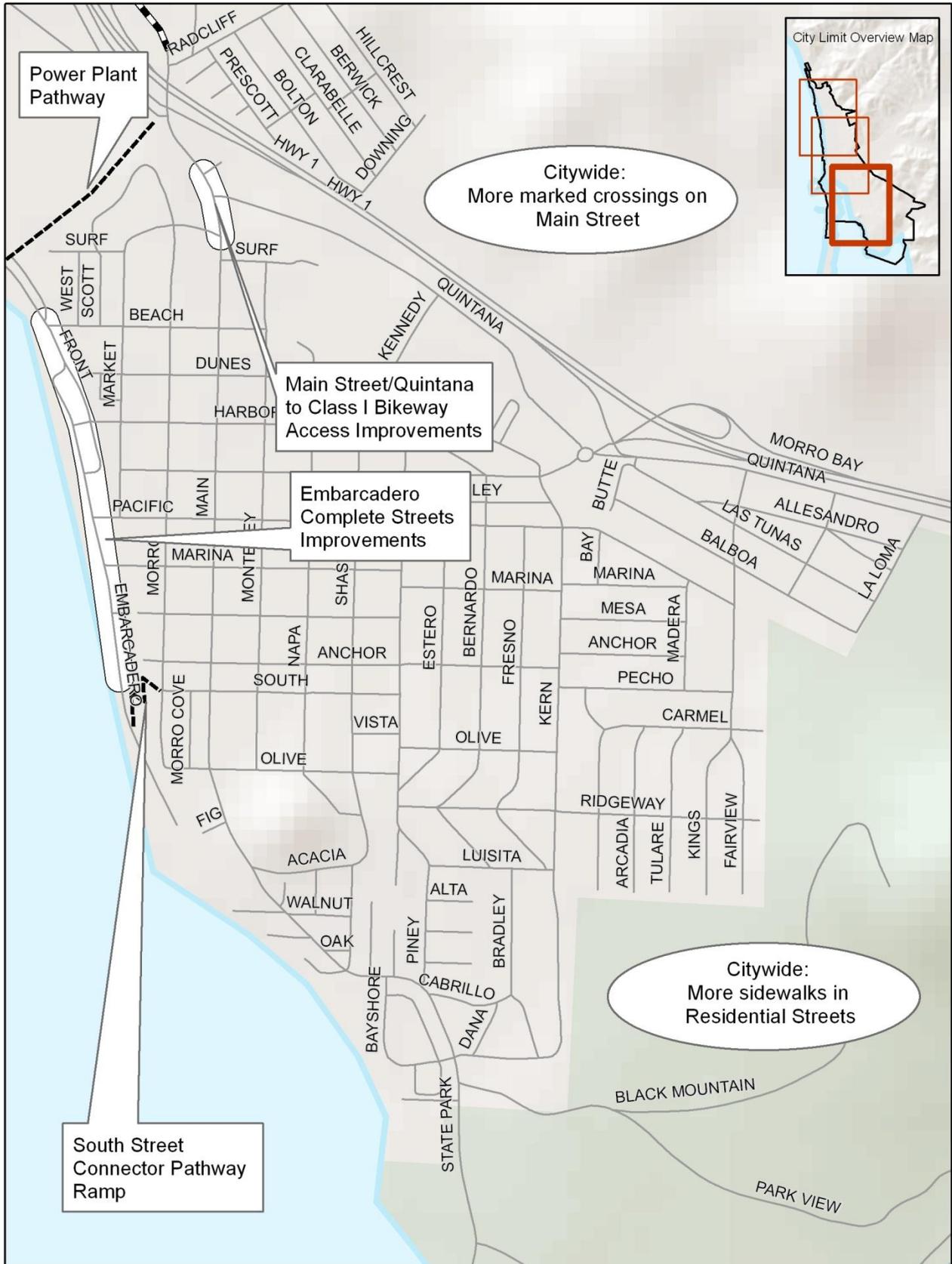
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0 0.25 0.5 Mile

City of Morro Bay Bike and Pedestrian Master Plan 2011

Proposed Bikeways and Pedestrian Facilities

10/11/2011



- Proposed Class I Bike Path
- ===== Proposed Class II Bike Lane
- Proposed Sidewalk

