

Willowbank County Service Area (WCSA) Advisory Committee

DRAFT Minutes of the Meeting Held January 24th, 2023

Meeting conducted as a Hybrid Meeting (In Person at Montgomery Public School and via Zoom, Hosted by Anne Todgham)

1.	<p>Call to Order: Committee Chair Woods called the meeting to order at 7:05 PM. Due to a Davis Joint Unified Scheduling conflict, the meeting venue was changed from the Montgomery School Multi Purpose Room to Room L2, the Montgomery School Research Center.</p>
	<p>Committee Members Present: Anne Todgham, Artie Lawyer, Brian Morrissey, and Olin Woods. Liz McCapes was absent. <i>Two vacant positions (Oakside)</i></p>
	<p>Note taker: Anne Todgham</p>
2.	<p>Invited Guests: Supervisor Jim Provenza, Deputy Supervisor Sheila Allen, Yolo County CSA Liaison Kim Villa, Acting Public Works Director Todd Riddiough, Residents: 8</p>
3.	<p>Consistent with New Legislation, Chair Woods recommends Adoption of the following language “The WCSA Advisory Committee authorizes remote (teleconference/videoconference) meetings by finding, per Assembly Bill 361, that local officials continue to recommend measures to promote social distancing as a result of the COVID-19 pandemic.”</p> <p>Motion to adopt the new language outlined above MSP (Lawyer, Morrissey)</p> <p>Unanimously approved</p>
4.	<p>Approval of the Oct. 25th, 2022, WCSA Meeting Minutes & Nov. 16th, 2022 Special WCSA Meeting Minutes: Woods</p> <p>Motion to approve minutes. MSP (Lawyer, Morrissey)</p> <p>Unanimously approved</p>
5.	<p>Public Comments: <i>None</i></p>
6.	<p>Yolo County Report: Deputy Supervisor Sheila Allen, Supervisor Jim Provenza</p> <p>State legislation to allow Brown Act Committees to meet remotely will expire in March. Therefore everyone needs to be back in person in March</p> <p>South Davis Library will be located in Walnut Park, fronting on Lilliard Dr., between Peregrine School and Montgomery Elementary. This library has been in the county strategic plan for some time. Recently, some funding has been secured from the State of California (\$8M) and now there is an effort to find an \$8M match. Some of this funding will come from City taxes and library fees but there is still about \$4.5M to raise. The Willowbank Community will be kept up to date with developments.</p> <p>There are multiple benefits to having a library as a cooling center during heat waves, as a charging station during power outages and as a place for the community to go in a neighborhood.</p> <p>Mace Road: Negotiated that lanes will be returned. Part of the Pilot Project is to have a metering light at Mace and Montgomery and one at Mace and Tremont.</p>

