CITY OF CLAYTON

Founded 1857 .. Incorporated 1964

AGENDA

REGULAR MEETINGS

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CLAYTON CITY COUNCIL
and
CLAYTON REDEVELOPMENT AGENCY
and
GEOLOGIC HAZARD ABATEMENT DISTRICT

TUESDAY, DECEMBER 2, 2008

7:00 p.m.

Meeting Room, Clayton Community Library
6125 Clayton Road, Clayton, CA 94517

Mayor: Gregory J. Manning
Vice Mayor: Julie K. Pierce

Council Members
David T. Shuey
Hank Stratford
William R. Walcutt

Council Members-Elect
Howard Geller
Joe Medrano

- A complete packet of information containing staff reports and exhibits related to each public item is available for public review in City Hall located at 6000 Heritage Trail on Monday prior to the Council meeting.
- Agendas are posted at: 1) City Hall, 6000 Heritage Trail; 2) Library, 6125 Clayton Road; 3) Ohm's Bulletin Board, 1028 Diablo Street, Clayton; and 4) City Website at **www.ci.clayton.ca.us**
- Any writings or documents provided to a majority of the City Council after distribution of the Agenda Packet and regarding any public item on this Agenda will be made available for public inspection in the City Clerk's office located at 6000 Heritage Trail during normal business hours.
- If you have a physical impairment that requires special accommodations to participate, please call the City Clerk's office at least 72 hours in advance of the meeting at (925) 673-7304.

* CITY COUNCIL *
December 2, 2008

7:00 P.M.

1. **CALL TO ORDER AND ROLL CALL** – Mayor Manning.

2. **CLOSED SESSION** - None.

3. **PLEDGE OF ALLEGIANCE** – led by Mayor Manning.

4. **CONSENT CALENDAR**

Consent Calendar items are typically routine in nature and are considered for approval by the City Council with one single motion. Members of the Council, Audience, or Staff wishing an item removed from the Consent Calendar for purpose of public comment, question or input may request so through the Mayor.

(a) Information Only

1. Notification by Contra Costa Water District of a Public Hearing on Wednesday, January 7, 2009 to consider proposed treated water rate increase of up to 4.3%, effective February 1, 2009. (View Here)

2. Notification by Allied Waste Services that residential and commercial solid waste collection and disposal service rates will increase by 3.24% (90% of the annual CPI increase), effective January 1, 2009 (per Franchise Agreement). (View Here)

(b) Approve the minutes of the regular meeting of November 18, 2008. (View Here)

(c) Approve Financial Demands and Obligations of the City. (View Here)

(d) Adopt a Resolution declaring results of canvass of returns in the November 2008 General Municipal Election declaring three persons elected to the City Council of Clayton, California for full four-year terms. (View Here)

5. **RECOGNITIONS AND PRESENTATIONS**

(a) Retirement Recognition: Shelly Crain, Sergeant of the Clayton Police Department.

6. **REMARKS BY OUTGOING CITY COUNCIL MEMBERS**

7. **OATH OF OFFICE BY NEWLY-ELECTED CITY COUNCIL MEMBERS**

Julie Pierce, Joseph Medrano, and Howard Geller.
(City Clerk)

8. ANNUAL REORGANIZATION OF CLAYTON CITY COUNCIL

(a) Election of Mayor by the City Council [City Clerk to conduct the election]. (View Here)

(b) Election of Vice Mayor by the City Council [Newly-elected Mayor to conduct the election].

(c) Recognitions and Comments by Mayor and City Council.

9. REPORTS

(a) Planning Commission – Vice Chairman Ed Hartley
(b) Trails and Landscaping Committee – No meeting held to report.
(c) City Manager/Staff
(d) City Council - Reports from Council liaisons to Regional Committees, Commissions and Boards.
(e) Other

10. PUBLIC COMMENT ON NON-AGENDA ITEMS

Citizens may address the City Council on items within the Council's jurisdiction, (which are not on the agenda) by completing a speaker card available on the Lobby table and forwarding it to the City Clerk. To assure an orderly meeting and an equal opportunity for everyone, each speaker is limited to 3 minutes, enforced at the Mayor's discretion. When one's name is called by the Mayor, the speaker shall advance to the public podium and adhere to the time limit. In accordance with State Law, no action may take place on any item not appearing on the posted agenda. The Council may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter.

Public comment and input on Public Hearing, Action Items and other Agenda Items will be allowed when each item is considered by the City Council.

11. PUBLIC HEARING – None.

12. ACTION ITEMS

(a) Second Reading and Adoption of Ordinance 419 concerning a Planning Commission recommended amendment to Chapter 17.44 (Site Plan Review) of the *Clayton Municipal Code* to increase the dimensional thresholds allowing greater administrative review and approval of specified minor additions to residences (ZOA 02-08). (View Here)
(Community Development Director)

Staff recommendations: **1).** Receive the staff report; **2).** Receive public comments; **3).** Approve a motion to have the City Clerk read Ordinance No. 419 by title and number only and waive further reading; **4).** Following the City Clerk's reading, approve a motion to adopt Ordinance No. 419.

13. **COUNCIL ITEMS** – limited to requests and directives for future meetings.

14. **ADJOURNMENT**– the next regularly scheduled meeting of Tuesday, December 16, 2008.

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* CLAYTON REDEVELOPMENT AGENCY *

December 2, 2008

1. **CALL TO ORDER AND ROLL CALL-** Chairman Stratford.

2. **PUBLIC COMMENTS**

   Citizens may address the Redevelopment Agency on items within the Agency's jurisdiction, (which are not on the agenda) by completing a speaker card and forwarding it to the Secretary. To assure an orderly meeting and an equal opportunity for everyone, each speaker is limited to 3 minutes, enforced at the Chair's discretion. When the Chair calls one's name, the speaker shall advance to the public podium and adhere to the time limit. In accordance with State Law, no action may take place on any item not appearing on the posted agenda. Board Members may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter.

   Public comment and input on Public Hearing, Action Items and other Agenda Items will be allowed as each item is considered.

3. **CONSENT CALENDAR**

   Consent Calendar items are typically routine in nature and are considered for approval by the Board of Directors with one single motion. Members of the Board, Audience, or Staff wishing an item removed from the Consent Calendar for purpose of public comment or input may request so through the Chair.

(a) Approve the minutes of the regular meeting of November 18, 2008. (View Here)

(b) Approve the Redevelopment Agency's Audited Financial Statement for Fiscal Year 2007-2008 prepared by Moss, Levy & Hartzheim LLP (Certified Public Accountants). (View Here)

4. **ANNUAL REORGANIZATION OF THE BOARD OF DIRECTORS**

(a) Nominations and election of Chair (Chairman to conduct the election)

(b) Nominations and election of Vice Chair (New Chair to conduct the election).

5. **PUBLIC HEARING**- None

6. **ACTION ITEMS** – None.

7. **BOARD ITEMS –** limited to requests and directives for next meeting.

8. **ADJOURNMENT** - the next regular Redevelopment Agency meeting will be scheduled as needed.

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OAKHURST GEOLOGIC HAZARD ABATEMENT DISTRICT (GHAD)

DECEMBER 2, 2008

1. **CALL TO ORDER AND ROLL CALL –** Vice Chairperson Pierce

2. **CLOSED SESSION** – None.

3. **PUBLIC COMMENTS**

Citizens may address the Abatement District Board on items within the Board's jurisdiction, (which are not on the agenda) by completing a speaker card and forwarding it to the Secretary. To assure an orderly meeting and an equal opportunity for everyone, each speaker is limited to 3 minutes, enforced at the Chair's discretion. When one's name is called by the Chair, the speaker shall advance to the public podium and adhere to the time limit. In accordance with State Law, no action may take place on any item not appearing on the posted agenda. The Abatement District Board may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter.

Public comment and input on Public Hearing, Action Items and other Agenda Items will be allowed as each item is considered.

4. **CONSENT CALENDAR**

Consent Calendar items are typically routine in nature and are considered for approval by the Abatement District Board with one single motion. Members of the Board, Audience, or Staff wishing an item removed from the Consent Calendar for purpose of public comment, question or input may request so through the Chair.

(a) Approve the minutes from the regular meeting of July 15, 2008. (View Here)

5. **ANNUAL REORGANIZATION OF THE BOARD OF DIRECTORS**

(a) Nominations and election of Chair (Vice Chairperson to conduct the election). (View Here)

(b) Nominations and election of Vice Chair (New Chair to conduct the election).

6. **BOARD ITEMS** – limited to requests and directives for future meetings.

7. **ADJOURNMENT** -the next regular GHAD meeting will be scheduled as needed.

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CONTRA COSTA
WATER DISTRICT

1331 Concord Avenue
P.O. Box H2O
Concord, CA 94524
(925) 688-8000 FAX (925) 688-8122
www.ccwater.com

Agenda Date: 12/2/08

Agenda Item: 4a(1)

November 21, 2008

Mr. Gary Napper
City of Clayton
6000 Heritage Trail
Clayton, CA 94517

Subject: Public Hearing - Proposed Water Rate Increase

Dear Mr. Napper:

To assist in your planning activities, this letter will serve as notification that the Contra Costa Water District Board of Directors will be considering a water rate increase for the 2009 calendar year. Under consideration is a proposal to increase revenues from untreated water rates by up to 4.3% and revenues from treated water rates by up to 4.3%.

The Board of Directors will conduct a public hearing on Wednesday, January 7, 2009 at 6:30 p.m. in the District's Board Room, located at 1331 Concord Avenue, Concord. Following the public hearing, the Board will take under consideration the adoption of the proposed water rate increase, with a proposed effective date of February 1, 2009.

In addition, increases to the District's treated water facilities reserve charge (FRC) and the facilities component of the untreated water rate (untreated water FRC) will be discussed. The proposed increase to the treated water FRC is 8.0% from $16,405 to $17,703; the proposed increase to the untreated water FRC is 4.0% from $4,668 to $4,843. The proposed effective date for the FRC adjustment is April 1, 2009.

Should you have any questions regarding the proposed water rate increases, please contact me at 688-8300.

Sincerely,

Brice J. Bledsoe

Brice J. Bledsoe
Director of Finance

Received

NOV 25 2008

City of Clayton

BJB/dmg

Agenda Date: 12/2/08

Agenda Item: 4a(2)

ALLIED WASTE SERVICES

November 20, 2008

Received

NOV 21 2008

City of Clayton

Mr. Gary Napper
City Manager
6000 Heritage Trail
Clayton, CA 94517

Dear Gary:

Allied Waste Services is providing notification of our intention to adjust the residential and commercial refuse collection rates by the corresponding change in the Consumer Price Index (CPI) for the San Francisco-Oakland-San Jose area.

Based upon review of data available from the Bureau of Labor Statistics through October 2008, the percentage change in the CPI for the preceding one-year period is 3.6%. We are allowed 90% of the CPI for 2008 so the rate increase will be 3.24%. The rate adjustment will take effect on January 1, 2009.

A copy of the historic data is attached for verification purposes. A bill message will be on the December invoice.

Feel free to contact me at (925) 671-5823 if you have any questions.

Sincerely,

Timothy M. Argenti
GENERAL MANAGER

441 N. Buchanan Circle
Pacheco, CA 94553
925.685.4711 / FAX 925.685.4735
www.disposal.com

MINUTES
OF THE
REGULAR MEETING
CLAYTON CITY COUNCIL

Agenda Date: 12/2/08

Agenda Item: 4b

TUESDAY, November 18, 2008

1. **CALL TO ORDER & ROLL CALL** – The meeting was called to order at 7:00 p.m. by Mayor Manning in the Library Community Meeting Room, 6125 Clayton Road, Clayton, CA. Councilmembers present: Mayor Manning, Vice Mayor Pierce, Councilmembers Shuey (arrived at 7:05 p.m.), Stratford and Walcutt. Staff present: City Manager Gary Napper, City Attorney Dan Adams and City Clerk Laci Jackson.

