City of Morro Bay

City Council Agenda

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.

REGULAR MEETING – TUESDAY, JUNE 14, 2011

CLOSED SESSION – TUESDAY, JUNE 14, 2011
CITY HALL CONFERENCE ROOM - 5:00 P.M.
595 HARBOR ST., MORRO BAY, CA

CS-1 **GOVERNMENT CODE SECTION 54957.6; CONFERENCE WITH LABOR NEGOTIATOR**. Conference with City Manager, the City's Designated Representative, for the purpose of reviewing the City's position regarding the terms and compensation paid to the City Employees and giving instructions to the Designated Representative.

CS-2 **GOVERNMENT CODE SECTION 54956.8; REAL PROPERTY TRANSACTIONS**: Instructing City's real property negotiator regarding the price and terms of payment for the purchase, sale, exchange, or lease of real property as to one (1) parcel.

- Property: Vacant Lot/Corner of Coral/San Jacinto.
  Negotiating Parties: Potential Buyers and City of Morro Bay.
  Negotiations: Voluntary Purchase and Sale.

IT IS NOTED THAT THE CONTENTS OF CLOSED SESSION MEETINGS ARE CONFIDENTIAL AND EXEMPT FROM DISCLOSURE.

PUBLIC SESSION – TUESDAY, JUNE 14, 2011
VETERANS MEMORIAL HALL - 6:00 P.M.
209 SURF ST., MORRO BAY, CA

ESTABLISH QUORUM AND CALL TO ORDER
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE
MAYOR AND COUNCILMEMBERS ANNOUNCEMENTS & PRESENTATIONS
CLOSED SESSION REPORT

PUBLIC COMMENT PERIOD - Members of the audience wishing to address the Council on City business matters (other than Public Hearing items under Section B) 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 Mayor, please come forward to the podium and state your name and address for the record. Comments are to be limited to three minutes.
- All remarks shall be addressed to Council, as a whole, and not to any individual member thereof.
- The Council 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 City Council to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.
- Your participation in City Council 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 City Clerk, (805) 772-6205. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

A. CONSENT CALENDAR

Unless an item is pulled for separate action by the City Council, the following actions are approved without discussion.

A-1 APPROVAL OF MINUTES FOR THE SPECIAL CITY COUNCIL MEETING OF MAY 24, 2011 AND THE REGULAR CITY COUNCIL MEETING OF MAY 24, 2011; (ADMINISTRATION)

RECOMMENDATION: Approve as submitted.

A-2 RESOLUTION NO. 39-11 CONTINUING THE FISCAL YEAR 2010/11 ANNUAL BUDGET; (ADMINISTRATIVE SERVICES)

RECOMMENDATION: Adopt Resolution No. 39-11.

A-3 AUTHORIZATION TO FILE NOTICE OF COMPLETION FOR THE NORTH MAIN BIKE LANE AND STREET IMPROVEMENT PROJECT; (PUBLIC SERVICES)

RECOMMENDATION: Authorize staff to file Notice of Completion for the North Main Bike Lane and Street Improvement Project.

A-4 RESOLUTION DETERMINING ISSUANCE OF AN ALCOHOLIC BEVERAGE CONTROL PERMIT FOR A WINE TASTING ROOM LOCATED AT 783 MARKET AVENUE; (CITY ATTORNEY)

RECOMMENDATION: Adopt Resolution No. 40-11.

A-5 RESOLUTION DETERMINING ISSUANCE OF AN ALCOHOLIC BEVERAGE CONTROL PERMIT FOR VIRG'S LANDING INC. LOCATED AT 1169 MARKET AVENUE; (CITY ATTORNEY)

RECOMMENDATION: Adopt Resolution No. 41-11.

A-6 PROCLAMATION RECOGNIZING THE 100TH ANNIVERSARY OF INCORPORATION OF THE CITY OF ARROYO GRANDE AND COMMEMORATING THE CITY'S CENTENNIAL CELEBRATION; (ADMINISTRATION)

RECOMMENDATION: Adopt Proclamation.

B. PUBLIC HEARINGS, REPORTS & APPEARANCES

B-1 DISCUSSION ON THE VISITORS CENTER; PROPOSED MARKETING SPECIALIST, AND THE FISCAL YEAR 2011-2012 CONTRACT TO OPERATE THE VISITORS CENTER; (ADMINISTRATION)

RECOMMENDATION: Retain the current management structure at the Visitors Center with recommended modifications.

C. UNFINISHED BUSINESS – NONE.

D. NEW BUSINESS

D-1 DISCUSSION ON PROPOSING A MORATORIUM ON THE PAYMENT OF DEVELOPMENT IMPACT FEES (ALSO REFERRED TO AS BUILDING IMPACT OR PUBLIC FACILITIES FEES AND SIGN PROGRAM PERMIT FEES); (PUBLIC SERVICES)

RECOMMENDATION: Review options and direct staff accordingly.

D-2 NORTH MAIN STREET COMMERCIAL PARKING AREA MAP AND DRAFT ORDINANCE CHANGE; (PUBLIC SERVICES)

RECOMMENDATION: Review the draft boundary map and draft ordinance change and direct staff accordingly.

D-3 RECOMMENDATION ON THE ALIGNMENT OF THE MORRO BAY/CAYUCOS BIKE PATH CONNECTOR; (RECREATION & PARKS)

RECOMMENDATION: Forward a recommendation of the western alignment of the Morro Bay/Cayucos Bike Path Connector to the San Luis Obispo County Parks.

E. DECLARATION OF FUTURE AGENDA ITEMS

F. 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 CITY HALL FOR ANY REVISIONS OR CALL THE CLERK'S OFFICE AT 772-6200 FOR FURTHER INFORMATION.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA SUBMITTED TO THE CITY COUNCIL AFTER DISTRIBUTION OF THE AGENDA PACKET ARE AVAILABLE FOR PUBLIC INSPECTION AT CITY HALL LOCATED AT 595 HARBOR STREET DURING NORMAL BUSINESS HOURS OR AT THE SCHEDULED MEETING.

AGENDA NO:	**A-1**
MEETING DATE:	**06-14-11**

MINUTES – MORRO BAY CITY COUNCIL
SPECIAL MEETING – MAY 24, 2011
VETERANS MEMORIAL BUILDING - 5:00 P.M.

Mayor Yates called the meeting to order at 5:00 p.m.

PRESENT:	William Yates	Mayor
	Carla Borchard	Councilmember
	Nancy Johnson	Councilmember
	George Leage	Councilmember
	Noah Smukler	Councilmember
STAFF:	Andrea Lueker	City Manager
	Robert Schultz	City Attorney

INTERVIEW OF APPLICANTS

The City Council interviewed the following applicants for the Planning Commission vacancy expiring 01-31-13: Jessica Napier and William Welles.

The City Council voted by ballot and City Manager Andrea Lueker read the following results:

Jessica Napier (3 votes – Borchard, Johnson, Smukler)
William Welles (2 votes – Leage, Yates)

The City Council interviewed the following applicants for the Public Works Advisory Board vacancies: Ron Burkhart, William Olson, Stephen Shively, and Robert Swain.

The City Council voted by ballot and City Manager Andrea Lueker read the following results:

Ron Burkhart (5 votes – Borchard, Johnson, Leage, Smukler, Yates)
William Olson (5 votes – Borchard, Johnson, Leage, Smukler, Yates)
Stephen Shively (3 votes – Borchard, Johnson, Yates)
Robert Swain (2 votes – Leage, Smukler)

Mr. Burkhart was given the term expiring 01/31/15; Mr. Olson was given the term expiring 01/31/13; and, Mr. Shively was given the term expiring 01/31/12.

The City Council interviewed the following applicants for the Community Promotions Committee vacancy expiring 01/31/15: Liz Bednorz and Amit Patel.

The City Council voted by ballot and City Manager Andrea Lueker read the following results:

Liz Bednorz (1 vote – Smukler)
Amit Patel (4 votes - Borchard, Johnson, Leage, Yates)

ADJOURNMENT - The meeting adjourned to the regular City Council meeting at 6:20 p.m.

AGENDA NO:	**A-1**
MEETING DATE:	**06-14-11**

MINUTES - MORRO BAY CITY COUNCIL
CLOSED SESSION – MAY 24, 2011
CITY HALL CONFERENCE ROOM - 4:00 P.M.

Mayor Yates called the meeting to order at 4:00 p.m.

PRESENT:	William Yates	Mayor
	Carla Borchard	Councilmember
	Nancy Johnson	Councilmember
	George Leage	Councilmember
	Noah Smukler	Councilmember
STAFF:	Andrea Lueker	City Manager
	Robert Schultz	City Attorney

CLOSED SESSION

MOTION: Councilmember Smukler moved the meeting be adjourned to Closed Session. The motion was seconded by Councilmember Leage and unanimously carried. (5-0)

Mayor Yates read the Closed Session Statement.

CS-1 **GOVERNMENT CODE SECTION 54957.6; CONFERENCE WITH LABOR NEGOTIATOR**. Conference with City Manager, the City's Designated Representative, for the purpose of reviewing the City's position regarding the terms and compensation paid to the City Employees and giving instructions to the Designated Representative.

CS-2 **GOVERNMENT CODE SECTION 54956.8; REAL PROPERTY TRANSACTIONS**. Instructing City's real property negotiator regarding the price and terms of payment for the purchase, sale, exchange, or lease of real property as to three (3) parcels:

- Property: Embarcadero Grill - Lease Site 86-86W
  Negotiating Parties: Caldwell and City of Morro Bay.
  Negotiations: Sub Lease Terms and Conditions.

- Property: Lease Site 65-66/65W-66W, 571 Embarcadero,
  Negotiating Parties: Imani and City of Morro Bay.
  Negotiations: Lease Terms and Conditions.

- Property: Sea One Solutions; Lease Site 124-128/124W-128W and 113W, 1215 Embarcadero.
  Negotiating Parties: Sea One Solutions, LLC and City of Morro Bay.
  Negotiations: Lease Terms and Conditions.

The meeting adjourned at 4:50 p.m.

The City Council adjourned to a Special Open Session meeting to hold interviews to fill vacancies on the City's Planning Commission, Public Works Advisory Board and Community Promotions Committee. The interviews started at 5:00 p.m. and were located at the Veterans' Memorial Building, 209 Surf Street, Morro Bay, CA

MINUTES - MORRO BAY CITY COUNCIL
REGULAR MEETING – MAY 24, 2011
VETERANS MEMORIAL HALL - 6:00 P.M.

Mayor Yates called the meeting to order at 6:20 p.m.

PRESENT:	William Yates	Mayor
	Carla Borchard	Councilmember
	Nancy Johnson	Councilmember
	George Leage	Councilmember
	Noah Smukler	Councilmember
STAFF:	Andrea Lueker	City Manager
	Robert Schultz	City Attorney
	Bridgett Kessling	City Clerk
	Eric Endersby	Harbor Operations Manager
	Rob Livick	Public Services Director
	Tim Olivas	Police Chief
	Mike Pond	Fire Chief
	Susan Slayton	Administrative Services Director
	Joe Woods	Recreation & Parks Director

ESTABLISH QUORUM AND CALL TO ORDER
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE
MAYOR AND COUNCIL MEMBERS REPORTS, ANNOUNCEMENTS & PRESENTATIONS
CLOSED SESSION REPORT - City Attorney Robert Schultz reported the City Council met in Closed Session; no reportable action under the Brown Act was taken on Item CS-1.

The following action was taken on Item CS-2:

- Property: Embarcadero Grill - Lease Site 86-86W
  Negotiating Parties: Caldwell and City of Morro Bay.
  Negotiations: Sub Lease Terms and Conditions.

Councilmember Leage was excused from this discussion due to a conflict of interest; and, no action under the Brown Act was taken on Lease Site 86-86W.

- Property: Lease Site 65-66/65W-66W, 571 Embarcadero,
  Negotiating Parties: Imani and City of Morro Bay.
  Negotiations: Lease Terms and Conditions.

- Property: Sea One Solutions; Lease Site 124-128/124W-128W and 113W, 1215 Embarcadero.
  Negotiating Parties: Sea One Solutions, LLC and City of Morro Bay.
  Negotiations: Lease Terms and Conditions.

Action was taken to correct the administrative error under Section 2.04 (Percentage Rent) to bring the lease agreements in conformance with the Master Lease format for Lease Sites 65-66/65W-66W, and Lease Site 124-128/124W-128W and 113W.

PUBLIC COMMENT

Jeff Eckles, owner of Morro Bay House of Jerky, stated this is a new store on the Embarcadero which carries five different flavors of jerky, as well as a variety of other goods.

Gary Hixson promoted the Gary (Tyler Moore) Hixson Show, and he supports having a Film Commission in Morro Bay. Mr. Hixson spoke on various issues in the City.

Dan Glesmann addressed an article in the *Tribune* regarding the budget woes in San Luis Obispo. He addressed Morro Bay's upcoming budget and requested the City Council get control of personnel costs and preserve the City's infrastructure.

Stan Trapp thanked the City for its efforts in sprucing up the Embarcadero. He addressed Item A-5 (Resolution Authorizing Monthly Payment Option for Embarcadero Leaseholders) and expressed gratitude to staff for recommending monthly payments for leaseholders. Mr. Trapp also addressed Item B-1 (Consideration of Adoption of Interim Urgency Ordinance Establishing Rules Regulating the Approval Process and Construction of Projecting Signs Pending Completion of Studies and the Preparation of an Update to the City's Zoning Code) and supported the recommendation for approval of Ordinance No. 568 which will bring uniformity to the signs around the City.

Nancy Castle thanked the City for its support of the Central Coast Maritime Museum Association for the display across from the Great American Fish Company which is a part of the history of Morro Bay.

John Weiss discussed the Eco-Rotary Program where the goal is to recycle the food products and reduce the amount of water used at the three local golf courses in the county. He said there will be meetings every second and fourth Tuesdays at the Morro Bay Golf Course regarding this program.

Virginia Hiramatsu announced Relay for Life of Morro Bay will be held on August 6 and 7, 2011 at Morro Bay High School. She said the funds raised at this event will stay to assist victims of cancer in Morro Bay.

George Ross, CPA stated the pension liabilities in the City are the biggest concern and the two-tiered pension benefit is a good idea on reducing future pension liabilities. He said another hole in the City governance is the issuance of business licenses which needs to be enforced. Mr. Ross also stated another annoyance is the theft of recycling goods which could lead to identity theft. He also expressed the need to pursue compliance on the removal of A-frame signs.

Betty Winholtz addressed Item A-4 (Adoption of Ordinance No. 567 Repealing, Amending and Reenacting Chapter 14.48 of the City of Morro Bay Municipal Code, Entitled Illicit Discharge and Stormwater Management Control) stating there is not an educational component to this Ordinance, and there needs to be some directive to educate the public. She also noted although the improvements to the Embarcadero are nice, North Main Street also deserves the same improvements to attract customers to the businesses in this part of the City.

Joan Solu addressed Council's future review on tourism and requested the City Council pay close attention to some of the suggestions, and noted there are several visitor-serving contracts. She said tourism brings in $70-80 million in business revenue annually to the City, and the City does not have a leader or strategy and needs a Director of Tourism. Ms. Solu stated the Morro Bay Tourism Business Improvement District would be happy to discuss paying an administrative fee in place of the Visitor Center contract.

John Barta thanked the City for the removal of the news racks. He referred to Item A-4 and noted the City has no downstream communities that would be caused any harm from storm water pollution. Mr. Barta stated the City should be required to have small traps that will clean storm water discharge however anything larger than that is unnecessary.

Brian Stacy requested the City consider providing assistance to fishermen by giving them an extension on slip rent during salmon season.

Kim Vanerstrand, business owner on Main Street, expressed concern with the City's proposed signage regulations and how it may affect stores off the beaten path.

Mayor Yates closed the hearing for public comment.

A. CONSENT CALENDAR

Unless an item is pulled for separate action by the City Council, the following actions are approved without discussion.

A-1 APPROVAL OF MINUTES FOR THE REGULAR CITY COUNCIL MEETING OF MAY 10, 2011; (ADMINISTRATION)

RECOMMENDATION: Approve as submitted.