- ★ Proposed Facility
- Safe Routes to School
- Complete Streets Audit



0 0.25 0.5 Mile

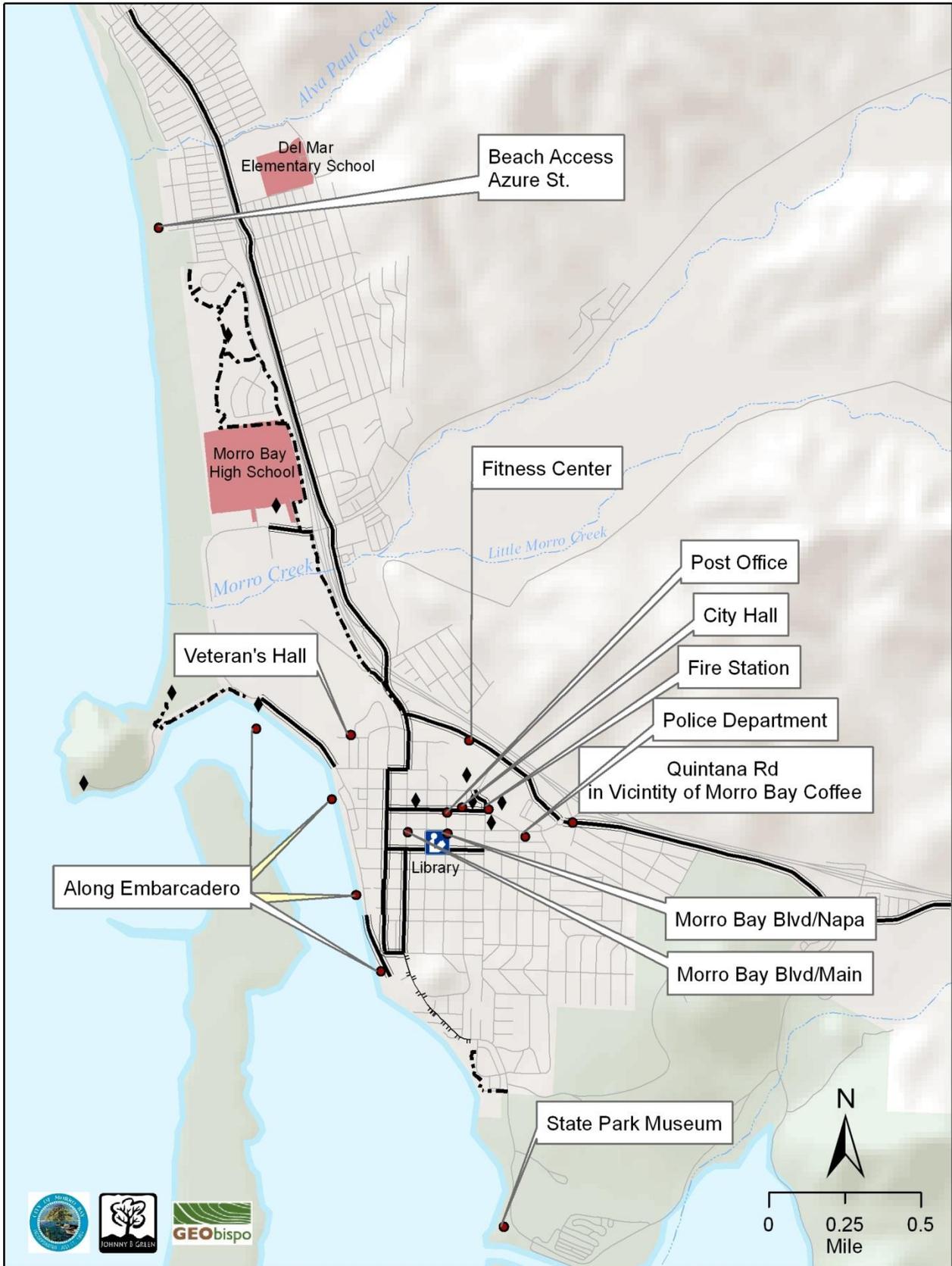
Appendix D– Existing and Proposed End-of-Trip Bicycle Parking Facilities

There are limited bicycle parking facilities through Morro Bay, with some exceptions at the Parks, Community Center, along the Morro Rock multi-purpose pathway, coastal access parking lots, Morro Rock Parking lot, Public Library and Albertson’s shopping Center. Many of these racks are the undesirable “Wheel bender” style which can potentially damage a bicycle.

City of Morro Bay Bike and Pedestrian Master Plan 2011

Existing and Proposed End of Trip Bicycle Parking Facilities

9/26/2011



- Existing Class I Bike Path (3.3 mi.)
- Existing Class II Bike Lane (7.1 mi)
- Existing Class II Bike Lane - one side (.02 mi.)
- Existing Class III Bike Route (.38 mi.)
- Proposed Bike Parking (14)
- ◆ Existing Bike Parking (9)
- 📖 Library



Appendix E – Existing and Proposed Bicycle Parking at Transportation Hubs

The San Luis Obispo Regional Transit Authority (SLORTA) operates daily fixed route transit service from Morro Bay to San Simeon, Cambria, Cayucos, Los Osos, Baywood Park, Cuesta College, California Polytechnic State University (Cal Poly), and San Luis Obispo. All SLORTA buses are equipped with front and rear bicycle racks that can carry three bicycles each.

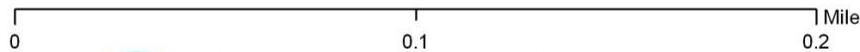
SLORTA’s main pickup point in Morro Bay is at Morro Bay Park an additional stop is located on South Bay Blvd at Quintana Road. Morro Bay Park currently has a small bicycle rack with space to park three bicycles.

The Morro Bay Park SLORTA transit hub should incorporate bike lockers rather than a bike rack. People who ride to the hub and board a bus would anticipate leaving their bikes parked for a significant period of time and would feel more secure with a bike locker than a rack.

A map of Morro Bay Park with the circled location of the bike parking is included below.