2. **CLOSED SESSION** - None.

3. **PLEDGE OF ALLEGIANCE** – Led by Mayor Manning.

4. **CONSENT CALENDAR- It was moved by Councilmember Walcutt seconded by Vice Mayor Pierce to approve the Consent Calendar (4-0 vote).**

(a) Information Only
Results of 2008 survey on Traffic Counts and Intersection Levels of Service.

(b) Approved the minutes of the regular meeting of November 4, 2008 and the special meeting of November 12, 2008.

(c) Approved Financial Demands and Obligations of the City.

(d) Accepted the City's Investment Portfolio Report for the First Quarter of Fiscal Year 2008-2009 ending September 30, 2008.

5. **RECOGNITIONS AND PRESENTATIONS**

(a) Presentation about Diablo Valley College (DVC).

Judy Walters, President introduced herself to the Council and stated that DVC is dedicated to providing opportunities to people in central Contra Costa County. She provided literature about DVC to the City for availability to the public, and noted junior colleges are an increasingly great investment and education for college students of all ages.

6. **REPORTS**

(a) Planning Commission – Chairperson Tuija Catalano reported on the November 12th meeting of the Planning Commission. The Planning Commission held a study session on outdoor sales in residential districts and would be reviewing a draft Ordinance in December.

(b) Trails and Landscaping Committee – No meeting held to report.

(c) City Manager reported wild pigs had caused damage to the sports fields in Community Park and on private property in the Peacock Creek and Pebble Beach neighborhoods this fall. He stated the City had received a Depredation Permit from California Fish and

Game to trap and "relocate" the pigs. The cost to the City for this problem was $13,500 for the trapper, $5,000 of lost revenue for ball field rentals, and other expenses probable unbudgeted cost of approximately $20,000. He then reported on the status of the State Budget deficit for this fiscal year. He reported the Governor was proposing a 3 year 1 ½ cent sales tax hike and a modification to the alcohol and excise taxes. The Governor has also considered taking more money from the redevelopment agencies and making the revenue shift permanent. The additional this fiscal year would be $60,000 in RDA funds, plus $465,000 each year as a permanent loss (approximately ½ of net discretionary RDA monies). He also stated the Governor was looking at reinstating the Vehicle License Fee to full levels in order to help close the budget gap. He concluded by stating in January 2009 the Governor would be proposing the Budget for 2009-2010.

(d) City Council

Councilmember Shuey stated he has been in continued contact with neighbors of CEMEX Quarry regarding their complaints.

Councilmember Stratford suggested the City think about heading off the pigs before they come into town next year by setting traps in July. He stated he liked the new form of the City demands in the Agenda Packet. He attended the luncheon at the Quarry and the Mayors' Conference.

Vice Mayor Pierce congratulated Joe Medrano and Howard Geller on their election. She attended a Transportation Authority Meeting, a TRANSPAC meeting, the Quarry luncheon, and the Mayors' Conference.

Mayor Manning reported Vice Mayor Pierce was the top vote getter in the November 2008 election and congratulated her along with Howard Geller and Joe Medrano. He attended a County Connection meeting and the Eagle Court for Clayton resident Kenny Iyoya.

(e) Other – None.

7. PUBLIC COMMENT ON NON-AGENDA ITEMS

Alan Smith, County Library Commissioner, reported the library's patronage in the County was doing well during this economic downturn and reiterated the importance of libraries. He stated the digital divide was growing larger and libraries are necessary infrastructure to ensure that citizens can get the information they need. He thanked the Council for their support of the libraries.

Howard Geller stated that wild pigs were not the only problem in the City but that raccoons were also a problem. He suggested eliminating their food supply by spraying the turf with a chemical agent (diazinon).

8. PUBLIC HEARINGS

(a) Introduction and First Reading of Ordinance 419 concerning a Planning Commission recommended amendment to Chapter 17.44 (Site Plan Review) of the *Clayton Municipal Code* to increase the dimensional thresholds allowing greater administrative review and approval of specified minor additions to residences (ZOA 02-08).

The Community Development Director presented the staff report and stated the ordinance in front of the City Council affects the site plan review process for minor additions to single family homes. He stated the idea was to streamline the process cutting down on costs and processing time for applicants as well as allowing the staff and Planning Commission to focus on other projects.

The Council held a lengthy discussion on the Ordinance's lack of nearby noticing residents for current and future projects of this type. The Community Development Director stated the Planning Commission had discussed this issue but felt that since the additions are located on the interior side and rear elevation of the residences that these projects are typically of low impact and not controversial. He also stated that all applications, regardless of whether they went through an administrative review or a Planning Commission review would have to meet the development standards. It is a ministerial review, not a discretionary one.

Keith Haydon, Planning Commissioner stated the Planning Commission had discussed these noticing issues and that the Commission supported streamlining the process given the circumstances and standards in place.

Mayor Manning opened the Public Hearing at 8:02 p.m., no comments were received. Mayor Manning closed the Public Hearing at 8:03 p.m.

It was moved by Councilmember Shuey, seconded by Vice Mayor Pierce to have the City Clerk read Ordinance No. 419 by title and number only and waive further reading (5-0 vote).

The City Clerk read Ordinance No. 419 by title and number only.

It was moved by Councilmember Shuey, seconded by Vice Mayor Pierce to approve Ordinance No. 419 for Introduction and First Reading (5-0 vote).

9. **ACTION ITEMS**- None.

10. **COUNCIL ITEMS** – None.

11. **ADJOURNMENT**– On call by Mayor Manning noting this action is his last occasion for adjournment of a City Council meeting, the meeting adjourned at 8:20 p.m.

Respectfully submitted,

____

Laci J. Jackson, City Clerk

APPROVED BY CLAYTON CITY COUNCIL

____

Gregory J. Manning, Mayor

CITY OF CLAYTON
Founded 1857 ... Incorporated 1964

Agenda Date: 12/2/08

Agenda Item: 4c

Approved:

Gary A. Napper
City Manager/Executive Director

STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MERRY PELLETIER, FINANCE MANAGER MP

DATE: DECEMBER 2, 2008

SUBJECT: OBLIGATION SUMMARY

RECOMMENDATION **Approve the following obligations.**

RUN DATE	OBLIGATION NUMBERS	TOTALS
11/26/08	15337 – 15367	$97,047.43

Note that we are trying new ways to communicate pertinent information for invoices the City pays:

- Invoices - Summary Report
  - the current invoices by obligation number
  - the vendor numbers and names
  - brief descriptions of the invoice
  - the amounts expensed for the current invoices
  - invoice numbers
  - a grand total on the last page
  - the stage date is the date of input to the system
- Invoice Distribution Report
  - the account numbers affected by the current invoices listed numerically, which are the "line item" numbers listed in the budget
  - the account descriptions
  - the obligation numbers
  - the vendor numbers and names
  - the amount of the invoices
  - the invoice numbers
  - a grand total on the last page

Attachments:
Invoices - Summary Report 11/26/08 (3 pages)
Invoice Distribution Report 11/26/08 (16 pages)

Vendor Name / Obligat'n Description	Pre-Encumbered	Encumbered	Expensed	Paid	Stage	Stage Date
40 City of Brentwood						
15337 Mayor's Conference - 7 guests	.00	.00	350.00	.00	Inv	11/26/2008
Orig obligation: 15337						
1243 AT&T/CalNet						
15338 Local Phone Svc 11/08	.00	.00	392.78	.00	Inv	11/26/2008
Orig obligation: 15338						
1779 Access One						
15339 Long Distance 10/08	.00	.00	132.00	.00	Inv	11/26/2008
Orig obligation: 15339						
201 CalPERS						
15340 Retirement PPE 11/16/08	.00	.00	23,065.49	.00	Inv	11/26/2008
Orig obligation: 15340						
116 PERMCO, Inc.						
15341 Eng Svc 11/8-11/21/08	.00	.00	7,980.94	.00	Inv	11/26/2008
Orig obligation: 15341						
113 PG&E						
15342 Service 10/22-11/08	.00	.00	572.20	.00	Inv	11/26/2008
Orig obligation: 15342						
113 PG&E						
15343 Master OH Irrigation 9/23-11/ Traffic Signal	.00	.00	483.28	.00	Inv	11/26/2008
Orig obligation: 15343						
113 PG&E						
15344 Service 9/23-11/14/08	.00	.00	18,256.08	.00	Inv	11/26/2008
Orig obligation: 15344						
1265 ACCO Engineered Systems						
15345 Library, City Hall EMS 11/08	.00	.00	1,174.00	.00	Inv	11/26/2008
Orig obligation: 15345						
694 Swan Pools						
15346 Stormwater 22-08 refund	.00	.00	1,594.34	.00	Inv	11/26/2008
Orig obligation: 15346						

Vendor Name / Obligat'n Description	Pre-Encumbered	Encumbered	Expensed	Paid	Stage	Stage Date
1467 LarryLogic Productions						
15347 City Council meeting 11/18/08	.00	.00	315.00	.00	Inv	11/26/2008
Orig obligation: 15347						
1661 Mt. Diablo Interpretive Assoc						
15348 Refund Library deposit 11/15/	.00	.00	200.00	.00	Inv	11/26/2008
Orig obligation: 15348						
2006 Clayton Historical Society						
15349 Endeavor Hall Refund 11/13/08	.00	.00	500.00	.00	Inv	11/26/2008
Orig obligation: 15349						
2488 Michael Crahan						
15350 Endeavor Hall Refund 10/24/08	.00	.00	500.00	.00	Inv	11/26/2008
Orig obligation: 15350						
975 CCC Office of Sheriff						
15351 October 2008 forensic service	.00	.00	443.00	.00	Inv	11/26/2008
Orig obligation: 15351						
2099 Bay Area News Group-East Bay						
15352 Municipal code amendment noti	.00	.00	84.00	.00	Inv	11/26/2008
Orig obligation: 15352						
1538 All City Management Services,						
15353 Crossing Guard 10/26-11/8/08	.00	.00	451.50	.00	Inv	11/26/2008
Orig obligation: 15353						
2487 Marlene Banuelos						
15354 Refund Endeavor Hall 11/8/08	.00	.00	500.00	.00	Inv	11/26/2008
Orig obligation: 15354						
383 Roto- Rooter Sewer-Drain Serv						
15355 Jeffrey Ranch hydro flush	.00	.00	594.00	.00	Inv	11/26/2008
Orig obligation: 15355						
2017 Motorola						
15356 New keyboard	.00	.00	297.69	.00	Inv	11/26/2008
Orig obligation: 15356						
1358 CA Soc of Muni Finance Office						
15357 2009 Dues	.00	.00	110.00	.00	Inv	11/26/2008
Orig obligation: 15357						

Vendor Name / Obligat'n Description	Pre-Encumbered	Encumbered	Expensed	Paid	Stage	Stage Date
79 Goldfarb & Lipman 15358 Legal fees 10/08 LMI issues Orig obligation: 15358	.00	.00	1,029.00	.00	Inv	11/26/2008
2397 PARC Services, Inc. 15359 Retention payment Orig obligation: 15359	.00	.00	29,800.00	.00	Inv	11/26/2008
2469 Michel & Fackler APC 15360 GHAD consultation Orig obligation: 15360	.00	.00	3,672.06	.00	Inv	11/26/2008
2133 American Cleanway Inc 15361 Pressure washer repair Orig obligation: 15361	.00	.00	293.62	.00	Inv	11/26/2008
1541 Turf Star, Inc. 15362 Kit-cushion seat Orig obligation: 15362	.00	.00	231.63	.00	Inv	11/26/2008
1406 Zee Medical Company 15363 First aid supplies Orig obligation: 15363	.00	.00	64.84	.00	Inv	11/26/2008
2486 Carrier Corp. 15364 HVAC Starter contactor Orig obligation: 15364	.00	.00	1,595.05	.00	Inv	11/26/2008
1573 Verizon Business 15365 11/08 ISDN line Service Orig obligation: 15365	.00	.00	211.88	.00	Inv	11/26/2008
26 CCC Tax Collector 15366 280 Stranahan Cir Orig obligation: 15366	.00	.00	654.16	.00	Inv	11/26/2008
899 Hawkins Pools 15367 Stormwater Permit 19-08 refun Orig obligation: 15367	.00	.00	1,498.89	.00	Inv	11/26/2008
** Report total **	.00	.00	97,047.43	.00		

