

**\*\*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, April 10, 2019  
6:30 P.M.**

- A. Call to Order**
- B. Roll Call (5 Minutes)**  
Commissioners: Walter Bell, Jerry Condon, Chris Decareau, Jud Hammon, 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)**  
March 13, 2019  
**Recommendation:** Approve
- G. Discussion – 2018 Road and Drainage Repairs Plan Status and Next Steps – Sub-Committee Progress Report**
- H. Discussion - Management Report on Infrastructure – Sub-Committee 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 May 8, 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](http://www.cityoforinda.org)

Sheri Marie Smith, City Clerk

**~ Accessible Public Meetings ~**

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

March 13, 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**

Vice-Chair Hammon called the meeting to order at 6:30 p.m.

The following documents were provided at this meeting:

1. *Citizens' Infrastructure Oversight Commission Annual Financial Report for Fiscal Year Ending June 30, 2018* – by Finance Director Paul Rankin
2. *Consolidated Report – 3 Voter Approved Funds Combined Fiscal Year 2016-2017 and 2017-2018* – by Finance Director Paul Rankin
3. *Preliminary Cost Estimate for Drainage Improvements - Storm Drain Master Plan* – Dated March 13, 2019, by Associate Engineer Scott Christie

**B. ROLL CALL**

COMMISSIONERS: Walter Bell, Jerry Condon, Chris Decareau, Jud Hammon, Bill Hurrell, Terry Murphy, Richard Nelson (absent, excused)

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

Councilmember: Councilmember Gee

**C. PLEDGE OF ALLEGIANCE – led by Commissioner Hurrell**

**D. ADOPTION OF AGENDA**

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

**E. PUBLIC FORUM - None**

**F. CITIZENS' INFRASTRUCTURE OVERSIGHT COMMISSION MEETING MINUTES**

Approval of CIOC Meeting Minutes of February 13, 2019

MOTION: By Commissioner Murphy, seconded by Commissioner Condon, to approve the meeting minutes of February 13, 2019. The motion carried by unanimous voice vote.

**G. STATUS REPORT- STORM DRAIN MASTER PLAN- ASSOCIATE ENGINEER SCOTT CHRISTIE**

Associate Engineer Scott Christie presented the following information regarding the Storm Drain Master Plan:

- Since the last update at the January CIOC meeting, staff has used GIS to confirm the quantities of storm drain pipes by the number of segments and footage within the City right-of-way.
- The scope of repairs is limited to pipe *within* the City right-of-way.
- Pipe replacement during the recent paving projects has been accounted for; planned drainage repairs included in the 2019 Pavement Rehabilitation Project are assumed completed.
- Using previously discussed criteria, the overall estimate is \$29 million; this primarily includes deteriorated metal pipes, but does not include approximately 15 capacity upgrades as determined necessary in the Schaaf & Wheeler report.
- Pipe replacement costs show that the City is spending an increasing amount on that portion of work: in 2015, 1% of the construction contract covered storm drain pipes, whereas in 2017 it was 9%; this is due in part to the initial years' projects being more conservative with non-paving work to ensure that the desired road paving could be completed.
- On March 6, 2019, City staff met with Vice-Chair Hammon, representing the CIOC Sub-committee, to provide an overview of this information. A very rough estimate for the higher priority repairs, representing pipes that are in poor condition which would require replacement within ten years, is approximately \$15 million.
- The Sub-committee agreed that the next step should be to engage an engineering firm to review/inspect key locations, particularly the large diameter pipes (42 inches and above), for constructability, repair method, and cost estimate; a sampling of the smaller diameter pipe locations should also be completed to determine whether cost/linear feet unit prices would be reasonable; included should be prioritization plans in order to develop cost estimates for high priority locations.
- The City would engage on-call consultant DrakeHaglan and Associates, as the firm has indicated they have the capacity and expertise for this assignment; this would allow work to begin soon and save approximately two months' time that would otherwise be required for a Request for Proposal (RFP) process; cost estimate for the consultant work is \$50,000.

Councilmember Gee inquired whether the drainage improvements for 2019 are included in the cost estimate.

Associate Engineer Christie replied in the affirmative.

Vice-Chair Hammon stated that staff has made a well-educated deduction based upon the existing data and not based upon actual field measurements and assessment.

Commissioner Bell stated that the City should come up with an accurate and first rate prioritization for drainage improvements.

Vice-Chair Hammon agreed that the City should do more inspection/investigation of the public storm drains.

Commissioner Bell concurred with use of the on-call consultant; he recommended that the consultant determine the high priority items and that they conduct the inspection and cost estimate.

Commissioner Murphy asked whether there is a size limitation for lining a drainage pipe.

Associate Engineer Christie advised that pipes with a diameter of 60 inches or above are not generally lined.

MOTION: By Commissioner Bell, seconded by Commissioner Murphy, to recommend that staff hire an on-call consultant to do additional inspection of storm drains at key locations, to formulate a list of priority projects, and to prepare a cost estimate for repairs. The motion carried by unanimous voice vote.

Commissioner Murphy noted that much of the information provided regarding drainage improvements will be incorporated into the updated Plan and asked whether Councilmember Gee was satisfied with these updates.

Councilmember Gee advised that an additional item which would be valuable is the mapping of the storm drain facilities; staff had prepared a color-coded map for the 2018 and 2019 Pavement Rehabilitation Projects and the City Council would like to have a similar map for storm drains.

Associate Engineer Christie advised that staff is currently mapping all storm drains on GIS; the link has been shared with Vice-Chair Hammon to check the database and view the data staff has input for each pipe; the link can be shared with the Commissioners if they are interested.