	<p><i>Public Comments:</i></p> <p>Resident: Is the North Fork Putah Creek vegetation management complete? Allen: Yes the fuel reduction phase is complete and the MOU between the County and the City of Davis is close to being completed in terms of which agency will take ownership & maintenance responsibility going forward.</p> <p><i>Committee Comments:</i></p> <p>Woods: it appears that WCSA residents have never been assessed for discharging storm water into the Drainage Channel nor has it been confirmed definitively that culverts on the South side of the channel are draining storm water into the channel. Property tax records going back at least as far as the 1994-95 do not indicate any County fees assessing Old Willowbank for such services. Further, at Laura Schmidt's request of the Yolo Tax Collector's Office, County staff could find no record of fees charged to Old Willowbank residents for discharging storm water runoff into the channel. Remarkably, County records go back no further than 2009.</p> <p>Provenza: Discussed that there are residents with large culverts coming off their properties into the North Putah Creek drainage. Suggestion to remove those before the City of Davis does their assessment of discharge costs as they might be assessed for something they are not using. During the series of heavy January storms, Deputy Supervisor Sheila Allen observed the culverts on the south side of the channel immediately adjacent to Old Willowbank; she did not find any of the culverts in question to be discharging water into the Drainage Channel .</p>
<p>7.</p>	<p>WCSA to Consider Supporting Action to Form a Willowbank Community Advisory Committee (WCAC): Woods</p> <p>This discussion was a follow-up to the November 16th, 2022 Special Meeting where the Committee decided to form a WCAC in addition to the existing WCSA.</p> <p>Chair Woods moved that the Committee take action to request Supervisor Provenza to petition the Board of Supervisors (BOS) to approve a resolution to create a BOS-appointed WCAC consistent with the agreement of the Advisory Committee at its 11/16/22 Special Meeting. The resolution to include language that the WCAC will meet regularly to address matters that impact the Old Willowbank neighborhood as a whole with the following exclusions: a) matters pertaining to neighborhood social events and and b) issues which can be resolved between individual neighbors.</p> <p>There was no second to the motion and Members Artie Lawyer and Brian Morrissey offered suggested changes to the original motion as follows: drop entirely item "b" as redundant and make minor related wording and punctuation changes to item "a".</p> <p>Lawyer moved the following amended language: "Committee to request Supervisor Provenza to petition the Board of Supervisors (BOS) to approve a resolution to create a BOS-appointed WCAC consistent with the agreement of the WCSA at its 11/16/22 Special Meeting. The resolution should include language that the WCAC will meet regularly to address matters that impact the Old Willowbank neighborhood as a whole with the following exclusion: matters pertaining to neighborhood social events."</p> <p>MSP (Lawyer, Morrissey)</p> <p>Unanimously approved</p> <p><i>Public Comments:</i></p> <p>Resident: A question about the regulations regarding trailers parked on private property. Woods: County zoning regulations do not allow parking in front of a house within 30 ft of the road. Resident requested a copy of the WCSA policy paper addressing County zoning matters related</p>

	<p>to the parking of trailers and vehicles in the neighborhood. Chair Woods responded that he would provide a copy of the paper.</p> <p><i>Committee Comments: None</i></p> <p>Kim Villa: To form a CAC, the resolution will need to outline duties of the CAC and to discuss membership (5 vs. 7 members to the Advisory Committee). Suggestion for the WCSA to have the same members as the WCAC.</p>
<p>8.</p>	<p>Consideration of Alternatives Re. Adding Services to the Willowbank County Service Area: Woods</p> <p>Currently, the WCSA has one charge, the provision of Municipal water, which it fulfills via contract with Davis. The five-member Yolo Local Agency Formation Commission (LAFCo) at its 12/1/22 meeting voted (with one abstention) to approve the LAFCo staff's recommendation to dissolve the WCSA in favor of a WCAC. The Committee proposed a modification of LAFCo Staff's recommendation and, by consensus, recommended a hybrid solution which maintained the WCSA and added a WCAC.</p> <p>It was suggested that the Committee might wish to add to the WCSA's services, perhaps road repair and/or street sweeping.</p> <p>The evening's discussion focused on the processes and costs of adding a road rehabilitation service, how best to address Montgomery Avenue's rehabilitation needs, and to begin exploring what other services in which the Community might be interested.</p> <p>A. The process and costs of adding a road rehabilitation service</p> <p>Todd Riddiough, Interim Director, Yolo County Division of Public Works (DPW), indicated that the Previous DPW Director presented the Road Repair Schedule based on current road conditions in March 2022. This was included in our packet with the Agenda (Residential Areas Table). PCI is pavement condition index and provides a grade of the roadway looking at the distresses in the roadway (lower number = worse road condition). This assessment is done every three years for 750 miles of County roadway by a consultant using sensory equipment which performs a type of roadway x-ray. This assessment will be done again this year and a new table generated over Summer 2023 and hopefully available to the public in Fall 2023. Willowbank has a PCI of 47, with an expected road repair year of 2031. The road repair year is just an estimate. What type of treatment the road will get will depend on the condition of the road and what is needed. Microsurfacing and chip seal are pretty common repair recommendations on neighborhood roads. DPW Engineers will go out and walk the area to come up with a plan that will work for a particular area, identifying areas that need more major repair before doing a seal over the whole area. Roads can also get to a point where it is not worth resealing and then a particular area will be dug out, repaired, and repaved.</p> <p>Riddiough wanted to note that property taxes do not go to Public roads. Public roads are paid by gas taxes.</p> <p><i>Public Comments:</i> Resident: Once the assessment is done this summer, is there a way to get a score for each street? Riddiough: Yes, you can find out the PCI for each street. Currently Montgomery Ave is 65, for example, even though Willowbank is 47 as an average of the community's interior roads. Riddiough commented further that in the case of situations where there are both interior roads and connector roads (like Montgomery Ave.) in a particular neighborhood, DPW Engineers will typically make a judgment call re. whether or not it makes sense to address the issues on the connector road while it is in the neighborhood.</p>