Account	Obligat'n	Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A101-5791-00.0.0-000 - Overhead cost recovery						
	15346	Stormwater 22-08 refund	694	Swan Pools		
			2	Overhead Recovery	Inv	-52.91
	Obligation.....: 15346					
	Obligation.....: 15346					
	15367	Stormwater Permit 19-08 refund	899	Hawkins Pools		
			2	SW permit 19-08	Inv	-65.36
	Obligation.....: 15367					
	Obligation.....: 15367					
A101-5791-00.0.0-000 - Overhead cost recovery				*** Account total ***		-118.27
A101-7220-01.0.0-000 - PERS Retirement						
	15340	Retirement PPE 11/16/08	201	CalPERS		
			1	Legeslative 11-2008-4	Inv	.00
	Obligation.....: 15340					
	Obligation.....: 15340					
A101-7220-01.0.0-000 - PERS Retirement				*** Account total ***		.00
A101-7220-02.0.0-000 - PERS Retirement						
	15340	Retirement PPE 11/16/08	201	CalPERS		
			2	Admin 11-2008-4	Inv	4,148.22
	Obligation.....: 15340					
	Obligation.....: 15340					
A101-7220-02.0.0-000 - PERS Retirement				*** Account total ***		4,148.22
A101-7220-03.0.0-000 - PERS Retirement						
	15340	Retirement PPE 11/16/08	201	CalPERS		
			3	PW 11-2008-4	Inv	2,411.90
	Obligation.....: 15340					
	Obligation.....: 15340					
A101-7220-03.0.0-000 - PERS Retirement				*** Account total ***		2,411.90
A101-7220-04.0.0-000 - PERS Retirement						
	15340	Retirement PPE 11/16/08	201	CalPERS		
			4	Planning 11-2008-4	Inv	1,405.15
	Obligation.....: 15340					
	Obligation.....: 15340					
A101-7220-04.0.0-000 - PERS Retirement				*** Account total ***		1,405.15

Account	Obligat'n Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A101-7220-06.0.0-000 - PERS Retirement					
	15340 Retirement PPE 11/16/08	201	CalPERS		
		5	Police 11-2008-4	Inv	14,068.39
	Obligation.....: 15340				
	Obligation.....: 15340				
A101-7220-06.0.0-000 - PERS Retirement			*** Account total ***		14,068.39
A101-7311-03.0.0-000 - General Supplies					
	15363 First aid supplies	1406	Zee Medical Company		
		1	First aid supplies	Inv	64.84
	Obligation.....: 15363				
	Obligation.....: 15363				
A101-7311-03.0.0-000 - General Supplies			*** Account total ***		64.84
A101-7324-02.0.0-000 - Dues and Subscriptions					
	15357 2009 Dues	1358	CA Soc of Muni Finance Officer		
		1	2009 Dues	Inv	110.00
	Obligation.....: 15357				
	Obligation.....: 15357				
A101-7324-02.0.0-000 - Dues and Subscriptions			*** Account total ***		110.00
A101-7332-02.0.0-000 - Telecommunications					
	15338 Local Phone Svc 11/08	1243	AT&T/CalNet		
		2	CH Local Phone 11/08	Inv	217.39
	Obligation.....: 15338				
	Obligation.....: 15338				
	15339 Long Distance 10/08	1779	Access One		
		1	City Hall Svc 10/08	Inv	13.01
	Obligation.....: 15339				
	Obligation.....: 15339				
	15365 11/08 ISDN line Service	1573	Verizon Business		
		1	ISDN line svc 11/08	Inv	211.88
	Obligation.....: 15365				
	Obligation.....: 15365				
A101-7332-02.0.0-000 - Telecommunications			*** Account total ***		442.28
A101-7332-03.0.0-000 - Telephone					
	15339 Long Distance 10/08	1779	Access One		
		2	PW Svc 10/08	Inv	19.38
	Obligation.....: 15339				

Account	Obligat'n	Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
	Obligation.....: 15339					
A101-7332-03.0.0-000 - Telephone				*** Account total ***		19.38
A101-7332-04.0.0-000 - Telephone						
	15338	Local Phone Svc 11/08	1243	AT&T/CalNet		
			3	Plng Local Phone 11/08	Inv	.00
	Obligation.....: 15338					
	Obligation.....: 15338					
	15339	Long Distance 10/08	1779	Access One		
			3	Planning Svc 10/08	Inv	34.47
	Obligation.....: 15339					
	Obligation.....: 15339					
A101-7332-04.0.0-000 - Telephone				*** Account total ***		34.47
A101-7332-06.0.0-000 - Telephone						
	15338	Local Phone Svc 11/08	1243	AT&T/CalNet		
			7	PD Local Phone 11/08	Inv	.00
	Obligation.....: 15338					
	Obligation.....: 15338					
	15339	Long Distance 10/08	1779	Access One		
			6	Police Dept Svc 10/08	Inv	61.27
	Obligation.....: 15339					
	Obligation.....: 15339					
A101-7332-06.0.0-000 - Telephone				*** Account total ***		61.27
A101-7332-07.0.0-000 - Telephone						
	15338	Local Phone Svc 11/08	1243	AT&T/CalNet		
			4	Library Local Phone 11/08	Inv	175.39
	Obligation.....: 15338					
	Obligation.....: 15338					
	15339	Long Distance 10/08	1779	Access One		
			4	Library Svc 10/08	Inv	2.94
	Obligation.....: 15339					
	Obligation.....: 15339					
A101-7332-07.0.0-000 - Telephone				*** Account total ***		178.33
A101-7332-08.0.0-000 - Telephone						
	15338	Local Phone Svc 11/08	1243	AT&T/CalNet		

	Obligat'n Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A101-7332-08.0.0-000 - Telephone					
		5	Eng Local Phone 11/08	Inv	.00
	Obligation.....: 15338				
	Obligation.....: 15338				
	15339 Long Distance 10/08	1779	Access One		
		5	Engineering Svc 10/08	Inv	.93
	Obligation.....: 15339				
	Obligation.....: 15339				
A101-7332-08.0.0-000 - Telephone			*** Account total ***		.93
A101-7335-03.0.0-000 - Gas & Electricity					
	15342 Service 10/22-11/08	113	PG&E		
		1	PW Bldg Svc 10/22-11/19/08	Inv	78.62
	Obligation.....: 15342				
		6	1005 Oak St 10/22-11/19/08	Inv	27.38
	Obligation.....: 15342				
	Obligation.....: 15342				
	15344 Service 9/23-11/14/08	113	PG&E		
		1	City Hall 11/08	Inv	751.08
	Obligation.....: 15344				
		3	Lydia Pump Station 11/08	Inv	120.72
	Obligation.....: 15344				
		12	Westwood Pk Well 11/08	Inv	122.82
	Obligation.....: 15344				
	Obligation.....: 15344				
A101-7335-03.0.0-000 - Gas & Electricity			*** Account total ***		1,100.62
A101-7335-07.0.0-000 - Gas & Electricity					
	15344 Service 9/23-11/14/08	113	PG&E		
		4	Library 11/08	Inv	4,352.74
	Obligation.....: 15344				
	Obligation.....: 15344				
A101-7335-07.0.0-000 - Gas & Electricity			*** Account total ***		4,352.74
A101-7335-09.0.0-000 - Gas & Electricity					
	15344 Service 9/23-11/14/08	113	PG&E		
		2	Community Restroom 11/08	Inv	281.56
	Obligation.....: 15344				
	Obligation.....: 15344				

	Obligat'n	Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A101-7335-09.0.0-000 - Gas & Electricity				*** Account total ***		281.56
A101-7342-03.0.0-000 - Machinery/Equipment Maintenanc						
	15361	Pressure washer repair	2133	American Cleanway Inc		
			1	pressure washer repair	Inv	293.62
	Obligation.....: 15361					
	Obligation.....: 15361					
	15362	Kit cushion seat	1541	Turf Star, Inc.		
			1	Kit cushion seat	Inv	231.63
	Obligation.....: 15362					
	Obligation.....: 15362					
A101-7342-03.0.0-000 - Machinery/Equipment Maintenanc				*** Account total ***		525.25
A101-7343-06.0.0-000 - Vehicle Maintenance						
	15356	New keyboard	2017	Motorola		
			1	New keyboard PD	Inv	297.69
	Obligation.....: 15356					
	Obligation.....: 15356					
A101-7343-06.0.0-000 - Vehicle Maintenance				*** Account total ***		297.69
A101-7346-03.0.0-000 - HVAC Mtn & Repairs						
	15345	Library, City Hall EMS 11/08	1265	ACCO Engineered Systems		
			2	City Hall EMS 11/08	Inv	205.00
	Obligation.....: 15345					
			3	City Hall Maintenance	Inv	245.00
	Obligation.....: 15345					
	Obligation.....: 15345					
A101-7346-03.0.0-000 - HVAC Mtn & Repairs				*** Account total ***		450.00
A101-7346-07.0.0-000 - HVAC Mtn & Repairs						
	15345	Library, City Hall EMS 11/08	1265	ACCO Engineered Systems		
			1	Library EMS 11/08	Inv	205.00
	Obligation.....: 15345					
			4	Library Maintenance	Inv	519.00
	Obligation.....: 15345					
	Obligation.....: 15345					
A101-7346-07.0.0-000 - HVAC Mtn & Repairs				*** Account total ***		724.00
A101-7347-03.0.0-000 - Deferred Mtn Projects						
	15364	HVAC Starter contactor	2486	Carrier Corp.		

Account	Obligat'n	Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A101-7347-03.0.0-000 - Deferred Mtn Projects						
			1	HVAC Library replacement	Inv	1,595.05
	Obligation.....: 15364					
	Obligation.....: 15364					
A101-7347-03.0.0-000 - Deferred Mtn Projects				*** Account total ***		1,595.05
A101-7372-01.0.0-000 - Conferences						
	15337	Mayor's Conference - 7 guests	40	City of Brentwood		
			1	Mayor's Conference 12/4/08	Inv	350.00
	Obligation.....: 15337					
	Obligation.....: 15337					
A101-7372-01.0.0-000 - Conferences				*** Account total ***		350.00
A101-7384-04.0.0-000 - Legal Notices						
	15352	Municipal code amendment notic	2099	Bay Area News Group-East Bay		
			1	Amendment to Municipal Code	Inv	84.00
	Obligation.....: 15352					
	Obligation.....: 15352					
A101-7384-04.0.0-000 - Legal Notices				*** Account total ***		84.00
A101-7411-08.0.0-000 - Professional Services Retainer						
	15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
			1	Eng Svc 11/8-11/21/08	Inv	2,620.00
	Obligation.....: 15341					
	Obligation.....: 15341					
A101-7411-08.0.0-000 - Professional Services Retainer				*** Account total ***		2,620.00
A101-7412-08.0.0-000 - Engineering/Inspection Service						
	15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
			3	Minor EP #	Inv	.00
	Obligation.....: 15341					
	Obligation.....: 15341					
A101-7412-08.0.0-000 - Engineering/Inspection Service				*** Account total ***		.00
A101-7419-01.0.0-000 - Other Professional Services						
	15347	City Council meeting 11/18/08	1467	LarryLogic Productions		
			1	City Council meeting 11/18/08	Inv	315.00
	Obligation.....: 15347					
	Obligation.....: 15347					
A101-7419-01.0.0-000 - Other Professional Services				*** Account total ***		315.00