City of Morro Bay Bike and Pedestrian Master Plan 2011 Existing and Proposed Bike Parking at Transportation Hub

9/14/2011



- Existing Class I Bike Path (3.3 mi.)
- Existing Class II Bike Lane (7.1 mi.)
- Existing Class II Bike Lane - one side (.02 mi.)
- Existing Class III Bike Route (.38 mi.)

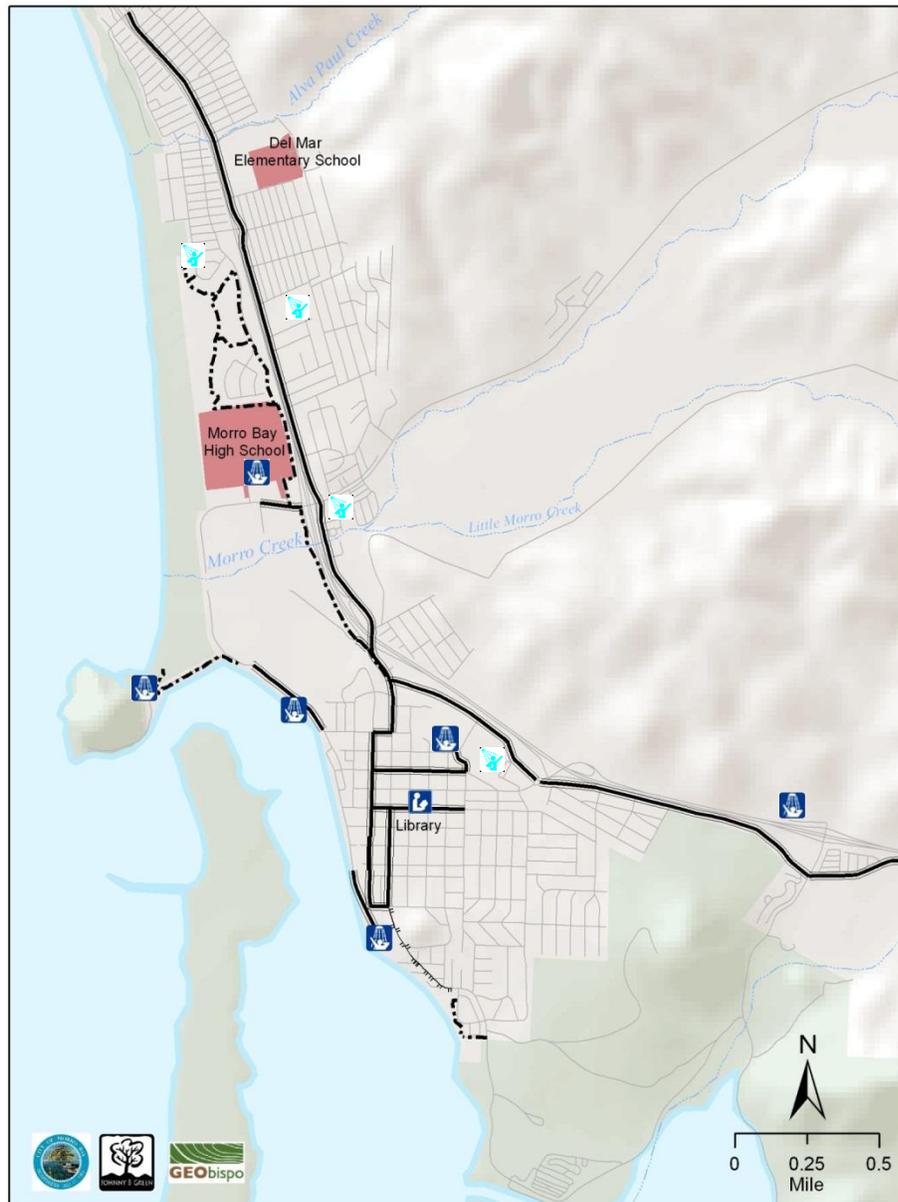
Appendix F – Existing and Proposed Changing and Storage Facilities

End-of-trip facilities are designed to accommodate and promote the use of bicycles. Showers, lockers, and changing rooms are an appreciated convenience for commuting bicyclists. Such facilities are most often provided by building owner tenants for use by those working in the building. Cyclists are encouraged to ride to work if employers offer bicycle support facilities which offer a safe place to store bicycles, changing facilities and showers.

City of Morro Bay Bike and Pedestrian Master Plan 2011

Existing and Proposed Shower Facilities

9/25/2011



- Existing Class I Bike Path (3.3 mi.)
- Existing Class II Bike Lane (7.1 mi.)
- Existing Class II Bike Lane - one side (.02 mi.)
- Existing Class III Bike Route (.38 mi.)
- Proposed Shower Locations
- Existing Showers (2)
- Library

Table 15 - Major Employers and Support Facilities

Major Employer	# of Employees	Bicycle Racks	Bike Lockers	Employee Showers
Casa de Flores	180	0	0	Yes
Albertsons	101	2	0	No
The Inn at Morro Bay	70	1	0	No
Spencer's Fresh Markets	52	1	0	No
Dynegy Falcon Holdings, Inc.	44	2	0	Yes
Miner's Ace Hardware	43	0	0	No
Tognazzini's	42	1	0	No
Mission Linen Supply	37	0	0	No
Morro Bay Fire Dept.	27	0	0	Yes
Morro Bay Police Dept	25	1	0	Yes

The City of Morro Bay maintains public restroom and shower facilities in a handful of locations, which are open during daylight hours. In addition to public restrooms at city parks and other facilities, public showers currently exist at the Tidelands Park and the Harbor Office, which bicyclists may utilize.

