



CITY OF MORRO BAY HARBOR ADVISORY BOARD A G E N D A

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.

PLEASE NOTE ALTERNATE LOCATION BELOW

Regular Meeting - Thursday, April 7, 2016
Multi-Purpose Room, Morro Bay Recreation Center - 6:00 P.M.
1001 Kennedy Way, Morro Bay, CA

Bill Luffee, Chair	Marine Oriented Business
Dana McClish	Recreational Boating
Alan Alward	Morro Bay Commercial Fishermen's Organization
Gene Doughty	South Bay/Los Osos
Neal Maloney	Waterfront Leaseholders
Lynn Meissen	Member at Large
Ron Reisner, Vice Chair	Member at Large
Tom Hafer	Alternate to Alan Alward (MBCFO)
Joe Conchelos	Alternate to Alan Alward (MBCFO)

ESTABLISH QUORUM AND CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

CHAIR AND ADVISORY BOARD MEMBER 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, Board member 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 Harbor Department's Office Assistant at (805) 772-6254. 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 Harbor Advisory Board meeting held on March 3, 2016
Staff Recommendation: Approve minutes.

B. PUBLIC HEARINGS, REPORTS, AND APPEARANCES

- B-1 Harbor Department Status Report
Staff Recommendation: Receive and file.

C. BUSINESS ITEMS

- C-1 Update from the Marine Services Facility/Boatyard Ad-Hoc Committee on Committee's Recent Activities
Staff Recommendation: Receive and file.
- C-2 Update from the Finance & Budget Ad-Hoc Committee on Committee's Recent Activities
Staff Recommendation: Receive and file.
- C-3 Update from the Eelgrass Ad-Hoc Committee on Committee's Recent Activities
Staff Recommendation: Receive and file.
- C-4 Update from the Marine Sanctuaries Ad-Hoc Committee on Committee's Recent Activities
Staff Recommendation: Receive and file.
- C-5 Draft Work Plan for 2016/2017 City Council Goal Objectives for Harbor Advisory Board Review, Input and Recommendation
Staff Recommendation: Staff recommends the Harbor Advisory Board review and provide input and recommendations on the draft work plan elements presented for implementation of the 2016/2017 City Council Goals and Objectives.

D. DECLARATION OF FUTURE AGENDA ITEMS

E. ADJOURNMENT

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 Morro Bay Harbor Department, 1275 Embarcadero, for any revisions or call the department at 772-6254 for further information.

Materials related to an item on this Agenda are available for public inspection during normal business hours at the Harbor Department and at Mill's/ASAP, 495 Morro Bay Boulevard, or online at www.morrobayca.gov. Materials related to an item on this Agenda submitted to the Board after publication of the Agenda packet are available for inspection at the Harbor Department during normal business hours or at the scheduled meeting.



AGENDA NO: A-1

MEETING DATE: April 7, 2016

CITY OF MORRO BAY

HARBOR ADVISORY BOARD

SYNOPSIS MINUTES

The regular meeting of the City of Morro Bay Harbor Advisory Board was held Thursday, March 3, 2016 at 6:00 PM in the Veteran's Hall, 209 Surf ST, Morro Bay, California.

ESTABLISH QUORUM AND CALL TO ORDER

Present: Members: Gene Doughty
 Bill Luffee
 Neal Maloney
 Dana McClish
 Lynn Meissen
 Ron Reisner
 Alan Alward (MBCFO Rep.)
 Eric Endersby, Harbor Director
 Polly Curtis, Office Assistant

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

CHAIR AND ADVISORY BOARD MEMBER ANNOUNCEMENTS & PRESENTATIONS

Mr. Doughty said if boaters have not secured their boats and pennant lines, it is probably too late due to impending storms.

Mr. Alward said the Morro Bay Commercial Fisherman's Organization (MBCFO) held their annual meeting on February 28, 2016. On the issue of code enforcement towards boats on trailers on private property in Morro Bay, the MBCFO will make a declaration to City Council to recommend rescinding the City Code, saying many of these small boats are used by fishermen.

Mr. Luffee said the "Friends of the Harbor Department" will rent a container/trailer for the Morro Bay Junior Lifeguards for a six-month period which will replace the old Lifeguard "box" in the parking lot at Morro Rock; the trailer may also be used for events at the Rock in the future.

Mr. McClish said the Morro Bay Yacht Club is holding the Cal Poly Mustang sailing regatta this coming weekend. The Big Rock regatta is the weekend after the collegiate regatta.

PUBLIC COMMENT

None.

**A. CONSENT CALENDAR
A-1 MINUTES**

Mr. Maloney moved the February 4, 2016 Harbor Advisory Board minutes be approved as submitted. The Motion was seconded by Ms. Meissen and carried unanimously.

B. PUBLIC HEARINGS, REPORTS, AND APPEARANCES

B-1 Harbor Department Status Report

Mr. Endersby briefed the Board on the following topics:

Recent Department Activity

Avery Danley's Body Found in Bay
Capsized Vessel with Four POB, February 14
Be Aware of Ocean Conditions
Harbor Patrol 13 Emergency Responses in February

Recent City Council Activity

Authorize Mid-Year Budget Amendments
Recognition of Harbor Patrol, Coast Guard, and Fire for Rescue
Adopted City Goals and Program Objectives for 2016-17
Adopted Mitigated Negative Declaration
Adopted Reso No. 09-16 CUP for Construction at 725 Embarcadero

Grants:

CCJCFLC Grant for CMANC in Washington, DC
CCJCFLC and MBCFO Grant for Repair of Ice Machine

Dredging Funding and Plans

Meeting with Army Corps of Engineers on Possible SPM Dredging

Plover Fencing

Update on Brian Williamson Case with Fish and Wildlife
STaR Award to MB Fishing Community Sustainability Plan

Bar Condition Information

Waterways Analysis Management System (WAMS)

Morro Bay Quota Fund Update

C-MANC Washington Week March 14-18

Continued discussion by the Board and Mr. Endersby on the joint cooperation of public safety responses by Harbor Patrol and Coast Guard, and the necessity of both agencies working together in Morro Bay.

C. BUSINESS ITEMS

C-1 Update from the Marine Services Facility/Boatyard Ad-Hoc Committee on Committee's Recent Activities

Mr. McClish reported that the Ad-Hoc Committee is awaiting responses on recommendations made to the City Council regarding the facilities, the designs, and the Feasibility Study. Regarding the Feasibility Study, the Morro Bay Commercial Fisherman's Organization has applied for a grant with the Morro Bay National Estuary Program for \$5,000 towards that Feasibility Study. He said the City Council will have this agenda item on the March 8, 2016 meeting. He said the Ad-Hoc Committee will continue looking at grant funding and different funding avenues from the list of organizations in the Feasibility Study.

C-2 Update from the Finance & Budget Ad-Hoc Committee on Committee's Recent Activities

Mr. Maloney said the Ad-Hoc Committee has not met since the last Harbor Advisory Board meeting. Nothing to report.

