

Willowbank County Service Area and Community Advisory Committee (WCSA/CAC)

***DRAFT* Minutes of the Meeting Held May 16th, 2023**

Meeting conducted in person at Marguerite Montgomery Elementary School

1.	<p>Call to Order: Committee Chair Woods called the meeting to order at 7:03 PM. Woods welcomed those present to the first meeting of the Committee under its new title (see above). The new title, approved by the Board of Supervisors (BOS) at its 5/9/23 meeting, recognizes the Committee's role for the past 23-plus years; namely, providing domestic water to Old Willowbank via a contract with the City of Davis as well as considering a wide range of matters impacting the Old Willowbank community. He thanked Supervisor Provenza, Deputy Supervisor Allen, County CSA Liaison Kim Villa, for their support of the Committee's title change initiative. The change came in reaction to the Local Agency Formation Commission's 12/1/22 recommendation to the BOS that the WCSA be dissolved in favor of a Willowbank Community Advisory Committee (WCAC); the Committee instead recommended a hybrid approach, which maintained the WCSA and added a WCAC. Woods closed by saying the title change represents a name change only with no increase or decrease in the Committee's role, activities, or membership.</p>
	<p>Committee Members Present: Anne Todgham, Artie Lawyer, Liz McCapes, Brian Morrissey and Olin Woods. <i>Two vacant positions (Oakside)</i></p>
	<p>Note taker: Anne Todgham</p>
2.	<p>Invited Guests: Deputy Supervisor Sheila Allen, Public Works Director Vin Cay, Residents: 5, all of whom self-identified during the course of the meeting (Bill Corliss, Lyn Taylor, Mont Hubbard, Kurt Kreith, Terry Miller)</p>
3.	<p>Approval of Agenda for 5/16/23</p> <p>Motion to approve the agenda MSP (Todgham, Lawyer)</p> <p>Four approved One abstention (Morrissey)</p>
4.	<p>Approval of the March 23rd, 2023, WCSA Meeting Minutes: Woods</p> <p>Motion to approve minutes. MSP (Morrissey, McCapes)</p> <p>Unanimously approved</p>
5.	<p>Public Comments:</p> <p>Woods received a letter (Hand Out #5) from resident Kathleen Rockwell requesting the Committee to notify the community of the creation of the new WCSA/CAC and its charge. Ms. Rockwell also requested that the WCSA/CAC update its email list.</p> <p>Allen communicated that the District 4 Supervisor's County Office would be happy to be in charge of reaching out to the community to update the email list and notify residents of the creation of the WCSA/CAC and its charge.</p>
6.	<p>Yolo County Report: District 4 Deputy Supervisor Sheila Allen</p> <p>"Willowbank CAC" proposal went forward to the Yolo County Board of Supervisors at their last meeting and passed unanimously. The WCSA/CAC can now move forward with the new name and scope of discussion of topics to be entertained by this group.</p> <p>North Fork of Putah Creek – MOU between Yolo County and the City of Davis has been signed by both sides. There continues to be follow up details that both the County and City need to work</p>

