

**OCTOBER 18, 2011  
CITY OF ORINDA  
CITY COUNCIL MINUTES**

**5:00 P.M. – SPECIAL MEETING – LIBRARY AUDITORIUM**

**PLEDGE OF ALLEGIANCE:** Led by Boy Scout Troop 57

**WORKSHOP:** Council Roads Subcommittee Report

The Council met in a workshop format and discussed and provided feedback to staff and the Council Roads Subcommittee on the subcommittee's finding and other data relating to infrastructure improvements as included in the staff report for the workshop.

**7:00 P.M. – REGULAR MEETING - LIBRARY AUDITORIUM**

**A. CALL TO ORDER / ROLL CALL:**

Mayor Smith called the meeting to order at approximately 7:15 p.m.

**COUNCILMEMBERS PRESENT:** Dean Orr, Sue Severson, Amy Worth,  
Vice Mayor Steve Glazer, Mayor Victoria Smith

**COUNCILMEMBERS ABSENT:** None

**B. PLEDGE OF ALLEGIANCE:** Conducted during 5:00 p.m. workshop.

**C. CLOSED SESSION REPORT:** No Report

**D. ADOPTION OF AGENDA**

**MOTION** by Councilmember Severson and seconded by Councilmember Orr to **adopt the agenda as presented.** Said motion carried by a unanimous (5-0) voice vote.

**E. ITEMS FOR THE GOOD OF THE CITY:**

- **Proclamation Commemorating the 10<sup>th</sup> Anniversary of the “New” Orinda Library**

Mayor Smith recognized the ongoing celebration of the Orinda Library's 10<sup>th</sup> Anniversary. Councilmember Worth read a proclamation commemorating the event and presented the proclamation to Susie Epstein representing the Orinda Friends of the Library.

- **Introduction of Barbara Flynn, Contra Costa County Librarian**

Caroline Gick, Orinda Librarian, thanked the City and the Friends of the Library for their continued support of the Library. Ms. Gick then introduced Contra Costa County Librarian Barbara Flynn.

- **Update on District Attorney Office from Contra Costa County District Attorney Mark Peterson**

Contra Costa County District Attorney Mark Peterson addressed the Council describing his background and describing the mission, staffing, priorities and activities of the District Attorney's Office.

- **Proclamation Declaring October Creek Hazard Awareness Month**

Mayor Smith announced the proclaiming of October as Creek Hazard Awareness Month in the City and presented the proclamation to Police Chief Jennings.

**F. PUBLIC FORUM:**

Tina Neuhausel, representing Sustainable Contra Costa, addressed the Council announcing a homeowners' workshop scheduled for October 19<sup>th</sup> to discuss the Energy Upgrade California Program which is providing rebates to residents installing energy efficiency measures in their homes.

**G. CONSENT CALENDAR**

MOTION by Councilmember Worth and seconded by Councilmember Severson to **approve Consent Calendar Items G-1 through G-8 as follows.** Said motion carried by a unanimous (5-0) voice vote.

Mayor Smith requested that City Manager Keeter extend the Council's thanks to Sharon Simpson for donating a second piece of art to the City.

**G-1 Approval of Regular Warrants #40082 - #40356 , Payroll Checks #6585 - #6606, and Payroll Vouchers #41145 - #41210**  
Action: Approved list of warrants through October 7, 2011.

**G-2 City Council Minutes:**  
(a) September 20, 2011  
Action: Approved.

**G-3 Revised Pavement Management Program (PMP) Policy and Criteria for Selecting Streets for Repair, Dated October 18, 2011**  
Action: Adopted the Revised Pavement Management Program (PMP) Policy and Criteria for Selecting Streets for Repair, dated October 18, 2011.

**G-4 Project Acceptance of the 2011 Urgent Pavement Repair Project #9000 and Authorizing the City Clerk to Sign the Certificate of Completion and File said Certificate with the Contra Costa County Recorder.**

Action: Adopted Resolution No. 62-11 – Acceptance of Work for the 2011 Urgent Pavement Repair Project #9000 and authorizing the City Clerk to sign the Certificate of Completion and file said certificate with the Contra Costa County Recorder.

**G-5 Request Approval for Artwork Donation of “Truce”**

Action: Adopted Resolution 64-11 approving donation of artwork to the City of Orinda from Sharon Simpson.

**G-6 Summary of Revenue and Expenditures Report for Period Ending September 30, 2011**

Action: Accepted the Summary of Revenue and Expenditures Report for period ending September 30, 2011

**G-7 Resolution No. 63-11 Approving the Designation of a Board Member and Alternate Board Member to the Municipal Pooling Authority of Northern California and Approval of Reclassifying the Human Resources Administrator to Human Resources Manager with the Classification to Remain in the Mid-Management Group as a Title Change Only with No Adjustment in Compensation.**

Action: Adopted Resolution No. 63-11 Approving the Designation of a Board Member and Alternate Board Member to the Municipal Pooling Authority of Northern California and Approval of Reclassifying the Human Resources Administrator to Human Resources Manager with the Classification to Remain in the Mid-Management Group as a Title Change Only with No Adjustment in Compensation.