C-3 Update from the Eelgrass Ad-Hoc Committee on Committee's Recent Activities

Ms. Meissen said the Ad-Hoc Committee met with Ms. Jennifer Yost who is a botanist at Cal Poly, (oceanography/biology/ecology) and works in all areas on the study of eelgrass; she said the eelgrass loss is worldwide, and eelgrass is a base component of the estuary. The focus is on finding out reasons for the decline. During this initial meeting with Ms. Yost, discussion focused on projects the NEP is trying to get funded, as well as mitigation processes. There was discussion on the possibility of growing eelgrass in tanks with the help of Mr. Maloney's oyster company. Ms. Meissen said this meeting could have an active and productive outcome by this collaboration, and Ms. Yost will make a presentation to the Board in the near future.

C-4 Update from the Marine Sanctuaries Ad-Hoc Committee on Committee's Recent Activities, Including Consideration of Ad-Hoc Committee Written Report Dated February 4, 2016

Mr. Reisner said during the February Harbor Advisory Board meeting, the Board unanimously recommended to the Morro Bay City Council that the City sponsor additional public information forums relative to a national marine sanctuary off the coast of Morro Bay. Recently the Council agreed to put the matter on a future Council meeting agenda.

Mr. Reisner said the Ad-Hoc Committee has been working to build a list of potential public information forum presenters who have experience living with one or more national marine sanctuaries and who could speak to local control, regulatory, and economic experiences. He said the list of potential presenters concentrates on the regions around the Monterey Bay Sanctuary, the Farallones, the Channel Islands, along with people in general.

Mr. Reisner listed the Ad-Hoc Committee's recurring themes on the subject of Marine Sanctuaries and continued his detailed report. Further discussion by the Board and Mr. Endersby.

C-5 Request by Thomas St. John for a Waiver of Requirement to Qualify for a Commercial Fishing Slip

Mr. Endersby reviewed the item and introduced Morro Bay commercial fisherman, Mr. Thomas St. John. Mr. St. John thanked the Board for the opportunity to request a third waiver to qualify for his commercial fishing slip; he explained his situation, saying with the crab season closed he came up \$268 short of the \$5,000 qualification.

Discussion by the Board and Mr. St. John.

MOTION: Mr. Alward moved for the Harbor Director to grant Mr. Thomas St. John a third waiver for his slip qualification. The Motion was seconded by Mr. McClish and carried unanimously.

C-6 Discussion and Recommendations on the Condition of Restrooms on the Embarcadero

Mr. Endersby reviewed the item. The Board opened the item up to public comment.

Ms. Joan Solu said the disgraceful conditions of the public restrooms on the waterfront in Morro Bay directly opposes the City's bid for tourism and related businesses; there is a constant flow of traffic which is heightened during Harbor Festival and many other weekend events such as the Kite Festival. The City needs to offer hospitable, clean, well-stocked restrooms, which need to be modernized and re-designed in the very near future with a hardscape and substructure that is easier to maintain and clean.

Ms. Tina Hoppe said she has witnessed the public restrooms on the waterfront in Morro Bay full of toxic, hazardous material; many times these restrooms are unusable in these conditions. There is no soap dispenser in most of the restrooms, including the ones near the Dockside Too restaurant which is where patrons are sent; this would not pass any inspection by County Health. She said the restrooms need to have hourly maintenance and need to be stocked with soap and all necessary supplies regularly, and possibly be locked at night. If this cannot be done, she suggested closing these restrooms and bringing in portable outhouses, which are often better maintained by the company that rents them out.

Ms. Lori French said compared to similar public restrooms up and down the coast, these restrooms in Morro Bay are worse than gas stations.

Mr. Homer Alexander said there are many visitors to the waterfront; visitors provide money which goes into the Harbor Fund and the General Fund; he suggested the City hire contract janitors for the weekends, which he has calculated at a cost of \$5,000 or less per year.

Ms. Sandy Twist, owner of a paddleboard shop on the Embarcadero, said there are often lines of people waiting to use her shop's restroom, which she maintains and keeps well stocked at her own expense as stated in her lease. Ms. Twist said she walked the waterfront today and realized the signage for all of the public restrooms is far too small and difficult to locate; she recommended larger, visible signs as well as more signs posted for all public restrooms, including those at lease sites.

Discussion by the Harbor Advisory Board.

MOTION: Mr. Reisner moved the Harbor Advisory Board recommend City Council within the next 30 days direct additional City resources toward timely maintenance of the City's waterfront restrooms as well as toward physical improvements of City waterfront restrooms; additionally recommend improved signage for both City waterfront restrooms and leaseholder restrooms designated for public use. The Motion was seconded by Mr. Alward and carried unanimously.

C-7 Consideration of Recommendation of Slip Fee or Slip Qualification Relief for Commercial Crab Fishermen

Mr. Endersby reviewed the item. The Board opened the item up for public comment.

Ms. Lori French, wife of local commercial crab fisherman, described the current crab fishery disaster situation of this season, saying they are in uncharted territory. She requested slip relief for current commercial crab permit holders, as well as relief from slip qualification requirements.

Discussion by the Board and Ms. French.

MOTION: Mr. Reisner moved the Harbor Advisory Board recommend to City Council to allow one month waiver of slip fees for current commercial crab permit holders. There was no second, and the Motion died.

Further discussion by the Board and Ms. French.

MOTION: Mr. Luffee moved the Harbor Advisory Board recommend to City Council to approve three months of slip relief for current commercial crab permit holders. The Motion was seconded by Ms. Meissen and carried unanimously.

D. DECLARATION OF FUTURE AGENDA ITEMS

Future:

- Commercial Slip Qualification Relief for Crab Permit Holders
- City Code Enforcement for Boats on Trailers on Private Property
- Back Bay Water Use Public Forum
- Coast Guard Building Location Plans
- Condition of Restrooms on the Embarcadero
- Inspecting Marine Sanitation Devices on All Vessels in Morro Bay Harbor

E. ADJOURNMENT

This meeting was adjourned at 8:35 PM.

Submitted by,



Polly Curtis
Harbor Department



AGENDA NO: B-1

MEETING DATE: April 7, 2016

Staff Report

TO: Harbor Advisory Board
FROM: Eric Endersby, Harbor Director

DATE: March 23, 2016

SUBJECT: Harbor Department Status Report

RECOMMENDATION

Receive and file.

DISCUSSION

Recent Department Activity:

Harbor Patrol statistics to date for March (through the 24th) include 8 emergency responses and 120 calls for service. The month has seen 11 days of small craft advisories for either wind or swell, 6 days of gale winds and 9 days of hazardous entrance conditions.