	<p>on. Both sides are committed to this but felt it was important to get the MOU signed and for the City to take over the maintenance of the North Fork of Putah Creek. The City and County will be collaboratively working on the drainage study of all of the South Davis area to better understand what drainage comes to the pump on the other side of the I-80 causeway. It is unlikely that anything from the Willowbank neighborhood will be found to drain to this pump area as there has been no study to show that Willowbank contributes any storm water to the South Davis drainage pump. Once the study is completed, the County will come to one of the WCSA/CAC meetings to report back on the findings. Will report if there are any assessments to different parts of the WCSA/CAC.</p> <p>Allen addressed the concern raised by East Oakside resident Kreith that the County floods properties on the South side of the Drainage Channel. Allen commented that the North Fork of Putah Creek is considered by County officials to be a natural waterway and, as such, when it's waters encroach on adjacent properties in the channel, it is considered to be a natural phenomenon and does not require an easement to be obtained by the owning entity. Further, for fire prevention, the County requires homeowners whose properties extend into the channel along the ditch, to maintain the vegetation, including vegetation which grows in the channel itself. Allen indicated that the County will provide opportunities for feedback and input from WCSA/CAC residents.</p> <p>Public Library in Walnut Park is going forward. State, County and City of Davis funding has been secured. An additional grant has been submitted for items to outfit the library to provide staff.</p> <p><i>Public Comments:</i></p> <p>Kreith: Would like to challenge that the North Fork of Putah Creek is a natural waterway. Decades ago it was cut off and became a drainage ditch. Owning the property along the drainage ditch was a historical accident and properties now experience flooding. Questions who has the right to designate this as a natural waterway and stating that it is natural flooding is not a good resolution to the residents that inherited this property accidentally. Interested in better understanding what should be conveyed to new owners if the existing property owners decide to sell.</p> <p>McCapes: The drainage ditch does flood but it is not natural given that it is cut off from Putah Creek.</p> <p>Hubbard: Agreed with Kreith that it does not seem reasonable to define the Drainage Channel as a natural waterway. Committee Vice Chair Artie Lawyer concurred</p> <p>Allen: Took notes and plans to follow up by phone with the concerned residents to get all the details and discuss this further. Also brought up that lot line adjustments due to the MOU needs to still be finalized. Will examine the MOU to see whether the drainage ditch is identified as a natural creek. Will identify who in the City and the County are responsible for these types of decisions and this will be communicated to Kreith and McCapes.</p> <p>Ensuing discussion disclosed that the Public Works director for Operations for the City of Davis is Stan Gryczko. Elisa Sabatini is the Natural Resource Manager for Yolo County. These are two individuals who may be helpful to the Committee, and residents in learning more about the Drainage Ditch and the rights and responsibilities of the landowners.</p> <p><i>Committee Comments:</i></p> <p>McCapes: Many residents bought the property well before the City of Davis built the subdivisions north of Putah Creek and Putah Creek began to flood only after these subdivisions were built.</p>
<p>7.</p>	<p>Update on the Committee's Decision to Consider Options at this time to the Monthly Curbside Yard Trimmings Pick Up Program: Allen & Lawyer</p>

Allen: Looked into whether it was possible to change the curbside yard trimming pick up schedule. Marissa Juhler was contacted and was able to explain that the community could revisit the process of going through a new vote in terms of changing the pick up schedule. The committee can now inquire to see whether the community might be interested in revisiting the schedule.

Lawyer provided a synopsis of the approval proposal as well as the process for considering whether it may be appropriate and in the general interest to revisit other options for yard trimmings collection scheduling.

Introduction: In 2019, the neighborhood worked on the Old Willowbank portion of the yard trimmings 10 year agreement between the County and Recology. The vote was close but Old Willowbank residents decided on a once a month pick-up schedule in the 10 year contract, with the potential to renew for 5 years. The other option considered in that vote was for yard trimming collections every other week (26 times a year). There is still the option to go back to revote on these two options once the contract has been in place for 3 years. We have had the contract for three years and so now, potentially, we could decide if we want to begin the process of considering changing the schedule of the yard trimmings pick-up to the other option of pick-up every two weeks or other collection schedules (as discussed below). It was noted that at the annual Willowbank Club meeting there were informal discussions about what the options were now that we have had a chance to see how the current once every month schedule for yard trimming collection works.