Resident: How does the County deal with oak trees on the County set back area that were planted too close to the street and therefore are damaging the road. Riddiough: County doesn't own trees but recognizes that they can damage the road. The County is happy to work with the resident to remove the tree. County will not go looking for trees that are damaging the road. Will only address if it is brought to the attention by a resident. The County has a Road Maintenance Request form through the County Website (<https://www.yolocounty.org/government/general-government-departments/community-services/public-works-division/road-maintenance-request>). Once completed, this form will be sent to the County Road Maintenance crew.

Resident: Can we request the results of the new assessment in Fall 2023? Riddiough: Yes, you can request information on the community and specific streets.

Resident: What was the cost of the proposed new road service for El Macero, which El Macero voters did not pass and what did it include? Villa: It was a 10 year plan, resurfacing every 5 years. The yearly cost for this service was \$450 per household (up from \$180), recognizing that El Macero has over 400 households with more miles of interior roads than Old Willowbank.

Resident: If the WCSA takes on a road service, we should get some advice from the County Council to understand our responsibility and whether it impacts our ability to get road repair from the County. Provenza: Yolo County still subsidizes the roads in El Macero even though they have a Road Service in the CSA. Resident: It would still be helpful to have specific guidance and information about our responsibilities so we have a good sense of what the WCSA is getting itself into if we want to explore a new service.

Committee Comments:

Morrissey: If the WCSA adds a road service, does that mean we won't get roads repaired by the County as often since our PCI will be high?

Woods: What did El Macero rehab project in 2018 include? Riddiough: Fiberized microsurface (next level up from chip seal). Costs were shared by the County and the El Macero CSA, with the CSA paying for a higher level treatment than the less costly chip seal.

Woods: What is the process for adding a service to a CSA? Villa: It would take two Prop 218s. Because it is not health & safety related (i.e., water or sewer) it takes a longer process. Roads are considered an assessment, for example. First, a Prop 218 is needed to get approval to do an Engineer's Report to assess the project. Funds for the Engineer's Report can come from a variety of sources including community fundraising. Once the community has an Engineer's Report the community can decide if the cost of the new service (and associated yearly assessment to each household) will be worth it. If the WCSA Advisory Committee supports going forward, the second requirement of the Prop 218 Process calls for a vote by the WCSA neighborhood as a whole. For road repair and other non health & safety services, there are essentially two votes: 1) A ballot goes out to the community to see if there is interest (must be more than 50% of those responding in favor). If that passes, then 2) an official ballot is sent to each parcel to vote on the assessment. Although it is called a "protest" ballot, for the assessment to succeed, 50% + 1 of those voting must vote in favor, and the ballots are tabulated at a Board of Supervisors' meeting. 1 ballot per household. (Note: a chart, which was not included in the meeting agenda package, is attached FYI.)

Provenza: There is a category for Street Safety within the authority of LAFCo, if the WCSA would want to have increased traffic patrols. This is a service we can add to our CSA.

Woods: Would this require a Prop 218 and an Engineer's Report. Provenza: Yes to needing a Prop 218 but not sure about an Engineer's Report.

B. Consideration of Adding Other Services:

Morrissey: High-speed internet connections with fiber optics.