Wednesday, March 16th, Harbor Patrol received a page out from County Dispatch of a surf rescue at North Point. HPOs Becka Kelly and Dana Stein got underway in PWC Rescue 1, while HPO Scott Mather was sent to the scene by land. Rescue 1 picked up single female victim in her 20s and brought her safely to the beach. This visiting Nebraska native was boogie boarding at North Point with strong offshore winds and was unable to make it in, and was being pulled out to sea. She was evaluated by Morro Bay Fire, and released to her family.

Also on the 16th, all hands attended the “Chief Frocking” of Coast Guardsman Adam Johnson at the Morro Bay Yacht Club. Adam, who just made Chief ranking, is a Morro Bay Coast Guard returnee, having first served in Morro Bay in 1998-2003. We wish Adam well on his next assignment.

On Saturday, March 19th our Lifeguard Division conducted tryouts for Lifeguard positions for the upcoming season. Tryouts for Morro Bay Junior Guards and Cayucos Lifeguards were conducted concurrently. Eight people total, a very low turnout, tried out, and five successfully completed the minimum swim time. For Morro Bay Lifeguards, we only had one successful candidate. The upside is that we do not need as many new Lifeguard applicants, because we have a good returning squad.

Monday, March 21st, all-hands attended CPR refresher training conducted by Coast Guard Station Morro Bay personnel.

Prepared By: EE

Dept. Review: EE

Recent City Council Activity:

At their March 8th, 2016 meeting the City Council presented proclamations of recognition and appreciation to Congresswoman Lois Capps in person and Joshua Quigley on behalf of Senator Barbara Boxer. Congresswoman Capps, retiring at the end of this Congress, has served 18 years as our representative, while Senator Boxer, also retiring, has served 24 years for California. Both have stalwartly supported Morro Bay's dredging interests over the years.

Also at the March 8th meeting, Council discussed the importance of CMANC and the "Washington Week" itinerary for this year's three-person delegate team. Continued dredging of our federally authorized and funded channel remains our top priority with C-MANC and our work with the Army Corps of Engineers and Washington DC visits. No formal action was taken by Council.

In addition, on March 8th the Council accepted the HAB's December 3, 2015 recommendation to consider RRM Design Group's "Option A" Concept Site Plan for the "Triangle Lot" property as the preferred site plan on which to conduct a financial feasibility analysis for the proposed marine services facility/boatyard. In addition Council authorized staff to seek and engage a consultant to conduct a full financial feasibility analysis on the proposed marine services facility/boatyard, including authorization of up to \$50,000 to complete the analysis from the Harbor Accumulation Fund.

At the City Council's March 22nd meeting, Council withdrew the original Consent of Landowner Agreement for the proposed site improvements on Lease Site 86/86W (Burt Caldwell / Embarcadero Grill) issued back in October 15, 2013 for a complete tear-down and site renovation, and approved a new Consent of Landowner Agreement for a remodel of the existing building to include boutique hotel rooms on the second floor.

Also on the 22nd, the City held its ten-year budget forecast special meeting with Management Partners' Bob Leland. While primarily focused on the General Fund, this year Mr. Leland produced a forecast for the Harbor Fund. While we are on the black side of the revenue/expense equation operationally and putting a modest amount of excess revenue each year into our Accumulation Fund, in very short order we will be out of Accumulation Fund money to tackle capital projects on anything other than an as-funding-is-available basis. Over the coming year we will be strategizing, as part of the Council's goal objectives, on new and augmented revenue streams to help bridge the significant capital needs vs capital funding gap.

CMANC Washington Week: The mayor, City Manager and Harbor Director spend the bulk of the week of March 14th with CMANC on our annual Washington DC trip to visit our legislators, regulators, Corps of Engineers and others to advocate for Morro Bay's dredging and other needs and issues. The roster of visited people and agencies included Congresswoman Lois Capps and Senator Boxer (both in person), staffers for Senator Feinstein, Army Corps of Engineers, Council on Environmental Quality, Senate and House Appropriations Committees on Energy and Water, Office of the Management of the Budget (OMB) and the EPA.

Commercial Dungeness Crab Season: Partial good news on the commercial front is the Commercial Dungeness season will open south of the Mendocino/Sonoma County line on March 26th. Recreationally the Dungeness season has had more extensive openings along the coast, while commercial has remained more highly restricted.

Rockfish Opener: April 1st is opening day for the recreational rockfish season.

Vessel Demolitions: On March 21st the department demolished a total of four vessels under their AWAFF and VTIP state grant programs. Total amount was \$10,000.

Friends of the Morro Bay Harbor Department: Has announced the next Movie Night, as November 5, 2016. We encourage the public to go to the FMBHD website and become a friend! <http://friendsoftmbhd.org/>

New Lifejacket Requirements: Effect January 1, 2016 a new law requires children under the age of 13 to wear a PFD on all power or sailboats of any size, excluding licensed passenger-carrying vessels. Previously, children under the age of 13 were required to wear PFDs on sail or power vessels 26 feet long or shorter while underway unless the child was in an enclosed cabin.

Upcoming Events:

Marine Wildlife Awareness Workshop on March 23rd from 5:00 - 8:00 PM at the Morro Bay Museum of Natural History Auditorium.



AGENDA NO: C-1

MEETING DATE: April 7, 2016

Staff Report

TO: Harbor Advisory Board

DATE: March 21, 2016

FROM: Eric Endersby, Harbor Director

SUBJECT: Update from the Marine Services Facility/Boatyard Ad-Hoc Committee on Committee's Recent Activities

RECOMMENDATION

Receive and file.

DISCUSSION

The Marine Services Facility/Boatyard Ad-Hoc Committee will be presenting an oral update on their activities, if any. This is a standing committee report agenda item.

Prepared By: EE

Dept. Review: EE



AGENDA NO: C-3

MEETING DATE: April 7, 2016

Staff Report

TO: Harbor Advisory Board

DATE: March 21, 2016

FROM: Eric Endersby, Harbor Director

SUBJECT: Update from the Eelgrass Ad-Hoc Committee on Committee's Recent Activities

RECOMMENDATION

Receive and file.

DISCUSSION

The Eelgrass Ad-Hoc Committee will be presenting an oral update on their activities, if any. This is a standing committee report agenda item.

Prepared By: EE

Dept. Review: EE



AGENDA NO: C-4

MEETING DATE: April 7, 2016

Staff Report

TO: Harbor Advisory Board

DATE: March 21, 2016

FROM: Eric Endersby, Harbor Director

SUBJECT: Update from the Marine Sanctuaries Ad-Hoc Committee on Committee's Recent Activities

RECOMMENDATION

Receive and file.

DISCUSSION

The Marine Sanctuaries Ad-Hoc Committee will be presenting an oral update on their activities, if any. This is a standing committee report agenda item.

Prepared By: EE

Dept. Review: EE



AGENDA NO: C-5

MEETING DATE: April 7, 2016

Staff Report

TO: Harbor Advisory Board **DATE:** March 23, 2016

FROM: Eric Endersby, Harbor Director

SUBJECT: Draft Work Plan for 2016/2017 City Council Goal Objectives for Harbor Advisory Board Review, Input and Recommendation

RECOMMENDATION

Staff recommends the Harbor Advisory Board (HAB) review and provide input and recommendations on the draft work plan elements presented for implementation of the 2016/2017 City Council Goals and Objectives.

