

****LOCATION OF MEETING ****

**SARGE LITTLEHALE
COMMUNITY ROOM
22 ORINDA WAY**



CITY OF ORINDA
22 ORINDA WAY
ORINDA, CA 94563
(925) 253-4200

**REGULAR MEETING
CITIZENS' INFRASTRUCTURE OVERSIGHT COMMISSION AGENDA**

**Wednesday, February 13, 2019
6:30 P.M.**

- A. Call to Order**
- B. Roll Call (5 Minutes)**
Commissioners: Walter Bell, Jud Hammon, Robert Hubner, Bill Hurrell, Terry Murphy, Richard Nelson
- C. Pledge of Allegiance**
- D. Adoption of Agenda**
- E. Public Forum**
The Public Forum provides an opportunity for members of the public to speak on any item within the jurisdiction of the Commission that does not appear on the agenda. A speaker has the option of addressing an item listed on the agenda if the speaker will not be present when that item is taken up. Public comment is generally limited to 3 minutes per speaker. If you would like to speak during the Public Forum, or on any item listed on the agenda, you are invited to submit a Speaker Card. The optional information you provide on the Speaker Card is made available for public inspection upon request and is subject to disclosure. You will be permitted to speak even if you decline to submit a Speaker Card.
- F. Citizens' Infrastructure Oversight Commission (CIOC) Meeting Minutes (5 Minutes)**
January 9, 2019
Recommendation: Approve
- G. Discussion – 2018 Road and Drainage Repairs Plan Status and Next Steps – Sub-Committee Progress Report**
- H. Discussion - Financial Management Report on Infrastructure – Progress Report**
- I. Discussion – Scheduling/Planning Meetings with the Traffic Safety Advisory Committee (TSAC) and the Public Works Aesthetic Review Committee (PWARC) Regarding Future Infrastructure Improvements**
- J. Staff Updates (10 Minutes)**
 - 1. Update – Public Information and Outreach
 - 2. Update – 2018 Pavement Rehabilitation Project
 - 3. Update – 2019 Pavement Rehabilitation Project
- K. Matters Initiated**
Consideration of matters Commissioners wish to initiate for placement on a future CIOC agenda
- L. Adjournment** – The next regularly scheduled CIOC meeting is March 13, 2019

I, Sheri Marie Smith, City Clerk, declare under penalty of perjury under the laws of the State of California that this agenda has been posted at least 72 hours in advance at the Orinda City Offices. Additional copies are available at the Orinda Library, the Orinda Community Center, and on the City's website at www.cityoforinda.org

Sheri Marie Smith, City Clerk

~ Accessible Public Meetings ~

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**CITY OF ORINDA
CITIZENS' INFRASTRUCTURE OVERSIGHT COMMISSION
MINUTES**

January 9, 2019

A REGULAR MEETING OF THE CITIZENS' INFRASTRUCTURE OVERSIGHT COMMISSION (CIOC) WAS HELD ON THE ABOVE DATE IN THE SARGE LITTLEHALE COMMUNITY ROOM, 22 ORINDA WAY, ORINDA, CALIFORNIA

A. CALL TO ORDER

Chair Hubner called the meeting to order at 6:30 p.m.

The following documents were provided at this meeting:

1. *Finance Department- Report for FY 2018-19 Quarter 1 - July 1, 2018 – September 30, 2018 Financial Report* – by Finance Director Paul Rankin
2. *City Council Staff Report, Agenda Item 1.2, Dated January 8, 2019* – by City Manager Steve Salomon

B. ROLL CALL

COMMISSIONERS: Walter Bell, Jud Hammon, Robert Hubner, Bill Hurrell, Terry Murphy, Richard Nelson

City Staff: Associate Engineer Scott Christie; Paving Program Project Manager Farah Khorashadi

C. PLEDGE OF ALLEGIANCE – led by Commissioner Murphy

D. ADOPTION OF AGENDA

MOTION: By Commissioner Murphy, seconded by Commissioner Hammon, to adopt the agenda. The motion carried by unanimous voice vote.

E. PUBLIC FORUM

Carl Walker, Orinda resident and owner of several parcels on Vista Del Orinda, presented a copy of his parcel map and asked Commissioners to consider pavement improvements to Vista Del Orinda, which is a private road; he added that PG&E uses the “road” for access to their facilities in the area.

The Commissioners asked whether any structures exist on his parcels and if Vista Del Orinda is graded or paved.