Councilmember Gee noted another key question is what in the spectrum of storm drain repairs coincides with Arterial work yet to be done; presumably, if there is funding, those storm drains will be repaired simultaneously.

Commissioner Murphy stated that the City has maps for Arterial and Collector roadways and staff can overlay the storm drain facilities on those existing maps.

**H. DISCUSSION – 2018 ROAD AND DRAINAGE REPAIRS PLAN AND NEXT STEPS - SUB-COMMITTEE PROGRESS REPORT**

Vice-Chair Hammon advised that he had met with Councilmember Gee to discuss the Road and Drainage Repairs Plan and how the private roads issue could impact the Plan; they agreed that the Plan should demonstrate that the funds expended thus far on the roads and drains have been well spent; it should be abundantly clear as the primary message so the citizens of Orinda can understand and appreciate the work accomplished;

that the City has expended those funds appropriately; that the project has been well-managed and the property owners are receiving good value for their tax dollars. They also agreed that the Plan needs to acknowledge that there are a significant amount of privately owned and maintained roads and drainage in the City and that there is a controversy regarding the fairness of that situation and what approach should be taken; they also agreed that the Road and Drainage Repairs Plan update cannot address this issue, as this topic is beyond the scope of the Plan update. There is a need for quantitative information on private roads and drains and the potential cost to the City to take over and maintain those roads and drains; for a variety of reasons, it would be best to address the private road issue in a separate document. There would be value in uncovering information about what portions of roads in the nearby communities like Moraga, Lafayette and Danville are private; Orinda private roads are generally accessible by the public and there are few, if any, gated private roads, whereas Danville and Alamo have a number of gated communities; therefore, considering privately owned roads in other cities would also have to define how those roads are addressed. Vice-Chair Hammon is working with staff to develop a database for the estimated costs versus the actual costs for the Pavement Rehabilitation Project, including drainage, that was funded by the bond measures and the half-cent sales tax; data for drainage could be folded into the update; a good database needs to be assembled to give confidence in the estimate which would be supported by the most recent data. The City will have the new Pavement Management Report P-TAP 19 that should be ready by the end of March which will provide another source of data to support the report. There has been discussion regarding the need for criteria for storm drain repairs to determine repairs, replacement, etc.; a set of criteria could help quantify maintenance goals for roads and drains and techniques to quantify them.

This item was continued to the next CIOC meeting.

**I. DISCUSSION – MANAGEMENT REPORT ON INFRASTRUCTURE – SUB-COMMITTEE PROGRESS REPORT**

Commissioner Murphy stated that the Sub-committee met and identified the goal; they determined they needed information they did not have at the time, much of which has now been provided by Paving Program Project Manager Khorashadi; he would like to limit the scope and basically inform the public that the City spent the bond money wisely, much was accomplished, and more work is to be done, including construction of the 2019 Pavement Rehabilitation Project; also, that the half-cent sales tax is continuing until 2023; the Sub-committee agreed that the paving program is very successful and has delivered exactly what was intended with the funds that the public provided. It is going to be a straightforward report, primarily citing numbers and a tie-in with the previous and current Plan; the size of the report should be limited to two and half pages with charts to indicate how much money the City has spent and how much work still needs to be accomplished. The Sub-committee prefers to submit the Management Report to the CIOC subsequent to the City opening bids for the 2019 Pavement Rehabilitation Project.

The report will not replace the Plan or Annual Report to the City Council. The ultimate goal of the Sub-committee is that the report can paint a picture of a successful program.

This item was continued to the next CIOC meeting.

**J. DISCUSSION – SCHEDULING /PLANNING MEETING WITH THE TRAFFIC SAFETY ADVISORY COMMITTEE (TSAC) AND THE PUBLIC WORKS AESTHETIC REVIEW COMMITTEE (PWARC) REGARDING FUTURE INFRASTRUCTURE IMPROVEMENTS**

This item was continued to the next CIOC meeting.

**K. ELECTION OF CIOC 2019 CHAIR AND VICE-CHAIR**

MOTION: By Commissioner Murphy, seconded by Commissioner Bell, to appoint Vice-Chair Hammon to CIOC Chair and to appoint Commissioner Hurrell to CIOC Vice-Chair. The motion carried by unanimous voice vote.

**L. STAFF UPDATES**

Paving Program Project Manager Khorashadi reported on the following items:

- *Update – Public Information and Outreach* - A Public Notice regarding the 2019 Pavement Rehabilitation Project was posted on Nextdoor and Outlook.
- *Update – 2018 Pavement Rehabilitation Project* – Bay Cities Paving and Grading is working to complete punch list items; the City used rubberized asphalt on some of the roads last year; unfortunately the asphalt is raveling on three of those streets; staff is working with the contractor to remedy the situation.
- *Update- 2019 Pavement Rehabilitation Project* – The project is scheduled to be advertised by the end of April.

**M. MATTERS INITIATED**

Items for the next CIOC Agenda:

- Discussion - 2018 Road and Drainage Repairs Plan Status and Next Steps – Sub-Committee Progress Report
- Discussion – Management Report On Infrastructure – Sub-Committee 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

**N. ADJOURNMENT**

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

The Citizens’ Infrastructure Oversight Commission meeting adjourned 8:00 p.m.

The next regularly scheduled meeting of the Citizens’ Infrastructure Oversight Commission will be 6:30 p.m., April 10, 2019, in the Sarge Littlehale Community Room, 22 Orinda Way, Orinda, California.