	<p>Resident: Underground utilities to reduce fire danger. A good time to talk to PG&E. Could the neighborhood get behind cost-sharing this with PG&E with the internal neighborhood lines that go between houses? Woods: Would the lines along Montgomery be left out? Resident: not sure if Montgomery could be included because the lines along Montgomery provide service not only to Old Willowbank, but also connect to New Willowbank (City) on the East and to Oakshade (City) on the West. Could be complicated.</p> <p>Provenza: Street cleaning suggestion. Woods: Could be options for the Meadowbrook and West Oakside subdivisions where the streets have curbs & gutters (and there is no gravel which can be picked up and strewn at high speed by Recology's street sweeping equipment's revolving brushes.) Most likely gravel would be factor in the Willowbank and the Oakside/Oakside East subdivisions, and along Montgomery Ave.</p>
<p>9.</p>	<p>Consideration of LAFCo's Recommendation to Reduce the Number of WCAC Committee Members from 7 to 5: Woods</p> <p><i>Public Comments:</i> Resident: The WCSA is currently functioning with 5 members (since there are two vacancies on Oakside) so why not keep it at 7 so that more members can be involved. Allen: Keeping it at 7 means 4 is quorum vs. a membership of 5 which means 3 is quorum.</p> <p><i>Committee Comments:</i> Lawyer: The original reason for 7 members on the WCSA was so that each water district would have two votes and then one additional vote to break any ties. He feels it makes sense to maintain input from all three neighborhoods within Old Willowbank as they can have slightly different needs. Suggestion to keep it at 7.</p> <p>Other similar comments made by each of the Committee Members present.</p> <p>Motion to recommend that both the WCSA and WCAC have 7 members MSP (Lawyer, Morrissey)</p> <p>Unanimously approved</p>
<p>10</p>	<p>WCSA 2022-23 Finance Report: Woods Current available budget: \$13,717. No expenses for the first two quarters this year. We received our annual allocation of \$4,603 during the second quarter.</p>
<p>11.</p>	<p>Water Rate Update: Woods</p> <p>Woods: Supervisor Provenza is currently very busy working with the City of Davis on the agreement around the North Fork of Putah Creek and has not had time to address our water rate concerns. Woods and Calfee will follow up once the Drainage Channel MOU agreement is finalized.</p> <p><i>Public Comments:</i> None</p> <p><i>Committee Comments:</i> None</p>
<p>12.</p>	<p>Elections: Woods</p> <p>Lawyer: Would like to recommend Woods remain as Chair. Woods is willing to continue to be Chair.</p>

	<p>Motion to retain Woods as Chair MSP (Lawyer, Morrissey) Unanimously approved</p> <p>Vice Chair Lawyer indicated he would be happy to be Vice Chair</p> <p>Motion to elect Lawyer as Vice Chair MSP (Morrissey, Todgham) Unanimously approved</p>
<p>13.</p>	<p>WCSA Advisory Committee Member Comments.</p> <p>Todgham: No Comment Morrissey: No Comment Lawyer: Willowbank Club had a meeting last night and there was a discussion about the claw. Those that attended the meeting feel that after 3 years, the community probably has opinions about the change to 1x per month. Suggestion that this is an item to add to the agenda of a future WCSA meeting. Resident: There is a period when changes can be administered and so we should look into the contact. Woods: As a follow up to the Nov. 16th Special Meeting--Villa contacted City DPW and received a written confirmation from City DPW that the City responded that the City of Davis is responsible for major infrastructure improvements. Woods acknowledged Villa's efforts as well as John & Gail Cooluris' comments at the 11/16/23 Special Meeting which prompted action by Villa to clarify matters. The Yolo County Transportation District Executive Director expects the I-80 Managed Lanes Project environmental document will be available in April and this will be the time for individuals to provide comments (e.g. request for sound mitigation measures, etc.). Woods acknowledged Laura Schmidt's following up with the County Tax Collector's Office as to whether the Willowbank Community was charged for outflow into the Drainage Channel. After checking records back as far as 2009, a Tax Collector's Office representative responded that no assessments had been levied on WCSA residents for outflow of surface water into the Drainage Chanel. Woods commented that he had dug out a personal 1994-95 property tax bill and found no specific assessment for outflow into the Drainage Channel. Woods commented to Provenza that he hoped this information would be helpful in the Supervisor's efforts to dissuade the City's stated plan to charge WCSA residents for surface water drainage into the Drainage Chanel. Lastly, Woods reminded the Committee and residents to try to keep the speeds down on the inner roads of the neighborhood as well as on Montgomery Ave.</p>
<p>14.</p>	<p>Adjournment (9:27pm) to the Next Regularly Scheduled WCSA Advisory Committee Meeting: Tuesday March 21, 2023 7PM.</p>