FISCAL IMPACT

Fiscal impacts are unknown at this time. While most goal objectives will have fiscal impacts when carried out and implemented, budgeting for those objectives is not under consideration at this time. Rather, budgeting for implementing objective work plan elements will be incorporated into the regular budget-setting process.

BACKGROUND

On December 8, 2015, the City Council adopted Resolution 79-15 which, in addition to adopting a 2016 City Council meeting calendar, formalized an Advisory Board Work Plan Process. The staff report for that Council item and resolution are included as Attachment 1 to this staff report.

The goal of the work plan development is to provide for advisory board process structure, and for a board input mechanism into the goals and objectives process, specifically on the work plans to achieve those objectives.

The City Council recently adopted its 2016/2017 Goals and Objectives, which are included as Attachment 2 to this staff report. Staff-proposed work plan elements for 2016/2017 for public and HAB input and recommendation are discussed below.

Prepared By: EE

Dept. Review: EE

DISCUSSION

Staff are seeking Board input and recommendation on each work plan element, which will be brought to the City Council for consideration, discussion and approval at the joint Council/Advisory Body meeting to be held with the HAB on April 12, 2016. Approved work plan elements may subsequently be brought back to the HAB periodically for input and recommendation as-needed throughout the year.

Not every Council goal has pertinent harbor-related objectives. Goals will be listed first, with the lettered Objectives below the goal, followed by pertinent information and staff-recommended Work Plan Elements (WPE). Deliverables or action items will be called out by the quarter (ex: Q2) of the year in which they are proposed for action.

Goal #3 – Review and Update Significant City Land Use Plans

- e) **Downtown/Waterfront Strategic Plan (DWSP).** Consider incorporating the downtown/waterfront strategic plan into the GP/LCP process. Complete the DWSP part of the plan.

WPE1 – Provide staff input to consultants as-required.

WPE2 – Obtain HAB review/input on work products as-required.

Goal #4 – Maintain Core Public Safety Services

- d) **Public Safety Scrub of Morro Bay Municipal Code (MBMC).** Complete a review of all public safety ordinances in the MBMC, including various sections of the MBMC that currently require first offence warning for violations of code, and bring recommended changes to Council for decision.

WPE1 – Harbor element already begun in 2015 with HAB review and input on MBMC Chapter 15 and Harbor Dept. Rules and Regulations. First-round staff and HAB review of all sections complete.

WPE2 – Staff to bring first-round draft of recommended changes back to HAB for input in Q2/Q3 2016.

WPE3 – Bring HAB-inputted and recommended changes to Council for approval in Q4 2016.

Goal # 5 – Ensure Fiscal Sustainability

- a) **Budget Forecast.** Complete a professional, external 10-year budget forecast in Jan-Mar 2017 with the new Council.

WPE1 – Research and update current capital planning needs assessment and modeling with HAB Finance & Budget Ad-Hoc Committee

assistance in Q3-Q4 2016.

WPE2 – Complete capital assessment for HAB review and recommendation into FY 2017/2018 budgeting process for Council in Q1-Q2 2017.

WPE3 – Research and update current Master Fee cost recovery estimating and modeling with HAB Finance & Budget Ad-Hoc Committee assistance in Q3-Q4 2016.

WPE4 – Complete Master Fee cost recovery estimating for HAB review and recommendation into FY 2017/2018 budgeting process for Council in Q1-Q2 2017.

WPE5 – Research/investigate new and/or enhanced revenue streams with HAB input and recommendations in Q3-Q4 2016.

WPE6 – Bring HAB revenue stream recommendations into FY 2017/2018 budgeting process for Council in Q1-Q2 2017.

Goal #6 – Support Economic Development

- a) **Tidelands Trust Lease Management Policy.** Update and revise the City Lease Management Policy.

WPE1 – Develop staff internal draft in Q3 2016.

WPE2 – HAB review and recommendations on draft in Q4 2016.

WPE3 – Final draft to Council in Q1 2017.

- g) **Aquarium Project.** Work closely with the Central Coast Aquarium (CCA) to bring a Concept Plan for approval to Council and Coastal Commission.

WPE1 – HAB review and recommendations to Council on CCA proposal after submission (est. Q4 2016).

WPE2 – Staff begin lease negotiations after Concept Plan level approval (est. Q3-Q4 2017).

- j) **Maritime Museum.** Update the current MOU and complete a license agreement with the Central Coast Maritime Museum.

WPE1 – Staff to complete MOU currently in draft form for Council consideration and approval in Q2 2016.

WPE2 – Staff to complete License Agreement for administrative approval in Q2 2016.

- k) Marine Services Facility.** Contract for, complete and bring to Council for consideration a full feasibility study for the proposed Marine Services Facility.

WPE1 – HAB Boatyard/Marine Services Facility Ad-Hoc Committee and staff identify potential outside private interest in facility construction and operation in Q2 2016. If viable interest exists, consider taking proposals before engaging a consultant for financial feasibility analysis work.

WPE2 – If no such outside private interests make a proposal, develop RFP for financial feasibility study for Council approval in Q2 2016.

WPE3 – Evaluate RFP responses, get consultant under contract and complete study in Q3-Q4 2016.

WPE4 – Bring completed study for Council consideration and direction on next steps and possible site commitment in Q4 2016.

Goal #7 – Improve City Infrastructure, Facilities and Public Spaces

- e) Improve Trash Collection and Public Restroom Cleaning.** Research and bring to Council for funding proposals to increase the frequency of public trash collection in public areas and the cleaning of public restrooms.

WPE1 – Identify and document current service and funding levels in Q2 2016.

WPE2 – With staff, HAB and public/stakeholder input, identify ideas and strategies to improve services in Q3 2016.

WPE3 – Implement strategies not requiring additional funding beyond current budget in Q3-Q4 2016.

WPE4 – Bring strategies requiring additional or supplemental funding to Council in Q4 2016 during mid-year budget adjusting, or Q1-Q2 2017 during 2017/2018 budgeting.

- h) ESH Fencing.** Fence the Environmentally Sensitive Habitat (ESH) between the Embarcadero dirt extension and the Morro Bay Power Plant property in the same manner as the ESH fencing on the opposite side of the road.

WPE1 – Obtain cost estimate in Q2 2016.

WPE2 – Bring to Council for budgeting in Q2 2016 (Harbor Fund or General Fund or shared?).

WPE3 – Install Q3-Q4 2016.

Goal #8 – Enhance Quality of Life

- c) Sea Otter Awareness.** Take specific action to raise awareness of sea otter protection practices and participate in the 2016 Sea Otter Awareness Week.

WPE1 – Continue current efforts with State Parks and Fish and Wildlife regarding establishing Morro Bay-specific sea otter awareness materials.