City employees also have access to shower facilities at the Recreation and Parks office. In addition, the Morro Bay Community Center has showers for employees, and there is an open-air shower near the Morro Rock restroom. While public restrooms may provide bicyclists with changing locations, and some bicyclists may take advantage of the public shower facilities, none of these facilities provide for long-term storage of clothing or equipment.

Appendix G – Bicycle Safety and Educational Programs

Safety is a major concern for both existing and potential bicyclists. For those who bicycle, safety is typically an on-going concern. For those who do not bike, perceived lack of safety is one of the most compelling reasons not to ride. Identifying bicycle collision sites can draw attention to unsafe locations, particularly if multiple collisions occur at the same location and it is determined problematic.

Since 2006, there have been 19 collisions involving bicycles in Morro Bay, two of which were severe, and thankfully no fatalities. Of the 19 collisions involving bicycles, 13 of the collisions were the fault of the cyclist.

Table 16: Collision Locations, Type, Severity and Responsible Party

Date	Location	Bike / Pedestrian	Severity	Responsible Party
2006 - May	Berwick Drive	Bike	Severe	Bike
2006 - September	Trinidad Street	Pedestrian	Other injury	Pedestrian
2006 - September	Rite Aid Parking Lot	Pedestrian	Pain	Driver
2006 - October	Main Street	Bike	Other injury	Bike
2007 - January	Quintana Road	Pedestrian	Pain	Unknown
2007 - January	Main Street	Bike	Other injury	Bicyclist
2007 - March	Main Street	Bike	Pain	Bicyclist
2007 - August	Main Street	Bike	Other injury	Both
2008 - January	Main Street	Bike	Pain	Both
2008 - February	Surf Street	Pedestrian	Other injury	Driver
2008 - May	Quintana Road	Pedestrian	Pain	Driver
2008 - July	Quintana Road	Bike	Pain	Driver
2008 - September	Quintana Road	Bike	Other injury	Unknown
2008 - November	Dunes Street	Bike	Other injury	Bicyclist
2008 - November	Main Street	Bike	Severe	Bicyclist
2009 - June	Java Street	Bike	Pain	Driver
2009 - September	Morro Bay Blvd.	Bike	Pain	Bicyclist
2010 - February	Main Street	Bike	Nothing	Both
2010 - March	State Road 41	Bike	Other injury	Bicyclist
2010 - June	Main Street	Bike	Other injury	Bicyclist
2010 - July	Quintana Road	Bike	Other Injury	Bicyclist
2010 - September	Main Street	Bike	Pain	Bicyclist
2010 - October	Marina Street	Pedestrian	Other Injury	Driver
2010 - November	Monterey Avenue	Bike	Other injury	Bicyclist
2011 - January	Main Street	Pedestrian	Other injury	Pedestrian
2011 - April	Shasta Street	Bike	Other injury	Driver

Bicycle education should also begin at a young age when children are taught the basic rules of the road in conjunction with hands-on bicycling instruction. Programs aimed at adults generally reach those interested in learning how to safely share the road with motor vehicle traffic as well as the benefits and methods of bicycle commuting. Motorist oriented programs may be the most difficult to implement because these programs only reach their intended audience during driver education courses.

In order to successfully implement a bicycle education program Morro Bay must attempt to involve as many City organizations as possible. These include Planning, Public Works, Police, local businesses, employers, local cycling clubs, and community organizations.

The City of Morro Bay is fortunate to be part of a county where numerous educational and promotional programs are ongoing. The City has collaborated in the past and will continue in the future with the following bicycle promotional and educational activities:

Table 17: Bicycle education and enforcement programs

Responsible Organization	Bicycle Education or Enforcement Program or Activity	Active Since	Performance Measure
MB Police Dept.	Bicycles to needy families	3 of last 5 years	1-2 bicycles donated per year
MB Police Dept.	Kids Club Safety talk and rodeo	3 years	20 students / 5 parents per year
MB Police Dept.	Traffic Control: Lighthouse Century, Grand Fondo, MB Triathlon		Officer deployment
MB Police Dept.	Helmet distribution to needy minors violating helmet law;	5+ years	5-10 helmets per year
MB Police Dept.	D.A.R.E. bicycle & helmet giveaway	5+ years	2 bikes, 2 helmets per year
MB Police Dept.	Bicycle Patrol program for events with heavy pedestrian traffic	5+ years	
SLO County Bike Coalition	Bike education at Montessori school	1 year	
SLO County Bike Coalition	Bike valet at MB Harbor Fest	2009	
SLO County Bike Coalition	Bike valet at 4 th of July Festival	2 years	
SLO County Bike Coalition	Bike education at OPTIONS (non-profit assisting with mental illness)	2010	

Appendix H – Citizen and Community Involvement in Plan Development

The Morro Bay Citizens Bike Committee (MBCBC) has been actively contributing to the development of this bicycle plan for several years. Feedback from MBCBC has been received at City Council meetings, via email, telephone, conversations with city staff, and through staff’s review of MBCBC meeting notes and minutes.

