



**CITY OF MORRO BAY WATER  
RECLAMATION FACILITY  
CITIZEN ADVISORY COMMITTEE (WRFCAC)  
AGENDA**

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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.

**November 3, 2015  
Veterans Memorial Building - 3:00 P.M. to 5:00 P.M.  
209 Surf Street, Morro Bay, CA**

John Diodati, Chairperson

Bill Woodson,  
Vice Chairperson

Dale Guerra

Barbara Spagnola

Mary (Ginny) Garelick

Paul Donnelly

Valerie Levulett

Planning Commission  
Member: Richard Sadowski

Public Works Advisory Board  
Member: 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 Works Department at (805) 772-6262. 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 from the Water Reclamation Facility Citizen Advisory Committee special meeting of October 20, 2015

**Staff Recommendation:** Approve minutes as submitted.

A-2 Water Reclamation Facility Program Update

**Staff Recommendation:** Receive update.

**B. OLD BUSINESS**

B-1 WRFCAC Sub-Committee Updates and Recommendations

Finance, Environmental and Engineering Sub-Committees to present their analyses and findings to the entire committee.

**Recommendation:** Receive and consider updates.

**C. NEW BUSINESS**

C-1 Facility Master Plan Update

**Recommendation:** Receive update and provide comment.

**D. COMMITTEE MEMBER CLOSING COMMENTS**

**E. ADJOURNMENT**

Adjourn to the special joint City Council// Water Reclamation Facility Citizen Advisory Committee meeting at the Community Center Multi-Purpose Room, 1001 Kennedy Way, on November 17, 2015, 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 Works Department, 955 Shasta Avenue, for any revisions or call the department at 772-6262 for further information.

Materials related to an item on this agenda are available for public inspection during normal business hours in the Public Works Department, at Mill's/ASAP, 495 Morro Bay Boulevard, or the Morro Bay Library, 695 Harbor, Morro Bay, CA 93442.

This agenda may be found on the Internet at: [www.morro-bay.ca.us/wrfcac](http://www.morro-bay.ca.us/wrfcac) or you can subscribe to Notify Me for email notification when the Agenda is posted on the City's website. To subscribe, go to [www.morro-bay.ca.us/notifyme](http://www.morro-bay.ca.us/notifyme) and follow the instructions.

Materials related to an item on this agenda submitted to the Committee after publication of the agenda packet are available for inspection at the Public Works Department during normal business hours or at the scheduled meeting.

MINUTES – WATER RECLAMATION FACILITY CITIZEN ADVISORY COMMITTEE (WRFCAC)  
SPECIAL MEETING – OCTOBER 20, 2015  
VETERAN’S MEMORIAL BUILDING - 3:00 P.M.

PRESENT: John Diodati  
Bill Woodson  
Dale Guerra  
Mary (Ginny) Garelick  
Paul Donnelly

Valerie Levulett  
Barbara Spagnola  
Richard Sadowski  
Steve Shively

STAFF: Rob Livick  
Rick Sauerwein  
Bruce Keogh  
Kay Merrill  
Mike Nunley  
John Rickenbach

Public Works Director  
Capital Projects Manager  
WWTP Manager  
Administrative Utilities Technician  
WRF Program Manager  
WRF Deputy Program Manager

ESTABLISH QUORUM AND CALL TO ORDER  
MOMENT OF SILENCE/PLEDGE OF ALLEGIENCE

The meeting was called to order at 3:02p.m., and a quorum was present.

ANNOUNCEMENTS - None

PUBLIC COMMENT

<https://youtu.be/vXppECWfB20?t=2m27s>

The public comment period was opened.

Steve MacElvaine (owner of Rancho Colina) stated City Council will be discussing the Rancho Colina site during its upcoming Closed Session and noted concerns about site size, water and sewer pro rata share, and the timeline for WRF operation.

Marla Jo Bruton Sadowski stated Dynergy Fugro secured a permit to do a low energy acoustic survey testing next to Morro Rock, Morro Bay Beach and part of the California State Beach, noting Coast Alliance does not believe the required 21-day notice has been properly circulated in the community.

The public comment period was closed.