WPE2 – Engage stakeholders, identify opportunities and ideas, and bring to HAB for input and recommendation in Q2-Q3 2016.

WPE3 – Implement recommendations in Q3 2016.

WPE4 – Participate to the extent possible in Sea Otter Awareness Week 2016 in Q3 (typically the 4th week in September).

Goal #10 – Improve City Operations

- c) Records Management.** Develop a prioritized, budget short- and long-term plan for improving records management policies and procedures, including development of a trustworthy electronic records system, and staff education regarding legal requirements and best practices. Begin digital scanning of Harbor Dept. records.

WPE1 – Identify Harbor records to be scanned, including reconciliation of duplicate lease files in Harbor and Legal departments, in Q3-Q4 2016.

WPE2 – Obtain cost estimate to scan identified records in Q1 2017.

WPE3 – Bring to Council for budgeting in Q2 2017.

WPE4 – Complete scan in Q3 2017.

- e) **Lease Management Office Reorganization.** Research and bring to Council for consideration transferring Harbor lease and property management functions to the Administrative Services Department or another City department (Management Partners recommendation).

WPE1 – Identify functions contemplated for transfer using the Harbor Department Level of Service document developed in 2010/2011 in Q3 2016.

WPE2 – Develop a plan to identify and research peer or comparable harbor models, engage employees and others in those harbors for input and data and implement the research plan in Q3/Q4 2016.

WPE3 – With aid of information and data from research, develop potential models, including financials, for Morro Bay, including HAB review, input and recommendation in Q1 2017.

WPE4 – Bring HAB recommendations to Council for consideration and decision in Q2 2017.

- h) **Harbor Maintenance.** Evaluate transferring Harbor maintenance functions to Public Works.

WPE1 – Identify functions contemplated for transfer using the Harbor Department Level of Service document developed in 2010/2011 in Q3 2016.

WPE2 – Working with Public Works' management, develop potential model, including financials, for transferring functions to Public Works, including HAB review, input and recommendation in Q1 2017.

WPE3 – Bring HAB recommendations to Council for consideration and decision in Q2 2017.

CONCLUSION

It is important for the HAB to provide input into the City Council's annual goal objective implementation process. This is most effectively done with obtaining HAB review, input and recommendation on staff-generated work plans proposed to implement the Council objectives. These work plans are being presented to obtain that important HAB and public input.

ATTACHMENTS

1. Staff report for Resolution 79-15
2. Council-adopted 2016/2017 Goals and Objectives.



AGENDA NO: A-18

MEETING DATE: December 8, 2015

Staff Report

TO: Honorable Mayor and City Council

DATE: November 24, 2015

FROM: Sam Taylor, Deputy City Manager

SUBJECT: Adoption of the 2016 City Council Meeting Calendar

RECOMMENDATION

Staff recommends the City Council adopt Resolution No. 79-15 approving the 2016 meeting calendar.

ALTERNATIVES

The Council could alter the schedule.

FISCAL IMPACT

None

BACKGROUND

In order to provide for the orderly course of business (both for the City Council and staff), and to enhance public transparency and accountability, staff has prepared Resolution No. 79-15 adopting the 2016 meeting calendar. This calendar includes regular meetings, anticipated study sessions or workshops, closed sessions, and joint meetings with advisory bodies. Other special meetings may be called to address City business, as needed.

In addition to the calendar, staff is proposing the creation of adopted staff and advisory body work plans, which will provide for guidance related to the work done on behalf of the community. The work plans will be informed by the City Council's annual adoption of objectives (under each four-year goal). The annual objectives and work plans will inform adoption of the annual budget.

DISCUSSION

The calendar is adopted annually and provides for the necessary structure of the City Council's work throughout the year. Adoption of a calendar by resolution allows the community to also understand the planned dates for important work on the City's goals and objectives, advisory body/staff work plans, joint meetings with advisory bodies, adoption of the budget, and more.

Prepared By: ST

Dept Review: _____

City Manager Review: DWB

City Attorney Review: _____

In this calendar, times for various types of meetings are as follows (note – these types of sessions or meetings are not necessarily on the same day):

Study Sessions and Joint Meetings – 4 p.m.

Closed Sessions – 4:30 p.m.

Regular Meetings – 6 p.m.

Regular meetings are the second and fourth Tuesdays of the month, unless a break is scheduled for one of those times (three breaks are scheduled on the calendar).

Of note in the structure of the calendar is the staggering of study sessions and closed sessions. Generally, a closed session is scheduled before the first regular meeting of the month, and a study session is scheduled for the second meeting of the month. If a study session is before the first meeting of the month, there is a placeholder for a closed session on the Wednesday following the regular meeting.

Staff also believes that adoption of work plans for advisory bodies will cut down on confusion and provide important direction from the Council to its volunteer recommending groups.

It is important to note that the City Council's advisory bodies are just that – advisory. That is, they make recommendations to the Council on issues, and aren't typically the body that would decide what it should be working on in a standalone fashion. Expert staff should develop an annual work plan, bring it to the advisory body for recommendation to the Council, and then the City Council should officially adopt the work plans. This provides necessary structure to staff and advisory bodies. Should, however, there be an issue of such import that it should be added to the work plan, a mechanism is provided for the advisory body to recommend additions to the City Council.

CONCLUSION

Council should adopt Resolution No. 79-15 for the 2016 meeting calendar and Advisory Board Work Plan Process.

ATTACHMENTS

Resolution No. 79-15

Resolution Exhibit A – 2016 Council Calendar

Resolution Exhibit B – Advisory Board Work Plan Process

RESOLUTION NO. 79-15

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MORRO BAY, CALIFORNIA
ADOPTING THE 2016 CITY COUNCIL MEETING CALENDAR
AND WORK PLAN DEVELOPMENT STRUCTURE**

**THE CITY COUNCIL
City of Morro Bay, California**

WHEREAS, the City Council adopts an annual calendar providing for the orderly course of business and to provide transparency and accountability to the public; and

WHEREAS, the City Council adopts annual objectives that aim to meet the adopted four-year goals; and

WHEREAS, annual objectives inform the work conducted by the City staff, and what items are generally brought before the City Council's advisory bodies; and

WHEREAS, in order to provide for a more orderly and functional system for addressing annual objectives, it is appropriate for staff to prepare annual work plans to meet said objectives; and

WHEREAS, it is important for the City Council's advisory bodies to be able to provide input on those annual work plans, as the items that come before those bodies will come directly from the work plans; and

WHEREAS, at times, there may be issues that have not been placed on a work plan that are of such import the advisory body may recommend doing so to the City Council; and

WHEREAS, it is appropriate for the City Council to provide a structure for the adoption of annual work plans and a mechanism for advisory bodies to recommend additions of items to said work plans.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Morro Bay, California, that the 2016 City Council Meeting Calendar is adopted pursuant to Exhibit A, and the City Work Plan Development Structure is adopted pursuant to Exhibit B.