This feedback includes MBCBC recommendations on where bikeways are needed in Morro Bay, recommendations as to the type of bikeway best suited for different applications, recommendations on signage, and feedback on important safety issues. Feedback received from MBCBC also includes suggested locations for installation of bicycle parking and other bicycle infrastructure, identification of hazardous bikeway vegetation and other maintenance issues, discussions on how to best integrate a Morro Bay bicycle network with regional bicycle infrastructure, and feedback on how to encourage and facilitate such regional connections.

The Morro Bay Citizens Bike Committee reviewed an administrative draft of this plan in 2010, and additional feedback from MBCBC was received at this time.

On August 28th, 2011 a Community Meeting was held at Veterans Hall, followed by ranking of preferred programs and projects. The following tables summarize the comments and rankings received from the public.

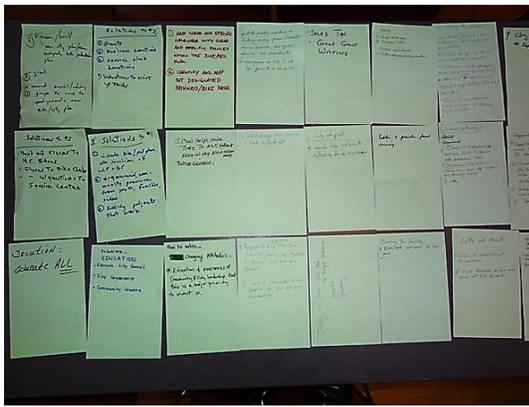


Table 18 : Compiled List of Public Comments from Community Meeting Ranked by Frequency

Main Pedestrian Problems	
“Insufficient pedestrian infrastructure - not enough sidewalks, no sidewalks e.g. along San Jacinto.”	3
“Uneven pavement”	2
Main Bicycle Problems	
“Lack of connected bike network e.g. no straight connection to Embarcadero, or difficult negotiation of Main St. at Quintana, crossing Morro Creek, no connecting trail between Los Osos and Morro Bay”	11
“Insufficient bicycle infrastructure - parking, lanes, etc.”	3
“Biking from Kern or Black Hill to Cloisters Park with young children on hills, major streets, rough roads, road sharing w/cars.”	2
“Do not feel safe in traffic e.g. fear of getting hit from behind by autos”	2
“Insufficient marking or maintenance of bike/pedestrian paths”	2
Bike-Ped Problems	
“Too much or too fast vehicular traffic”	4
*Highway 41 at Park Rd., short connect to "the Rock"	

Table 19: Compiled List of Public Comments submitted via Website - Ranked by Frequency

Have you encountered any difficulties or inconveniences in Morro Bay as a bicycle rider or pedestrian? If so, please describe and include the location if relevant.:	# of Comments
“North Morro Bay to Embarcadero/Harbor Walk is challenging, need shortcut bridge at Morro Creek, in part, because of the necessity to go up and over the hill on Main Street, south of Quintana. Want to shop downtown and on the Embarcadero.”	19
“Getting to the Class I bike bath from northbound Main at Quintana and vice-versa”	11
“Main street in North Morro Bay does not connect safely to the Cloister's Park bike path. It is very dangerous for all of the school age kids to have to cross a busy Hwy 41 & Main Street intersection and two freeways on/off ramps to connect to the Cloisters Park bike path. It is not a safe route for all the kids who ride their bikes to Morro Bay High School or the older kids at Del Mar who ride from central Morro Bay to Del Mar school. This is a state law that there are safe routes to and from school.”	6
“Crossing Hwy 1 at north end San Jacinto”	4
“Some streets lack sidewalks.”	3
“The intersection of San Jacinto, Main Street, Alder Street is a nightmare and very unsafe for people to cross.”	3

“Crossing Atascadero Road on the bike path in front of the high school is difficult during high traffic volume occasions.”	2
“Winter storms cause flooding making the path and bike path between the freeway and the power plant nearly un-walkable due to the depth of the water. Dig out the ditch.”	2
“It is difficult to get to or out of the Embarcadero by bicycle because of the steep hills.”	2
“Most of Embarcadero is not bicycle/pedestrian friendly”	2
“The new bike lane on North Main Street on the freeway side is not wide enough.”	2
“Traffic difficult to navigate on streets to Embarcadero.”	2

Table 20: Compiled List of Public Comments submitted via Website - Ranked by Frequency