A. CONSENT AGENDA

<https://youtu.be/vXppECWfB20?t=21m>

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

A-1 APPROVAL OF MINUTES FROM THE WRFCAC REGULAR MEETING OF OCTOBER 6, 2015

MOTION:

Steve Shively moved to approve Item A-1. The motion was seconded by Bill Woodson and carried unanimously, 9-0.

## B. OLD BUSINESS

### B-1 WRFCAC SUB-COMMITTEE UPDATES AND RECOMMENDATIONS

Finance, Environmental and Engineering Sub-Committees to present their analyses and findings to the entire committee.

<https://youtu.be/vXppECWfB20?t=22m5s>

Ginny Garelick announced that a WaterSMART Funding Opportunity is Now Available for Title XVI Authorized Projects and there is a funding opportunity through reclamation.

The public comment period was opened.

Marla Jo Bruton Sadowski stated Prop 1 funding is available and are open to receiving letters of intent.

The public comment period was closed.

## C. NEW BUSINESS

### C-1 FACILITY MASTER PLAN UPDATE

<https://youtu.be/vXppECWfB20?t=24m50s>

Mike Nunley introduced Steve Foellmi, Mari Garza-Bird and Kristi Kuhlmann from Black & Veatch. Steve Foellmi presented the staff report.

The public comment period was opened.

Steve MacElvaine asked where the public can get the technical manual and stated on page 9 of the presentation it states the design of the plant will cover a 25 year planning period. The current facility has lasted for 60 years, what happens at the end of 25 years and is there a slack built into this plant or will it have to be redesigned.

The public comment period was closed.

## D. COMMITTEE MEMBER CLOSING COMMENTS

<https://youtu.be/vXppECWfB20?t=1h30m31s>

Ginny Garelick stated there will be a community workshop on Thursday, October 29, 2015 from 6:30 – 8:30p.m. at the Vet's Hall. The workshop will consist of project update, brainstorm ideas and issues and provide feedback and this is specifically related to community outreach.

Richard Sadowski announced Shoreline Calvary is having a light night and a Halloween alternative for the neighborhoods. It's on Halloween, there will be a bounce house and it is a safe environment the kids.

Barbara Spagnola stated she posted the workshop Ginny Garelick spoke about, on social websites and is working on offering more flexible days and times to have the workshops on.

## ADJOURNMENT

The meeting adjourned at 4:40p.m.



AGENDA NO: A-2

MEETING DATE: November 3, 2015

## Staff Report

**DATE:** October 30, 2015

**TO:** Water Reclamation Facility Citizens Advisory Committee

**FROM:** Mike Nunley, PE – Water Reclamation Facility (WRF) Program Manager

**SUBJECT:** WRF Program Update

### **RECOMMENDATION**

Staff recommends WRFCAC review the information regarding the current status and the proposed next steps regarding the development of a WRF program.

### **ALTERNATIVES**

No alternatives are recommended.

### **FISCAL IMPACT**

Attachment 1 is a summary of the existing contracts with consultants used to assist in the WRF project.

### **DISCUSSION**

Staff provides this report as a monthly update to the progress made to date on the new WRF project. With the denial of the permit for the WWTP project in its current location, the City has embarked on a process for a WRF. This staff report provides the following:

1. Review of what has occurred to date. See the list of major milestones or accomplishments since the last update to City Council below. See Attachment 1 for a summary of project expenses to date. Customer rates and fees are the current revenue source for the program budget.
2. Schedule for near-term activities or workshops

### **Accomplishments and Milestones**

The City's Program Management team and technical consultants performed the following tasks since the October 6 program update:

- Continued negotiation of scope and budget with the top-ranked software vendor for a Program Management system.