PASSED AND ADOPTED by the City Council of the City of Morro Bay at a regular meeting thereof held on this 8th day of December, 2015 on the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

JAMIE L. IRONS, Mayor

ATTEST:

DANA SWANSON, City Clerk

EXHIBIT A

2016 City Council Meeting Calendar

January 12

Study Session – Goals & Objectives
Regular Meeting

January 13

Closed Session

January 26

Study Session – Goals & Objectives
Regular Meeting

February 9

Closed Session
Regular Meeting

February 23

Regular Meeting

March 8

Closed Session
Regular Meeting

March 22

Study Session – Budget Forecast
Regular Meeting

March 29

Joint Meeting – Advisory Bodies

April 12

Joint Meeting – Advisory Bodies
Regular Meeting

April 13

Closed Session

April 26

Study Session – Advisory Board Guidance
Regular Meeting

May 10

Closed Session
Regular Meeting

May 24

Study Session – Budget
Regular Meeting

May 31

Study Session – Budget

June 14

Closed Session
Regular Meeting

June 28

Regular Meeting

July 12

Closed Session
Regular Meeting

July 26

BREAK

August 9

Closed Session
Regular Meeting

August 23

Regular Meeting

September 13

Closed Session
Regular Meeting

September 27

Regular Meeting

October 11

Closed Session
Regular Meeting

October 25

Regular Meeting

November 8

Election Day

November 15

Regular Meeting – Annual Goals Update

November 22

BREAK

December 5

Advisory Body Recognition Event

December 12

New Council Seated

December 13

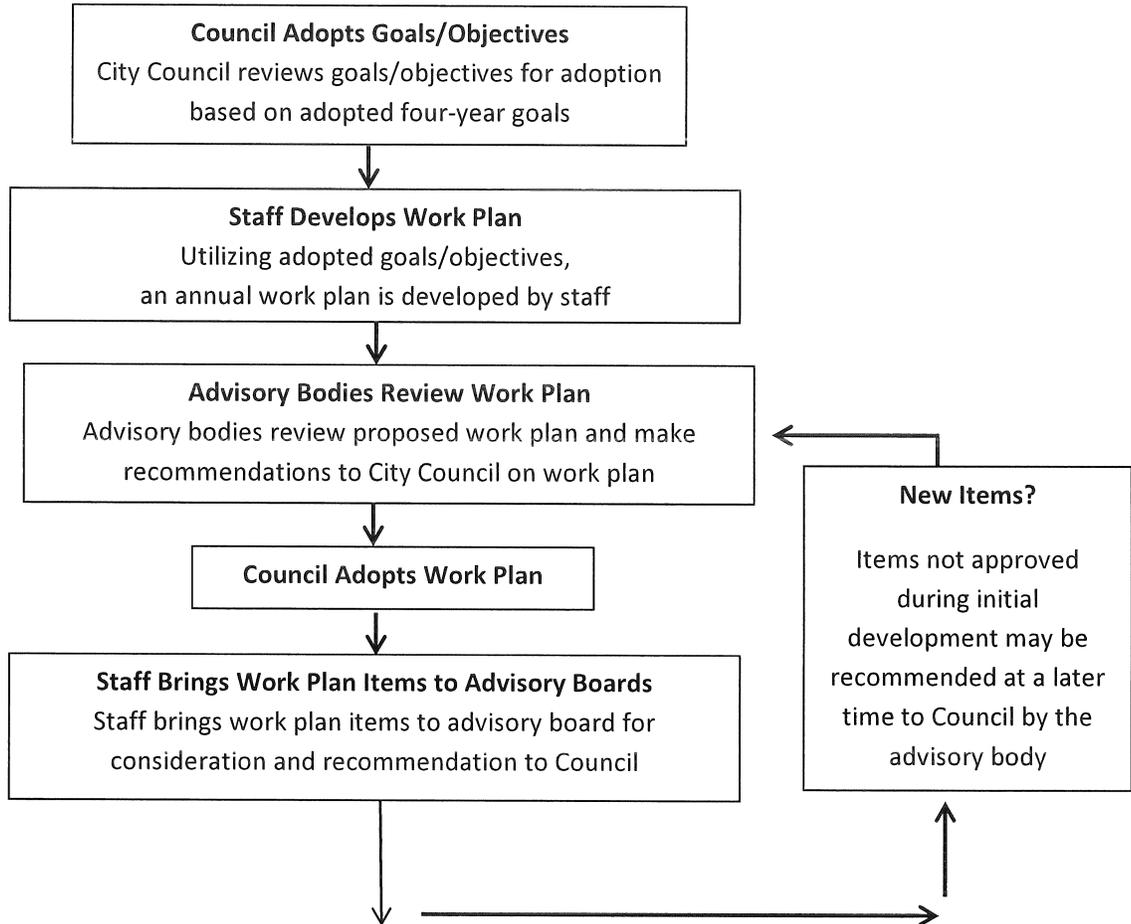
Regular Meeting – Advisory Board Interviews

December 27

BREAK

EXHIBIT B

Advisory Board Work Plan Process





CITY OF MORRO BAY

CITY HALL

595 Harbor Street
Morro Bay, CA 93442

Memorandum for City Council, Staff and the Public

Date: February 24, 2016

Subject: 2016-2017 City Goals and Objectives

1. Purpose. The purpose of this document is to identify City of Morro Bay Goals and Objectives for the Budget Year July 2016 – Jun 2017.

- a) The City of Morro Bay Strategic Planning Framework, adopted by the City Council on December 8, 2015, directs the timing for development of City Goals and Objectives.
- b) In accordance with that policy, the City's 10 existing goals remain in place. They will be reviewed and modified in January of 2017.
- c) The City's 2016/17 budget year objectives were developed in January and February of 2016, encompassing broad input from residents, staff, advisory bodies and Council. This process included receiving resident, board and Council input through the year, then, two formal Council study sessions in January 2016 and deliberation at one Council meeting on February 9, 2016. This document was approved / adopted by Council on February 23, 2016.
- d) The objectives under each goal identify a number of specific objectives the City intends to accomplish in the July 2016 to June 2017 budget year. Accomplishing these objectives, however, is dependent on adequate resourcing – both staff time and money. Thus, some objectives may not be completed if adequate resources are not allocated during the fiscal year 2016/2017 budget process.
- e) City staff intends to develop simple action plans, including milestones and basic metrics, for each of these program objectives. Staff will update the Council on the status of work on each objective periodically through the year, and formally at the November 15, 2016 Annual Goals Update.

2. Goals and Objectives. Following are the City of Morro Bay's 10 Goals and subordinate program objectives for budget year 2016-17:

Goal #1 - Develop New WRF

- a) **Public Participation.** Continue to pursue robust public input on site design and aesthetics opportunities/process associated WRF project, site and ancillary facilities.