Process: The process for considering whether it may be appropriate to revisit the schedule for for the scheduling of yard trimming collection for Old Willowbank is complex and there will need to be a lot of input before it could be determined to be appropriate to consider moving forward with any return to an official mail vote on the schedule options. The first step is to obtain estimates from Recology for the proposed costs of changing from the current once a month option to an option that is not already addressed in the 10-year agreement (i.e., an option in addition to the every other week (26 pick-ups/year), which is already a recognized and priced option in the agreement). Requesting estimates for these additional options is allowed under Section 4.7 of the current agreement. Based on the advice received from the Supervisor, the Committee would propose to initiate the exploration of this issue by asking Recology to prepare a proposal for two options. The first option would be the City of Davis template (11 pick-ups/year, every other week from October through February and then once in early May). The second option would be the cities of Winters/Woodland template (21 pick-ups/year, every other week from November through January and once a month the remainder of the year). These costs estimates from Recology could help the community better understand whether any of the options are a viable way to proceed with further discussions and consideration. The following step would be to present these four options to the WCSA/CAC to consider whether any further consideration of this issue may be appropriate. At the same time, we can discuss the enforcement issues involving the yard trimmings collection process. Two enforcement issues have been identified; placing trimming in the street on days that are not within the 7-day period allowed in the agreement, and where to place your trimmings if you live on a corner lot). It was noted that if, after fully vetting these issues the Committee gets to a place where it is determined that a formal revote may be appropriate, the County will be responsible for soliciting the vote.

Public Comments:

Miller: Is Recology receptive to more pick-ups? And will they be able to charge what they want?

Lawyer: We want to explore the costs since there are some unknowns.

Todgham: We have a secured cost from Recology for the every other week option.

Corliss: A lot of time was spent on the original process and vote. There are still residents that don't follow the rules, which is upsetting to some residents. Doesn't think that residents will vote to pay any more on leaf pick-up, especially since there are folks that don't follow the current

	<p>rules. Also a worry that if the vote is to increase the monthly pick-ups (and costs) that folks will all have to pay these increases or face a penalty.</p> <p>Lawyer: All of these issues are important to our overall discussion if we proceed. If we proceed further with this issue after receiving Recology’s estimates, there will be ample time given to input on all related issues.</p> <p><i>Committee Comments</i> Todgham: Should we go out to the Community to see whether this is something that we want to pursue? Lawyer: Thinks that it would certainly be important and doable to look at the options and then report to the community.</p> <p>Morrissey: One comment and a question: We have options available already (i.e. we know the cost of switching to every other week) and what is the real problem – residents are upset about lack of enforcement or that folks would like increased collections? Lawyer: Both are related issues that we should consider addressing to try to address ongoing issues and concerns of our community.</p>
<p>8.</p>	<p>Consideration of Alternatives Re. Adding Services to the Willowbank County Service Area (WCSA): Cay, Morrissey & McCapes</p> <p><u>Road Maintenance</u> Cay: Introduced himself as the new Public Works Director for Yolo County. Discussed how the County manages the vast roadway infrastructure within the County and how the Public Works Division prioritizes roadways connecting communities. Facing chronic vacancies in the County road crews – currently have 6 openings – and therefore have a labor shortage for maintaining County infrastructure. Maintain 752 center lane miles and these are their top priority roads. Only have \$12-14M per year for roads and need significantly more to maintain their top priority roads. Prior to our meeting, Cay drove down Willowbank Road and noticed it was in poor condition. Willowbank is scheduled for 2031. The only way the date can be moved up is with the full board approval. The treatment option for road maintenance will come from the engineer’s assessment of the condition of the road.</p> <p>Allen: Reminded us of comments from a previous meeting that Montgomery is used much more than 5 years ago due to traffic apps (e.g. Waze).</p> <p><i>Public Comments:</i> Corliss: Is the County lacking in personnel or funding? Cay: Both.</p> <p><i>Committee Comments:</i> Woods: If folks wanted to see a new road project comparable to what might be done in Old Willowbank, is Yolo, CA where we could check it out? Cay: Yes. Woods: Will Montgomery be examined at the same time as Willowbank, even though it is in better condition. Noted that Montgomery is too narrow to accommodate both bikes and pedestrians.</p> <p>Morrissey: Encouraged the County to keep up the good work and remember that there are other budgets we might be able to use to accommodate more space for bikes or elevate the road for flooding.</p> <p><u>Undergrounding Utilities</u> Morrissey presented utility undergrounding as a possible neighborhood improvement. Some benefits can include infrastructure hardening (e.g. maintaining functionality in severe weather), decrease fire-risk, improve aesthetics, perform less tree trimming, etc. Main barrier is expected to be financing. The CPUC Rule 20 is noted to be a means to determine funding sources for utility undergrounding.</p>