A-2 APPROVAL OF CONTRACT WITH BARNETT COX & ASSOCIATES FOR ADVERTISING AND MARKETING SERVICES; (CITY ATTORNEY)

RECOMMENDATION: Approve and authorize the Mayor to execute the contract.

A-3 RESOLUTION NO. 35-11 AUTHORIZING SAN LUIS OBISPO COUNTY ASSESSOR TO ASSESS AMOUNTS DUE ON DELINQUENT SOLID WASTE COLLECTION ACCOUNTS AS TAX LIENS AGAINST THE PROPERTIES; (ADMINISTRATIVE SERVICES)

RECOMMENDATION: Adopt Resolution No. 35-11.

A-4 ADOPTION OF ORDINANCE NO. 567 REPEALING, AMENDING AND REENACTING CHAPTER 14.48 OF THE CITY OF MORRO BAY MUNICIPAL CODE, ENTITLED ILLICIT DISCHARGE AND STORMWATER MANAGEMENT CONTROL; (PUBLIC SERVICES)

RECOMMENDATION: Adopt Ordinance No. 567.

A-5 RESOLUTION AUTHORIZING MONTHLY PAYMENT OPTION FOR EMBARCADERO LEASEHOLDERS; (HARBOR)

RECOMMENDATION: Adopt Resolution No. 37-11.

A-6 RESOLUTION AUTHORIZING EXECUTION OF THE "DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON-STATE AGENCIES" FOR THE CITY'S APPLICATION FOR CALIFORNIA DISASTER ASSISTANCE ACT PROGRAM; (HARBOR)

RECOMMENDATION: Adopt Resolution No. 38-11.

Councilmember Leage pulled Item A-3 from the Consent Calendar; Councilmember Borchard pulled Item A-4.

MOTION: Councilmember Borchard moved the City Council approve the Consent Calendar with the exception of Items A-3 and A-4. The motion was seconded by Councilmember Johnson and carried unanimously. (5-0)

A-3 RESOLUTION NO. 35-11 AUTHORIZING SAN LUIS OBISPO COUNTY ASSESSOR TO ASSESS AMOUNTS DUE ON DELINQUENT SOLID WASTE COLLECTION ACCOUNTS AS TAX LIENS AGAINST THE PROPERTIES; (ADMINISTRATIVE SERVICES)

Councilmember Leage asked if there is any other way to collect on a delinquent bill other than placing a lien against property. He said he would prefer another way of collecting on a bill, such as a collection agency rather than attaching the property; Mayor Yates agreed.

Administrative Services Director Susan Slayton responded garbage liens are placed only on homeowners based on the delinquency of the bill at the end of the year. She said the Garbage Company makes an effort to collect on the garbage bill and when the bill has been neglected for a long period of time, the Garbage Company has the ability to assess their collection through the property tax bill. Ms. Slayton stated the City receives a 2% administration fee for pursuing the assessment.

MOTION: Councilmember Borchard moved the City Council approve Item A-3 of the Consent Calendar. The motion was seconded by Councilmember Smukler and carried with Councilmember Leage and Mayor Yates voting no. (3-2)

A-4 ADOPTION OF ORDINANCE NO. 567 REPEALING, AMENDING AND REENACTING CHAPTER 14.48 OF THE CITY OF MORRO BAY MUNICIPAL CODE, ENTITLED ILLICIT DISCHARGE AND STORMWATER MANAGEMENT CONTROL; (PUBLIC SERVICES)

Councilmember Borchard clarified from her statement at the last City Council meeting instead of “minimum rainfall requirements”, she meant “minimum required hydromodification and Low Impact Development Control measures allowed under the City’s storm water permit requirements.

MOTION: Councilmember Borchard moved the City Council approve Item A-3 of the Consent Calendar. The motion was seconded by Councilmember Smukler and carried with Mayor Yates voting no. (4-1)

Mayor Yates called for a break at 7:22 p.m.; the meeting resumed at 7:37 p.m.

B. <u>PUBLIC HEARINGS, REPORTS & APPEARANCES</u>

B-1 REVIEW OF DRAFT SIGN ORDINANCE AND CONSIDERATION OF ADOPTION OF INTERIM URGENCY ORDINANCE ESTABLISHING RULES REGULATING THE APPROVAL PROCESS AND CONSTRUCTION OF PROJECTING SIGNS PENDING COMPLETION OF STUDIES AND THE PREPARATION OF AN UPDATE TO THE CITY'S ZONING CODE; (CITY ATTORNEY/PUBLIC SERVICES DIRECTOR)

City Attorney Robert Schultz stated staff is beginning to enforce the A-Frame Sign regulations and there have been discussions regarding allowing “Projecting Signs” (commonly referred to as “Pub” signs) to replace A-frame signs. The purpose of this Ordinance is to allow for the issuance of sign permits for projecting signs. Mr. Schultz recommended the City Council adopt Interim Urgency Ordinance No. 568 which would establish interim rules regulating the approval process and construction of projecting signs pending completion of studies and the preparation of an update to the City's zoning code.

Mayor Yates opened the hearing for public comment.

John Barta expressed support for the adoption of Interim Urgency Ordinance No. 568.

Mayor Yates closed the hearing for public comment.

MOTION: Mayor Yates moved the City Council adopt Interim Urgency Ordinance No. 568 which would establish interim rules regulating the approval process and construction of projecting signs pending completion of studies and the preparation of an update to the City's zoning code. The motion was seconded by Councilmember Borchard and carried unanimously. (5-0)

City Manager Andrea Lueker read Interim Urgency Ordinance No. 568 by number and title only.

Public Services Director Rob Livick stated the Draft Sign Ordinance is fundamentally the same ordinance approved within the Comprehensive Zoning Ordinance Update 2004; changes have been made to the Sign Ordinance to allow it to be integrated into the existing Ordinance. He said the current and proposed ordinance limits the amount of signage each building and/or business can permanently affix to a building as such a determination should be made if further changes need to be addressed to achieve the Council's goal as they pertain to projecting signs. Mr. Livick recommended the City Council review the Draft Ordinance and changes proposed by the Planning Commission and provide direction to staff regarding the final revised Sign Ordinance.

Council agreed that more work is needed on this Draft Ordinance, and a workshop would be beneficial to receive input from the business community.

Mayor Yates opened the hearing for public comment.

John Barta stated years ago when he served on the Planning Commission, it took several years to develop the concept of the Sign Ordinance. He said he would be happy to share the PowerPoint presentation he has with the information from that time period.

John Weiss, President of Chamber of Commerce, stated it is agreed that the business community would like to reduce clutter; the need of communicating what and where businesses are; the adoption of modest fees; and, it meets the needs of the business as well as City standards. He said a workshop is a great idea.

Mayor Yates closed the hearing for public comment.

Councilmember Smukler stated he would like a better dialogue with the Chamber of Commerce and other interest groups, and that they have an opportunity for input.

Councilmember Johnson made the following suggestions: 1) no A-frame signs anywhere in the City; 2) projecting public signs allowed in all parts of the City; 3) kiosks should be allowed at the corner of Beach and Front Street, along the waterfront and on the corners of Old Town; and 4) feather flags should be allowed in North Morro Bay and Quintana Road. She also noted signs on pick-up trucks should not be allowed and should be enforced.

Mayor Yates stated he agrees there should be no A-frame signs allowed anywhere in town noting there are alternative signs.

Councilmember Borchard stated she would like to exhaust the fact that there are areas that could have alternative signage before disallowing A-frame signs. She said she would like the Planning Commission PowerPoint presentation from 2004 be part of the workshop which could give Council alternative ideas. Councilmember Borchard requested Council consider the appointment of a Sign Review Board.

Council directed staff to schedule a public workshop on the Draft Sign Ordinance within six months, or by the first meeting in November.

No further action was taken on the Draft Sign Ordinance.

B-2 REVIEW AND ADOPTION OF A REVISED TEEN CENTER MASTER PLAN; (RECREATION & PARKS)

Recreation & Parks Director Joe Woods stated the Teen Center Master Plan process started in 2004 with public workshops and concluded in 2006 with a City Council approved Concept Plan. Recent workshops have been held to not only update the Master Plan, but also to fulfill Proposition 84 requirements for public input. Staff held three workshops at the Teen Center in late February 2011. The Recreation & Parks Commission reviewed four resulting options and requested staff to develop additional options which combined two of the proposed. As a result, Options 5 and 6 are presented to City Council for consideration. At the conclusion of this process, staff will be submitting a grant application to the State Parks Department with the intent to obtain Proposition 84 funding. Mr. Woods recommended the City Council review and discuss the proposed options for the Teen Center Master Plan and adopt either Option 5 or 6 based on public input and consensus.

Mayor Yates opened the hearing for public comment.

Jake stated he has been going to the Teen Center for a few years and it has been a great experience, and he believes this upgrade will be beneficial for future teens. He said Option 6 would provide a lot of space for the community.

John Gutierrez, Program Director for Teen Center, stated this is a home away from home for a lot of teens. He said as part of the Teen Advisory Committee, there are teens that put a lot of time into this Master Plan. Mr. Gutierrez stated he prefers Option 6 generally as the better plan.

Taylor Newton stated he mentors the Gorilla Gardening Club who is mostly teens who are excited about getting involved in the landscape portion of this plan as well as the skate park and fitness area. He stated he prefers Option 6 especially with the fitness center and internet access.

Karen Croley, Recreation & Parks Commissioner, stated she prefers Option 6 which is more family-oriented with something for different age groups to do in a confined space. She said crime studies show that between 3:00 pm - 5:00 pm is when crime rates are highest because teens are home unsupervised with nothing to do.

Mayor Yates closed the hearing for public comment.

Councilmember Borchard stated she is adamant that this is a Youth Center with multi-age access and recognizing an area for teens. She expressed concern with the maintenance of the skate park area under the trees. Councilmember Borchard also has concern with the unprojected cost of this plan.

Councilmember Johnson stated she prefers Option 6; however, she expressed concern with the placement of the modular skate park in the back and the concrete skate park in the front of the Center. She said she would like the climbing area to be opened to preteens. Councilmember Johnson stated she would like the Center to be renamed because it is intimidating to preteens. She also has concerns with the unprojected costs.

Mayor Yates stated he supports approval of the Master Teen Center Plan (Option 6) as proposed; Councilmember Leage agreed.

Councilmember Smukler stated he supports Option 6 because it gives a buffer from the neighboring property owner. He said he would like renewable energy and water recycling to be included in this plan.

MOTION: Councilmember Smukler moved the City Council adopt Option 6 of the Master Teen Center Plan. The motion was seconded by Councilmember Borchard and carried with Councilmember Johnson voting no. (4-1)

C. UNFINISHED BUSINESS – NONE.

D. NEW BUSINESS

D-1 RESOLUTION NO. 36-11 APPROVING A COOPERATION AGREEMENT BETWEEN THE COUNTY OF SAN LUIS OBISPO AND THE CITY OF MORRO BAY FOR JOINT PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, THE EMERGENCY SOLUTIONS GRANT PROGRAM AND THE HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS PROGRAM FOR FISCAL YEARS 2012-2014; (ADMINISTRATION)

City Manager Andrea Lueker stated the City of Morro Bay has the opportunity to participate with other cities and the County of San Luis Obispo in qualifying as an "Urban County" for fiscal years ending 2012-2014. An Urban County receives annual, formal-based grants from the federal Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG), Home Investment Partnership Act (HOME) and Emergency Solutions Grants (ESG) programs. For the next 3-year cycle, staff's recommendation is that the City of Morro Bay joins the Urban County rather than apply for funds as an individual city. This recommendation is due to staff reallocations and budget reductions over the past few years. Staff believes this move will provide more funding overall to the City and its residents, than the City attempting to apply for funds as an individual City. If the City decides to become part of the Urban County, the City will receive its CDBG allocation through the county. The estimated amount of the CDGB funding is $87,000 - 100,000. Ms. Lueker recommended the City Council adopt Resolution No. 36-11 approving a Cooperation Agreement between the County of San Luis Obispo and the City of Morro Bay for Joint Participation in the Community Development Block Grant Program, the Emergency Solutions Grant Program, and the Housing Opportunities for Persons with Aids Program for Fiscal Years 2012-2014.

MOTION: Councilmember Leage moved the City Council adopt Resolution No. 36-11 approving a Cooperation Agreement between the County of San Luis Obispo and the City of Morro Bay for Joint Participation in the Community Development Block Grant Program, the Emergency Solutions Grant Program, and the Housing Opportunities for Persons with Aids Program for Fiscal Years 2012-2014. The motion was seconded by Councilmember Borchard and carried unanimously. (5-0)

E. DECLARATION OF FUTURE AGENDA ITEMS – NONE.

ADJOURNMENT - The meeting adjourned at 9:19 P.M.

Recorded by:

Bridgett Kessling
City Clerk

AGENDA NO: A-2

MEETING DATE: 06/14/11

Staff Report

TO: Honorable Mayor and City Council **DATE:** May 24, 2011

FROM: Susan Slayton, Administrative Services Director

SUBJECT: Resolution No. 39-11 Continuing the Fiscal Year 2010/11 Annual Budget

RECOMMENDATION:
Council to approve Resolution No. 39-11.

FISCAL IMPACT:
None.

SUMMARY:
Government Code Section 29088 requires entities to pass a Resolution if they have not passed their operating budget prior to their fiscal year end. Resolution No. 39-11 satisfies that requirement.

DISCUSSION:
Due to active labor negotiations that are nearing culmination, the Fiscal Year (FY) 2011/12 operating budget has not been presented to Council for adoption. Without an operating budget in place, the City would be unable to pay its bills or its employees. Government Code Section 29088(b) sanctions this with the passage of a Resolution, extending the previous year's operating budget for up to 60 days. This will allow the City to continue normal operations until August 30, 2011, or the adoption of the FY 2011/12 budget, whichever occurs first.

Prepared By: ________ **Dept Review:**_____

City Manager Review: ________

City Attorney Review: ________

RESOLUTION NO. 39-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MORRO BAY, CALIFORNIA CONTINUING THE FISCAL YEAR 2010/11 BUDGET

THE CITY COUNCIL
City of Morro Bay, California

WHEREAS, the City Council has duly passed the Fiscal Year (FY) 2010/11 budget; and

WHEREAS, the presentation of the FY 2011/12 operations budget has been delayed; and

WHEREAS, the FY 2010/11 budget ends on June 30, 2011; and

WHEREAS, the City Council deems it appropriate to continue the operation of City services until the passage of the FY 2011/12 budget; and

WHEREAS, Government Code Section 29088(b) allows entities to pass a Resolution, continuing the prior year's operating budget for up to 60 days.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Morro Bay, California, that the FY 2010/11 operating budget is continued for 60 days (August 30, 2011), or until the FY 2011/12 operating budget is adopted, whichever occurs first.

PASSED AND ADOPTED by the City Council of the City of Morro Bay, at a regular meeting thereof held on the 14th day of June 2011, by the following vote:

AYES:
NOES:
ABSENT:

____
William Yates, Mayor

____
Jamie Boucher, Deputy City Clerk

AGENDA NO: A-3

MEETING DATE: June 14, 2011

Staff Report

TO: Honorable Mayor and City Council **DATE:** June 6, 2011

FROM: Rob Livick, PE/PLS – Public Services Director/City Engineer

SUBJECT: Authorization to File Notice of Completion for the North Main Bike Lane and Street Improvement Project.

RECOMMENDATION:

Authorization for staff to File Notice of Completion for the North Main Bike Lane and Street Improvement Project.

FISCAL IMPACT:

The Total Project Cost was The Project is funded by $480,000 in ARRA grant funds, SLOCOG funds, traffic congestion relief funds for restriping, a portion to the Transportation Development Act (TDA) funds set aside for bike lane improvements and the Measure Q portion of the general fund. The projected fiscal impact of the project is summarized in the table below:

Funding Component	Amount
ARRA Funds	$480,000
SLOCOG Funds	$60,000
State Traffic Congestion Relief Fund (TCRF)	$95,583
Bike Lane Funds (TDA)	$10,000
Street Fund (Measure Q)	$64,912
Total	$710,495

** - Based on actual construction costs for replacementmanhole frames and lids.*

SUMMARY:

Filing of a Notice of Completion is a routine task for public works projects.