	Obligat'n Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A101-7419-06.0.0-000 - Other Professional Services					
	15353 Crossing Guard 10/26-11/8/08	1538	All City Management Services,		
		1	Crossing Guard 10/26-11/8/08	Inv	451.50
	Obligation.....: 15353				
	Obligation.....: 15353				
A101-7419-06.0.0-000 - Other Professional Services			*** Account total ***		451.50
A101-7425-06.0.0-000 - Crime Lab					
	15351 October 2008 forensic services	975	CCC Office of Sheriff		
		1	Forensic Svc 10/08	Inv	443.00
	Obligation.....: 15351				
	Obligation.....: 15351				
A101-7425-06.0.0-000 - Crime Lab			*** Account total ***		443.00
A201-7335-00.0.0-000 - Gas & Electricity					
	15343 Master OH Irrigation 9/23-11/1 Traffic Signal	113	PG&E		
		2	Traffic Signal 9/23-11/17/08	Inv	30.51
	Obligation.....: 15343				
	Obligation.....: 15343				
	15344 Service 9/23-11/14/08	113	PG&E		
		9	Traffic Signals 11/08	Inv	390.85
	Obligation.....: 15344				
		10	Street Lights - Arterial 11/08	Inv	2,736.64
	Obligation.....: 15344				
	Obligation.....: 15344				
A201-7335-00.0.0-000 - Gas & Electricity			*** Account total ***		3,158.00
A201-7412-00.0.0-000 - Engineering/Inspection Service					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		4	Gas Tax Insp #8652	Inv	823.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A201-7412-00.0.0-000 - Engineering/Inspection Service			*** Account total ***		823.50
A210-7335-00.0.0-000 - Gas & Electricity					
	15342 Service 10/22-11/08	113	PG&E		
		4	Irrigation Svc 10/22-11/19/08	Inv	162.86
	Obligation.....: 15342				
	Obligation.....: 15342				

	Obligat'n Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A210-7335-00.0.0-000 - Gas & Electricity			*** Continued ***		
	15343 Master OH Irrigation 9/23-11/1 Traffic Signal	113	PG&E		
		1	9/23-11/17/08	Inv	452.77
	Obligation.....: 15343				
	Obligation.....: 15343				
	15344 Service 9/23-11/14/08	113	PG&E		
		5	Monument Lights 11/08	Inv	250.81
	Obligation.....: 15344				
		6	Oakhurst Pump (Fountain) 11/08	Inv	903.25
	Obligation.....: 15344				
		7	Outdoor Lights 11/08	Inv	14.07
	Obligation.....: 15344				
		8	Sprinkler Cont/Lndscp 11/08	Inv	121.63
	Obligation.....: 15344				
	Obligation.....: 15344				
A210-7335-00.0.0-000 - Gas & Electricity			*** Account total ***		1,905.39
A211-7335-00.0.0-000 - Gas & Electricity					
	15342 Service 10/22-11/08	113	PG&E		
		3	Grove Park Svc 10/22-11/19/08	Inv	87.44
	Obligation.....: 15342				
	Obligation.....: 15342				
A211-7335-00.0.0-000 - Gas & Electricity			*** Account total ***		87.44
A212-7412-00.0.0-000 - Engineering/Inspection Service					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		2	OH GHAD #	Inv	.00
	Obligation.....: 15341				
	Obligation.....: 15341				
A212-7412-00.0.0-000 - Engineering/Inspection Service			*** Account total ***		.00
A214-7335-00.0.0-000 - Gas & Electricity					
	15344 Service 9/23-11/14/08	113	PG&E		
		11	Street Lights-Res 11/08	Inv	8,209.91
	Obligation.....: 15344				
	Obligation.....: 15344				
A214-7335-00.0.0-000 - Gas & Electricity			*** Account total ***		8,209.91

	Obligat'n Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A216-7412-00.0.0-000 - Engineering/Inspection Service					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		17	Status Review Inv#8655	Inv	57.75
	Obligation.....: 15341				
	Obligation.....: 15341				
A216-7412-00.0.0-000 - Engineering/Inspection Service			*** Account total ***		57.75
A216-7419-00.0.0-000 - Other Professional Services					
	15355 Jeffrey Ranch hydro flush	383	Roto- Rooter Sewer-Drain Servi		
		1	Jeffrey Ranch hydro flush	Inv	594.00
	Obligation.....: 15355				
	Obligation.....: 15355				
A216-7419-00.0.0-000 - Other Professional Services			*** Account total ***		594.00
A230-7220-00.0.0-813 - PERS Retirement-COPS					
	15340 Retirement PPE 11/16/08	201	CalPERS		
		6	PD Grant 11-2008-4	Inv	1,031.83
	Obligation.....: 15340				
	Obligation.....: 15340				
A230-7220-00.0.0-813 - PERS Retirement-COPS			*** Account total ***		1,031.83
A302-7413-00.0.0-000 - Legal Services					
	15358 Legal fees 10/08 LMI issues	79	Goldfarb & Lipman		
		1	LMI services 10/08	Inv	1,029.00
	Obligation.....: 15358				
	Obligation.....: 15358				
A302-7413-00.0.0-000 - Legal Services			*** Account total ***		1,029.00
A302-7520-00.0.0-008 - 280 Stranahan LMI-Bamberger					
	15366 280 Stranahan Cir	26	CCC Tax Collector		
		1	280 Stranahan Circle	Inv	654.16
	Obligation.....: 15366				
	Obligation.....: 15366				
A302-7520-00.0.0-008 - 280 Stranahan LMI-Bamberger			*** Account total ***		654.16
A302-7520-00.0.0-009 - 278 Stranahan Cir LMI House					
	15342 Service 10/22-11/08	113	PG&E		
		5	Utilities 10/22-11/19/08	Inv	10.82
	Obligation.....: 15342				
	Obligation.....: 15342				
A302-7520-00.0.0-009 - 278 Stranahan Cir LMI House			*** Account total ***		10.82

Account	Obligat'n Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A303-7520-00.0.0-108 - MarshCreekRd Retaining Wall					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		7	Inspections Inv#8660	Inv	514.69
	Obligation.....: 15341				
	Obligation.....: 15341				
A303-7520-00.0.0-108 - MarshCreekRd Retaining Wall			*** Account total ***		514.69
A303-7520-00.0.0-113 - Com Park Tot Lot/BBQ/Picnic Up					
	15359 Retention payment	2397	PARC Services, Inc.		
		1	Retention-final payment	Inv	29,800.00
	Obligation.....: 15359				
	Obligation.....: 15359				
A303-7520-00.0.0-113 - Com Park Tot Lot/BBQ/Picnic Up			*** Account total ***		29,800.00
A501-7413-00.0.0-000 - Legal Services					
	15360 GHAD consultation	2469	Michel & Fackler APC		
		1	GHAD consultant	Inv	3,672.06
	Obligation.....: 15360				
	Obligation.....: 15360				
A501-7413-00.0.0-000 - Legal Services			*** Account total ***		3,672.06
A601-2730-00.0.0-006 - Library Room Rental Deposit					
	15348 Refund Library deposit 11/15/0	1661	Mt. Diablo Interpretive Associ		
		1	Mt. Diablo Interpretive 11/15	Inv	200.00
	Obligation.....: 15348				
	Obligation.....: 15348				
A601-2730-00.0.0-006 - Library Room Rental Deposit			*** Account total ***		200.00
A601-2740-00.0.0-097 - Cost Recov Dep - CCWD Minor EP					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		6	EP2806-7 Inv#8654	Inv	186.75
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2740-00.0.0-097 - Cost Recov Dep - CCWD Minor EP			*** Account total ***		186.75
A601-2740-00.0.0-107 - Oh Rec Pac Bell Minor EP					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		5	EP 2804 - inv#8653	Inv	83.00
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2740-00.0.0-107 - Oh Rec Pac Bell Minor EP			*** Account total ***		83.00

Account	Obligat'n Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A601-2740-00.0.0-472 - OAK St. Mixed Use 01-08					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		8	Inspections Inv#8663	Inv	1,267.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2740-00.0.0-472 - OAK St. Mixed Use 01-08			*** Account total ***		1,267.50
A601-2740-00.0.0-516 - Guttry SPR 08-08					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		13	Inspections Inv#8664	Inv	542.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2740-00.0.0-516 - Guttry SPR 08-08			*** Account total ***		542.50
A601-2741-00.0.0-153 - Seeno Grading Insp (10351)					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		9	Inspections Inv#8656	Inv	41.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2741-00.0.0-153 - Seeno Grading Insp (10351)			*** Account total ***		41.50
A601-2743-00.0.0-220 - Mitchell Crk Pl (Lenox) Const					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		15	Inspections Inv#8655	Inv	244.00
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2743-00.0.0-220 - Mitchell Crk Pl (Lenox) Const			*** Account total ***		244.00
A601-2744-00.0.0-077 - AD Seeno Oak Crk Cyn SW26-06					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		10	Inspections Inv#8658	Inv	41.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2744-00.0.0-077 - AD Seeno Oak Crk Cyn SW26-06			*** Account total ***		41.50
A601-2744-00.0.0-189 - Riessen SW Permit 17-05					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		18	Inspections Inv#8657	Inv	41.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2744-00.0.0-189 - Riessen SW Permit 17-05			*** Account total ***		41.50

Obligat'n	Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A601-2744-00.0.0-288 - Flora Square SWP 47-07					
15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		11	Inspections Inv#8662	Inv	297.50
Obligation.....: 15341					
		16	Inspections Inv#8655	Inv	244.00
Obligation.....: 15341					
Obligation.....: 15341					
A601-2744-00.0.0-288 - Flora Square SWP 47-07			*** Account total ***		541.50
A601-2744-00.0.0-329 - Lemke Diablo Pt SW permit28-06					
15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		12	Inspections Inv#8659	Inv	41.50
Obligation.....: 15341					
Obligation.....: 15341					
A601-2744-00.0.0-329 - Lemke Diablo Pt SW permit28-06			*** Account total ***		41.50
A601-2744-00.0.0-381 - Gonzalez SW Permit 18-07					
15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		19	Inspections Inv#8657	Inv	41.50
Obligation.....: 15341					
Obligation.....: 15341					
A601-2744-00.0.0-381 - Gonzalez SW Permit 18-07			*** Account total ***		41.50
A601-2744-00.0.0-399 - T. Dudley SW Permit 39-07					
15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		20	Inspections Inv#8657	Inv	41.50
Obligation.....: 15341					
Obligation.....: 15341					
A601-2744-00.0.0-399 - T. Dudley SW Permit 39-07			*** Account total ***		41.50
A601-2744-00.0.0-434 - C. DelMonte SW Permit 29-07					
15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		21	Inspections Inv#8657	Inv	41.50
Obligation.....: 15341					
Obligation.....: 15341					
A601-2744-00.0.0-434 - C. DelMonte SW Permit 29-07			*** Account total ***		41.50
A601-2744-00.0.0-438 - Metro PCS SWP 13-08					
15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		22	Inspections Inv#8657	Inv	228.25
Obligation.....: 15341					

	Obligat'n Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
	Obligation.....: 15341				
A601-2744-00.0.0-438 - Metro PCS SWP 13-08			*** Account total ***		228.25
A601-2744-00.0.0-444 - Childs SW Permit 33-07					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		23	Inspections Inv#8657	Inv	41.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2744-00.0.0-444 - Childs SW Permit 33-07			*** Account total ***		41.50
A601-2744-00.0.0-449 - Switzer SW Permit 36-07					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		24	Inspections Inv#8657	Inv	41.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2744-00.0.0-449 - Switzer SW Permit 36-07			*** Account total ***		41.50
A601-2744-00.0.0-461 - G Beckham SW Pemit 45-07					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		25	Inspections Inv#8657	Inv	41.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2744-00.0.0-461 - G Beckham SW Pemit 45-07			*** Account total ***		41.50
A601-2744-00.0.0-467 - P Hollingsworth SW Permit02-08					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		26	Inspections Inv#8657	Inv	41.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2744-00.0.0-467 - P Hollingsworth SW Permit02-08			*** Account total ***		41.50
A601-2744-00.0.0-487 - Lance Brick SWP 12-08					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
		27	Inspections Inv#8657	Inv	41.50
	Obligation.....: 15341				
	Obligation.....: 15341				
A601-2744-00.0.0-487 - Lance Brick SWP 12-08			*** Account total ***		41.50
A601-2744-00.0.0-495 - D. Lombardo SWP 25-08					
	15341 Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		