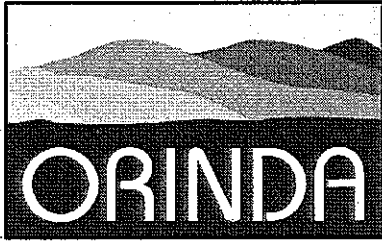
**G-8 Letter of support for Lawrence Berkeley National Lab (LBNL) Second Campus to be Sited in the City of Richmond**

Action: Authorized the City of Orinda Mayor to prepare a letter in support of a Lawrence Berkeley National Lab (LBNL) second campus to be sited in the City of Richmond.

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**CITY COUNCIL  
STAFF REPORT**

Agenda  
Item:

**G-3**

Date:

October 18, 2011

Department:

Public Works and  
Engineering Services

**AGENDA TITLE:** Revised Pavement Management Program (PMP) Policy and Criteria for Selecting Streets for Repair, Dated October 18, 2011

**STAFF RECOMMENDATION:** Adopt the Revised Pavement Management Program (PMP) Policy and Criteria for Selecting Streets for Repair, Dated October 18, 2011 (Attachment 2)

**BACKGROUND:** City Council discussed this item at their August 18, 2011 meeting and requested that staff make minor revisions to the draft presented at that time. The revisions are shown on Attachment 1. Since the CIOC had approved the August 18 2011 draft the revisions were then presented to the CIOC at their September 14, 2011 meeting.

**SUMMARY:** The revised policy (Attachment 1) contains the recommended changes from the City Council discussion on August 18, 2011. These changes were also reviewed by the CIOC on September 14, 2011

**FISCAL IMPACT:** No fiscal impact. In adopting this revised policy no changes are being proposed or made to the current funding of the Pavement Management Program.

**ATTACHMENTS:**

Attachment 1 – Draft Revised Pavement Management Program Policy showing revisions, dated September 14, 2011

Attachment 2 – Revised Pavement Management Program (PMP) Policy and Criteria for Selecting Streets for Repair, October 18, 2011

Respectfully submitted by,

Charles Swanson

Director of Public Works and Engineering  
Services

cc: Citizens' Infrastructure Oversight Commission

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Approved By:

  
City Manager

# DRAFT

REVISED 9/14/11 per City Council Comments  
City of Orinda  
Pavement Management Program (PMP)  
Policy and Criteria for Selecting Streets for Repair

## Policy:

Current budgetary constraints and the poor and deteriorating condition of Orinda's roads require the City to apply budgeted PMP funds only to those roads *where the most benefit for the most residents can be obtained*. Simply stated, this means that only Arterials, Collectors and School Routes will have repair priority; emergency repairs will be made to Residential streets only when severe safety concerns arise. Recognizing that urgent/emergency repairs on Residential streets will increase under this policy, the City should also allow for certain urgent repairs to be performed on all street classifications including residential streets that meet specific criteria.

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## Criteria for Priority Selection of Arterials and Collectors

1. Frequency of use, as measured by Average Annual Daily Traffic (AADT)
2. Efficiency of expenditure, as measured by the **StreetSaver®** program
3. Availability of significant cost savings through partnering, (i.e., with utilities and/or residents)
4. Proximity to schools

## Criteria for Urgent Pavement Repair Selection on Arterial, Collector and Residential

City of Orinda staff should consider and evaluate pavement condition/damage relative to:

1. Safety - Pedestrian, Bicycle, and Vehicle
  - More Frequent Accidents
  - Increased Stopping Distance
  - Hazard Avoidance
  - Emergency Vehicle Access

2. Evaluation of Failure and Estimation of Repair Cost/Repair Life

Size of the failed area (larger than a pothole) and severity of the failure (i.e. base failure)

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Related Drainage Issue

Weakened Sub-grade

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Underground Springs

Exclude Geotechnical Recommendations of Slide Repairs (Separate Slope Stabilization Fund Source)

3. Selection process

Location will be identified by staff observation and/or complaints received

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Increased Vehicle Repair Costs[]  
Increased Travel Times []

Traffic volume

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Staff shall review the locations using Criteria 1 and 2 above.

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Repairs will be made as locations are identified and based on the availability of funding.

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The Citizens' Infrastructure Oversight Commission (CIOC) shall review and approve the recommended repair locations.

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**City of Orinda  
Pavement Management Program (PMP)  
Policy and Criteria for Selecting Streets for Repair  
October 18, 2011**

**Policy:**

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(i.e. base failure)  
Related Drainage Issue  
Weakened Sub-grade  
Underground Springs  
Exclude Geotechnical Recommendations of Slide Repairs (Separate  
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