Prepared By: RL Dept Review: RL

City Manager Review: ________

City Attorney Review: ________

DISCUSSION:
At the August 23, 2010 the meeting, City Council awarded a construction contract for this project to CalPortland Construction of Santa Maria in the base bid amount of $432,117.10. Construction work commenced in September 2010 and was substantially complete and was substantially completed in December 2010. After the project was substantially complete Caltrans permits division required additional widening and restriping at the Highway 41/Main Street intersection. Since this was outside the scope of the original plans the City contracted with Ferivanti Paving of Paso Robles to complete the required work. The final construction contracts totaled $624,062 and a total project cost of $710,495 including design, construction admin, surveying and geotechnical engineering. There were a number of items that arose during the course of work that added value to the project and provided additional amenities not contemplated with the initial design, but these items incurred additional costs. Additions to the project included the additional sidewalk installation, additional curb ramp replacements, additional pavement repairs, a tree removal, and a significant change order for the addition of micro-surfacing the portion of Main Street between San Jacinto and Highway 41. These additional components resulted in a more complete street for all users, be they pedestrian, cyclist or driver. In conjunction with filing this Notice of Completion the 1-year warranty period will commence.

Staff will now be working with the CalTrans Local Assistance and SLOCOG staff to finalize reimbursements and complete the financial reconciliation.

CONCLUSION:
The Project has been completed by CalPortland Construction and staff recommends the City Council accept the Project and authorize the filing of a Notice of Completion.

ATTACHMENT:
Notice of Completion

Recording requested by: and
When recorded mail to:
City of Morro Bay – City Engineer
595 Harbor Street
Morro Bay, Ca. 93442-1957

NOTICE OF COMPLETION
CITY OF MORRO BAY

TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN by the undersigned City Clerk of the City of Morro Bay, 595 Harbor Street, Morro Bay, County of San Luis Obispo, California, 93442, having the sole interest in fee, that the construction of the

NORTH MAIN BIKE LANE AND STREET IMPROVEMENT PROJECT
MB-2010-S1

in the City of Morro Bay, has been completed by

CALPortland Construction

and was accepted on June 14, 2011.

____
Bridgett Kessling, City Clerk
City of Morro Bay, California

The undersigned hereby deposes and says:

That she is the City Clerk of the City of Morro Bay, County of San Luis Obispo, California; that she has read the foregoing Notice and knows the contents thereof and that the same is true of her own knowledge.

I declare the foregoing to be true under penalty of perjury.

Executed at Morro Bay, California, this _______ day of September, 2009.

____
Bridgett Kessling, City Clerk

CITY OF MORRO BAY

CERTIFICATE OF COMPLETION

The undersigned hereby certifies that the construction of

NORTH MAIN BIKE LANE AND STREET IMPROVEMENT PROJECT
MB-2010-S1

by **CALPORTLAND**

has been inspected and found to substantially comply with the approved plans and specifications and has been accepted as having been completed in accordance therewith.

It is, therefore, requested that the City Clerk file a Notice of Completion.

By: ______________________________
Rob Livick, PE/PLS
Public Services Director/City Engineer

Date:________________

AGENDA NO: A-4

MEETING DATE: June 14, 2011

Staff Report

TO: **Mayor and Council** **DATE: June 6, 2011**

FROM: **Robert Schultz, City Attorney**

SUBJECT: **Resolution Determining Issuance of an Alcoholic Beverage Control Permit for a Wine Tasting Room Located at 783 Market Avenue.**

RECOMMENDATION:

Staff recommends the City Council review and approve Resolution 40-11.

FISCAL IMPACT:

Not applicable.

SUMMARY:

Bella Vino's Services LLC applied for a permit from the Department of Alcoholic Beverage Control to operate a Wine Tasting Room at 783 Market Avenue. The Department of Alcoholic Beverage Control (ABC) automatically denies permits to sell alcoholic beverages if there is an "undue concentration" of licenses in the census tract (Business and Professions Code Section 23958). In order for the ABC to issue the license, they require the local governing body to determine that the "public convenience and necessity" would be served by issuance of the license. The ABC requires the governing board/council to pass a resolution or a signed letter on official letterhead stating whether or not the issuance of the applied license would serve as a public convenience or necessity.

The Police Department has reviewed this application and has no significant concerns at this time in regard to a wine tasting room at this location. Furthermore, the approval of Resolution 40-11 will support the City Council's goals and priorities to develop ways to attract businesses to Morro Bay.

Prepared By: ________ **Dept Review:**_____

City Manager Review: ________

City Attorney Review: ________

RESOLUTION NO. 40-11

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MORRO BAY, CALIFORNIA
DETERMINING THAT ISSUANCE OF AN ABC PERMIT
FOR A WINE TASTING ROOM LOCATED AT
783 MARKET AVENUE WOULD SERVE AS A
PUBLIC CONVENIENCE OR NECESSITY**

**THE CITY COUNCIL
CITY OF MORRO BAY, CALIFORNIA**

WHEREAS, Bella Vino's Services LLC applied for a Department of Alcoholic Beverage Control Permit for a Wine Tasting Room located at 783 Market Avenue; and,

WHEREAS, the permit is automatically denied by the Department of Alcoholic Beverage Control due to an "undue concentration of alcohol licenses" in this census tract; and,

WHEREAS, in order for the Department of Alcoholic Beverage Control to issue the license, the local governing body must determine that the public convenience or necessity would be served by issuance of the license and pass a resolution stating such; and,

WHEREAS, after review by the Police Department there are no significant concerns in regard to the opening of a Wine Tasting Room at this location.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Morro Bay, California, that the public convenience or necessity will be served by issuance of license from the Department of Alcoholic Beverage Control for a wine tasting room at 783 Market Avenue.

BE IT FURTHER RESOLVED by the City Council of the City of Morro Bay, California, that this action support new business in Morro Bay and is in conformance with the goals set by the Morro Bay City Council to "develop ways to be attractive to new businesses".

PASSED AND ADOPTED by the City Council of the City of Morro Bay at a regular meeting thereof held on the 14th day of June, 2011 on the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
WILLIAM YATES, Mayor

ATTEST:

____
JAMIE BOUCHER, Deputy City Clerk

AGENDA NO: A-5

MEETING DATE: June 14, 2011

Staff Report

TO: **Mayor and Council** **DATE: June 6, 2011**

FROM: **Robert Schultz, City Attorney**

SUBJECT: **Resolution Determining Issuance of an Alcoholic Beverage Control Permit for Virg's Landing Inc. Located at 1169 Market Avenue.**

RECOMMENDATION:

Staff recommends the City Council review and approve Resolution 41-11.

FISCAL IMPACT:

Not applicable.

SUMMARY:

Virg's Landing Inc. applied for a permit from the Department of Alcoholic Beverage Control for an Off-Sale Beer and Wine License for their Sportfishing Tackle Store located at 1169 Market Avenue. The Department of Alcoholic Beverage Control (ABC) automatically denies permits to sell alcoholic beverages if there is an "undue concentration" of licenses in the census tract (Business and Professions Code Section 23958). In order for the ABC to issue the license, they require the local governing body to determine that the "public convenience and necessity" would be served by issuance of the license. The ABC requires the governing board/council to pass a resolution or a signed letter on official letterhead stating whether or not the issuance of the applied license would serve as a public convenience or necessity.

The Police Department has reviewed this application and has no significant concerns at this time in regard to an Off-Sale Beer and Wine license at this location. Furthermore, the approval of Resolution 41-11 will support the City Council's goals and priorities to develop ways to attract businesses to Morro Bay.

Prepared By: ________ **Dept Review:**_____

City Manager Review: ________

City Attorney Review: ________

RESOLUTION NO. 41-11

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MORRO BAY, CALIFORNIA
DETERMINING THAT ISSUANCE OF AN ABC PERMIT
FOR OFF SALE BEER & WINE SALES AT
1169 MARKET AVENUE WOULD SERVE AS A
PUBLIC CONVENIENCE OR NECESSITY**

**THE CITY COUNCIL
CITY OF MORRO BAY, CALIFORNIA**

WHEREAS, Virg's Landing Inc. applied for a Department of Alcoholic Beverage Control Permit for Off-Sale Beer & Wine for their Sportfishing Tackle Store located at 1169 Market Avenue; and,

WHEREAS, the permit is automatically denied by the Department of Alcoholic Beverage Control due to an "undue concentration of alcohol licenses" in this census tract; and,

WHEREAS, in order for the Department of Alcoholic Beverage Control to issue the license, the local governing body must determine that the public convenience or necessity would be served by issuance of the license and pass a resolution stating such; and,

WHEREAS, after review by the Police Department there are no significant concerns in regard to the transfer of the Off-Sale Beer and Wine sales to this location.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Morro Bay, California, that the public convenience or necessity will be served by issuance of license from the Department of Alcoholic Beverage Control for Off Sale Beer & Wine Sales at 1169 Market Avenue.

BE IT FURTHER RESOLVED by the City Council of the City of Morro Bay, California, that this action support new business in Morro Bay and is in conformance with the goals set by the Morro Bay City Council to "develop ways to be attractive to new businesses".

PASSED AND ADOPTED by the City Council of the City of Morro Bay at a regular meeting thereof held on the 14th day of June, 2011 on the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

____
WILLIAM YATES, Mayor

ATTEST:

____
JAMIE BOUCHER, Deputy City Clerk

AGENDA NO: A-6

MEETING DATE: 06/14/11

A PROCLAMATION OF THE CITY COUNCIL OF THE CITY OF MORRO BAY RECOGNIZING THE 100TH ANNIVERSARY OF INCORPORATION OF THE CITY OF ARROYO GRANDE AND COMMEMORATING THE CITY'S CENTENNIAL CELEBRATION

CITY COUNCIL
City of Morro Bay, California

WHEREAS, the City of Arroyo Grande was incorporated as a California municipality on July 10, 1911; and

WHEREAS, the City of Arroyo Grande is a special city with a unique heritage, strong sense of community, and many involved citizens and businesses; and

WHEREAS, the City of Arroyo Grande has a rich history, many historic buildings from the late 1800's to early 1900's, the last "Swinging Bridge" of its kind in California, five museums, and a historic reference library dedicated to research, restoration and dissemination of information to preserve the City's historical heritage; and

WHEREAS, the City of Arroyo Grande also has an agricultural heritage and historic Village area, as well as cultural and recreational amenities, which make Arroyo Grande a desirable and diverse city that is loved by its residents and visitors alike; and

WHEREAS, over the past 100 years, Arroyo Grande has maintained its unique character and community spirit; and

WHEREAS, the community of Arroyo Grande will be celebrating its Centennial Anniversary in 2011, leading up to July 10, 2011, by hosting a wide variety of activities and events organized and funded by community volunteers; and

WHEREAS, such community celebrations and events include a Centennial Park dedication, Centennial Strawberry Festival, Centennial Summer Concert Series, Centennial Poetry Party, Centennial Block Party, Centennial Parade, Firework Display, a High School Essay Contest, a Time Capsule; and

WHEREAS, other special events throughout 2011 include a Summer Historical theatre, Centennial Golf Day, Century for the Century Bike Ride, Centennial Gala, County-Western & Square Dance, and Centennial 5k Run that reflect upon the American heritage and values which created and cultivated the American community.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Morro Bay does hereby recognize the achievements and history of the City of Arroyo Grande and direct that this proclamation be presented to the residents of the City of Arroyo Grande in congratulations as they celebrate a Century of Community on this Centennial Anniversary of the incorporation of the City.

IN WITNESS WHEREOF I have hereunto set my hand and caused the seal of the City of Morro Bay to be affixed this 14th day of June, 2011.

____
WILLIAM YATES, Mayor
City of Morro Bay, California

AGENDA NO: B-1

MEETING DATE: 06/14/2011

Staff Report

TO: **Honorable Mayor and City Council** **DATE: June 6, 2011**

FROM: **Andrea K. Lueker, City Manager**

SUBJECT: **Discussion on the Visitors Center; Proposed Marketing Specialist, and the Fiscal Year 2011-2012 Contract to Operate the Visitors Center**

RECOMMENDATION

Staff recommends the following:

1. Retain the current management structure at the Visitors Center with the following modifications;
   a. Hold a Partners/Stakeholders Workshop to develop and modify the marketing plan, identify goals and strategies and assign completion tasks;
   b. Hold a Partners/Stakeholder Workshop for the Visitors Center;
   c. Consider a Marketing Specialist position following the Workshops;
   d. Determine specific measures of success for the Visitors Center;
   e. Conduct a six month review of the Visitors Center;
   f. Participate on the Economic Development Committee;
   g. Renew the Contract with the Chamber of Commerce for 2011/2012 to run the Visitors Center;
2. Add off-site, informational, visitors' kiosks.

FISCAL IMPACT

Not applicable at this time.

BACKGROUND

Over the past nine months, the City Council has initiated significant changes that affect the operation of the Visitors Center, to include:

1. Incorporating new language regarding financial reviews of the Visitors Center, into the Agreement between the Chamber of Commerce and the City of Morro Bay; providing more comprehensive financial statements that delineate Visitors Center expenditures from Chamber expenditures as well as expanded, detailed monthly statements;
2. Foregoing a transient occupancy tax increase in exchange for Tourism Business Improvement District (TBID) agreeing to return its assessments to 3%;
3. Approving TBID funding of $50,000 of the Visitors Center costs;

Prepared By: ______________ **Dept Review:**_____

City Manager Review: ________

City Attorney Review: ________

4. Adding the City Manager, or her designee, as a voting member of both the Chamber Executive Board and the General Board of Directors which includes the City Manager, or her designee, as part of the Finance Committee;
5. Moving forward with a new marketing/advertising agency; and
6. Requiring that the Visitors Center provide to TBID Advisory Board/Community Promotions Committee (CPC), pursuant to a motion approved by the TBID Board in March 2011, a monthly report, including copies of invoices, a verbal report from the Chamber Executive Director, regarding how Visitors Center staff is trained/informed about TBID "packages or specials," and a more comprehensive financial report.

During the January 25, 2011 City Council meeting, the Council further reviewed the progress to date, and directed staff to:

1. Reschedule this item as a public hearing within sixty (60) days to include further analysis and time study;
2. Invite stakeholders; and
3. Explore the concept of a public workshop.

DISCUSSION

Throughout the past months, the City Council has evaluated the Visitors Center, as well as provided direction for a number of changes to be made. The City is in a redefining position now, with a new marketing/advertising agency, Barnett Cox & Associates, coming onboard to promote the Morro Bay experience. Barnett Cox & Associates is beginning work on a marketing plan which when finalized will provide clear direction to take in its efforts to enhance and increase tourism, an important goal of the marketing strategy. In order for the City to realize its full potential, it is extremely important that the many different agencies and organizations in the City work collaboratively.

Attached are discussions of the recommended and not recommended options for the City Council. Staff has provided a recommended direction for the City Council to consider and implement or amend, as they see fit.

CONCLUSION

With the changes the City Council has made and directed to be made with both the Visitors Center and the new marketing agency and marketing plan, accompanied by the Chamber of Commerce hiring a new Chamber CEO this year, staff believes the City is poised for an increase in tourism, better organization of our marketing efforts, initiation of strategic economic development, and enhancing agencies to foster a cooperative working relationship.

ALTERNATIVES RECOMMENDED BY STAFF

1. **<u>Retain the Current Management Structure at the Visitors Center with Modifications</u>**

The City has engaged a new marketing firm who will begin June 2011; the City is also beginning the second full year of increased funding for marketing. As a result of the TBID, the City Council continues to stress business development/business friendly strategies in the City. Based on these factors, staff recommends leaving the Visitors Center operation managed by the Chamber of Commerce, through a contract with the City, with the following modifications:

a. Hold a Partners/Stakeholder Workshop to Develop and Modify the Marketing Plan – this meeting would consist of the members of the TBID Board, CPC, City Staff, Barnett & Cox as well as other stakeholders to meet in a workshop setting with a facilitator to achieve the following:

- Development and modification of the marketing plan for the upcoming year and beyond;
- Identification of both short-term and long-term goals/strategies based on the marketing plan;
- Determination of a course of action to achieve these goals/strategies;
- Identification of the means to achieve the goals/strategies and any deficiencies, including staffing deficiencies. This will include a basic discussion of "who is responsible for what tasks".