	<p><i>Public Comments:</i> None</p> <p><i>Committee Comments:</i> Woods ask Morrissey to come back to the next meeting with more details about what would be involved in terms of time, effort and costs.</p> <p><u>Street & Neighborhood Safety</u></p> <p>McCapes: A couple years ago there were a some break-ins on Meadowbrook. At the time the Sheriff suggested putting cameras on Montgomery. This is something we could explore for now to improve neighborhood security. Could also hire a part time security guard to patrol the area at night. Unsure if it is needed or if there is interest but will look into this further if the public and Committee members are supportive.</p> <p><i>Public Comments:</i> Miller & Corliss: Thought it sounded like a good idea</p> <p>Taylor: Who would do the monitoring of video footage? McCapes: The monitoring company.</p> <p><i>Committee Comments:</i> Lawyer voiced his support Woods: Asked McCapes to come to the next meeting and provide options and costs.</p> <p><u>Street sweeping</u></p> <p>Woods: Provenza suggested that the WCSA look into street sweeping. Would only apply to roads with sidewalks and gutters. Only the residents that would benefit would pay.</p>
<p>9.</p>	<p>Presentation of Information & Discussion related to reported problems at the Intersection of Montgomery Ave. & Willowbank Rd.: Cay</p> <p>Cay: Found a resolution from 1999 concerning Montgomery and intersections. At this time there was a thorough traffic analysis by a traffic engineering consultant engaged by the County and the analysis was presented to the WCSA. Proximity of Willowbank intersection to Oakside is too close and can be a problem in terms of increased collisions by people who are not used to 4-way stop signs so close to one another. Cay further commented that traffic engineers have found that when stop signs are as close to each other as another stop sign at Willowbank Rd would be to the Oakside and Meadowbrook stop signs on Montgomery, that drivers tend to ignore them, exacerbating the problem. Would like to hear from the community as to what we are experiencing.</p> <p><i>Public Comments:</i> Hubbard: Would like to know what the problem is?</p> <p><i>Committee Comments:</i> Woods: Noted that this was brought up by a resident on Walnut Ln., but could not recall if the specific problem was articulated.</p> <p>McCapes stated that it was concerns with people speeding and running stop signs.</p> <p>Morrissey: Notes that the hedges along the Northwest side make visibility tricky.</p> <p>Allen noted that the stop sign at the intersection at Rosario & Montgomery is difficult to see. Woods further commented that the Willowbank Rd. sign on Montgomery is difficult to see because of overgrown vegetation.</p>

	Cay responded that he will look into these comments and, as a first step, look into a vegetation management maintenance project, consistent with other County priorities.
10	<p>Consideration of Adopting the 2023-2024 Meeting Schedule: Woods</p> <p><u>Meetings</u> September 26th, 2023 November 14th, 2023 January 16th, 2024 March 19th, 2024 May 21st, 2024</p> <p>Woods commented that, due to multiple Member conflicts, the proposed August, October, & March meetings will need to be rescheduled. This will require that this item be held over until the next meeting.</p> <p><u>Special Note: Since this item was not voted at the 5/16/23 meeting, consistent with the Brown Act, the next meeting technically will be a Special Meeting, which the Chair has called for Tues, 9/26/23.</u></p>
11.	<p>WCSA 2022-23 Finance Report: Woods Current available fund balance: \$12,871.63 Budget (Hand Out #P11)</p>
12.	<p>Water Rate Update: Woods <i>Not heard due to a lack of time.</i></p>
13.	<p>Future Agenda Items: Lawyer <i>Not heard due to a lack of time.</i></p>
14.	<p>WCSA Advisory Committee Member Comments <i>Not heard due to a lack of time.</i></p>
15.	<p>Adjournment (9:02pm) to the Next WCSA/CAC Meeting: Tuesday Sept. 26, 2023, 7PM, Montgomery Elementary School. (See Item #10 Special Note above.)</p>