Account	Obligat'n	Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A601-2744-00.0.0-495 - D. Lombardo SWP 25-08						
			28	Inspections Inv#8657	Inv	41.50
	Obligation.....: 15341					
	Obligation.....: 15341					
A601-2744-00.0.0-495 - D. Lombardo SWP 25-08				*** Account total ***		41.50
A601-2744-00.0.0-502 - Hawkins Pool SWP 19-08						
	15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
			29	Inspections Inv#8657	Inv	83.00
	Obligation.....: 15341					
	Obligation.....: 15341					
	15367	Stormwater Permit 19-08 refund	899	Hawkins Pools		
			1	Refund	Inv	1,564.25
	Obligation.....: 15367					
	Obligation.....: 15367					
A601-2744-00.0.0-502 - Hawkins Pool SWP 19-08				*** Account total ***		1,647.25
A601-2744-00.0.0-504 - Mikde Roberts SWP 26-08						
	15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
			30	Inspections Inv#8657	Inv	41.50
	Obligation.....: 15341					
	Obligation.....: 15341					
A601-2744-00.0.0-504 - Mikde Roberts SWP 26-08				*** Account total ***		41.50
A601-2744-00.0.0-508 - Swan Pools SWP 22-08						
	15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
			31	Inspections inv#8657	Inv	83.00
	Obligation.....: 15341					
	Obligation.....: 15341					
	15346	Stormwater 22-08 refund	694	Swan Pools		
			1	Refund	Inv	1,647.25
	Obligation.....: 15346					
	Obligation.....: 15346					
A601-2744-00.0.0-508 - Swan Pools SWP 22-08				*** Account total ***		1,730.25
A601-2744-00.0.0-510 - Carol O'Neil SWP 23-08						
	15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
			32	Inspections Inv#8657	Inv	41.50
	Obligation.....: 15341					
	Obligation.....: 15341					

	Obligat'n	Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A601-2744-00.0.0-510 - Carol O'Neil SWP 23-08				*** Account total ***		41.50
A601-2744-00.0.0-513 - West Valley Bldr SWP 24-08						
	15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
			33	Inspections Inv#8657	Inv	41.50
	Obligation.....: 15341					
	Obligation.....: 15341					
A601-2744-00.0.0-513 - West Valley Bldr SWP 24-08				*** Account total ***		41.50
A601-2746-00.0.0-129 - Diablo Pt Grading Inspections						
	15341	Eng Svc 11/8-11/21/08	116	PERMCO, Inc.		
			14	Inspections Inv#8661	Inv	41.50
	Obligation.....: 15341					
	Obligation.....: 15341					
A601-2746-00.0.0-129 - Diablo Pt Grading Inspections				*** Account total ***		41.50
A702-2730-00.0.0-002 - Endeavor Hall Cash Deposits						
	15349	Endeavor Hall Refund 11/13/08	2006	Clayton Historical Society		
			1	Clayton Historical Soc 11/13/8	Inv	500.00
	Obligation.....: 15349					
	Obligation.....: 15349					
	15350	Endeavor Hall Refund 10/24/08	2488	Michael Crahan		
			1	Michael Crahan refund 11/22/08	Inv	500.00
	Obligation.....: 15350					
	Obligation.....: 15350					
	15354	Refund Endeavor Hall 11/8/08	2487	Marlene Banuelos		
			1	Marlene Banuelos refund11/8/08	Inv	500.00
	Obligation.....: 15354					
	Obligation.....: 15354					
A702-2730-00.0.0-002 - Endeavor Hall Cash Deposits				*** Account total ***		1,500.00
A702-7332-00.0.0-000 - Telephone						
	15338	Local Phone Svc 11/08	1243	AT&T/CalNet		
			6	EH Local Phone 11/08	Inv	.00
	Obligation.....: 15338					
	Obligation.....: 15338					
A702-7332-00.0.0-000 - Telephone				*** Account total ***		.00
A702-7335-00.0.0-000 - Gas & Electricity						
	15342	Service 10/22-11/08	113	PG&E		

	Obligat'n	Description	Vendor/ Line Nbr	Name/ Description	Stage	Amount
A702-7335-00.0.0-000 - Gas & Electricity						
			2	EH Svc 10/22-11/19/08	Inv	205.08
	Obligation.....: 15342					
	Obligation.....: 15342					
A702-7335-00.0.0-000 - Gas & Electricity				*** Account total ***		205.08
* Report total *				*** Total ***		97,047.43

Agenda Date: 12/2/08

Agenda Item: 4d

RESOLUTION NO. -2008

A RESOLUTION DECLARING RESULTS OF CANVASS OF RETURNS IN THE 2008 GENERAL MUNICIPAL ELECTION, DECLARING THREE PERSONS ELECTED TO THE CITY COUNCIL OF THE CITY OF CLAYTON

THE CITY COUNCIL
City of Clayton, California

WHEREAS, a duly noticed general municipal election was held in the City of Clayton on November 4, 2008 for the purpose of voting for candidates for three (3) full-term offices of Council Member on the City Council of the City of Clayton; and

WHEREAS, following the canvass of returns by the Contra Costa County Clerk and receipt of his report by the City Clerk, the City Council met in a regular public meeting on December 2, 2008 and canvassed the returns of the election pursuant to and accordance with applicable provisions of the California Elections Code; and

WHEREAS, the City Council finds that the number of votes cast in the City of Clayton at the general municipal election was and is _____, an ______ turnout; and

WHEREAS, the City Council finds that there were eleven precincts in the City of Clayton established for holding the November 2008 general municipal election; and

WHEREAS, the City Council finds that the names of the persons voted for and the number of votes given said persons in the general municipal election at each of the above noted precincts and by absentee ballot as candidates for the offices of Council Member on the Clayton City Council and the total votes cast for each candidate, are as set forth in the computer printout from the Contra Costa County Election Department, attached hereto as "Exhibit A" and incorporated herein by such reference.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Clayton, California that the following candidates (listed alphabetically) for the three offices of Council Member of the City Council of the City of Clayton received the highest number of votes and are therefore declared to be the three (3) Council Members duly elected to serve on the Clayton City Council until the results of the November 2012 General Municipal election are canvassed and accepted:

Howard Geller
Joseph A. Medrano
Julie K. Pierce

PASSED, APPROVED AND ADOPTED by the City Council of Clayton, California at a regular public meeting thereof held on the 2nd day of December 2008 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

THE CITY COUNCIL OF CLAYTON, CA

____
Gregory J. Manning, Mayor

ATTEST:

____
Laci J. Jackson, City Clerk

Un-Official Election Results
General Municipal Election

City of Clayton Member, City Council (Vote For 3)

11 of 11 Precincts Reporting

	Percent	Votes
DANIEL RICHARDSON	13.62%	1,980
JOE MEDRANO	16.57%	2,409
HARUN R. SIMBIRDI	4.83%	702
ALLEN LAMPO	1.82%	264
KEITH HAYDON	12.60%	1,832
JIM DIAZ	9.21%	1,338
HOWARD GELLER	15.14%	2,200
JULIE PIERCE (I)	25.97%	3,774
WRITE-IN	0.24%	35
		14,534

11/25/2008 1:16:12 PM PST

CITY OF CLAYTON
Founded 1857 .. Incorporated 1964

Agenda Date: 12/2/08

Agenda Item: 8a

Approved:

Gary A. Napper
City Manager/Executive Director

STAFF REPORT

TO: HONORABLE COUNCIL MEMBERS

FROM: CITY MANAGER

DATE: 02 DECEMBER 2008

SUBJECT: NOMINATION AND ELECTION OF MAYOR AND VICE MAYOR

RECOMMENDATION

It is recommended the City Council elect its Mayor and Vice Mayor for the ensuing twelve (12) month period.

BACKGROUND

According to Section F.4. – Mayor Selection, of the *Council Guidelines and Practices* (page 4, copy attached), the Mayorship [and Vice Mayorship] is a one-year term of office in the City of Clayton as the local electorate does not directly elect its mayor or vice mayor. The election of these officers from within the membership of the City Council commences each year at the first regularly-scheduled Council meeting in December.

Mayor Gregg Manning and Vice Mayor Julie Pierce were elected to their current Council offices at a regular City Council meeting held 04 December 2007. The following chart lists those serving as mayor in the last several years:

2008	Gregory Manning
2007	William Walcutt
2006	David Shuey
2005	Gregory Manning
2004	Julie Pierce
2003	Pete Laurence
2002	Gregory Manning
2001	Julie Pierce

NOMINATION AND ELECTION PROCEDURES

Pursuant to Chapter 2.04 – Council Meetings of the *Clayton Municipal Code*, our City uses the most recent version of *Robert's Rules of Order* to govern the conduct of City business meetings. Therefore, to assist in the procedure of nominating and selecting a mayor and vice mayor at this meeting, the following rules* have been extracted and outlined below:

1. The nomination/election of the next Mayor is to be conducted by the City Clerk. Once the next Mayor has been elected by the City Council, the newly-elected Mayor then presides over and conducts the remainder of the business items on the agenda, including the election of Vice Mayor.

2. The method of nomination in this respect is an "open nomination" solely by and from within the membership of the presently-seated Clayton City Council. Nominations cannot be accepted from members of the public.

3. No "second" is required for a nomination, although sometimes one or more members will "second" a nomination to indicate endorsement.

4. In no event may one member nominate more persons than there are positions to fill.

5. When it appears no one else wishes to make a nomination, the chair of the meeting asks one (1) final time if there are additional nominations. If there is no response, the chair then declares…" the nomination for [Mayor; Vice Mayor, as applicable] is closed."

   It is unnecessary to have a motion to officially close the nominations; yet, if such a motion is made, that motion then requires an affirmative 2/3rds vote of the Council present [4 of 5]. After nominations are closed, a majority vote is required to re-open them.

6. Nominees are voted on in the order in which they are nominated. As soon as one of the nominees receives a majority vote [in this case, 3 or more votes], the chair then declares that person elected to that respective office, and no vote is taken on the remaining nominee(s).

MAYOR SELECTION

In accordance with the adopted *Council Guidelines and Procedures* [February 2007], the City Council has established six (6) guidelines pertaining to the annual selection of Mayor. Reference is made to the attachment to this Staff Report for the review of those guidelines.

FISCAL IMPACT

No financial impact. The office of Mayor and Vice Mayor receive the same monthly stipend as other members of the City Council.

Attachment: Page 4 of *Council Guidelines and Procedures* [1 pg.]

*Reference: Chapter XIV - Nominations and Elections, *Robert's Rules of Order* [RONR, 10th Edition, pp. 418-430]

2. ~~Staff in General.~~

a. Council may make reasonable requests for information directly from Department Heads.

b. An informal system of direct communication with staff is used but not abused by Council.

c. Staff will inform Council immediately when an unusual event occurs that the public would be concerned about [e.g., major vehicular accidents; major police activities; areas cordoned off by police or fire, etc.].

d. The Council and staff will not intentionally blind side each other in public; if there is an issue or a question a Council Member has regarding an agenda item, that Member will contact staff prior to the meeting.