It would also be important to include a public comment section during the workshop to encourage and solicit input on the marketing plan. Staff would recommend the workshop taking place as soon as possible.

For the City Council's information, Attachment A provides a review of the roles, duties and/or responsibilities of Barnett & Cox (as outlined in their contract), the Visitor's Center (as outlined in the agreement between the City of Morro Bay and the Chamber of Commerce) and the Chamber of Commerce (as outlined in their Draft Strategic Plan) as they relate to marketing. This information would be helpful for the workshop facilitator to use in order to address the above bullet points.

b. Hold a Partners/Stakeholder Workshop for the Visitors Center

Following the workshop to develop and modify the marketing plan, the next logical step is a similar workshop with representatives of the businesses/organizations involved with tourism in the City to discuss and determine how best the Visitor Center can service the Morro Bay visitors. Those may include representatives from the following communities; lodging, promotions, merchants association, Embarcadero retail, City of Morro Bay, arts, dining, attraction/recreation, events, Chamber, etc. The meeting would focus on maximizing tourism and the many different agencies and groups working cohesively.

c. **Consider a Marketing/Event Position Following the Workshops –** the City Council has asked staff to bring back a discussion of a marketing position. Addition of such a position within the City structure, in light of the staffing reductions that took place last year, would be difficult. However, through a reallocation of funds, it may be feasible to have a dedicated marketing and/or promotion specialist.

In past years, the Chamber and the Visitors Center have used a portion of their funding to provide for a full-time Event Coordinator position funded at approximately $35,000 per year. That Event Coordinator position was vacated some time ago, and has not been refilled, resulting in the remaining staff members absorbing those duties and hours. The Chamber realizes its need for an Events Coordinator, at least as a ½ time position. Staff has discussed with the Chamber CEO, the concept of the former Events Coordinator position being reallocated to spend ½ of their time on events coordination and ½ of their time on specific marketing issues in tandem with the new marketing agency, TBID, CPC, the City, etc.

The specific job description and duties would be formulated after the marketing plan has been determined. Staff believes hiring an individual, prior to having a marketing plan is premature.

d. **Determine Specific Measures of Success for the Visitors Center** - discussions have taken place on how to measure the success of the Visitors Center. The Visitor Centers' function is to provide information to people responding to the various marketing efforts, and to provide information to people already in Morro Bay, with the goal of extending stays or increased spending by exposing them to new tourism opportunities. An excellent measure of success for the Visitors Center is traffic count. Other measures may include, but not be limited to, website hits, monitoring of the new marketing strategies developed and implemented, results of periodic performance and audit reports, and expenditures within budget. These other measures, or indicators, rely on the success of other marketing programs, ad placements, quality of creative, targeted markets, the economy, and the way the community works together to execute an effective marketing plan.

e. **Conduct a Six Month Review of the Visitors Center –** staff would recommend that at intervals of six months, a report be provided to the City Council on how the Visitors Center is functioning, especially in relation to the established specific measures of success.

f. **Participate on the Economic Development Committee –** the CEO of the Chamber recently formed an Economic Development Committee. This committee is examining the economic development needs of Morro Bay, developing strategies to address those needs, and forming the necessary partnerships to achieve its objectives. Aspects of economic development will be investigated and may include to, business retention and expansion, business recruitment, entrepreneurial, workforce, and community development. The first meeting of this committee was held on Tuesday, April 5, 2011, with regularly scheduled hour meetings to follow on a monthly basis. The Committee is likely to consider some items that have been reviewed in the past, such as local business training and the consideration of a study on business recruitment and retention, as well as new concepts outlined above.

The goal of the committee will be to formulate a broad strategic and economic development plan and work in tandem with the Chamber. Staff would anticipate the City Council will be updated with the Economic Development Committee's actions on a regular basis.

g. **Renew the Contract with the Chamber of Commerce for 2011/2012 to run the Visitors Center** - the contract between the City of Morro Bay and the Chamber of Commerce to operate the Visitors Center expires on June 30, 2011. Staff is recommending renewing the contract for Fiscal Year 2011/2012 with the modification as discussed above. The contract for Fiscal year 2010/11 is attached (Attachment B) for your information.

2. **<u>Add Off-Site, informational, visitors' Kiosks/Booths</u>**

Rather than relocate the Visitors Center to a different site, one concept is that of placing additional informational kiosks in several other locations in Morro Bay. These kiosks could include actual visitor information stands, booths with brochures, or touch screen computer kiosks. The kiosks/booths could be located in existing businesses, public buildings, or public spaces, and could be "managed" by a staff member of the Chamber, a business owner, or a volunteer. There would be initial purchase costs, and ongoing material or data upkeep costs. Should the City Council be interested in this option, staff will provide further details on proposed location, cost and funding options.

ALTERNATIVES NOT RECOMMENDED BY STAFF

1. **<u>Bring the Visitors Center In-House, Operated by the City of Morro Bay</u>**

There are very few cities that operate their own Visitors Center. Of the three cities reviewed, two, in the last year, privatized those operations to other agencies; only the City of Pismo Beach continues operating its own.

Mammoth Lakes – in July 2010, the Town of Mammoth Lakes changed from an in-house operation to contracting out to Mammoth Lakes Tourism, a non-profit organization. This was done as Mammoth Lakes determined that contracting with a non-profit was more fiscally responsible, would increase participation by local businesses, leverage tax revenues more effectively, and have the ability to act more entrepreneurial.

Pismo Beach – the Convention and Visitors Bureau (CVB) is run by a mid-level manager that reports to the City Manager. The CVB Board and Pismo's Business Improvement Board are one in the same, and each has an approximate budget of $570,000, for a total of $1,140,000. The City-run CVB has two full-time and one part-time staff funded, allocating approximately 18% or $200,000 for these costs, with an additional $35,000 of funding paid to the City of Pismo Beach from the BID for administrative costs of managing the BID.

City of Redding – the Visitors Bureau was operated under the City's Support Services Department. However, last year, the City chose to no longer operate the Visitors Bureau, and contracted with the Shasta Cascade Wonderland Association.

2. **<u>Extend a Request for Proposals (RFP) for the Operation of the Visitors Center to include the Visitors Center as a Stand Alone Entity</u>**

The Visitors Center is currently operated by the Morro Bay Chamber of Commerce, who contracts with the City of Morro Bay for those services. Currently, there is approximately $152,000 funding that operation. The combining of staff and sharing of equipment, space, operational expenses and expertise for the Chamber and the Visitors Center is an economical and functional way to leverage resources while providing quality visitor services, especially for a community the size of Morro Bay. Should the Visitors Center and Chamber of Commerce be separated, staff is concerned about the ability of each to function effectively on its own. For purposes of discussion, the City of Sonoma operates a satellite stand-alone Visitors Center with similar hours of operation and a staffing budget of $220,000.

If the City Council is interested in exploring what other organizations could provide in terms of Visitors Center services and operations, the City Council can direct staff to issue a Request for Proposal. The process will take approximately 4-6 months, which will include writing the document, circulation, review, interview and recommendation of award of contract.

3. **<u>Community Assessment/Location of Visitors Center</u>**

There has been continued discussion regarding the location of the Visitors Center. While staff is hesitant to recommend a study or consultant, City staff does not have the expertise to answer these questions, and recommends that if there is interest in a site review, it should be performed by a professional versed in this type of work, and the research should be done based on some sort of recognized data. There are a number of research organizations that do this type of work. While staff is not recommending moving the Visitors Center at this time, we can provide information on organizations that conduct these types of measured procedures to determine the best location.

Attachment A

Role of the Marketing Company (Barnett Cox Contract 2011)

1. Create a marketing plan.
2. Implement the marketing plan.
3. Explore and implement cooperative marketing opportunities with SLOVCB, Chamber of Commerce, Merchants Association and others.
4. Maintain an effective working relationship with TBID and CPC
5. Attend all monthly meetings and subcommittee meetings (if requested) of TBID and CPC to provide input, refine and adjust marketing objectives and strategies
6. Manage the budgets of the TBID and CPC including paying invoices and account for all activity conducted by these boards by; providing original invoices, copies of produced materials, tear sheets, etc.
7. Provide account services such as marketing concept, design and production, events promotion, media buys and placement, account budget, provision of status reports.
8. Provide TBID and CPC with written monthly reports on the status of all aspects of the marketing campaign, including;
   a. summary of activities in the last month
   b. summary of advertising placed during the prior month
   c. summary of direct consumer marketing placed during the prior month
   d. summary of results and responses to materials during the prior month
   e. examples of materials distributed during the prior month, including proof of advertising
   f. summary of strategic alliances supported during the prior month
9. Planning and commissioning any research the TBID and CPC may require, including methods of continuing evaluation of the effectiveness of the commissioned marketing campaign.
10. Provide creative assistance and production of fulfillment material and work with the Morro Bay Chamber of Commerce on fulfillment services in response to requests for materials arising out of the TBID's marketing program.
11. Provide the City support and assistance in maintenance and improvement of the visitor website portion of the www.morrobay.org website.

Role of the Visitors Center (2010/11 Agreement)

1. Chamber shall provide qualified and competent staff in public relations.
2. Chamber Director shall be responsible for the day to day operations of the Visitors Center
3. Chamber shall conduct promotional and publicity activities and programs for the City.
4. Chamber shall maintain an office in the City of Morro Bay suitable for the conduct of a visitor's information service.

5. Visitor office shall be open to facilitate contact with news media representatives and to disseminate news releases and promotions information for the various media, general public and visitor information needs.
6. Chamber shall submit monthly report regarding information and promotional efforts
7. All persons working in the Visitors Center shall be employees of the Chamber.

Role of the Chamber of Commerce (Goals from the Draft Strategic Plan 2011)

1. Create a strong local economy.
   a. Help members to grow their businesses so that the economy will grow for all businesses
   b. Be an active and effective partner with local and regional economic development and organizations
   c. Develop strategies to ensure a quality Farmers Market
2. Promote the community
   a. Operate and develop an effective Visitors Center
   b. Plan and develop quality events
   c. Promote all of Morro Bay
3. Provide networking opportunities for members that introduce them to new prospective clients
   a. Improve on current and develop new networking opportunities
4. Be the voice of businesses by advocating their interest to the City, County and State Government
   a. Foster a healthy relationship with City, County and State representatives
   b. Focus on existing businesses
5. Create a strong viable organization
   a. Create value driven programs with a focus on member benefits
   b. Identify and market benefits of membership to members and the business community as a whole
   c. Train and retain a quality staff and Board of Directors
   d. Create a healthy balance sheet

Attachment B

MORRO BAY VISITOR CENTER AGREEMENT

FY 2010/2011

THIS AGREEMENT is made and entered into this _________ of ____ 2010, by and between the CITY OF MORRO BAY, a municipal corporation, hereinafter referred to as "CITY," and MORRO BAY CHAMBER OF COMMERCE, a non-profit corporation, hereinafter referred to as "CHAMBER."

RECITALS

WHEREAS, CITY recognizes that the need for continued development of the economic base of the community is important, and therefore, wishes to provide for a coordinated effort to encourage, promote, and foster the economic development of the community, and promote its advantages as a tourist and recreational center, and

WHEREAS, arranging, obtaining and distributing favorable coverage about the community, to be read by potential visitors to CITY, is an integral part of its promotion as a tourist and recreation center, and

WHEREAS, the parties agree that these goals can best be accomplished through the operation of a Visitor Center by CHAMBER, under the terms and conditions outlined hereinafter, making use of funds provided, pursuant to this contract, by CITY for operations beyond those historically maintained by CHAMBER.

COVENANTS

NOW, THEREFORE, in consideration of the covenants and conditions stated herein, and in consideration of the mutual benefits that will accrue to each of the parties hereto, as well as to the public good of all the citizens of Morro Bay, the parties have agreed, and do hereby agree, as follows:

1. That the foregoing recitals are true and correct, and constitute accurate statements of the facts herein.

2. The term of this agreement shall commence July 1, 2010 and terminate on June 30, 2011.

3. The maximum amount due and payable during the term of this contract is $152,490. CITY shall pay said amount to CHAMBER in monthly increments of $12,707.50, in advance, for each contract month. Such funds are to be expended only under the terms, conditions and restrictions, and for the purposes specifically set forth in this agreement.

4. CHAMBER shall provide qualified and competent staff in public relations, and public information shall be available, as necessary, for the successful implementation of this Agreement. CHAMBER's Executive Director shall be responsible for the day-to-day operations and management of this Agreement.

5. CHAMBER shall conduct promotional and publicity activities and programs for the CITY.

6. CHAMBER shall also maintain an office in the City of Morro Bay suitable for the conduct of a visitor information service. Said office is to be open to facilitate contact with news media representatives, and to disseminate news releases and promotions information, in a professional manner, for the various media, general public, and visitor information needs. The Visitor's Center shall operate 7 days a week excluding Easter Sunday, Thanksgiving Day, Christmas Day and New Years Day. Operational hours will include a minimum of 8 hours Monday-Friday, 6 hours on Saturday and 4 hours on Sundays and Holidays (excluding those referenced above). Office hours shall be scheduled at the discretion of the CHAMBER and reviewed by the City Manager to coincide with and meet the needs of visitor serving traffic.

7. In addition, the CHAMBER shall maintain an answering machine during closed office hours to receive messages for visitor information requests.

8. CHAMBER shall coordinate services for prospective visitor groups, to include referral to motels, rental facilities, caterers, entertainment and other services, regardless of the businesses' membership status with CHAMBER. Said referrals will be tracked and recorded. CHAMBER shall provide promotional publication materials for visitors, in a quality form acceptable to the CITY, that specify recreational opportunities, campgrounds, art galleries and other services, regardless of the businesses' membership status with CHAMBER.

9. CHAMBER shall ensure that no funds provided by CITY will be used to support traditional CHAMBER activities that generally serve and benefit only CHAMBER membership or programs. Nothing in this contract, however, shall prevent CITY from specifically funding new projects as proposed by CHAMBER.

10. CHAMBER agrees to submit monthly reports to CITY promotions committee regarding visitor information and promotional activities. The reports need not be lengthy, but should be specific as to the tasks accomplished, and a breakdown of the monthly expenditures. Failure to provide such monthly reports will be considered by CITY as possible grounds for termination of this contract.

11. CHAMBER agrees to make its books and financial records concerning the funds expended under this agreement available to CITY for inspections and review and audit. CHAMBER will, at no expense to CITY, provide an annual report and accounting of expenditures of the funds covered by this agreement. The City Administrative Services Director shall work with the Chamber to perform a detailed Financial Review at the end of the fiscal year which will be presented to the Community Promotions Committee.

12. CHAMBER agrees that all persons working for CHAMBER under this Agreement shall be employees of CHAMBER, subject to its exclusive management and control, and shall in no way be considered employees of CITY; and that any liability, which might arise under the Worker's Compensation Law of the State of California due to any injury of any employee of CHAMBER, shall be the sole liability of CHAMBER.

13. CHAMBER agrees to indemnify, defend and hold harmless CITY, and its officers, employees, and agents, from any and all claims, suits, demands and causes of action resulting from the acts or failure to act of any agent, servant or employee of CHAMBER, or any other person pursuant to this Agreement.

