

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

May 10, 2017

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 Hubner called the meeting to order at 6:33 p.m.

The following documents were provided at this meeting:

1. *Report to the Citizens' Infrastructure Oversight Commission - (on behalf of the upper Mira Loma Homeowners Association)-* submitted by Melissa Roeder and Jennifer Wallace – dated May 10, 2017
2. *City of Orinda Road and Drainage Repairs Plan – Successes* – dated May 10, 2017
3. *City of Orinda 2008-2014 Paving Program Map; 2015-2017 Paving Program Map' 2018 Paving Program Map; Pavement Condition Index (PCI) Map (2012 Pavement Management Program Update (P-TAP-13))*

**B. ROLL CALL**

COMMISSIONERS: Walter Bell, Gordon Bizieff (absent, excused), Jud Hammon, Robert Hubner, Bill Hurrell, Terry Murphy (absent, excused), Richard Nelson (late arrival)

City Councilmember Darlene Gee

City Staff: Director of Public Works and Engineering Services Larry Theis; Paving Program Project Manager Farah Khorashadi

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

**D. ADOPTION OF AGENDA**

MOTION: By Commissioner Bell, 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 April 12, 2017

Commissioner Nelson requested omitting the first sentence on Page 3.

Commissioner Bell requested to change his absence from *unexcused* to *excused*, as he had notified the Chair of his planned absence.

MOTION: By Commissioner Nelson, seconded by Commissioner Hurrell, to approve the meeting minutes of April 12, 2017, as amended. The motion carried by unanimous voice vote.

**G. REVIEW – CITY POLICY ON ACCEPTANCE OF PRIVATE ROADS INTO THE CITY-MAINTAINED ROAD NETWORK**

Melissa Roeder, Orinda resident, presented the *Report to the Citizens' Infrastructure Oversight Commission* on behalf of the upper Mira Loma Homeowners Association. She stated that she did not understand why upper Mira Loma is a private road.

Jennifer Wallace, Orinda resident, opined that it may have been an oversight or a mistake that this section has remained private instead of public. The homeowners paved the roadway in 2007 and she noted that Page 7 of the report shows the existing drainage structure maintained by the property owner.

Director Theis confirmed that a section of Mira Loma was not accepted as a public road and advised that this is not a unique situation. Occasionally developers subdivide a parcel and dedicate the road for public use; however the developer never improved this section of the road to the City or County standards in order to be accepted. The City has a policy for accepting a road into the City-maintained system: The optimum condition would be a road at PCI=100; additionally, the City would have to inspect and analyze the condition of the road and drainage facilities; prepare a punch list for bringing the road to a good condition; and then bring the matter to the City Council prior to conducting any analysis. Additionally, he noted that private roads were not included in the studies for Measures J and L.

Commissioner Nelson recommended notifying the public regarding this issue and defining City policy and standards for accepting private roads.

Commissioner Bell stated that he lives on a private road; the City cannot absorb the cost of maintenance by adding private roads to the City network.

Ms. Roeder stated that the property owners on upper Mira Loma have been paying taxes and would like the City to consider accepting this private road because it is expensive for the property owners to maintain.

Vice-Chair Hubner suggested asking the City Council whether they are willing to consider accepting private roads.

Commissioner Hurrell concurred; this is a complicated matter and the City should be extremely cautious because the City does not have adequate funds to maintain the existing public roadway network.

Director Theis commented that City Councilmember Gee could initiate a discussion item for an upcoming City Council meeting whether to consider acceptance of private roads into the publicly-maintained network.

Councilmember Gee agreed to do so.

Commissioner Hammon remarked that the CIOC is looking for guidance from the City Council on this matter and whether an analysis and development of a more specific policy for accepting private roads would be appropriate.

MOTION: By Commissioner Nelson to recommend that the City Council instruct the Director of Public Works and Engineering Services, either with City staff resources or through a consultant, to review existing Orinda policy with regard to the acceptance of private roads into Orinda's public roads network, and to develop and propose a new policy clearly identifying standards that would have to be met for acceptance.

The motion failed for lack of a second.

MOTION: By Commissioner Bell, seconded by Commissioner Hurrell, to request that the City Council consider the matter of adding private roads into the publicly-maintained roads network and to determine whether to move forward with an analysis and development of an updated policy for accepting private roads. The motion carried by unanimous voice vote.

#### H. **DISCUSSION – ROAD AND DRAINAGE REPAIRS PLAN**

##### ◦ *Drainage Facilities and Repairs*

The Commissioners discussed the need for additional information in order to update the *Drainage Facilities and Repairs* section of the plan.

Vice-Chair Hubner volunteered to work on the drainage facilities section.

Paving Project Program Manager Khorashadi distributed the *City of Orinda Road and Drainage Repairs Plan – Successes* list.

Commissioner Hammon commented that the list of “Successes” is well-done and requested that the Commissioners each work on an item on the list and he will compile the information.

Paving Project Program Manager Khorashadi will provide available information.

Councilmember Gee recommended including information such as Engineer's Estimate, Bid Estimate, and Final Payment on recent paving and drainage projects.

This item was continued to the next CIOC meeting.

#### I. **STAFF UPDATES**

Director Theis and Paving Program Project Manager Khorashadi reported on the following items:

- *Update – Miner Road Sinkhole* – Construction is progressing and the project is expected to be completed by the end of July.

- *Update - Public Information and Outreach* – A second public outreach meeting for the 2017 Paving Project was held on April 27; updates are posted on the City website, Nextdoor, and in the Orinda Outlook.
- *Update - Measure L and Measure J – Program Revenue and Expense Summary and Project Expense Summary* – The summaries were not available.
- *Update – 2016 Paving Project* – The contractor is finalizing punch list items.
- *Update – 2017 Paving Project* – The surveyor is working on monument preservation; construction will begin in early June; due to the Miner Road Sinkhole project on the north side of town, the paving project will initially work on the south side of Orinda.

**J. MATTERS INITIATED**

Items for the next CIOC agenda:

- Discussion – Road and Drainage Repairs Plan
  - Drainage Facilities and Repairs
  - Successes List

**K. ADJOURNMENT**

The Citizens’ Infrastructure Oversight Commission meeting adjourned at 8:35 p.m.

The next regularly scheduled meeting of the Citizens’ Infrastructure Oversight Commission will be Wednesday, 6:30 p.m., June 14, 2017, in the Sarge Littlehale Community Room, 22 Orinda Way, Orinda, California.

Prepared by: F. Khorashadi