Prepared By: \_\_\_MN\_\_\_

Dept Review: \_\_\_\_

City Manager Review: \_\_\_\_\_

City Attorney Review: \_\_\_\_\_

- Continued preparation of the application process for a Clean Water State Revolving Fund (SRF) Planning Loan
- Conducted stakeholder interviews on October 14 and 15, 2015.
- Hosted a Technical Workshop presenting project delivery options on October 17, 2015
- Participated in conference calls and meetings with the Facility Master Plan team and reviewed progress reports. Provided City comments to FMP team on technical memorandum drafts.
- Provided review and final comments for completion of base mapping and survey along Highway 41/Atascadero Road including the Rancho Colina site
- Completed a draft Technical Memorandum that identified sources of salinity in the City’s wastewater Collection system
- Continued property negotiation with the owner of the top-ranked site from the Options Report
- Conducted Community Workshop #1 on October 29, 2015

**Near-Term Schedule**

The following table identifies major deliverables, activities, or decision points through the end of December.

<b>Task</b>	<b>Approx. Date</b>
Technical Workshop #2 – Liquid Treatment Technologies (Joint WRFCAC/Council Study Session)	11/17/15
City Council Study Session – Education and Update	TBD – November 2015
General Plan Workshop – Education and Feedback	TBD – November-December 2015
WRFCAC Meeting – FMP Tech Memos 7 (Liquid Treatment Processes) and 8 (Future Potable Reuse)	12/1/15
Community Workshop #2 - FMP Progress	12/9/15 (Tentative)

**ATTACHMENTS**

1. Summary of Project Expenses and Estimated Costs

	Contract Amount (1)	Amount Paid (2)	Remaining Contract
<b>SITE ALTERNATIVES ANALYSIS - SITE PREFERENCE SELECTION</b>			
<b>JFR Consulting – Site Selection/Project Management Assistance</b>			
Original Contract	\$ 117,256		
Contingency	\$ 11,726		
Amendment #1	\$ 76,129		
Amendment #2	\$ 91,336		
Amendment #3	\$ 23,147		
Amendment #4	\$ 44,279		
<b>Total Contract - Final</b>	<b>\$ 363,873</b>	<b>\$ 362,646</b>	<b>\$ 1,227</b>
<b>Kestrel Consulting – Assessment Funding</b>			
<b>Total Contract</b>	<b>\$ 20,530</b>	<b>\$ 16,205</b>	<b>\$ 4,325</b>
<b>Larry Walker and Associates – Permitting Constraints</b>			
Original Contract	\$ 24,970		
Amendment #1	\$ 5,100		
<b>Total Contract + Direct Costs - Final</b>	<b>\$ 30,070</b>	<b>\$ 30,151</b>	<b>\$ (81.00)</b>
<b>Cleath-Harris Associates – Stream Flow Augmentation</b>			
Contract Amount	\$ 7,500		
Amendment #1	\$ 6,500		
Amendment #2	\$ 4,000		
<b>Total Contract - Final</b>	<b>\$ 18,000</b>	<b>\$ 18,348</b>	<b>\$ (348.00)</b>
<b>Carollo Engineers – CMC Capacity, Siting Evaluation and Cost Estimate</b>			
<b>Total Contract + Direct Costs</b>	<b>\$ 101,945</b>	<b>\$ 87,361</b>	
(Proposed to be Reimbursed by RWQCB using SEP Funds)		\$ (87,361)	
<b>Net Amount - Final</b>	<b>\$ 101,945</b>	<b>\$ -</b>	<b>\$ 101,945</b>
Outside Legal - Water Rights		\$ 8,119	
Water testing		\$ 7,088	
Appraisal - Righetti Site		\$ 5,500	
<b>Total Site Selection - Final</b>	<b>\$ 534,418</b>	<b>\$ 448,057</b>	<b>\$ 86,361</b>
<b>FATAL FLAWS</b>			
<b>Kevin Merk Associates – Preliminary Bio Assessment</b>			
<b>Total Contract + Direct Costs</b>	<b>\$ 12,835</b>	<b>\$ 9,395</b>	<b>\$ 3,440</b>
<b>Fugro - Hydrogeological</b>			
<b>Total Contract + Direct Costs</b>	<b>\$ 38,600</b>	<b>\$ 28,094</b>	<b>\$ 10,506</b>
<b>Farwestern Archeological</b>			
<b>Total Contract + Direct Costs</b>	<b>\$ 12,000</b>	<b>\$ 3,725</b>	<b>\$ 8,275</b>
<b>Larry Walker Associates - Pretreatment (Salt) Assessment</b>			
<b>Total Contract + Direct Costs</b>	<b>\$ 23,640</b>	<b>\$ 11,300</b>	<b>\$ 12,340</b>
<b>Total Fatal Flaws</b>	<b>\$ 87,075</b>	<b>\$ 52,514</b>	<b>\$ 34,561</b>
<b>FACILITIES MASTER PLAN</b>			
<b>Black and Veatch</b>			
<b>Total Contract + Direct Costs</b>	<b>\$ 710,123</b>	<b>\$ 116,384</b>	<b>\$ 593,739</b>
<b>JoAnn Head Surveying</b>			
<b>Total Contract + Direct Costs</b>	<b>\$ 45,050</b>	<b>\$ -</b>	<b>\$ 45,050</b>
<b>Total Facilities Master Plan</b>	<b>\$ 755,173</b>	<b>\$ 116,384</b>	<b>\$ 638,789</b>
<b>ENVIRONMENTAL REVIEW (CEQA/NEPA Compliance)</b>			
<b>Environmental Science Associates</b>			
<b>Total Contract + Direct Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Environmental Review</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PROGRAM MANAGEMENT</b>			
<b>MKN &amp; Associates, Inc.</b>			
<b>Total Contract Year One +</b>	<b>\$ 920,808</b>	<b>\$ 41,419</b>	<b>\$ 879,389</b>
Estimated Amount for Eight +/- Years - Including Construction Management	\$9 - \$14 Million		
<b>Kestrel Consulting - SRF and Prop 1 Support/Applications</b>			
<b>Total Contract Year One +</b>	<b>\$ 65,752</b>	<b>\$ -</b>	<b>\$ 65,752</b>
<b>Total Program Management</b>	<b>\$ 986,560</b>	<b>\$ 41,419</b>	<b>\$ 945,141</b>
<b>Total Consultant Contract Amount (to date)</b>	<b>\$ 2,363,226</b>	<b>\$ 658,374</b>	<b>\$ 1,704,852</b>