14. CHAMBER shall obtain and maintain, in full force and effect during the term of the Agreement, a $1,000,000 liability insurance policy specifically naming CITY as primary additional insured against claims and demands resulting from injuries to persons and property upon premises maintained by CHAMBER, during CHAMBER-sponsored activities and events, wherever situated. Said insurance policy shall provide for thirty (30) day notice of cancellation to CITY. Within ten (10) days of the date of execution of this Agreement, CHAMBER shall submit to CITY evidence of such insurance.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

CITY OF MORRO BAY	MORRO BAY CHAMBER OF COMMERCE
______________________________	______________________________
City Manager	**Director**

AGENDA NO: D-1

MEETING DATE: June 14, 2011

Staff Report

TO: **Honorable Mayor and City Council** **DATE: June 6, 2010**

FROM: **Kathleen Wold, Planning Manager**

SUBJECT: **Discussion on proposing a moratorium on the payment of Development Impact Fees (also referred to as Building Impact or Public Facilities fees and Sign Program Permit fees.**

RECOMMENDATION:

Review options and give direction to staff.

FISCAL IMPACT:

Passage of a moratorium on the payment of fees has the potential to significantly reduce monies received into the general fund.

BACKGROUND:

At the December 13, 2010 City Council meeting Councilmember Johnson proposed the idea of exploring different options regarding establishing a program to incentivise businesses within the city to improve their buildings without incurring city Development Impact fees within three specific areas within the city. The first area is Morro Bay Boulevard (downtown area) from the roundabout to Market Street. The second area is Main Street to the city limits and the third area is Quintana Road. There was consensus as a council to move this item forward.

DISCUSSION:

Staff met with Councilmember Johnson to gain an understanding of her goals and objectives in establishing a moratorium on the payment of Development Impact fees. Councilmember Johnson indicated that her intent was to offer incentives to the specific commercial areas within the community to improve the buildings that they occupy in hopes that incremental improvements to buildings would ultimately culminate into a more attractive and thriving business community for Morro Bay. She explained that removal of the economic disincentive (Development Impact fee) maybe the catalyst that some businesses need to move ahead with an improvement project at this time.

Reducing or waiving Development Impact fees could provide an economic incentive for businesses to consider improvements to buildings as Impacts fees can add a substantial amount of money onto the building permit fee. In 2006 City Council authorized a comprehensive review of the City's Development Impact fees to determine whether the fees were adequate to defray the cost of public facilities related to development projects. A public facilities fee study was prepared in September 2007. This study included the necessary nexus calculations to establish that the fees accurately reflected the fee necessary to provide public facilities. It was the decision of the council to reduce all fees

Prepared by: ______ **Dept. Review:_______**

City Manager Review:______

City Attorney's Review:_____

by 50 percent or to the greatest extent practical without impacting the current fees. When the Development Impact fees were adopted in 2007 they applied to all new land use developments however, specific exceptions where provided including single family residential additions of less than 500 square feet and all development projects under review as of September 24, 2007. Development Impact fees include the following categories: general, police, park, fire, storm drain, transportation, water and wastewater. Relieving businesses of paying the Impact fees would not reduce all the fees as businesses would still be required to pay standard plan check and inspection fees.

Staff has provided an example of what the Development Fee would be for a 1,000 square foot commercial building

1,000 square foot commercial building		
Water fee:	1 inch meter	$2,276.00
Wastewater fee:	1 inch meter	$4,178.00
General Government	.21	$210.00
Police	.06	$60.00
Parks	.00	$0.00
Fire	.20	$200.00
Storm Drain	.03	$30.00
Traffic	3.15	$3,150.00
Total		$10,104.00

The original proposal defined three separate areas. The first area was Morro Bay Boulevard (downtown area) from the roundabout to Market Street. The second area was Main Street to the city limits and the third area was Quintana Road. However, there has also been some discussion regarding using the downtown area used in the proposals for the Morro Bay Downtown Specific Plan by Cal Poly. This area is area bounded by Dunes Street, Pacific Street, Piney Way and Market Street. Staff has provided maps to aid you in defining these areas. Attachment A shows the original downtown area, attachment B shows the downtown area as studied in the Cal Poly Specific Plan proposals, attachment C is the Zoning Map, attachment D shows Quintana Road and attachment E shows the Main Street area.

In addition to the moratorium on Development Impact fees Councilmember Johnson also suggests a moratorium on fees associated with Sign Programs. This would provide incentive for business owners to reevaluate the businesses' sign program and consider improvements without additional city fees. Currently sign regulations have been under review by the City and one of the goals of this review has been to encourage businesses to utilize signs in a way that does not detract from the community as a whole. A moratorium on sign fees for sign programs would provide additional incentive for businesses to review their entire sign program and consider an entirely new sign program. Again, the thought would be that if a significant number of businesses improved their sign programs cumulatively it could have a positive impact on the business districts within the city.

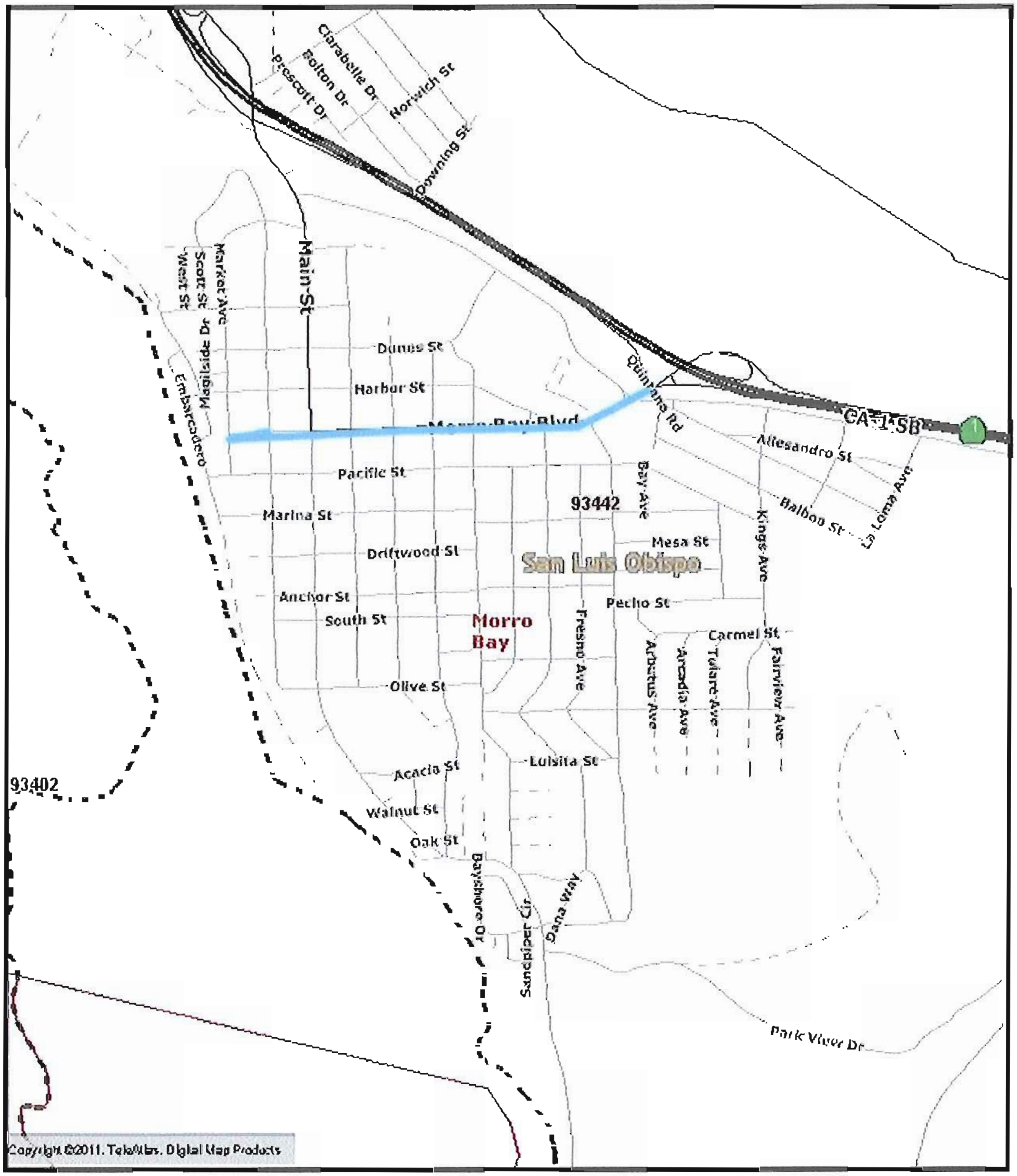
CONCLUSION:

Staff has presented a broad overview of Councilmember's proposal to adopt a moratorium on both Development Impact fees and the fees for sign programs. The Council should weigh the benefits to the business community against the loss of revenue to determine if the benefits outweigh the costs. In addition, consideration should be given to the length of time for the moratorium as well as clearly defining the area where the moratorium will be established.

ATTACHMENTS

Attachment A-original downtown area proposal
Attachment B-Downtown area as studied in the CalPoly Specific Plan
Attachment C-Zoning Map
Attachment D-Quintana Road Area
Attachment E-Main Street Area
Attachment F-current fees
Attachment G-Minutes from the December 13, 2010 City Council meeting

ATTACHMENT A



N

1304 ft

CityGIS

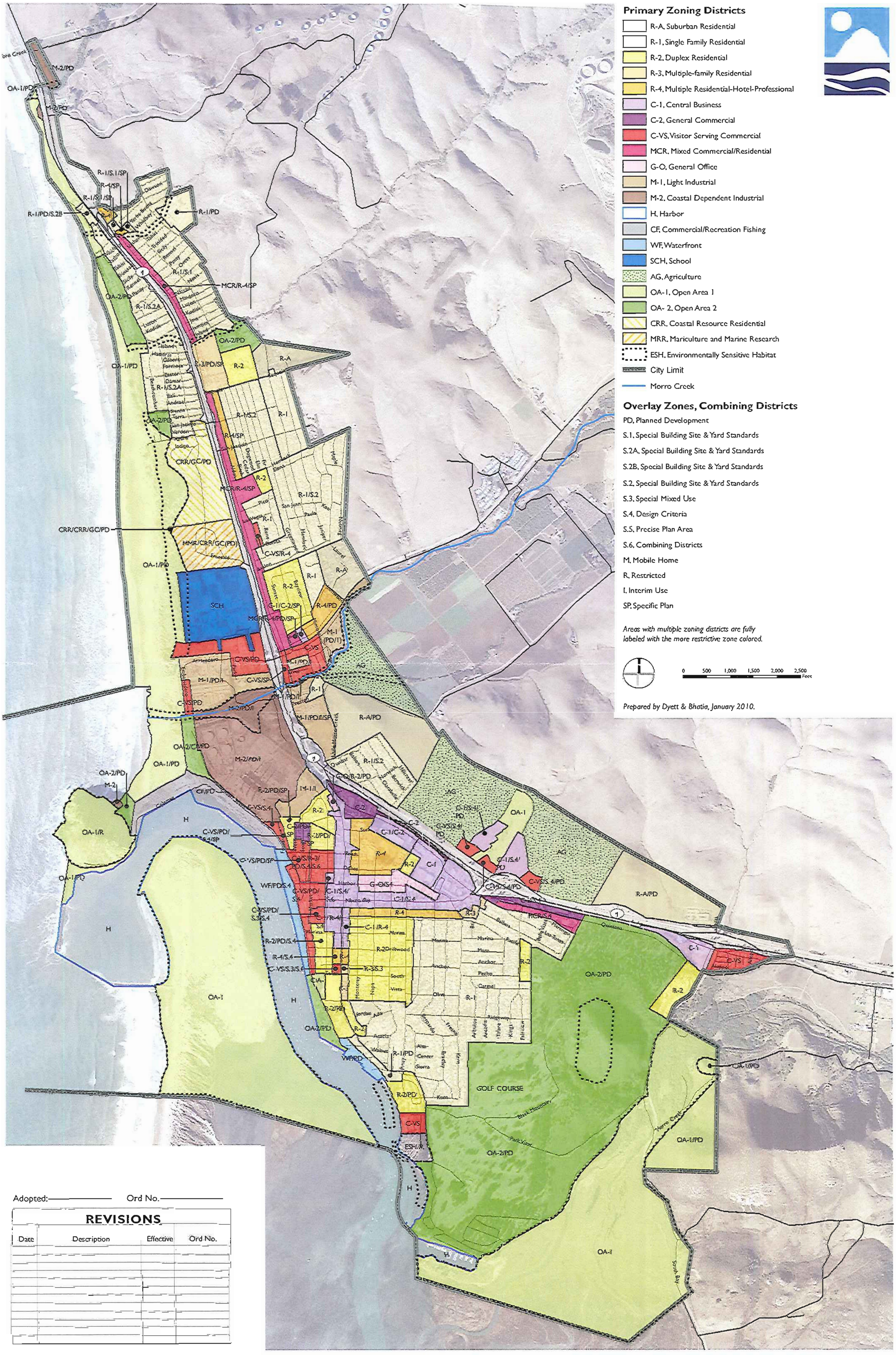
DIGITAL MAP PRODUCTS

ATTACHMENT B

FIGURE 2.2
existing land use

Figure 2.2. Existing land use.

CITY OF M ATTACHMENT C ZONING



Primary Zoning Districts

- R-A, Suburban Residential
- R-1, Single Family Residential
- R-2, Duplex Residential
- R-3, Multiple-family Residential
- R-4, Multiple Residential-Hotel-Professional
- C-1, Central Business
- C-2, General Commercial
- C-VS, Visitor Serving Commercial
- MCR, Mixed Commercial/Residential
- G-O, General Office
- M-1, Light Industrial
- M-2, Coastal Dependent Industrial
- H, Harbor
- CF, Commercial/Recreation Fishing
- WF, Waterfront
- SCH, School
- AG, Agriculture
- OA-1, Open Area 1
- OA-2, Open Area 2
- CRR, Coastal Resource Residential
- MRR, Mariculture and Marine Research
- ESH, Environmentally Sensitive Habitat
- City Limit
- Morro Creek

Overlay Zones, Combining Districts

- PD, Planned Development
- S.1, Special Building Site & Yard Standards
- S.2A, Special Building Site & Yard Standards
- S.2B, Special Building Site & Yard Standards
- S.2, Special Building Site & Yard Standards
- S.3, Special Mixed Use
- S.4, Design Criteria
- S.5, Precise Plan Area
- S.6, Combining Districts
- M, Mobile Home
- R, Restricted
- I, Interim Use
- SP, Specific Plan

Areas with multiple zoning districts are fully labeled with the more restrictive zone colored.