- b) **Property Acquisition.** Complete property appraisal, make first earnest money payment, and close on property.
- c) **Facility Master Plan.** Complete the facility master plan.
- d) **Complete the Master Reclamation Plan.** Make initial, then final determinations on reclamation options for the water reclamation component of the facility and approve the master reclamation plan.
- e) **Environmental Review.** Complete and certify environmental review.
- f) **SRF Loan Application.** Complete state revolving fund (SRF) construction loan application.
- g) **Grant Funding.** Investigate and pursue additional Proposition 1 grants applicable to the WRF project.
- h) **Annexation.** As part of the GP/LCP process, evaluate possible annexation of property acquired for the WRF and bring to Council for decision.
- i) **Construction Delivery Decision.** Bring to Council for decision the method of procurement to be used for construction of the WRF.
- j) **Construction RFP.** Issue a Request for Proposal to pre-qualify design-build or builder teams, dependent on procurement method, to participate in the bidding process.
- k) **Construction Contract.** Issue a design-build or other design/construction contract approved by Council.
- l) **Cayucos Participation Decision.** Bring to Council for decision final throughput design / construction requirement based on Cayucos CSD decision on participation in the MB WRF project.
- m) **Existing WWTP Site Future.** Work with the Cayucos Sanitary District to frame decision regarding future ownership of shared property at existing WWTP site.
- n) **City Corporation Yard Transition.** Complete design and identify funding requirements for possible City corporation yard component of the WRF project.
- o) **Improve Influent Quality.** Research and bring to Council for decision various options, from incentives to ordinances, to improve the quality of influent at the new WRF to decrease treatment costs.

Goal #2 - Improve Streets

- a) **Street Summit.** Plan and execute a "streets summit" to inform residents and work various street improvement approaches including financing and a possible funding revenue measure on the Nov. 2018 ballot.
- b) **Traffic Calming.** Complete 2-3 traffic calming projects at appropriate locations as dictated by the circulation element of the general plan. Include San Jacinto/Main for primary consideration.

- c) **41/Main Street Intersection Funding.** Research options and bring to Council for decision the required 50-percent local match (~ \$2M) to the Highway 41, Main Street and Highway 1 (ramp) Intersection improvement project. (Moved from Goal 4, otherwise unchanged.)
- d) **Traffic Signs.** Replace 20% of non-conforming traffic signs.
- e) **Traffic Markings.** Refresh Street markings, focusing on cross walks and legends, in the down town, embarcadero, north Main and routes to school.
- f) **Bike Needs.** Complete specific items from the unmet bike needs list that are funded in the FY16/17 budget process. Include Highway 1 and Yerba Buena, Bike Parking at public buildings, and traffic calming on San Jacinto for primary consideration. (If not completed in 2015/16, also complete the Class 1 path from Lemos to Cloisters, San Jacinto and Main bike safety, and installation of Bike Friendly Community signs.)
- g) **Bike Lane Painting.** Bring to Council in the budget scaled proposals for green painting various bike lanes including extensions through intersections, as appropriate.
- h) **Construction Timing.** Research and bring to council for consideration actions to remove existing City-imposed restrictions on timing of street work so that some paving, patching and painting work can be performed at appropriate times during shoulder and summer seasons.

Goal #3 - Review and Update Significant City Land Use Plans

- a) **GP/LCP.** Continue work on the GP/LCP update, completing the alternatives analysis and administrative draft of the Blue Print / Green Print; and administrative draft of the Program EIR, while pursuing robust public input in the entire process.
- b) **Zoning Option for GP/LCP update.** Bring to Council for consideration a budget decision to add a full zoning update/overhaul to the GP/LCP contract.
- c) **WRF / Righetti Property Master Plan.** Complete site master plan for the entire Righetti property should the Council decide to construct the WRF at that site.
- d) **Wireless Ordinance.** Update wireless ordinance and process through Coastal Commission.
- e) **Downtown/Waterfront Strategic Plan (DWSP).** Consider incorporating the downtown/waterfront strategic plan into the GP/LCP process. Complete the DWSP part of the plan.
- f) **2016 Building Code.** Review and adopt the 2016 California Building and Standards Code. Consider integrating green building incentives and greywater / solar-ready initiatives not included in the state revisions.

Goal #4 - Maintain Core Public Safety Services

- a) **Speed Survey.** Update citywide speed survey to determine appropriate safe driving speeds for all streets.
- b) **Marijuana Ordinances.** Begin a robust public discussion, informed by the results of a likely marijuana “recreational use” statewide initiative on the November 2016 ballot that results in Council consideration and action on all aspects of marijuana cultivation, medical and possible recreational use.
- c) **Good Neighbor Campaign.** Plan and implement a “Good Neighbor Campaign”, including aspects of Public Safety and Code Enforcement.
- d) **Public Safety Scrub of MBMC.** Complete a review of all public safety ordinances in the MBMC, including various sections of the MBMC that currently require first offence warning for violations of code, and bring recommended changes to Council for decision.
- e) **Strategic Plan Implementation.** Implement certain items to be identified from the 2015/16 Police Department and Fire Department strategic plan updates.
- f) **Public Education.** Provide 3 CERT training sessions for the public and multiple Hands-Only-CPR presentations with the goal to educate 100 citizens in CERT and 500 citizens in Hands –Only-CPR.

Goal #5 - Ensure Fiscal Sustainability

- a) **Budget Forecast.** Complete a, professional, external, 10-year budget forecast in Jan-Mar 2017 with the new Council.
- b) **Budget Transparency.** Consider and implement additional budget transparency / citizen participation actions.
- c) **CFAC Review.** Review and refine the roles and responsibilities of the Citizens Finance Advisory Committee after their first full year of operation.
- d) **Community Choice Aggregation.** Partner with regional entities to further research possible implementation of a Community Choice Aggregation approach to energy choice.
- e) **Budget Policies.** Adopt a comprehensive set of financial and budget policies to provide a meaningful and easily understood framework for maintaining financial discipline.
- f) **Vehicle Replacement.** Determine City vehicle requirements, then determine replacement costs over a 15-year period to estimate the total costs required to fund replacements on an annual basis.
- g) **Recreation Programming.** Evaluate partnerships and/or contracting opportunities to increase the range recreation programming through the use of external service providers.