E. COUNCIL RESPONSIBILITIES FOR KEEPING INFORMED

1. Read Commission minutes and staff reports to find out issues being addressed.

2. Read documents on planning items.

3. Read City Manager "goal updates" list for Council.

4. ~~Do homework diligently and thoroughly.~~

F. MAYOR SELECTION

1. Election to Vice Mayor and Mayor requires supporting votes of three (3) Council Members, but in the interest of harmony unanimous consensus is to be sought and encouraged.

2. Any Council Member wanting or not wanting a role has a responsibility to tell all other Members.

3. As far as possible and until otherwise decided, Council Members will take turns as Mayor.

4. Mayorship will be a one-year term, commencing with the first meeting in December.

5. Selection of a Mayor is not a lock-step system. The Vice Mayor is generally expected to ascend to Mayor.

6. All Council Members are peers, and the Mayor and Vice Mayor serve at the pleasure of the Council.

CITY OF CLAYTON
Founded 1857 Incorporated 1964

Agenda Date: 12/2/08

Agenda Item: 12a

Approved:

Gary A. Napper
City Manager/Executive Director

AGENDA REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: DAVID WOLTERING, COMMUNITY DEVELOPMENT DIRECTOR

DATE: 2 DECEMBER 2008

SUBJECT: AMENDMENT TO SECTION 17.44.020 (SITE PLAN REVIEW PERMIT REQUIRED) OF THE CLAYTON MUNICIPAL CODE ALLOWING GREATER ADMINISTRATIVE REVIEW AND APPROVAL OF SPECIFIED ADDITIONS TO RESIDENCES (ZOA 02-08)

RECOMMENDATION

Approve Second Reading and Adoption of Ordinance No. 419 to amend Section 17.44.020 (Site Plan Review Permit Required) of the Clayton Municipal Code allowing greater administrative review and approval of specified additions to residences (ZOA 02-08)

BACKGROUND

At its meeting of November 18, 2008, the Clayton City Council approved the Introduction and First Reading of Ordinance No. 419. Adoption of this Ordinance would allow for greater administrative review and approval of specified additions to single-story, single-family residences. Essentially, the scope of administrative review and approval of single-story, single-family residences would be expanded to include those proposed additions at rear and interior side elevations up to 16 feet in height or extension of existing single-story roofline and up to 750 square feet in area from the prior thresholds of 12 feet in height and 500 square feet in area. It is anticipated that increasing the thresholds would result in more applications for Site Plan Review Permit approval to be handled administratively by staff without additional review by the Planning Commission. These applications would still need to comply with the "Standards for Review" described in Chapter 17.44 and the applicable development standards (e.g., setback requirements, lot coverage restrictions, etc.) stated in the zoning district standards applicable to the project being reviewed. It has been the experience of the staff and the Planning Commission that the range of projects that would be added for administrative review have been non-controversial and that the applicable standards and staff level review have appropriately addressed the review requirements for these projects.

Approval of this amendment would streamline the permitting process for the specified projects, resulting in reduced costs and processing time for applicants and the opportunity for staff to allocate time that would be spent in bringing these applications for additional review by the Planning Commission to other project needs. This proposed amendment was reviewed by the Clayton Planning Commission at its meetings on September 9, October 14, and October 28, 2008. The Planning Commission determined that it would be beneficial to streamline the City's review process of the specified applications and, therefore, recommended City Council approval of this code amendment at its October 28th meeting.

Exhibits:

A Ordinance No. 419
B Current Chapter 17.44 of the Municipal Code

ZOA\2008\02-08.srcc2.adminapprovalminoradditions

ORDINANCE NO. 419

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLAYTON AMENDING SECTION 17.44.020 (SITE PLAN REVIEW PERMIT REQUIRED) OF THE CLAYTON MUNICIPAL CODE ALLOWING GREATER ADMINISTRATIVE REVIEW AND APPROVAL OF SPECIFIED ADDITIONS TO RESIDENCES (ZOA 02-08)

THE CITY COUNCIL
City of Clayton, California

THE CITY COUNCIL OF THE CITY OF CLAYTON FINDS AS FOLLOWS:

WHEREAS, Ordinance No. 311 was adopted by the Clayton City Council on February 15, 1994, which provides dimensional threshold requirements of 500 square feet in area and 12 feet in height for Planning Commission review and approval of site plan review permits; and

WHEREAS, there exists a need for streamlining the Site Plan Review Permit process to allow administrative review and approval for more routine residential construction applications, while still assuring that an adequate level of review occurs given that Standards of Review are stipulated in the Municipal Code; and

WHEREAS, an amended version of 17.44.020 has been prepared to modify the dimensional threshold requirements to allow administrative review of site plan review permits up to 750 square feet in area and 16 feet in height, generally; and

WHEREAS, Chapter 17.56 of the Municipal Code authorizes the City Council to amend Title 17 (Zoning) of the Municipal Code; and

WHEREAS, the Clayton Planning Commission held a duly-noted public hearing on October 28, 2008 on amending Section 17.44.020 of the Municipal Code; determined that the amendment would be in conformance with the General Plan; determined that the public necessity, convenience, and general welfare would require adoption of the amendment; and recommended City Council approval of the amendment; and

WHEREAS, on November 18, 2008 and December 2, 2008, the City Council held duly-noticed public hearings and gave due consideration to all testimony, comments, and documents received; and

WHEREAS, the public necessity, conveniences, and general welfare require the adoption of the following amendment; and

WHEREAS, the following amendments are in general conformance with the General Plan; and

WHEREAS, the following amendment of the Municipal Code are minor alterations of land use limitations which would not result in any changes in land use or density and therefore qualify for categorical exemptions from the California Environmental Quality Act in accordance with

Section 15305 of the State CEQA Guidelines; and

WHEREAS, there is no evidence that the amendments will have the potential for any individual or cumulative adverse effects on fish and wildlife resources or their habitat, as defined in Section 711.2 of the Fish and Game Code.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLAYTON DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 17.44.020 of the Municipal Code is amended to read as follows:

"17.44.020 Site Plan Review Permit Required. A Site Plan Review Permit shall be required in any zoning District for the design of all new development within the City (new construction, remodeling, additions, etc.) that meets any of the following criteria:

A. Construction (enclosed or unenclosed) over 16 feet in height except for an extension of an existing single-story roofline;
B. Construction (enclosed or unenclosed) encompassing an area greater than 750 square feet;
C. Construction (enclosed or unenclosed) proposed on a front and/or exterior side elevation measuring over 12 feet in height or encompassing an area of 500 square feet or greater;
D. Construction over four (4) feet in height (other than fences) encompassing an area of ten (10) square feet or greater located within the upper two-thirds of a slope which exceeds either:
   1. A grade equal to or greater than 1 foot vertical to 4 feet horizontal, or
   2. A grade change greater than ten (10) feet; (Ord. 375, 2004)
E. Any balcony, deck, or other similar structure, whose floor elevation is over 4 feet in height from the underlying grade encompassing an area of 10 square feet or greater;
F. Retaining walls needing a building permit and observable from public streets and/or sidewalks;
G. Construction that, in the judgement of the Community Development Director, does not comply with the purpose of this Chapter as stated above or with the standards of review as stated herein. (Ord. 311, 1994, Ord. 375, 2004, Ord. 325, 1996)"

SECTION 2. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance, or the application thereof to any person or circumstances, is held to be unconstitutional or to be otherwise invalid by any court competent jurisdiction, such invalidity shall not affect other provisions or clauses of this Ordinance or application thereof which can be implemented without the invalid provisions, clause, or application, and to this end such provisions and clauses of the Ordinance are declared to be severable.

SECTION 3. Conflicting Ordinances Repealed. Any ordinance or part thereof, or regulations in conflict with the provisions of this Ordinance, are hereby repealed. The provisions of this Ordinance shall control with regard to any provision of the Clayton Municipal Code that may be inconsistent with the provisions of this Ordinance.

SECTION 4. Effective Date and Publication. This Ordinance shall become effective thirty (30) days from and after its passage. Within fifteen (15) days after the passage of the Ordinance, the City Clerk shall cause it to be posted in three (3) public places heretofore designated by resolution by the City Council for the posting of ordinances and public notices. Further, the City

Clerk is directed to cause Section 1 of this Ordinance to be entered into the City of Clayton Municipal Code.

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Clayton held on November 18, 2008.

Passed, adopted, and ordered posted by the City Council of the City of Clayton at a regular meeting thereof held on December 2, 2008, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

THE CITY COUNCIL OF CLAYTON

Gregory J. Manning, Mayor

ATTEST

Laci J. Jackson, City Clerk

APPROVED AS TO FORM

Dan Adams, City Attorney

APPROVED BY ADMINISTRATION

Gary A. Napper, City Manager

I hereby certify that the foregoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Clayton held on November 18, 2008, and was duly adopted, passed, and ordered posted at a regular meeting of the City Council held on December 2, 2008.

Laci J. Jackson, City Clerk

ZOA\2008\02-08.ord2

Chapter 17.44

SITE PLAN REVIEW

Section:

17.44.010 Purpose. The purpose of the Site Plan Review is to ensure that the design of all new development is compatible with Clayton's character and that the design and location of new development does not impose significant negative impacts on neighboring property owners and/or occupants. To achieve this purpose, the community's character and any specific neighborhood impacts shall be balanced with an owner's right to develop property. (Ord. 311, 1994) (Ord 325, 1996)

17.44.020 Site Plan Review Permit Required. A Site Plan Review Permit shall be required in any zoning District for the design of all new development within the City (new construction, remodeling, additions, etc.) that meets any of the following criteria:

A. Construction (enclosed or unenclosed) over 12 feet in height or encompassing an area of 500 sq. ft. or greater;

B. Construction over four (4) feet in height (other than fences) encompassing an area of ten (10) square feet or greater located within the upper two-thirds of a slope which exceeds either: (Ord 375, 2004)

1. A grade equal to or greater than 1 foot vertical to 4 feet horizontal, or
2. A grade change greater than ten (10) feet.

C. Any balcony, deck or other similar structure, whose floor elevation is over 4 feet in height from the underlying grade encompassing an area of 10 sq. ft. or greater;

D. Retaining walls needing a building permit and observable from public streets and/or sidewalks;;

E. Construction of more than one (1) exempt structure (as herein defined) within any 5-year time period;

F. Construction that, in the judgment of the Community Development Director, does not comply with the purpose of this Chapter as stated above or with the standards of review as stated herein. (Ord 311, 1994, Ord. 375, 2004, Ord 325, 1996)

17.44.030 Exemptions. Any new development meeting one of the following characteristics shall be exempt from a Site Plan Review Permit. Such exempt development may directly apply for a building permit which is administratively reviewed by staff.

A. Construction not meeting one of the criteria listed above;

B. Construction receiving specific design authorization pursuant to an approved:

1. Development Plan Permit;
2. Vesting Tentative Map;
3. Development Agreement. (Ord. 311, 1994)

C. Second dwelling units administratively approved in accordance with Section 17.47.020. (Ord 373, 2004)
(Ord 325, 1996)

17.44.040 Standards of Review. The factors to be reviewed by the Planning Commission (or City Council upon appeal) shall include, but are not limited to:

A. Conformity with the General Plan and any applicable Specific Plan (e.g. Town

Center, Marsh Creek Road).

B. Conformity with any applicable City adopted architectural and/or design standards (e.g. Oakhurst Country Club, Oakwood Subdivision, Clayton Station).

C. Preservation of general safety (e.g. seismic, landslide, flooding, fire, traffic).

D. Maintenance of solar rights to adjacent properties.

E. The reasonable maintenance of the privacy of adjacent property owners and/or occupants.

F. The reasonable maintenance of existing views of adjacent property owners and/or occupants.

G. The new development, taken as a whole, need not be identical, but should be complementary with the adjacent existing structures in terms of materials, colors, size, and bulk. (Ord. 325, 1996; Ord. 311, 1994, Ord 325, 1996)

Agenda Date: 12/2/08

Agenda Item: 3a RDA

MINUTES
OF THE
REGULAR MEETING

CLAYTON REDEVELOPMENT AGENCY

November 18, 2008

1. **CALL TO ORDER & ROLL CALL** - the meeting was called to order at 8:21 p.m. by Chairman Stratford in the Library Community Room, 6125 Clayton Road, Clayton, CA. Boardmembers present: Chairman Stratford, Vice Chairman Shuey, Board Members Manning, Pierce and Walcutt. Staff present: Executive Director, Secretary, and General Counsel.