0 500 1,000 1,500 2,000 2,500 Feet

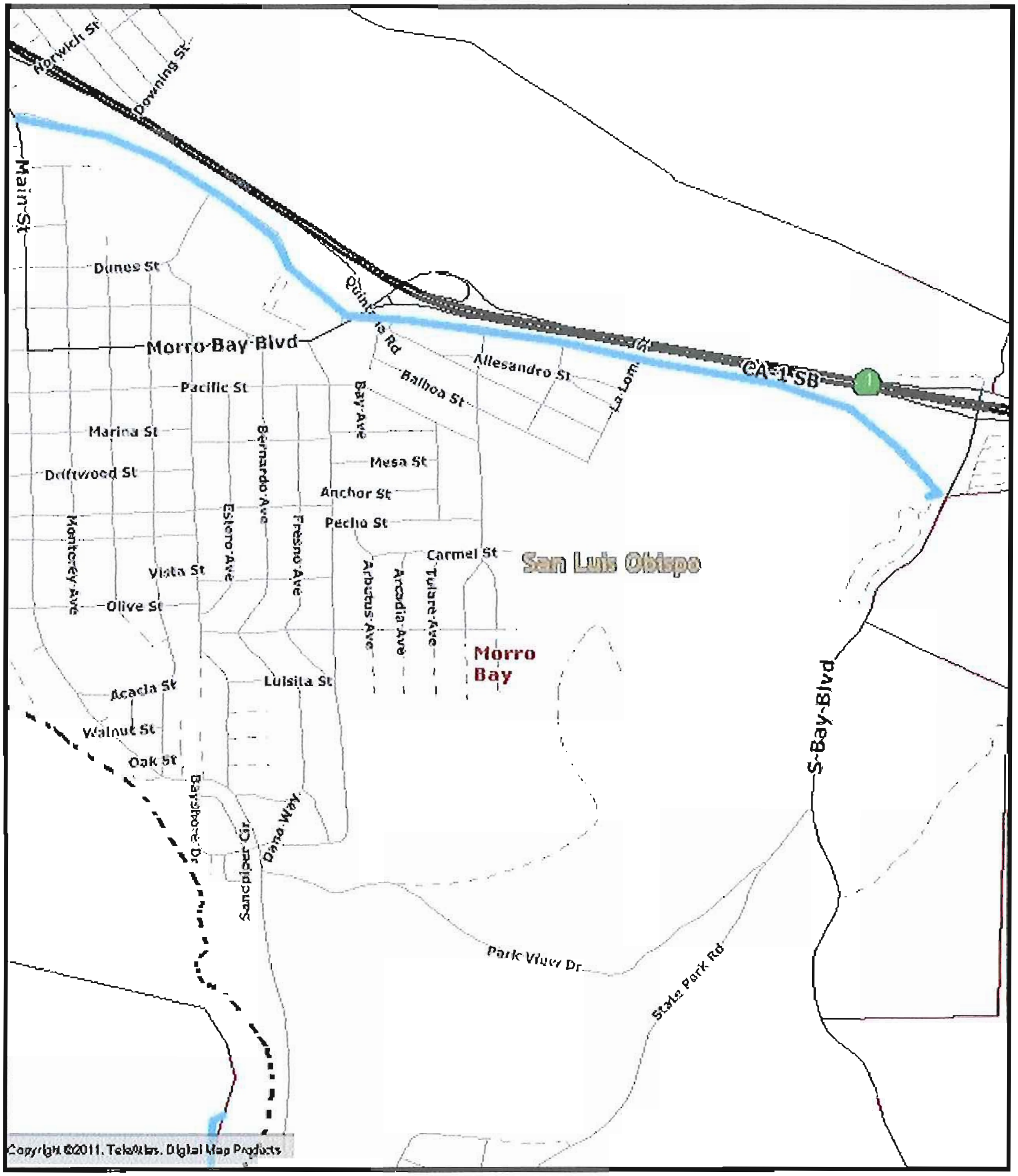
Prepared by Dyett & Bhatia, January 2010.

Adopted: ________ Ord No. ________

REVISIONS

Date	Description	Effective	Ord No.

ATTACHMENT D



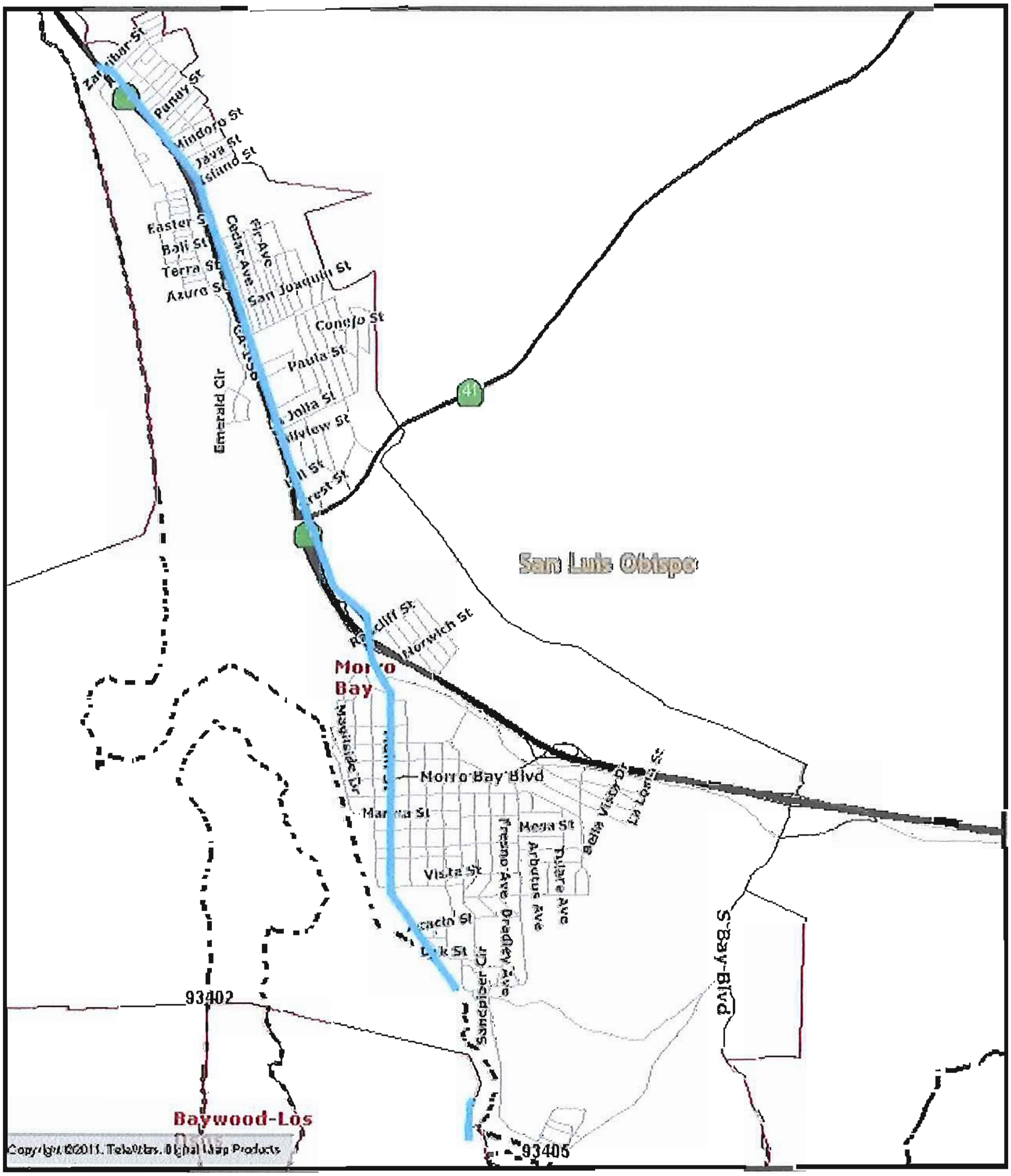
DIGITAL MAP PRODUCTS

N

1304 ft

CityGIS

ATTACHMENT E



DIGITAL MAP PRODUCTS

3,085 ft

N

CityGIS

ATTACHMENT F

City of Morro Bay
Master Fee Schedule
For the 2010/11 Fiscal Year

Public Services Department
(See Notes)

Sign Permits:		
New or Reconstructed Signs, Sign Cabinets and Freestanding Signs	$	81.00
Temporary Sign (A-Frame, Banner)	$	20.00
Sign Exception Permit Pole Sign (CUP)	$	671.00
Fines:		
Temporary beyond time allowed by Ordinance - per day after notice	$	10.00
Permanently attached signs w/o permit - per day after notice	$	20.00
Use Permits		
Conditional Use Permit - New Construction	$	3,681.00
Note: If a satellite dish is to be included in a permit and a refund is requested at a later date, this request must be submitted in writing to the City Council and must include the permit number. The letter must also clearly state that the permit is for a satellite dish.		
One SFR in a Planned Developed Zone or Bluff Area	$	558.00
Occupancy changes Commercial/Industrial (no construction); additions to non-conforming uses structures, not adding units or new uses, and height extensions or other	$	475.00
Minor Use Permit Administrative and Temporary Use Permits (Administrative)	$	508.00
Outdoor Display and Sales and Outdoor Dining (Planning Commission)	$	811.00
Christmas Tree/Pumpkin Lots	$	25.00
Minor Temporary Use Permit (Administrative) Outdoor Display, Sales and Dining	$	41.00
Amendments to Existing Permits (Planning Commission)	$	1,825.00
Major Modification While Processing	$	1,372.00

City of Morro Bay
Master Fee Schedule
For the 2010/11 Fiscal Year

Development Impact Fees [1]

Building fees, per square foot [2]:		
Residential:		
Single Family [3]	$	3.65
Multi-Family [3]	$	5.84
Non-residential:		
Commercial [3]	$	3.66
Office [3]	$	2.60
Industrial [3]	$	1.35
Park fees for residential in-fill lots, per square foot:		
Single Family	$	1.13
Multi-Family	$	1.88
Water fee:		
1" meter	$	2,276.00
1-1/2" meter	$	4,552.00
2" meter	$	7,281.00
3" meter	$	14,563.00
Wastewater fee:		
1" meter	$	4,178.00
1-1/2" meter	$	8,357.00
2" meter	$	16,713.00
3" meter	$	26,740.00

[1] Adjust annually based on change in Engineering News Record (ENR).

[2] Fees are per square foot including garages (enclosed spaces). Single-family residential additions of 500 square feet or less are exempt (this is for a cumulative five (5) year period).

[3] Plus water **and** wastewater fees, which are based on meter size

City of Morro Bay
Master Fee Schedule
For the 2010/11 Fiscal Year

Development Impact Fees [1]

Public Facilities Fees (per square foot):		
Residential:		
Single Family Residential:		
General Government	$	1.08
Police	$	0.37
Parks	$	1.13
Fire	$	0.40
Storm Drain	$	0.05
Traffic	$	1.75
Water [2]	$	0.61
Wastewater [2]	$	1.68
Multi-Family Residential:		
General Government	$	1.80
Police	$	0.60
Parks	$	1.88
Fire	$	0.65
Storm Drain	$	0.06
Traffic	$	2.73
Water [2]	$	0.92
Wastewater [2]	$	2.50

[1] Adjust annually based on change in Engineering News Record (ENR).

[2] Water and Wastewater actual fees are based on the meter size. Amount shown is estimated based on the fees divided by the estimated building square feet.

City of Morro Bay
Master Fee Schedule
For the 2010/11 Fiscal Year

Development Impact Fees [1]

Public Facilities Fees, per square foot (continued):		
Non-residential:		
Commercial:		
General Government	$	0.21
Police	$	0.06
Parks	$	0.00
Fire	$	0.20
Storm Drain	$	0.03
Traffic	$	3.15
Water [2]	$	2.27
Wastewater [2]	$	4.18
Office:		
General Government	$	0.29
Police	$	0.08
Parks	$	0.00
Fire	$	0.28
Storm Drain	$	0.03
Traffic	$	1.89
Water [2]	$	2.27
Wastewater [2]	$	4.18
Industrial:		
General Government	$	0.09
Police	$	0.03
Parks	$	0.00
Fire	$	0.08
Storm Drain	$	0.03
Traffic	$	1.09
Water [2]	$	2.27
Wastewater [2]	$	4.18

[1] Adjust annually based on change in Engineering News Record (ENR).

[2] Water and Wastewater actual fees are based on the meter size. Amount shown is estimated based on the fees divided by the estimated building square feet.

D-6 SCHEDULE A DATE FOR INTERVIEWS OF COMMISSIONER/ADVISORY BOARD VACANCIES; (ADMINISTRATION)

The City Council scheduled interviews to fill vacancies on the above-stated Commissions and Advisory Boards for Monday, January 24, 2011 beginning at 5:00 p.m., to be held in the Veterans' Memorial Building.

E. DECLARATION OF FUTURE AGENDA ITEMS

Mayor Yates requested the following:

1) simplify the arcade licensing requirements by removing the condition requiring annual review and approval by the City Council;
2) simplify the taxi business requirements;
3) remove City Council and Planning Commission Policies and Procedures from the Municipal Code;
4) clarification on City Council Policies and Procedures 1.1.2 – Placing an Item on the Agenda;

(Mayor Yates received Council consensus on the above items)

5) place the Sign Ordinance on the top of the Planning Division's agenda;

(Mayor Yates will prepare a report on this item.)

Councilmember Borchard requested to bring back the Parking Ordinance for North Main Street for non-conforming or grandfathering parking requirements;

(Councilmember Borchard received Council consensus for this item.)

Councilmember Johnson requested a discussion on waiving fees for building impact fees for the next five years for commercial buildings in the downtown area, Morro Bay Boulevard from the roundabout to Market Street to Main Street north of the City limits and Quintana Road;

(Councilmember Johnson received Council consensus for this item.)

Councilmember Leage requested a discussion on a marketing position to market Morro Bay;

(Councilmember Leage received Council consensus for this item.)

ADJOURNMENT - The meeting adjourned at 8:35 p.m.

Recorded by:

Jamie Boucher
Deputy City Clerk

AGENDA NO: D-2

MEETING DATE: June 8, 2011

Staff Report

TO: Honorable Mayor and City Council **DATE:** June 8, 2011

FROM: Kathleen Wold, Planning Manager

SUBJECT: North Main Street Commercial Parking Area Map and Draft Ordinance change.

RECOMMENDATION:
Review the draft boundary map and the draft ordinance change and give direction to staff.

FISCAL IMPACT:
Completing the proposed parking amendment will require additional staff time and funds to complete the necessary reports and filing fees. The fees associated with the environmental filings will be a minimum $2,094.00 paid to State Department of Fish and Game and the San Luis Obispo County Recorder and there will be another $660.00 in fees for the required advertising in the newspaper paid to the Tribune and postage for the required mailings.

BACKGROUND:
At the December 13, 2010 City Council meeting Councilmember Borchard requested that staff provide a report on the status of parking in the North Main Street area to include options for modifications or amendments to City requirements which would address buildings where the number of stalls is nonconforming to today standards. At the February 8, 2011 meeting staff presented a report which contained various options for the Council to consider and then direction to staff. City Council's direction to staff was to prepare a boundary map and an exemption for Section 17.44.020.A.1

DISCUSSION:
Staff has prepared a draft boundary map for your consideration and has included in your packet as Attachment A. The following is staff's draft exemption:

Prepared by: ______ Dept. Review:_______

City Manager Review:______

City Attorney's Review:_____

17.44.020 PARKING FACILITIES

A. Off-Street Parking — General Requirements

1. Facilities Required

   For every structure erected or enlarged, and for all land devoted to a new use, and for any structure or land changed to a more intensive use that would require the provision of more parking spaces over what already exists, off-street parking spaces shall be provided in accordance with the requirements and standards of this chapter, a change, expansion or intensification of land use which would increase the number of parking spaces required as provided in this title shall be based only upon the number of spaces required for the change or expansion. **Except in the North Main Street Commercial Park Area where all changes in uses including more intense uses will not be required to provide additional onsite parking.**

CONCLUSION:

The Council should review the draft map and the draft exemption and provide additional direction to staff.