Mr. Walker replied that there are no structures on his parcels and there is no graded road.

The Commission directed Mr. Walker to contact the Public Works Department to discuss his concerns with staff; he can attend the next CIOC meeting if it is necessary.

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Mr. Walker provided an e-mail dated May 18, 2018, from Ken Filoso, PG&E Land Agent; he asked that the e-mail be included in the minutes, as follows:

Xfinity Connect RE: Location of Path and Gate On_Near Parcel 130-

<http://connect.xfinity.com/appsuite/v=7.8.4-19.20181130.1004067...>

Kenneth Filoso <kjfc@pge.com>

5/18/2018 10:45 AM

RE: Location of Path and Gate On/Near Parcel 130- 265-12

To: Joy Elkinton-Walker <elkwalk@comcast.net>

Carl,

I have attached the APN Map and shaded your parcels and the PG&E easement for our tower line. Our PG&E easement document is 2401-01-0130 that I have attached it to this email. The easement is dated February 8, 1946 and encumbers a large piece of property before it was subdivided. According to the easement document PG&E has a right of ingress and egress across the lands, install or use gates in fences and a 100' wide building restriction (50' from centerline). If these properties were to be developed in the future the developer will need to work with PG&E.

Thanks,

Ken Filoso
Land Agent
PG&E Land Management
1850 Gateway Blvd, 7th floor, 7046d
Concord, California 94520
Office: (925) 459-7220
Cell: (925) 464-8086
Email: kjfc@pge.com

From: Elkinton-Walker, Joy [mailto:elkwalk@comcast.net]
Sent: Thursday, May 17, 2018 3:47 PM
To: Filoso, Kenneth <kjfc@pge.com>; Joyanne Elkinton-Walker <elkwalk@comcast.net>
Subject: Location of Path and Gate On/Near Parcel 130- 265-12

*****CAUTION: This email was sent from an EXTERNAL source. Think before clicking links or opening attachments.*****

Hello Ken,

Attached are two maps which I hope allow you to find the location of the gate which I have been told was installed by PG&E.

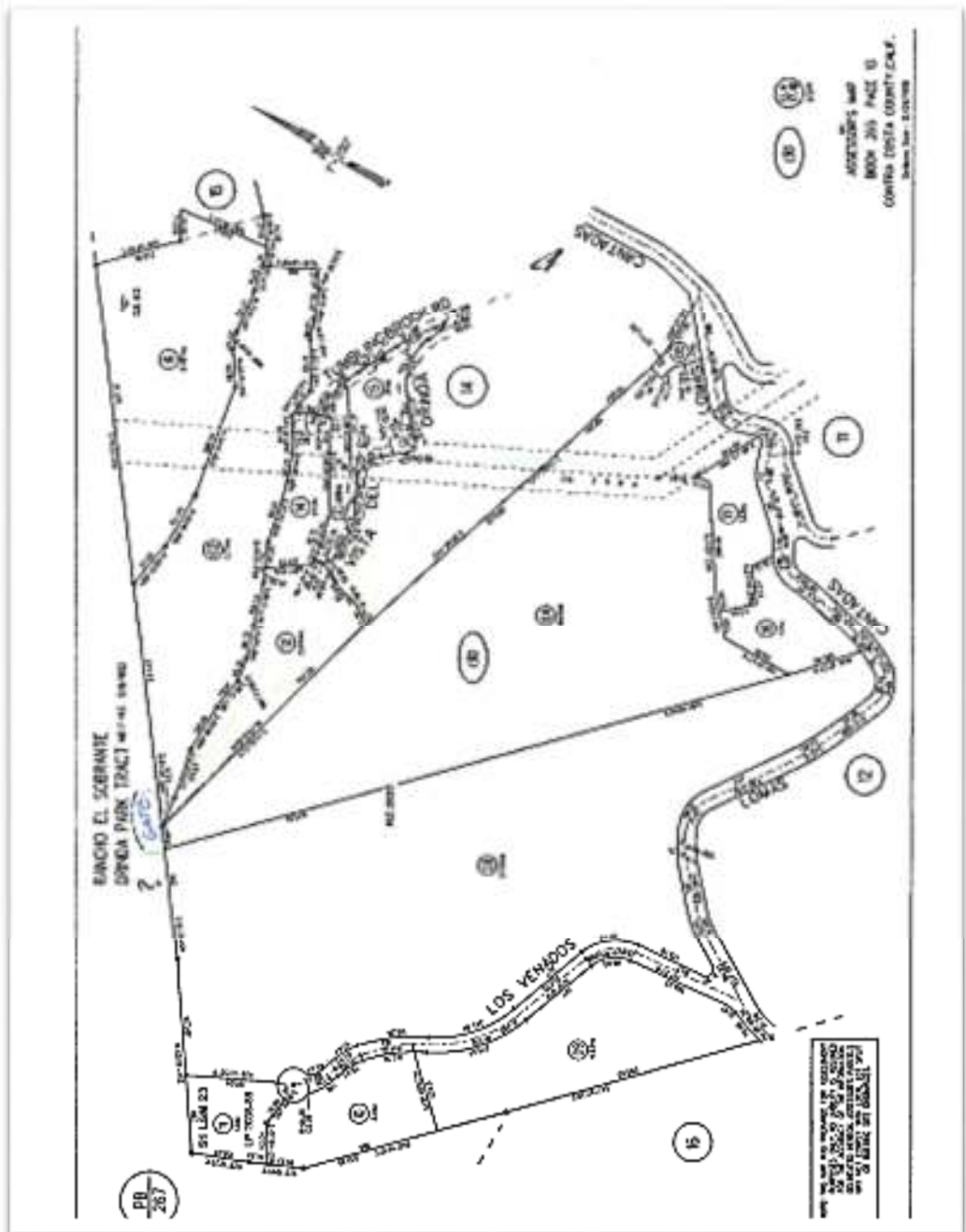
The map labeled "Page 1" shows the roads leading to the subject parcel. The map labeled "Page 2" is of the subject parcel and is marked showing the end of Vista Del Orinda and the Approximate Location of the Gate. The access path from Vista Del Orinda to the Gate has been across ungraded land at least mostly on our subject parcel.