2. **PUBLIC COMMENTS**- None.

3. **CONSENT CALENDAR – It was moved by Boardmember Manning, seconded by Boardmember Pierce to approve the Consent Calendar as submitted (5-0 vote).**

(a) Approved the minutes of the regular meeting of November 4, 2008.

4. **PUBLIC HEARINGS**- None.

5. **ACTION ITEMS**

(a) Further review of Economic Development Systems' (EDS) final draft Retail Analysis, Strategies and Recommendations for the Clayton Town Center, including feedback from the City Planning Commission and one (1) Downtown Business/Property Owner, and discussion of next steps in recruitment and placement services.

The Executive Director presented the staff report and stated there is a growing trend of local governments becoming actively involved in retail and economic development in order to create diversified tax bases. He stated that with the approval of the Town Center Specific Plan the City put in place retail commercial uses on the ground floor in the Town Center area. He stated there have been recent use permits granted for non-retail uses but the desire was for retail uses on the ground floor. He stated the City had created development incentives by facilitating on-site parking relief and maximize lot coverage for certain size parcels. Based on the goals of the Board, Jim Harrigan, Economic Development Systems, was hired to do a study and attract retail markets to the area. On June 12th, the Economic Development sub-committee met with Mr. Harrigan, and Mr. Harrigan made a presentation at the August 19th Redevelopment Agency meeting. Mr. Harrigan was hired to analyze the current markets and give the Board an idea of what he could reasonably see in the downtown area. Mr. Harrigan provided the report which showed a niche market for restaurants in the downtown area that would bring people choices.

The Executive Director reported 54 copies of the Draft Retail Study had been sent or hand delivered to business and property owners in the downtown. The Agency received only 2 responses. The first response was from Steve Coates, Village Oaks Property Manager and the second was from the City Planning Commission. Mr. Coates' reply indicated he did not believe there was a demonstrated demand for restaurants in the area and he stated he did not want to be constrained by retail uses on the ground floor. He also raised concerns about lease signs on the Flora Square project and how much development potential there really was in the downtown area. The City Planning Commission's thoughtful review raised questions regarding the letting of the contract. Overall, the general belief was anyone could do a retail study and they wanted to ensure that the implementation was followed through.

The Executive Director concluded by stating this process is laying the groundwork while the economy is at a stall, so that the Agency will be ready to act when things pick back up.

Boardmember Pierce stated the goal of the Agency was not to produce a market study that would sit on a shelf and collect dust but a study that would accomplish something. She stated the Agency had talked about making changes for 20 years and they are on the brink of having a real downtown. She stated the lack of business or citizen outcry was likely a mandate that things were being done right. She also stated providing retail close to home would help ensure state mandates are met for sustainability and greenhouse gases.

Chairman Stratford asked for Public Comments.

Tuija Catalano, Chairperson, Planning Commission stated the Commission was interested in development downtown but were looking for more specific details on how it would be accomplished. She concluded by stating the Planning Commission was supportive of the process in general.

Keith Haydon, Planning Commissioner stated the goal of the Planning Commission was to encourage a business friendly sense and encourage development. He is hopeful this plan and the consultant will bring businesses to Clayton.

Howard Geller agreed with Vice Mayor Pierce but lamented that the CBCA had not been asked to participate in the process. He urged Mr. Harrigan to speak to this group about his plans.

Joe Medrano stated that Mr. Harrigan did not visit his downtown business. He stated he asked Ed Moresi to see how many people he serves from the Clayton area as opposed to other areas. He encouraged citizens to come downtown and frequent the businesses. He concluded that he wants to see results from the report and see the consultant deliver.

Lynn Hadley agreed with Vice Mayor Pierce but was unsure about why business owners had not responded. Vice Chairman Shuey responded that many of the landowners were absentee and were banking their land. Boardmember Pierce followed up by stating many land and business owners had already verbally expressed their thoughts to Mr. Harrigan and were interested in making the changes noted.

The Executive Director stated that Mr. Harrigan's discussions with land and business owners had not been the first communication; he had sent out letters when the Town Center Specific Plans amended to emphasize retail commercial asking to discuss options and incentives, and he had little success or response.

Boardmember Pierce stated during her campaign the citizens she talked to were excited about the possibility of having more variety in restaurants in the downtown.

Boardmembers Walcutt and Manning were excited to finally see action being taken in the downtown area.

Chairman Stratford stated a destination spot for restaurants would make Clayton unique but reminded everyone that this process and objective would take time.

It was moved by Boardmember Manning, seconded by Boardmember Pierce to approve the Final Draft as a primary target for retail commercial focus on ground floor space in the Clayton Town Center (5-0 vote).

6. BOARD ITEMS- None.

7. ADJOURN – on call by Chairman Stratford the meeting adjourned at 9:12 p.m.

Respectfully submitted,

____
Laci J. Jackson, Secretary

Clayton Redevelopment Agency Board

____
Ross "Hank" Stratford, Chairman

CITY OF CLAYTON
Founded 1857 ... Incorporated 1964

Agenda Date: 12/2/08

Agenda Item: 3b RDA

Approved:

Gary A. Napper
City Manager/Executive Director

STAFF REPORT

TO: HONORABLE BOARD OF DIRECTORS

FROM: MERRY PELLETIER

DATE: DECEMBER 2, 2008

SUBJECT: AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 2008 (FY '07-'08)

RECOMMENDATION

Accept the unqualified Audit Report for the Redevelopment Agency of the City of Clayton-Basic Financial Statements and Independent Auditors' Reports for fiscal year ending June 30, 2008 prepared by Moss, Levy & Hartzheim.

BACKGROUND

The Agency's Audit report was completed in December 2008, to accompany the Annual Report of Financial Transactions to be sent to the State Controller's Office for the Redevelopment Agency. The audit went smoother during this year as we implemented our second year of preparing the financial reports in-house with the help of a consultant. This decision was made to provide a better separation of duties between the audit team looking at the Agencies financial transactions and the actual report itself. The reporting format includes a management discussion and analysis for the Agency's financial statements that are intended to serve as an introduction to the Agency's basic financial statements. A statement of net assets and a statement of activities and changes in net assets are also included that presents information on all the Agency's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator or whether the financial position of the Agency is improving or deteriorating. The Agency's net asset deficit was reduced by $3,067,503 leaving a deficit balance of $1,184,487 at fiscal year end 6/30/2008. The deficit occurs because the Agency issues debt to acquire or construct capital assets which it turns over to the City or other agencies. As a result, the Agency records the debt but has not corresponding assets. Debt payments are made by future revenues.

FISCAL IMPACT

None

CONCLUSION

Accept the unqualified Audit Report for the Redevelopment Agency of the City of Clayton-Basic Financial Statements and Independent Auditors' Reports for fiscal year ending June 30, 2008 prepared by Moss, Levy & Hartzheim.

Respectively submitted,

Merry Pelletier

Merry Pelletier
Finance Manager
Attachments:
Redevelopment Agency Basic Financial Statements and Independent Auditors' Report.

Clayton Redevelopment Agency
Clayton, California

Financial Statements and
Independent Auditors' Report

For the fiscal year ended June 30, 2008

Clayton Redevelopment Agency
Table of Contents
June 30, 2008

MOSS, LEVY & HARTZHEIM LLP
CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS:
RONALD A. LEVY, C.P.A.
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INDEPENDENT AUDITOR'S REPORT

Members of the Governing Board
Clayton Redevelopment Agency
Clayton, California

We have audited the accompanying financial statements of the governmental activities and the major funds of the Clayton Redevelopment Agency (Agency), a component unit of the City of Clayton, California (City), as of and for the fiscal year ended June 30, 2008, which collectively comprise the Agency's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the management of the Agency. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major funds of the Agency as of June 30, 2008, and the respective changes in financial position, thereof, for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

As discussed in note 1 of the notes to basic financial statements effective July 1, 2007, the Agency adopted the provisions of Government Accounting Standards Board (GASB) Statement No. 48, *Sales and Pledges of Receivables and Future Revenues and Intra-Entity Transfers of Assets and Future Revenues* and GASB Statement No. 50, *Pension Disclosures – An Amendment of GASB Statements No. 25 and No. 27.*

OFFICES: BEVERLY HILLS • SANTA MARIA

In accordance with *Government Auditing Standards*, we have also issued our report dated November 24, 2008, on our consideration of the Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The Management's Discussion and Analysis on pages 6 through 10 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Agency's basic financial statements. The budgetary comparison schedules of the Capital Projects Funds and Debt Service Fund is presented for purposes of additional analysis and is not a required part of the basic financial statements. The budgetary comparison schedule of the Capital Projects Funds and Debt Service Fund have been subjected to the auditing procedures applied in our audit of the basic financial statements and, in our opinion, is fairly presented, in all material respects, in relation to the basic financial statements taken as a whole.

MOSS, LEVY & HARTZHEIM, LLP
Beverly Hills, California
November 24, 2008

The discussion and analysis of the Clayton Redevelopment Agency's (Agency) financial performance provides an overall review of the Agency's financial activities for the fiscal year ended June 30, 2008. The intent of this discussion and analysis is to look at the Agency's financial performance as a whole. Readers should also review the basic financial statements to enhance their understanding of the Agency's financial performance.

FINANCIAL HIGHLIGHTS

- The assets of the Agency were less than the liabilities at the close of the most recent fiscal year by $1,184,487. This total deficit was reduced by $3,067,503 during the fiscal year. An Agency typically issues debt to acquire or construct capital assets which it turns over to the City or other agencies. As a result, the Agency records the debt but has no corresponding assets. Debt payments are made by future revenues.
- As of the close of the current fiscal year, the Agency reported combined ending fund balances of $6,913,633, an increase of $1,293,003 from the prior year. Approximately 36.5% of the total fund balance (compared to 55.9% for the prior year) is reserved for low and moderate income housing developments and programs ($2,524,507). An additional 15.5% (compared to 10.7%) is reserved for approved capital projects ($1,074,999). Another 17.9% (compared to 17.8%) is reserved for debt service ($1,244,302), An additional 28.6% (compared to 15.6%) is reserved for land held for resale ($1,979,825) and ($90,000) is reserved for special projects.
- The Agency's long-term liabilities decreased by $1,670,000 to $12,820,000.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Agency's basic financial statements. The Agency's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements. This report also contains other required supplementary information in addition to the basic financial statements themselves.

The Agency is a component unit of the City of Clayton, which is the primary government and issues Basic Financial Statements that include the Agency's financial Statements.

Government-wide Financial Statements

The Government -wide financial statements consist of a Statement of Net Assets and a Statement of Activities. These statements are designed to provide readers with a broad overview of the Agency's finances. They provide information about the activities of the Agency as a whole and present a longer-term view of the Agency's finances.

The *statement of net assets* presents information on all of the Agency's assets and liabilities, with the difference between the two reported as *net assets.* Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Agency is improving or declining.

The *statement of activities* presents information showing how the Agency's net *assets* changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows.* Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

All of the Agency's activities are considered to be governmental in nature and, as a result, no business-type activities are reported in these statements. Governmental activities are those that are principally supported by taxes and intergovernmental revenues. For the Agency, governmental activities consist of fostering vitality in the Clayton Downtown area and improving, preserving and supporting the development of quality affordable housing within the designated Project Area.