ATTACHMENTS

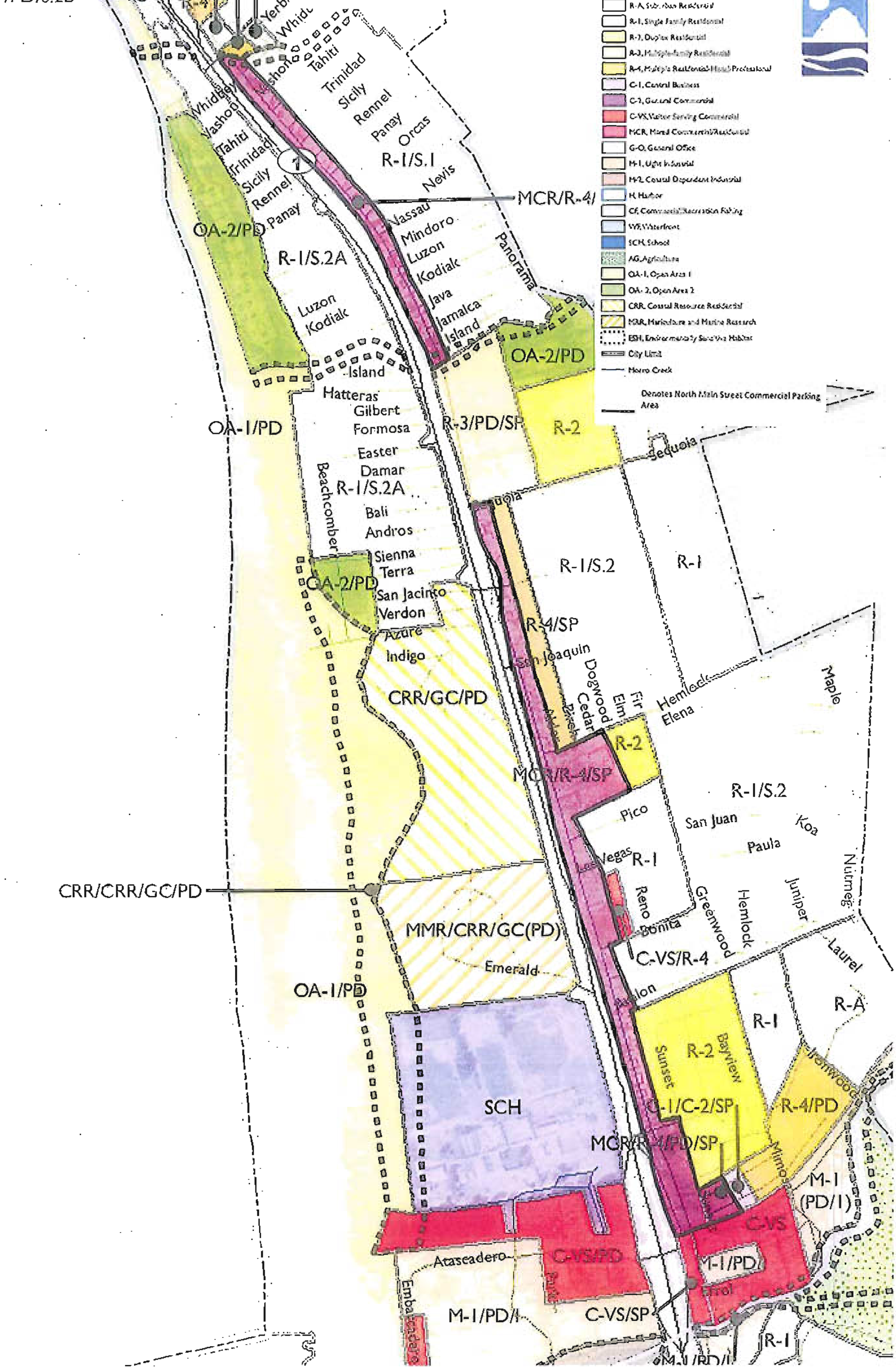
Attachment A. -Draft Boundary Map for the North Main Street Commercial Parking Area.

Attachment B.-Minutes from the December 13, 2010 City Council meeting

Attachment C- Minutes from the February 8, 2011 City Council meeting

Attachment D- Staff report from the February 8, 2011 City Council

ATTACHMENT A



D-6 SCHEDULE A DATE FOR INTERVIEWS OF COMMISSIONER/ADVISORY BOARD VACANCIES; (ADMINISTRATION)

The City Council scheduled interviews to fill vacancies on the above-stated Commissions and Advisory Boards for Monday, January 24, 2011 beginning at 5:00 p.m., to be held in the Veterans' Memorial Building.

E. DECLARATION OF FUTURE AGENDA ITEMS

Mayor Yates requested the following:

1) simplify the arcade licensing requirements by removing the condition requiring annual review and approval by the City Council;
2) simplify the taxi business requirements;
3) remove City Council and Planning Commission Policies and Procedures from the Municipal Code;
4) clarification on City Council Policies and Procedures 1.1.2 – Placing an Item on the Agenda;

(Mayor Yates received Council consensus on the above items)

5) place the Sign Ordinance on the top of the Planning Division's agenda;

(Mayor Yates will prepare a report on this item.)

Councilmember Borchard requested to bring back the Parking Ordinance for North Main Street for non-conforming or grandfathering parking requirements;

(Councilmember Borchard received Council consensus for this item.)

Councilmember Johnson requested a discussion on waiving fees for building impact fees for the next five years for commercial buildings in the downtown area, Morro Bay Boulevard from the roundabout to Market Street to Main Street north of the City limits and Quintana Road;

(Councilmember Johnson received Council consensus for this item.)

Councilmember Leage requested a discussion on a marketing position to market Morro Bay;

(Councilmember Leage received Council consensus for this item.)

ADJOURNMENT - The meeting adjourned at 8:35 p.m.

Recorded by:

Jamie Boucher
Deputy City Clerk

MOTION: Mayor Yates moved the City Council approve the Police Department funding of $9,000 from Measure Q funds, and approve Fire Department funding of $38,000 from Measure Q funds. The motion was seconded by Councilmember Smukler and carried unanimously. (5-0)

MOTION: Councilmember Borchard moved the City Council defer discussion on the energy upgrades to buildings to the June 2011 budget meeting and look at alternative sources for funding. The motion was seconded by Councilmember Johnson and carried with Mayor Yates voting no. (4-1)

MOTION: Mayor Yates moved the City Council direct staff to identify funding from various travel account funds and the balance from General Fund Reserves in order to send the Planning Commission and two staff members to the League of California Cities Planners Institute Conference. The motion was seconded by Councilmember Borchard and carried with Mayor Yates voting no. (4-1)

MOTION: Mayor Yates moved the City Council deny funding the transit fund an additional $21,500. The motion was seconded by Councilmember Borchard and carried unanimously. (5-0)

MOTION: Mayor Yates moved the City Council authorize the Harbor Department to amend its budget for $7,000 with the goal of folding that into their budget but if needed they can take it from unallocated funds. The motion was seconded by Councilmember Johnson and carried unanimously. (5-0)

MOTION: Councilmember Borchard moved the City Council adopt Resolution No. 13-11 approving all the additional changes to the mid-year budget as stated in the staff report. The motion was seconded by Councilmember Leage and carried unanimously. (5-0)

D-4 DISCUSS OPTIONS FOR AMENDING PARKING REQUIREMENTS FOR NORTH MORRO BAY; (PUBLIC SERVICES)

Planning Manager Kathleen Wold stated recently there have been a few instances where vacant buildings located in the North Main Street area have had difficulty establishing new business. One issue when establishing a new business has been the requirement to provide additional parking if the new use is more intense and therefore requires additional parking. At the December 13, 2010 City Council meeting, Councilmember Borchard requested staff provide a report on the status of parking in the North Main Street area to include options for modifications or amendments to City requirements which would address buildings where the number of stalls is nonconforming to today standards. This report gives a broad overview of the situation occurring in the North Main Street area and a few of the possible solutions to the problem. Ms. Wold recommended the City Council consider the issue and direct staff accordingly.

MOTION: Councilmember Borchard moved the City Council direct staff to create a specific area map with boundaries in the North Morro Bay area for an exemption to Section 17.44.020 of the Morro Bay Municipal Code. The motion was seconded by Councilmember Johnson and carried unanimously. (5-0)

Mayor Yates called for a break at 8:34 p.m.; the meeting resumed at 8:44 p.m.

D-5 DISCUSSION ON THE PREPARATION OF A BIG BOX ORDINANCE WHICH WOULD REGULATE THE SIZE AND APPEARANCE OF BIG BOX STORES; (PUBLIC SERVICES)

City Attorney Robert Schultz stated the City Council directed staff to bring back a report on a "big-box ordinance." A big-box ordinance basically regulates the size and appearance of big-box stores and the amount of nontaxable (grocery) items the store is permitted to sell. While the development of big-box businesses may provide an economical and timesaving convenience to shoppers and increased tax revenues to cities, if they are not regulated, big-box businesses may have potential negative community impacts such as: urban blight, lower employee wages, the reduction of smaller local businesses and changes to the aesthetics of neighborhoods. This issue was once reviewed by City Council in 1998; however, no further action was taken.

The City Council requested this item be placed on the City Council Agenda Tracking List as a "pending" item.

No further action was taken on this item.

D-6 DISCUSSION OF TOPICS TO BE DISCUSSED AT THE JOINT CITY COUNCIL/PLANNING COMMISSION MEETING, FEBRUARY 22, 2011; (PUBLIC SERVICES)

Public Services Director Rob Livick stated in anticipation of the joint City Council/ Planning Commission meeting on February 22, 2011, the Planning Commission discussed potential topics at their February 7, 2011 meeting, which he presented to the City Council. Mr. Livick recommended the City Council also consider and discuss potential topics for the joint meeting.

ATTACHMENT D

AGENDA NO: D-4

MEETING DATE: 02/08/11

Staff Report

TO: Honorable Mayor and City Council **DATE:** February 1, 2011

FROM: Kathleen Wold, Planning Manager

SUBJECT: Discuss Options for Amending Parking Requirements for North Morro Bay

RECOMMENDATION:

Review options and give direction to staff.

FISCAL IMPACT:

A minimal amount of staff time has been spent on preparing this report, however if staff were to be directed to prepare an amendment to the Zoning Ordinance/Local Coastal Plan there would be fees for noticing, filing fees for environmental determinations and costs associated with staff time.

BACKGROUND:

Recently there have been a few instances where vacant buildings located in the North Main Street area have had difficulty establishing new business. One issue when establishing a new business has been the requirement to provide additional parking if the new use is more intense and therefore requires additional parking. At the December 13, 2010 City Council meeting Councilmember Borchard requested that staff provide a report on the status of parking in the North Main Street area to include options for modifications or amendments to City requirements which would address buildings where the number of stalls is nonconforming to today standards.

DISCUSSION:

The purpose of the parking regulations contained within the Zoning Ordinance is to minimize street congestion and traffic hazards; and to provide safe and convenient access to land uses. With this goal in mind the Zoning Ordinance contains policies which regulate when parking is required, how much parking is required and how the parking is provided. Section 17.44.020.A.1 states: For every structure erected or enlarged, and for all land devoted to a new use, and for any structure or land changed to a more intensive use that would require the provision of more parking spaces over what already exists, off-street parking spaces shall be provided in accordance with the requirements and standards of this chapter, a change, expansion or intensification of land use which would increase the number of parking spaces required as provided in this title shall be based only upon the number of spaces required for the change or expansion.

Prepared by: ______ Dept. Review: _______

City Manager Review: ______

City Attorney's Review: _____

This means that when a business applies to occupy a building that the proposed use is reviewed pursuant to the previously approved uses at the location to determine if the new use is more intensive and therefore would require additional parking. When it is determined that additional parking is required that business owner is notified and given all options available to satisfy the requirement.

Currently the code allows for the following:

- Meet the increase parking demand on site.
- Meet the increase parking demand on site other than the site where the use is located provided that the site is located within 600 hundred feet of the use to be served and an adequate recorded indenture is provided.
- Pay a Parking In-Lieu fee if the subject site is within the Parking Management Plan area and it is determined that the reasonable and practical development of the property precludes the provision of required parking on site.
- Creation of a Parking Assessment District.

Other cities provide exemptions for older buildings deficient in parking to facilitate conversion from one business use to another. Sometimes these exemptions are based within a specific geographical area, a defined base limit for intensification such as intensification of 10% or 20% allowed then additional parking will be required or a complete exemption for any change in use but not structural additions. The following is a list of options to consider:

- Create a specific area (a map with boundaries) in the North Morro Bay area for an exemption to section 17.44.020 or allow the exemption city wide.

- Define a framework for the exemption. For instance all existing buildings built before the current code was adopted (1988) would be exempt from Section 17.44.020 if the change in use did not result in an increase in parking demand of more than 20 percent. The framework must take into consideration the overall purpose of the regulations which is minimize street congestion and traffic hazards while providing adequate safe and convenient access to land uses. As such a blanket exemption would not be favored but rather exemptions with adequate safe guards to ensure compliance with the stated overall purpose of the chapter.

- Create a Parking Assessment District to provide parking in the area. A Parking Assessment District while effective would be a difficult option to get buy-in from the property owners in the area. While owners of commercial property in the area want relief from the burden of providing parking in order make their property more marketable to businesses, most would probably not find themselves agreeable to incurring an additional assessment to support parking facilities in this current economy.

- Amend the Parking Management Plan and establish a new parking in-lieu district area and associated fee. The two districts (the Downtown area and the

Embarcadero area) currently established within the city have been viable options for businesses to pursue when parking could not be accommodated on site. The advantage to pursuing this option is that the procedures already exist and utilizing a procedure already in use in other areas of the city would not have the potential create inequitable circumstances as it relates to parking within the city.

CONCLUSION:

This report gives a broad overview of the situation occurring in the North Main Street area and a few of the possible solutions to the problem, the Council should consider the issue and give direction to staff.

ATTACHMENTS

AGENDA NO: D-3
MEETING DATE: 6/14/11

Staff Report

TO: **Morro Bay City Council Members** **DATE: June 8, 2011**

FROM: **Joe Woods, Recreation & Parks Director**
VIA: **Elizabeth Kavanaugh, Parks Planner, San Luis Obispo County Parks**

SUBJECT: Recommendation on the Alignment of the Morro Bay/Cayucos Bike Path Connector

RECOMMENDATION:
Staff recommends the City Council forward a recommendation of the western alignment of the Morro Bay/Cayucos Bike Path Connector to San Luis Obispo County Parks.

FISCAL IMPACT:
This project will be developed by the County of San Luis Obispo funded in part by grants. The Connector may bring business and additional tourist dollars to the City of Morro Bay.

SUMMARY:
The Morro Bay to Cayucos Connector project is a multi-use trail that connects coastal communities of Morro Bay and Cayucos along Highway 1. This is a San Luis Obispo County Park (County Parks) project and County Parks requests the City Councils review of the Eastern and Western, Alignments of the Connector and forward a recommendation on one of the alignments to the County. The Morro Bay Parks and Recreation Commission reviewed these alignments on March 17, 2011 and recommend the western alignment.

BACKGROUND:
The Morro Bay to Cayucos Connector project is a multi-use trail that connects coastal communities of Morro Bay and Cayucos along Highway 1. It has been in development since 2004. During project development, two alignments were considered, one on the west side of Highway 1 and the other on the east side of Highway 1. As part of a collaborative process, a project review team was created and included representatives from the City of Morro Bay along with various community groups and representatives from local and state agencies. An Environmental Impact Report for this multi-purpose trail reviewed both the eastern and western alignment and was completed in summer of 2010.

Prepared By: J. Woods/E. Kavanaugh	**Dept Review: J. Woods**
City Manager Review: ________	
City Attorney Review: ________	

DISCUSSION:

The Morro Bay to Cayucos Connector (Connector) project is a multi-use trail that connects coastal communities of Morro Bay and Cayucos along Highway 1. It has been in development since 2004. During project development, two alignments were considered, one on the east side, mountain side, of Highway 1 and one on the west side, ocean side, of Highway 1.

Both the eastern and western alignments start at Cloisters Park in Morro Bay utilizing existing trails. Both alignments continue through Morro Bay along Sandalwood Avenue and Beachcomber Drive ending on Yerba Buena Drive at Highway 1. It is at this corner that the alignments separate. The Eastern Alignment crosses at the traffic light on Highway 1 at Yerba Buena Drive and runs along the east side of Highway 1. A bridge will cross Toro Creek and a new signalized bicycle crossing will be located at Toro Creek Road. This alignment will continue through onto Cayucos' existing bike routes on Ocean Boulevard. The impacts identified with the Eastern Alignment are:

- a 1,800 foot barrier wall along Highway 1 needed to protect the multi-purpose trail users from traffic on Highway 1;
- construction will be in a culturally sensitive area; and
- safety of trail users crossing Highway 1 to access most of the Connector's parking and the beach located on the west side of Highway 1.

The Eastern Alignment was identified in the Environmental Impact Report as the Environmentally Superior Alterative and will have a lower maintenance cost.

The Western Alignment begins as the eastern alignment does but at Yerba Buena Drive the Connector stays on the west side of Highway 1. It runs within Highway1's right-of way near Toro Lane onto the North Point Natural Area. The Connector then drops down to the rip rap on the beach, onto Chevron's Pier Landing, where a bridge crosses Toro Creek. The Western Alignment continues along the bluffs and will connect to Cayucos' existing bike routes along Studio Drive. The impacts identified by the Environmental Impact Report with the Western Alignment are:

- a 825 foot barrier wall between Highway 1 needed to protect the multi-purpose trail user from traffic on Highway 1; and
- potential trail erosion for the part of the trail along the bluffs.