What programs, policies or projects would you like to see implemented in order to make bicycling or walking safer and more enjoyable in Morro Bay?	# of comments
“Bike/Pedestrian Bridge over Morro Creek. Possible Eagle Scout project with a couple of local engineers consulting?”	19
“More bike racks for parking in public places, major attractions, commercial districts & in recreation areas. Install bike racks at local businesses that hold the bike upright and are secure, illuminated, out of pedestrian walkways.”	10
“Promotion of a Cayucos to Morro Bay connector. Huge for tourism draw and green transportation option for travel between Cayucos and Morro Bay”	6
“Designated path connecting Cloisters Park and North Morro Bay path to Harbor Walk , including the Rock along ocean.”	5
“Short cut to the Embarcadero by creating a path alongside the Power Plant where the Class I Bike/Pedestrian Path ends near Quintana, a short-term solution until bridge is built.”	5
“Fill the gaps in the Class I bike paths thru town.”	3
“Bike Education mandatory in high school or all school levels.”	3
“Need more safe routes for families around town which connect throughout town”	3
“Consider one way streets with expanded promenades for bikes/pedestrians”	3
“Better, wider bike lanes on busy streets.”	2
“There needs to be a foot/bike bridge at around Ocean View Furniture that connects North Morro bay businesses and residents to the beach side bike path.”	2
“More bike lanes on the busier roads.”	2
“Stripe streets clearly and mark where the trail crosses.”	2
“Taking roles and providing support for connectors; more shoulders or (especially) new paths to San Luis Obispo via Cuesta College and Los Osos would be visionary.”	2
“Bike-Pedestrian programs, infrastructure, etc. will promote activity and tourism. Commitment to building dedicated paths throughout town that connect key economic sections.”	2

Appendix I – Relationship to Other Adopted Plans

2005 San Luis Obispo County Regional Transportation Plan (Vision 2025)

- NM-1: Create and maintain a comprehensive interconnected, inter-county bikeway, trail and pedestrian system.
- NM-3: Pursue plans to develop multi-use and Class I bikeways along appropriate coastal frontages, and other major recreational areas using utility, rail, and roadway Rights-of-Way and abandoned railroad right-of-way throughout the region.
- NM-4: Encourage the development of Class I Bikeways that travel through or connect to scenic areas or other recreation destinations.
- NM-5: Encourage the development of boardwalks, recreation and multi-use trails, which travel through or connect scenic areas or other destinations to promote walking and equestrian travel where appropriate.
- NM-7: Encourage new development proposals to include bike racks, lockers, showers, Bike-and-Ride stops and safe interconnected pedestrian paths.

2001 San Luis Obispo County Air Pollution Control District:

Clean Air Plan recommends several methods to options to reduce air pollution associated with vehicular travel:

- T-1C: Voluntary Commute Options Program
- T-2A: City Transit Improvements
- T-2B: Regional Transit
- T-3: Bicycling and Bikeway Enhancements
- T-4: Park and Ride Lots

2010 San Luis Obispo County Bikeway Plan

In September 1994, the County of San Luis Obispo adopted a County Bikeways Plan; this plan was updated in 1996, 2005 and again in 2010. This plan recommends placing Class I and class II bicycle routes throughout the County including Class II bikeways from San Luis Obispo to Cayucos. This particular route would stretch along Route 1 and run through Morro Bay. Morro Bay has already proposed constructing a Class I bike path along Route 1.

The County Bikeway Plan pursues the following:

- Connect all Communities in the County with Bicycle Facilities
- Close Gaps in Existing Bikeways
- Identify and Break Down Barriers to Bicycle Commuting

2010 San Luis Obispo County Regional Transport Plan

The 2005 San Luis Obispo County Regional Transportation Plan adopted by the San Luis Obispo Council of Governments includes provisions in Chapter 5 for non-motorized transportation. The San Luis Obispo Council of Government's (SLOCOG) Non-Motorized Transportation program is designed to support and build upon the planning efforts of local jurisdictions. For example, the RTP identifies projects that have been constructed such as the Morro Bay High School Bike path as well as future projects. This plan and the 2005 RTP consistently display the same goals of developing and maintaining a safe and efficient regional bikeway system. These plans both aim to promote bicycling as a means of decreasing auto-dependency and pollution. In addition, Class II bike lanes have been the focus of earlier RTPs and many of these bike lanes have been completed in Morro Bay. The emerging emphasis for both Morro Bay and the RTP is to fill critical gaps in order to create a connected community.

- Non-motorized transportation facility improvements include the construction of a Class I bicycle path over Morro Creek in Morro Bay
- Other projects would involve the development of bicycle paths along riparian corridors and/or in coastal areas, such as the waterfront boardwalk improvements and Morro Creek multi-use path in the City of Morro Bay
- Several of the 2010 RTP-PSCS bikeway and pedestrian projects in the Morro Bay areas could increase human activity in the vicinity of riparian areas and potentially sensitive coastal habitats. However, it should be noted that several contemplated bikeway and pedestrian projects would divert existing informal use of sensitive habitat areas, which is considered a beneficial impact
- Development of a Coastal Trail Plan will commence in 2010, and environmental design will commence for the next phase of the Morro Bay Harborwalk and the Morro Bay to Cayucos Connector.

2006 San Luis Obispo County Parks and Open Space Element

- Morro Bay Golf Course is part of Morro Bay State Park but is now entering its second half-century under County management.
- Coastal Access provides public access to and along California's coastline, including the Morro Bay Estuary. Access ways are defined as vertical and lateral. Vertical access connects the closest public road to the coast, in some cases simply by providing a viewing platform. Lateral access provides access along the coastline, basically providing an area to walk along the beach.

The State Coastal Trail Vision Plan

This plan has a detailed map of existing and proposed bike routes throughout Morro Bay. The plan also proposes constructing several parks along with staging areas for pedestrians and bicyclists. In addition, it includes a proposed pedestrian/bicycle bridge along Embarcadero Road linking the wastewater treatment plant to the Dynegy power plant and proposed scenic overlooks.