Notes:

1. Does not include reimbursable costs, i.e. copies, travel and other direct expenses
2. Includes reimbursable costs, i.e. copies, travel and other direct expenses

Updated: 10/28/2015



**AGENDA NO: C-1**

**MEETING DATE: November 3, 2015**

## Staff Report

**DATE:** October 30, 2015

**TO:** Water Reclamation Facility Citizens Advisory Committee

**FROM:** Mike Nunley, PE – Water Reclamation Facility (WRF) Program Manager

**SUBJECT:** Facility Master Plan Update

### **RECOMMENDATIONS**

Staff recommends the WRFCAC:

- 1) Provide feedback to Black & Veatch on:
  - a. Technical Memorandum No. 2 - Influent Waste Characteristics, Flow Projections, and Effluent Discharge Requirements; and
  - b. Technical Memorandum No. 3 – Morro Bay WWTP Decommissioning
- 2) Receive and consider Technical Memorandum No. 6 – Biosolids Treatment Evaluation

### **ALTERNATIVES**

No alternatives are recommended.

### **FISCAL IMPACT**

The Facility Master Plan is proceeding under an existing agreement between the City and Black & Veatch. All work is included in the existing budget per the agreement.

### **DISCUSSION**

Matt Thomas, PE, Black & Veatch's Engineering Manager for the Facility Master Plan (FMP), will be available to receive comments on Technical Memoranda No. 2 and 3 and provide a high level overview of Technical Memorandum No. 6 to WRFCAC.

Technical Memoranda will be completed throughout October and November, in anticipation of completion of the final FMP after a Memorandum of Understanding or similar agreement has been reached with a property owner. These Memoranda will be complemented by technical workshops and community workshops offered in November, and December as discussed in the Outreach Plan. A draft of Technical Memorandum No. 6 (Biosolids Treatment Evaluation) will be provided at this meeting for review and comment by WRFCAC members.

**Prepared By:** \_\_\_MN\_\_\_                      **Dept Review:** \_\_\_ \_\_\_

**City Manager Review:** \_\_\_\_\_

**City Attorney Review:** \_\_\_\_\_