Goal #6 - Support Economic Development

- a) **Tidelands Trust Lease Management Policy.** Update and revise the City Lease Management Policy.
- b) **Economic Development Strategic Plan.** Launch the initial EDSP marketing toolkit and the 30-60-90-day action steps in the MB Economic Development Strategic Plan fostered by Chabin Concepts.
- c) **MBPP.** Consider providing proactive support, including a possible “memorandum of cooperation”, to any entity pursuing demolition, remediation and redevelopment (for non-energy producing purposes) of the Morro Bay Power Plant property.
- d) **Business Information on Website.** Complete a full renovation of the “Doing Business” section of the City’s website to enhance service for existing businesses and better market to potential new business for Morro Bay.
- e) **Business Incentives.** Research, evaluate, and bring to Council for consideration business incentive opportunities that may encourage existing business reinvestments in Morro Bay or recruit new businesses to the community.
- f) **Commercial Real Estate Inventory.** Partner with a local real estate agent to create a commercial real estate inventory and market this information on the City’s website.
- g) **Aquarium Project.** Work closely with the Central Coast Aquarium to bring a Concept Plan for approval to Council and Coastal Commission.
- h) **Business Improvement Districts.** Be receptive to, and provide City support, to any business improvement district opportunities proposed by Morro Bay business interests.
- i) **Economic Development Code Scrub.** Complete a high-level analysis of the Morro Bay Municipal Code to revise/remove policies that impede or hamper an improved business climate.
- j) **Maritime Museum.** Update the current MOU and complete a license agreement with the Central Coast Maritime Museum.
- k) **Marine Services Facility.** Contract for, complete and bring to Council for consideration a full feasibility study for the proposed Marine Services Facility.
- l) **Tourism Integration.** Complete the integration of the management of Tourism Business Improvement District operations with other aspects of the City’s Economic Development plans and activities.
- m) **Food Trucks.** Research and bring to Council for consideration a change to the MBMC to allow “food trucks” during approved events.

Goal #7 - Improve City Infrastructure, Facilities and Public Spaces.

- a) **Market Street Bluff / Centennial Parkway Area Revitalization.** Begin a public process and bring to Council ideas for revitalization of the city owned properties adjacent to Centennial Parkway, including the Front Street parking lot, the Branigan's / Distasio's building, and the City-owned parking lot at Market and Pacific.
- b) **Implementation of Concept Plans.** Depending on public input and funding, complete design, research funding tools and begin implementation work on various projects including Centennial Parkway revitalization and the Embarcadero Promenade concept.
- c) **ADA Compliance Improvements.** Following the ongoing ADA compliance assessment, complete \$50K of ADA compliance improvements, or as set by the FY2016/17 budget.
- d) **Signage and Branding.** Install new welcome, way finding and street signs based on updated city "branding" resulting from the Vision / Values and DWSP projects.
- e) **Improve Trash Collection and Public Restroom Cleaning.** Research and bring to Council for funding proposals to increase the frequency of public trash collection in public areas and the cleaning of public restrooms.
- f) **Tree Trimming.** Research and bring to Council for direction a proposal to increase the frequency of tree trimming in the downtown from ~5 years to ~2 ½ years, while continuing City tree management and planting consistent with the Urban Forest Management plan.
- g) **Community Beautification.** Budget depending, implement specific Community Heritage and Beautification Committee recommendations including installing permanent aesthetic lighting in downtown street trees, providing direct City support to the Hidden History interpretive panel project, Vet's Hall turf removal / garden installation. Refresh and re-implement the City Adopt-a-Park program.
- h) **ESH Fencing.** Fence the Environmentally Sensitive Habitat (ESH) between the Embarcadero dirt extension and the Morro Bay Power Plant property in the same manner as the ESH fencing on the opposite side of the road.
- i) **City Hall Functional Improvements.** Plan and complete remodeling of the IT space in City Hall to provide additional / more functional office space and improved customer service in MB City Hall.
- j) **Facility Maintenance Program.** Update the Facility Maintenance Program using priority setting in time to influence the 2017/18 budget cycle.

Goal #8 - Enhance Quality of Life

- a) **Community Pool Planning.** Prepare for, and enact, the overall management of community access at the new Morro Bay High School/Community Pool.

- b) **City-Sponsored/Partnered Events.** Execute the following City/Partnered Events: Fourth of July, Rock to Pier Run, Dixon Spaghetti Dinner, Downtown Trick-Or-Treat (partner with the Chamber of Commerce), Lighted Boat Parade/Christmas Tree Lighting (partner with Rotary).
- c) **Sea Otter Awareness.** Take specific action to raise awareness of Sea Otter protection practices and participate in the 2016 Sea Otter Awareness Week.
- d) **Pickleball Court Space.** Research and present to Council opportunities for additional, future Pickleball court space.
- e) **Recreation Guide.** Sponsor and publish the Morro Bay Recreation Programs Guide in Fall, Winter, and Spring, beginning Fall 2016.
- f) **Vet's Hall Renovation Planning.** Bring to Council a proposal for partial revitalization of Vet's Hall to achieve functional improvements for public meetings and work toward a more attractive / rentable space for private events.
- g) **Public Meeting Broadcasts.** Bring to Council a proposal for upgrading City-owned broadcast equipment used to video and broadcast public meetings.
- h) **Community Paramedicine.** Research and partner with other EMS agencies in our County for possible proposals for Federally funded Community Paramedicine Programs starting after 2018, pursue public / private partnerships to simultaneously improve local healthcare access.

Goal #9 - Improve Water Supply Diversification

- a) **State Water Planning.** Assess the long-term requirements for continued participation in the State Water Project, conduct initial determination what level of participation is appropriate, and identify timeline for contract renewal.
- b) **Desal Permit.** Submit permit application for full time use of the City desal plant as part of the City's water portfolio.
- c) **Desal Location.** Research and bring to Council for decision options to relocate the City desal plant.
- d) **"One Water" Planning.** In concert with the GP/LCP update, complete Master Plans for Water Supply, Water System, Wastewater Collection, and stormwater as a "One Water" Plan.
- e) **CMC Emergency Exchange Agreement.** Resolve emergency exchange agreement with CDCR for CMC water.

Goal #10 - Improve City Operations

- a) **IT Support.** Assess opportunities to enhance IT help desk support services through supplemental, contractual support.

- b) **IT Disaster Protection.** Move City computer servers from City Hall to the Fire Station.
- c) **Records Management.** Develop a prioritized, budgeted short- and long-term plan for improving records management policies and procedures, including development of a trustworthy electronic records system, and staff education regarding legal requirements and best practices. Begin digital scanning of Harbor Dept Records.
- d) **Compensation Study.** Complete a professional, external, comparative study of City of Morro Bay compensation policies and levels to ensure both taxpayers and employee interests are appropriately served. Complete the study in time for 2017/18 MOU negotiations.
- e) **Lease Management Office Reorganization.** Research and bring to Council for consideration transferring Harbor lease and property management functions to the Administrative Services Department or another City Department. (MP Recommendation)
- f) **MBMC and City Organization.** Review and bring to Council for consideration changes to the MBMC related to City staff organization.
- g) **Succession Planning.** Develop a succession planning framework and conduct detailed succession planning for positions at high risk for turnover. (MP Rec.)
- h) **Harbor Maintenance.** Evaluate transferring Harbor maintenance functions to Public Works.
- i) **GIS.** Research and bring to Council for decision options for providing comprehensive geographic information system data for both internal and customer serving applications.
- j) **Community Resource Connections.** Refine and formalize, with Council resolution, the relationship between the City and the Community Resource Connections Office.



David W. Buckingham
City Manager