Lastly, the plan includes key funding sources for each part of the proposed project. When this bicycle transportation plan was completed, this project had not been adopted and is subject to public review and City Council consideration.

Appendix J – Proposed Bikeway and Pedestrian Projects

Proposed projects listed in this section have been established through the Bicycle Advisory Committee, public feedback from the Community Meeting, and submissions through the Morro Bay’s website.

The proposed projects have been weighted then ranked, by a return email submission of those (“Morro Bay Trailblazers Group”) who attended the Community Meeting and desired further level of input into the process.

The projects were added into a Planning Matrix and weighted with a multiplier and scored against criteria including: Public Input, Connectivity, proximity to Activity Centers, Transit, and Collisions.

Table 21: Compiled List of Bicycle Projects & Programs determined by Stakeholder Priority and Weighted Ranking

Rank Order	Bicycle Projects & Programs – Stakeholder Priority	Weighted Ranking*
1	Bike-Ped bridge over Morro Creek & connector paths to Atascadero Rd & Embarcadero	214
2	Safer crossing at San Jacinto and Hwy 1/Main/Alder	152
3	Bike-Ped path through Power Plant	116
4	Make Embarcadero more bike-friendly	113
5	between HS and Morro Shores Inn at Atascadero Road	94
6	Connection to future Cayucos Trail - bike route on Sandalwood & Beachcomber	94
7	Improve bike routes through State Park	93
8	Safe bike route to Del Mar School on Greenwood	92
9	connection to south end of Class 1 at Quintana & Main	78
10	Install more bike racks in business district	69
11	Add bike lanes on San Jacinto	64
12	at SW end of Cloisters Park bike path to NE corner of HS	57
13	Improve maintenance of existing trails, paths, and markings	53
14	Better signage/trail markings	41
15	Educate cyclists on rules of the road & bike safety	28
16	Educate drivers about cyclist rights	28
17	ADA compliant ramp up bluff from Embarcadero to Olive Street	22
18	Replace rigid bollards with flexible ones in bike paths	16
19	Lighting for bike paths	15
20	Publish bike & trail maps	15
21	Provide bike box markings and bike signal loops at : San Jacinto, Main & Quintana & Yerba Buena	2

Table 22: Compiled List of Pedestrian Projects & Programs determined by Stakeholder Priority and Weighted Ranking

Rank Order	Pedestrian Projects & Programs – Stakeholder Priority	Weighted Ranking*
1	Bike-Ped bridge over Morro Creek & connector paths to Atascadero Rd & Embarcadero	207
2	Safer crossing at San Jacinto and Hwy 1/Main/Alder	148
3	Make Embarcadero more pedestrian-friendly	136
4	Safe pedestrian route to DelMar School on Greenwood	127
5	Bike-Ped path through Power Plant	94
6	Improve maintenance of existing sidewalks and walking paths	88
7	More sidewalks in residential areas, especially North Morro Bay	85
8	Add sidewalks on San Jacinto	82
9	Construct pedestrian stairs from Rock parking lot to beach	56
10	ADA compliant ramp up bluff from Embarcadero to Olive Street	47
11	More marked crosswalks on Main Street south of downtown	38
12	Lighting for sidewalks and walking paths	36
13	Educate drivers about pedestrian rights	21
14	Improve the sidewalk on Main St between Hwy 41 and Radcliffe	8
15	Bike lanes for peds on San Jacinto	7
16	Ped path along Lower State Park Road	6

Table 23: Planning Matrix with Criteria, Score, Multiplier & Description

Criteria	Score	Multiplier	Total Possible Score	Description
Public Input	2	3.0	6	Street / location was identified by the public as desirable future facility (score above >100)
	1	3.0	3	Street / location was identified by the public as desirable future facility (scored below <100)
	0	3.0	0	Was not identified by the public as desirable for a future facility
Connectivity	2	3.0	6	Direct Access to an existing bicycle/pedestrian facility
	1	3.0	3	Secondary connectivity to an existing bicycle/pedestrian facility
	0	3.0	0	Does not directly or indirectly access an existing bicycle/pedestrian facility
Activity Centers	2	3.0	6	Connects to a major trip generating destination in Morro Bay
	1	3.0	3	Secondary connectivity to a major trip-generating destination in Morro Bay
	0	3.0	0	No connectivity to a major trip-generating destination in Morro Bay
Transit	2	2.0	4	Direct access to a transit center
	1	2.0	2	Connects to an existing bikeway accessing a transit station within a half mile of the station
	0	2.0	0	Does not directly or indirectly access a transit station with a half mile
School	2	2.0	4	Direct Access to a Morro Bay School
	1	2.0	2	Secondary access to a Morro Bay School (within 1/2 mile)
	0	2.0	0	Does not directly or indirectly access a Morro Bay school
Collisions	2	1.0	2	On a roadway that has experienced four or more collisions in the last five years
	1	1.0	1	On a roadway that has experienced one to four collisions in the last five years
	0	1.0	0	On a roadway that has not experienced a collision in the last five years