As I mentioned in our phone conversation, my brother, my sister and are trustees of the subject parcel and we want to verify that the gate is necessary for the use of PG&E operations and if so, establish what arrangements govern the the use of the gate and passage over the subject parcel.

Thank you for you help in this matter. Please call me at either my home (925) 254-8754 or

(925) 262-3281 to discuss this matter.
Carl Walker

- APN Map.pdf (330 KB)
- 2401-03-0130_Sh1.pdf (483 KB)



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F. CITIZENS' INFRASTRUCTURE OVERSIGHT COMMISSION MEETING MINUTES

Approval of CIOC Meeting Minutes of November 20, 2018

Commissioner Hammon requested that Item H, Page 4, Paragraphs 3 and 5 be amended to add “*per year*” for each funding source noted in the estimated budget.

Commissioner Murphy and Commissioner Bell stated that they would abstain from the vote as they had been absent from the November meeting.

MOTION: By Commissioner Hurrell, seconded by Commissioner Hammon, to approve the meeting minutes of November 20, 2018, as amended. The motion carried by a voice vote of 4-0-2 (Bell, Murphy abstained).

G. DISCUSSION – 2018 ROAD AND DRAINAGE REPAIRS PLAN AND STATUS AND NEXT STEPS

Paving Program Project Manager Khorashadi introduced Associate Engineer Scott Christie, who is working on a comprehensive storm drain repair plan.

Associate Engineer Christie reviewed the preliminary repair plan and noted the following:

- The March 2016 Storm Drain Master Plan by Schaff & Wheeler, covers larger pipes and prioritized a list of needed repairs; the City has made some progress on the high priority locations, including North Lane which has been completed. The drainage analysis will expand the Master Plan to comprehensively include *all* public pipes; he noted that such a plan is different from StreetSaver because storm drain facilities require less frequent routine maintenance compared to pavement.
- Recent pavement rehabilitation projects have included Closed Circuit Television (CCTV) inspection of pipes under the roads and replacement or repair of deteriorated pipes; on average, 90% of the Corrugated Metal Pipes (CMP's) need replacement, while only 10% to 15% of non-CMP, such as Reinforced Concrete Pipe (RCP), High-Density Polyethylene (HDPE) etc. require repairs. Using this information, the repair strategy is to replace all CMP's and 15% of non-CMP pipes, and to replace/upgrade pipes for capacity where recommended by Schaff & Wheeler, which includes approximately 25 drainage pipes.
- The City has been developing a Geographic Information System (GIS) over the last six months and it is currently in draft form; GIS has been used to compile all known storm drain facilities. There are approximately 3,000 public and private pipe segments; of these, there are approximately 1,500 public pipe segments. Using GIS parcel map components, the pipe footage within the City right-of-way has been calculated; because the GIS requires additional verification, the estimates are very rough at this time.
- Staff has updated the GIS to reflect pipe replacements completed with the recent pavement rehabilitation projects and has included those for the 2019 paving project as well. Based upon the criteria noted above, there are approximately 450 pipe

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segments which will require replacement, translating to approximately 18,000 linear feet.