The benefits of the Western Alignment are a superior user experience because it is next to the beach and has increased funding availability as part of the California Coast Trail. The California Coastal Trail is a proposed trail that runs along the coastline from Oregon to Mexico.

The preferred alignment will be identified based on input from:

- funding agencies such as San Luis Obispo Council of Governments and the Coastal Conservancy;
- state agencies such as Cal Trans and State Parks;
- local agencies including the City of Morro Bay;
- community organizations including Cayucos Citizen Advisory Committee, San Luis Bike Club and San Luis Obispo County Bike Coalition; and
- San Luis Obispo County Parks and Recreation Commission.

In addition, the information in the Morro Bay to Cayucos Connector's Environmental Impact Report will be considered in alignment selection.

Once an alignment is selected a Local Coastal Development Permit will be processed by the County. Coastal Commission review will follow. After the permit process is complete, the Connector will go through National Environmental Policy Act (NEPA) review. It is estimated this review and permitting process may take two to three years. When funding is available construction of the Connector could be completed in less than one year.

<u>ATTACHMENTS:</u>

Exhibit A – Vicinity Map
Exhibit B - Eastern Alignment
Exhibit C- Western Alignment
Exhibit D- Minutes from the March 17, 2011 Morro Bay Parks and Recreation Commission hearing on this item.

Exhibit A –
Morro Bay to Cayucos Connector Vicinity Map

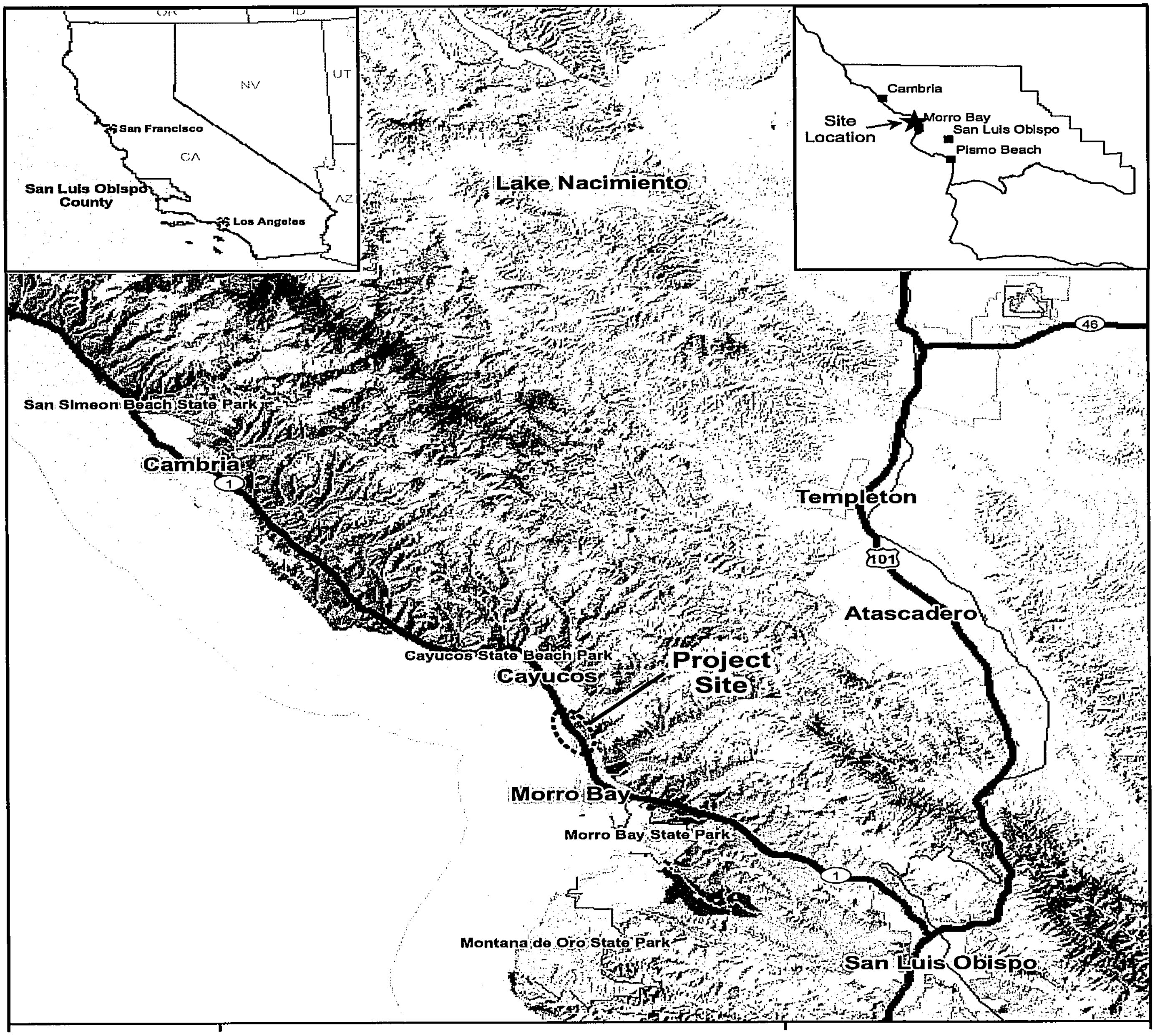


Exhibit B –
Eastern Alignment of the Morro Bay to Cayucos Connector

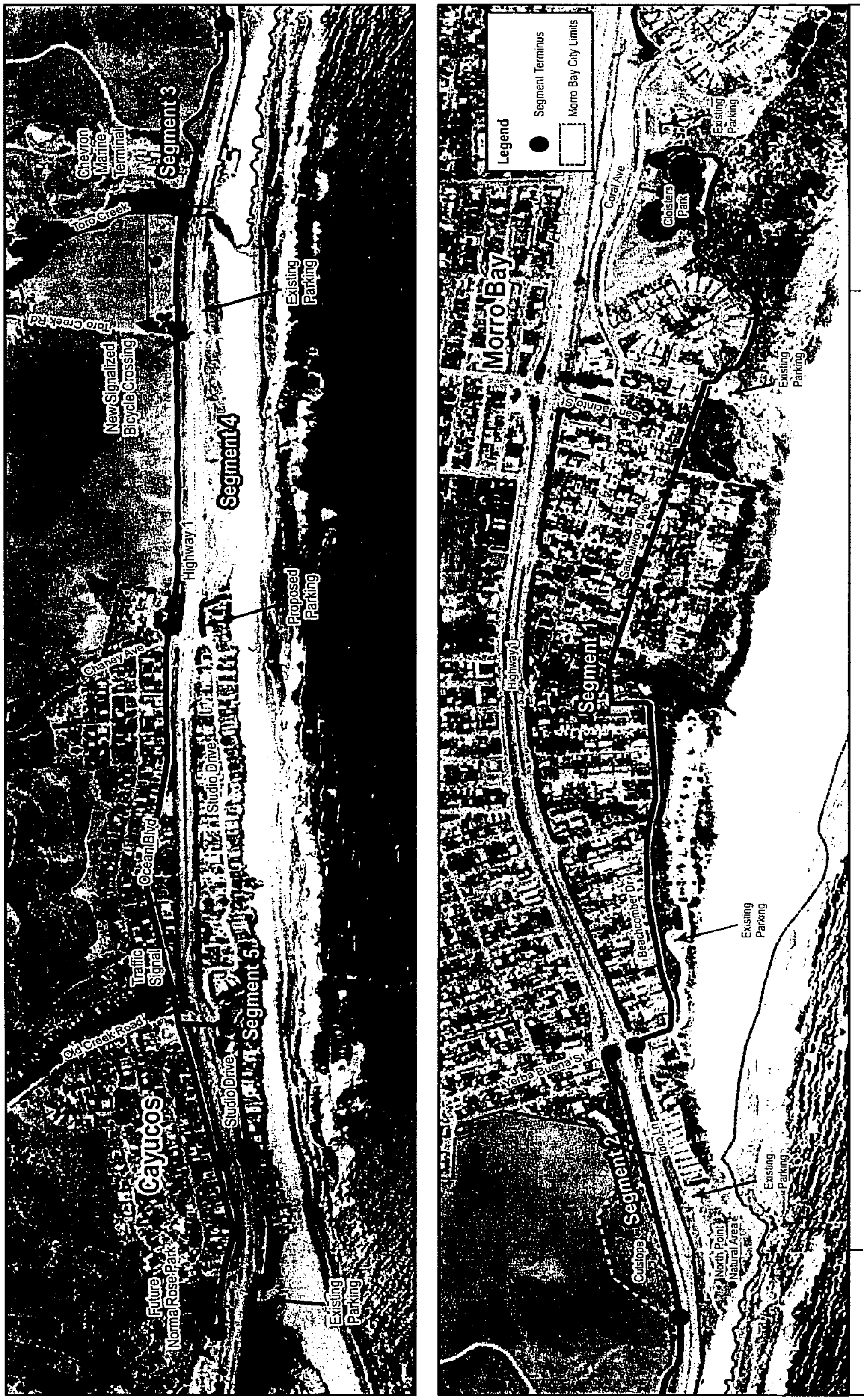


Exhibit C –
Western Alignment of the Morro Bay to Cayucos Connector

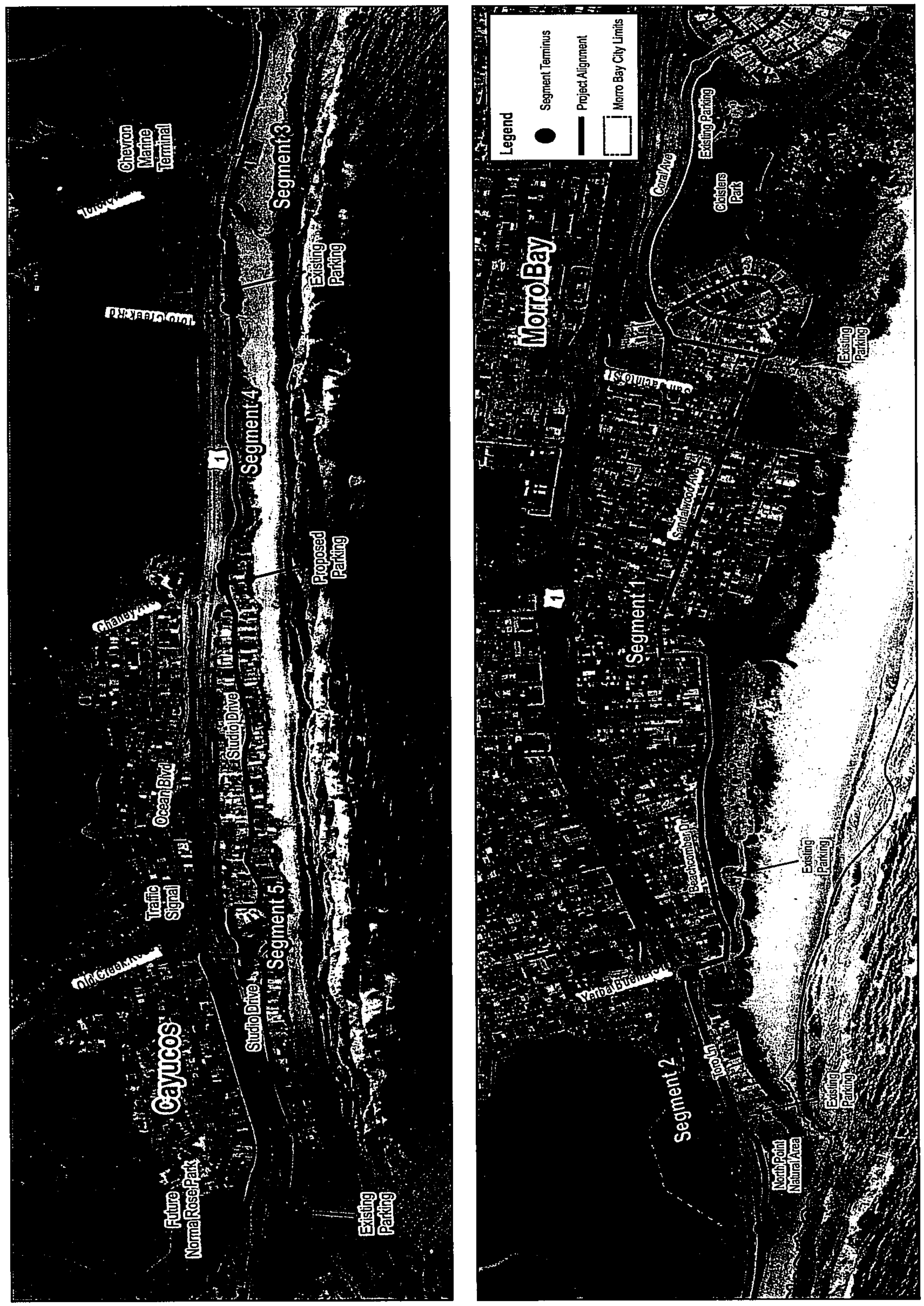


Exhibit D

Minutes from The City of Morro Bay's Park and Recreation Commission Hearing

MINUTES – MORRO BAY RECREATION AND PARKS COMMISSION REGULAR MEETING – MARCH 17, 2011 2 D-4 PRESENTATION BY SAN LUIS OBISPO COUNTY PARKS ON FINAL ALIGNMENT SECTION OF MORRO BAY TO CAYUCOS CONNECTOR
Elizabeth Kavanaugh of SLO County Parks said she is looking for a recommendation from the Commission to the Morro Bay City Council on the alignment of the Morro Bay to Cayucos Connector. Ms. Cavanaugh outlined the Eastern alignment. She said an EIR has been done and some cultural resources will be impacted as well as traffic. Safety is the main concern with the Eastern alignment as bicyclists will have to cross over Highway 1.
The Western alignment runs along Highway 1, starting in Morro Bay and going through the North Point neighborhood, riding along the Western side of Highway 1. It will cross Morro Strand State Beach onto Studio Drive and then across Old Creek to downtown Cayucos. The EIR shows possible erosion which is a maintenance issue. She noted a wall/barrier will be needed in this area and they are looking for a much more aesthetic wall than being shown in the presentation. Once we get a recommendation we will go to San Luis Obispo County Parks and Recreation Commission for a recommendation and then forward to the County Board of Supervisors for a Coastal Development Permit.
Commissioner Croley asked what the trail will look like through the North Point neighborhood, what decision making process will be used for the wall/barrier. Ms. Kavanaugh replied in the City of Morro Bay the path will be part of the street and there will be signage and they ~~have heard no complaints from~~ the neighborhood. She added the County has regulations to use less obtrusive barriers in the coastal areas and they are looking for the least obtrusive barrier that Cal Trans would accept. Commissioner Croley asked if Cal Trans has the same regulations for the entire coast. Ms. Kavanaugh said what works in one Cal Trans District doesn't necessarily mean it would work in this Cal Trans District.
Commissioner Sidaris asked if the chain link fence would be removed and the least obtrusive wall be constructed. He also asked if there were plans to widen the Toro Creek Bridge. Ms. Kavanaugh said the chain link would be removed and replaced by the least obtrusive barrier. There are no plans to widen the Toro Creek Bridge, this is an alternative.
Chair hale asked if there would be two-way traffic on either side of the highway. Ms. Cavanaugh said she is sure they will keep the current bike paths along Highway 1 as is. This path will be an alternative. Chair Hale commented the East side is super narrow in that area, the West not as much. Chair Hale asked if anyone is in favor of the East alignment. Ms. Kavanaugh said one group is in favor primarily because of the wall. She added four of the parties are in favor of the Western alignment, only the Western complies with the whole trail. The trail is being done county by county, city by city. The trail is between Highway 1 and the ocean and there will be a greater source of funding if it is part of the coastal trail.
Commissioner Bates asked the width of the path and the type of surface. Ms. Kavanaugh stated the path will be 12 feet wide, the shoulder will be 2 feet wide and the surface will be asphalt.

MOTION: Commissioner Sidaris moved to recommend to the City Council that the Recreation and Parks Commission supports the Western alignment of the Morro Bay to Cayucos Connector. The motion was seconded by Commissioner Bates and carried. (5-0)