Bikeway Type	Project Name	From	To	Public Input	Connectivity	Activity Centers	Transit	Schools	Collisions	Ranking Total
Bike Path	Safety Crossing Atascadero Road	High School	Main Street	6	6	6	0	4	0	22
Bike Lane	North Embarcadero	North-side of Morro Creek	Atascadero Road	6	6	3	0	4	0	19
Complete Street	Embarcadero "Complete Streets" Audit and Improvements	Coleman Dr.	Tidelands Park	6	6	6	0	0	0	18
Bike Path	Morro Creek Multi-Use Path & Bridge	Morro Creek	Coleman Dr.	6	3	3	0	4	0	16
Bike Lane	Power Plant Connector Trail-Bike/Ped Path	Main Street	Embarcadero Road	6	6	3	0	0	0	15
Complete Street	South Street - Class I Connector	Morro Avenue	Embarcadero Road	3	6	6	0	0	0	15
Bike Path	San Jacinto Street - Bike Lane	Sandalwood Avenue	Ironwood Ave	3	3	6	0	2	0	14
Bike Lane	Tree Grove Preservation Path Way	North Embarcadero	Emerald	3	3	3	0	4	0	13
Bike Route	Beach Tract Bike Route Improvements (Beachcomber/Sandalwood)	Azure	Toro Rd.	3	3	3	0	2	1	12
Complete Street	Main Street / Quintana Road and Bike Path "Complete Street" Audit and Improvements	Main Street	Quintana Road	3	0	3	0	0	1	7
Support Facility	Install more bike racks in business district	Business District	Business District	3	0	3	0	0	0	6
Complete Street	Improve Hwy 1 Crossing Safety at San Jacinto & Yerba Buena	San Jacinto Street	Yerba Buena Street	3	0	3	0	0	0	6

Table 24: Proposed Bikeway Projects weighted through Planning Matrix

Facility Type	Project Name	Limit 1	Limit 2	Connectivity	Activity Centers	Transit	Schools	Public Input	Collisions	Ranking Total
Bridge	Bike-Ped bridge over Morro Creek	Embarcadero	Embarcadero	6	6	0	3	6	0	21
Crossing	Safer crossing at San Jacinto Street and Hwy 1/Main Street /Alder Avenue	San Jacinto Street	Alder Avenue	6	3	0	3	6	0	18
Complete Streets	Make Embarcadero more pedestrian-friendly	North Embarcadero	Tidelands Park	6	6	0	0	6	0	18
Sidewalks	Safe pedestrian route to Del Mar School on Greenwood	Avalon Street	Sequoia Street	3	3	0	6	6	0	18
Sidewalks	Add sidewalks on San Jacinto	Sandalwood Avenue	Ironwood Avenue	6	3	0	3	3	0	15
Stairs	Construct pedestrian stairs from Rock parking lot to beach	Rock Parking Lot	Rock Parking Lot	6	6	0	0	3	0	15
Pathway	Bike-Ped path through Power Plant	Main Street	Embarcadero	6	3	0	0	3	0	12
Maint.	Maintenance of existing sidewalks and walking paths	Citywide	Citywide	3	3	3	0	3	0	12
ADA Ramp	ADA compliant ramp up bluff	Embarcadero	Olive Street	6	3	0	0	3	0	12
Pathway	Ped path along Lower State Park Road	State Park Road	State Park Road	3	6	0	0	3	0	12
Sidewalks	Improve the sidewalk on Main Street	Hwy 41	Radcliffe Street	6	0	0	0	3	2	11
Sidewalks	More sidewalks in residential areas	North Morro Bay	North Morro Bay	3	3	0	0	3	0	9
Crossing	More marked crosswalks on Main Street	Main Street	South of downtown	3	3	0	0	3	0	9
Lighting	Lighting for sidewalks and walking paths	Citywide	Citywide	3	3	0	0	3	0	9

Table 25: Proposed Pedestrian Projects weighted through Planning Matrix

Appendix K – Past Expenditures for Bicycle Facilities

City of Morro Bay expenditures for bicycle facilities from (2000-2010) are shown below.

Table 25 : Past Expenditures for Bicycle Facilities

Year	Project	Type	Cost*
2011	Main Street Waterborne Re-stripe	Class II	\$1,355
2009	Embarcadero Thermoplastic Bike lane stripping, from Beach to walk	Class II	\$4,895
2001	Coral Street pathway continuation at High School	Class I	\$177,000
2005	Main Street - 2970ft bike path from Atascadero Road to Quintana Road	Class I	\$17,000
2009	Embarcadero – 1,620ft Morro Rock to Embarcadero	Class I	\$119,000
2010	North Main Street – 4,450ft eliminating some parking	Class II	\$36,000
2007	Quintana Road – 8,810ft parking reduced one side of road only	Class II	\$67,000
2006	Atascadero Road – 1,500 ft bike lanes from Highway 1 to Park Street	Class II	\$13,000
2004	Downtown Morro Bay – from South to Olive Street and Morro to Main Street – 900ft	Class II	\$5,000
	TOTAL		\$440,250

Source: City of Morro Bay 2011

*Bicycle Facilities costs are often part of a larger project. These costs are estimated costs of the bicycle related portion of the project.