- Using recent bid prices for pipe replacement and estimates for project administration and design, a rough estimate is \$30 million; this estimate could possibly be lower with a reduction in scope or if only high priority pipes are included; however, the estimate could also move much higher due to various factors.
- Staff requires several additional months to check the GIS and verify data, as well as a more detailed estimate and an engineering report; this would require a consultant and take approximately six months, with an estimated cost of \$50,000. The report should be completed around September 2019; the intent would be to use the report as the basis for a funding plan, either a bond measure or sales tax increase.

Chair Hubner stated that the previous budget estimate for drainage improvements was approximately \$15 million.

Commissioner Nelson recommended holding off on forwarding the report to the City Council until the drainage study is complete.

Commissioner Bell commented that it is imperative to fix the drainage because most of the damage to the pavement is caused by lack of proper drainage facilities.

Commissioner Hammon asked if Chair Hubner had spoken with Councilmember Gee and City Manager Salomon regarding a motion passed by the CIOC regarding the Private Road Policy.

Chair Hubner advised that he had discussed the matter with a Councilmember, who had indicated that the City Council is not interested in pursuing the Private Road Policy further at this time.

The Commissioners asked staff to provide additional information by the end of March regarding the pavement condition of Arterial and Collector streets and drainage facilities.

Commissioner Nelson recommended formation of a Sub-committee to work on revisions to the 2018 Road and Drainage Repairs Plan.

MOTION: By Commissioner Nelson, seconded by Commissioner Murphy, to form a Sub-committee to be comprised of Commissioner Hammon and Commissioner Bell to draft revisions to the 2018 Road and Drainage Repairs Plan. The motion carried by unanimous voice vote.

Paving Program Project Manager Khorashadi noted that in December she had e-mailed the *Finance Department- Report for FY 2018-19 Quarter 1 - July 1, 2018 – September 30, 2018 Financial Report* to the Commissioners.

Commissioner Nelson commented that the City still needs to prepare a Financial Management Report for 2014 Measure J and 2016 Measure L and Half-Cent Sales Tax;

the report should identify revenue and expenditures for each year per bond measure and indicate the amount of savings realized by selecting Full Depth Reclamation (FDR) as a preferred pavement rehabilitation method, as well as instituting an aggressive schedule for pavement rehabilitation since 2015.

Commissioner Hammon suggested that Commissioner Nelson assist with preparing the report.

Commissioner Nelson agreed to do so.

This item was continued to the next CIOC meeting.

H. Staff Updates

Paving Program Manager Khorashadi reported on the following items:

- *Update – Public Information and Outreach* – Regular postings on being placed on Nextdoor.
- *Update – 2018 Pavement Rehabilitation Project* – Paving Program Project Manager Khorashadi reported that Bay Cities Paving and Grading is working on the list of minor items identified on the punch list.
- *Update- 2019 Pavement Rehabilitation Project* - Paving Program Project Manager Khorashadi reported that she is planning to advertise the project by the end of February or early March.

I. MATTERS INITIATED

Items for the next CIOC Agenda:

- Discussion - 2018 Road and Drainage Repairs Plan Status and Next Steps – Sub-Committee Progress Report
- Discussion – Financial Management Report on Infrastructure – Progress Report
- Discussion – Scheduling/Planning for Meetings with the Traffic Safety Advisory Committee (TSAC) and the Public Works Aesthetic Review Committee (PWARC) Regarding Future Infrastructure Improvements

J. ADJOURNMENT

MOTION: By Commissioner Murphy, seconded by Commissioner Nelson, to adjourn the CIOC meeting. The motion carried by unanimous voice vote.

The Citizens’ Infrastructure Oversight Commission meeting adjourned 8:10 p.m.

The next regularly scheduled meeting of the Citizens’ Infrastructure Oversight Commission will be 6:30 p.m., February 13, 2019, in the Sarge Littlehale Community Room, 22 Orinda Way, Orinda, California.