Fund Financial Statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Agency, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Fund financial statements also report the Agency's operations in more detail than the Agency-wide statements by providing information about the Agency's most significant funds. All the Agency's funds are governmental funds. The Agency Board adopts an annual appropriated budget for each fund.

Notes to the Financial Statements

The *notes* provide additional information that is essential to a full understanding of the data provided in the Agency-wide and fund financial statements. The notes to the financial statements follow the basic financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net assets can serve over time as a useful indicator of the Agency's financial position. At June 30, 2008, the Agency's assets were less than the liabilities by $1,184,487. The following table displays a year-to-date summary.

Statement of Net Assets

	June 30, 2008	June 30, 2007
Current and other assets	$ 5,996,633	$ 5,687,853
Non-current assets	5,938,515	4,879,357
Restricted assets	164,000	187,000
Total Assets	12,099,148	10,754,210
Current liabilities	1,053,635	1,122,459
Long-term liabilities	12,230,000	13,895,000
Total Liabilities	13,283,635	15,017,459
Net Assets:		
Restricted	11,211,373	9,873,629
Unrestricted	(12,395,860)	(14,136,878)
Total Net Assets	$ (1,184,487)	$ (4,263,249)

Statement of Activities
For Fiscal Year Ended

	June 30, 2008	June 30, 2007	Percentage Change
Revenues:			
Program Revenues:			
Operating grants and contributions	$ -	$ -	0.0%
General Revenue:			
Property taxes	5,325,418	5,223,459	1.9%
Investment earnings	232,180	184,166	26.1%
Miscellaneous	131,218	-	100.0%
Gain on sale of land held for resale	167,846	-	100.0%
Total revenues	5,856,662	5,407,625	8.3%
Expenses:			
Community service and facilities	10,825	10,825	0.0%
Planning and development	1,059,548	783,216	35.2%
Interest on long term debt and fiscal charges	796,518	770,381	3.4%
Total expenses	1,866,891	1,564,422	19.3%
Transfers to the City of Clayton	(922,268)	(1,305,000)	- 24.0%
Changes in net assets	3,067,503	2,538,203	20.9%
Net assets beginning of year, as restated	(4,251,990)	(6,801,452)	- 37.5%
Net assets end of year	$ (1,184,487)	$ (4,263,249)	-72.2%

Property tax revenues increased due to increased property values. Investment income increased due to an increase in interest revenue caused by early bond calls. Transfers to the City of Clayton decreased due to a decrease in the Capital Improvement budget expenditures.

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FINANCIAL ANALYSIS OF THE AGENCY'S FUNDS

As noted earlier, the Agency uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the Agency's funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Agency's financing requirements.

All of the Agency's funds were presented as major funds as follows:

Capital Projects Fund – This fund accounts for 80% of the redevelopment property tax increment revenue of $4,260,335 and is used for project expenditures in the Agency's project area. This fund records the administrative expenditures required to support the Agency's capital projects and includes pass-through payments to other taxing entities and tax increment revenue shifted to the State Educational Revenue Augmentation Fund. This fund balance totaled $1,164,999 at June 30, 2008, compared to $790,724 a year earlier.

Projects completed during this fiscal year included the Downtown Grove Park ($1,557,145) and the Endeavor Hall Parking Lot Project ($169,338). Additional funding was set aside for future Downtown Economic Development Projects ($627,268).

Low/Moderate Capital Projects Fund –This fund accounts for 20% of the redevelopment property tax increment revenue, $1,065,083, as a set aside for affordable housing developments. This fund balance totaled $4,504,332 at June 30, 2008, compared to $4,589,789 a year earlier.

Redevelopment low and moderate income housing funds supported the Diamond Terrace Senior Housing Project with $200,000.

Debt Service Fund – This fund accounts for the Agency's series 1993, 1996A, and 1999 Tax Allocation Bonds debt service payments. Revenues are transferred from the Capital Projects Fund. This fund balance totaled $1,244,302 at June 30, 2008, compared to $1,167,758 a year ago.

DEBT ADMINISTRATION

Debt Service: The Agency issued Redevelopment Tax Allocation Bonds in 1993, 1996, and 1999 in the amount of $19,590,000. The proceeds from these bond issues have been used to fund various projects throughout the City. Principal and interest payments totaled $2,381,890 during 2007-08. The Clayton Redevelopment Agency tax increment cap of $55 million is net of the housing set aside and revenue sharing agreements. Through solid assessed value growth, the Agency will have collected approximately $43 million in tax increment against the cap through fiscal year 2008. Although this leaves $12 million to be collected under the cap, with a 4% assumed annual growth rate in assessed value the Agency will reach the cap in 2014. Therefore, all of the outstanding bonds should be defeased on or prior to 2014. To this end, the Agency called $1,130,000 in bonds in August of 2008. By calling outstanding Agency bonds beginning in 2004, the Agency should stay in compliance with the increment cap test. A gradual bond retirement program is planned that will allow all of the outstanding bonds to be redeemed prior to the Agency reaching its $55 million tax increment cap. This plan will also allow the Agency to collect at least $600,000 of surplus revenues annually for administration and other uses over the next decade.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Agency's actual revenues exceeded staff estimates by $527,586 during this past fiscal year. A portion of this increase (33%) was due to real property sales occurring within the project area establishing higher (re)assessed valuations that form the basis for the levy of government property taxes. Since private property sales (or significant improvements thereof) establish higher (re)assessed valuations that form the basis for the levy of government property taxes, those monies then proportionally flow to the Clayton Redevelopment Agency as our share of the "tax increment". A second portion of the revenue increase (32%) was due to proceeds the Agency received for land being developed with a mixture of retail and commercial use for a project titled "Flora Square". The final portion of revenue increase (35%) was due to contributions to the Grove Park Project by our local Clayton Business and Community Association and interest earnings on Agency capital.

In fiscal year 2008-2009, it is difficult to estimate precisely what the Agency will actually receive in annual gross tax increment revenue. While our budget estimates were very conservative and did not include any supplemental or unitary revenue at this time it is uncertain what the gross tax increment revenue will be. The 2008-2009 tax increment revenue was estimated to be $5,181,172 exactly the same as actually received in 2007-2008. The increase in tax increment revenue this past fiscal year was 5.5% more that in the prior year, however we have seen a general decline in property sales and valuations. The County Assessor reassessed property values throughout the entire county including Clayton. If the Agency receives a 5.5% reduction in annual gross tax increment revenue that would reduce the budget by $254,964 for a total tax increment of $4,896,208 (slightly less than what was received in 2006-07.) This total revenue projection only illustrates on paper what our Agency is allocated before tax increment is siphoned out for our pre-negotiated "pass throughs" to other taxing public entities within our jurisdiction (e.g. school district, community college district, etc.). Our Agency's pre-negotiated "pass through" formulas are accelerated in accord with the Redevelopment Agency's adopted plan. All other public agency taxing entities began receiving 100% of their normal tax allocation (in fiscal year 2007-2008). This maturation provision means more monies were siphoned from the gross tax increment revenues of the Agency and causes fewer monies available for discretionary capital projects. For fiscal year 2008-2009 we estimated "pass through" revenue obligations would total $979,000, an increase of approximately 2.5% ($24,220) over last year's actual cost. These figures will not be received from the county until the end of April 2009. An additional unbudgeted $404,750 will be taken away from the Agency as once again the State Department of Finance is unable to close their $350 million deficit. Our Agency has been forced to transmit a total of $1,048,092 to the state's coffers to assist in balancing its budget The Agency's gross revenue stream, $4,260,334 (80%) flows to our Agency's discretionary-use fund while the balance $1,065,084 (20%) is deposited in our state-required Low-Moderate Housing fund. The Agency is expected to have sufficient resources to address its debt service obligation in Fiscal Year 2008-2009 and to allocate additional funding towards Capital Improvement Projects designed to alleviate blighted conditions, improve and stimulate economic developments in the Clayton Downtown Area, enhance the general welfare and safety of our City's residents and business persons, and protect and preserve significant historical resources within the Agency Project Area.

REQUEST FOR INFORMATION

This financial report is designed to provide our citizens, taxpayers, creditors and investors with a general overview of the Agency's finances and to show the Agency's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Office of the Finance Manager, 6000 Heritage Trail, Clayton, CA 94517.

Basic Financial Statements

Government-Wide Financial Statements

Clayton Redevelopment Agency
Statement of Net Assets
June 30, 2008

	Governmental Activities
ASSETS	
Current Assets:	
Cash and investments	$ 4,431,572
Cash with fiscal agent	1,430,550
Accounts receivable (net of allowances)	90,000
Interest receivable	44,511
Total Current Assets	5,996,633
Noncurrent Assets:	
Notes receivable	3,958,690
Land held for resale	1,040,925
Investment in low and moderate income housing	938,900
Total Noncurrent Assets	5,938,515
Restricted Assets:	
Investment in bonds	164,000
TOTAL ASSETS	12,099,148
LIABILITIES	
Current Liabilities:	
Accounts payable	13,099
Deposits payable	500
Due to City of Clayton	184,326
Interest payable	265,710
Long-term debt due within one year	590,000
Total Current Liabilities	1,053,635
Noncurrent Liabilities:	
Long-term debt due in more than one year	12,230,000
Total Noncurrent Liabilities	12,230,000
TOTAL LIABILITIES	13,283,635
NET ASSETS	
Restricted for:	
Capital projects	1,589,139
Debt service	978,592
Low and moderate income housing	9,067,782
Unrestricted	
Unrestricted	(12,820,000)
TOTAL NET ASSETS	$ (1,184,487)

See accompanying Notes to Basic Financial Statements.

Clayton Redevelopment Agency
Statement of Activities and Changes in Net Assets
For the fiscal year ended June 30, 2008

Functions/Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenue and Changes in Net Assets: Governmental Activities
Primary Government:					
Governmental activities					
Community services and facilities	$ 10,825	$ -	$ -	$ -	$ (10,825)
Planning and development	1,059,548	-	-	-	(1,059,548)
Interest and fiscal charges	796,518	-	-	-	(796,518)
Total governmental activities	$ 1,866,891	$ -	$ -	$ -	(1,866,891)
General revenues and transfers:					
Taxes:					
Property taxes					5,325,418
Total Taxes					5,325,418
Investment income (loss)					232,180
Miscellaneous					131,218
Gain on sale of land held for resale					167,846
Transfers to the City of Clayton					(922,268)
Total general revenues and transfers					4,934,394
Change in Net Assets					3,067,503
Net assets - beginning of fiscal year, as restated					(4,251,990)
Net assets - end of fiscal year					$(1,184,487)

See accompanying Notes to Basic Financial Statements.

Governmental Funds Financial Statements

The Clayton Redevelopment Agency has determined all of its funds to be major funds.

The *Capital Projects Fund* accounts for project expenditures in the Agency's project area.

The *Low/Moderate Capital Projects Fund* accounts for redevelopment property tax increments, which must be set aside for low and moderate income housing.

The *Debt Service Fund* accounts for the Agency's Series 1993, 1996A, and 1999 Tax Allocation Bonds debt service payments.

Clayton Redevelopment Agency
Balance Sheet
Governmental Funds
June 30, 2008

	Major Funds			
	RDA Capital Projects Fund	RDA Low/Moderate Capital Projects Fund	RDA Debt Service Fund	Total
ASSETS				
Cash and investments	$ 991,908	$ 3,439,664	$ -	$ 4,431,572
Cash with fiscal agent	-	-	1,430,550	1,430,550
Accounts receivable	90,000	-	-	90,000
Interest receivable	10,416	36,017	(1,922)	44,511
Notes receivable	334,140	3,624,550	-	3,958,690
Investment in bonds	164,000	-	-	164,000
Investment in low and moderate income housing	-	938,900	-	938,900
Land held for resale	-	1,040,925	-	1,040,925
TOTAL ASSETS	$ 1,590,464	$ 9,080,056	$ 1,428,628	$ 12,099,148
LIABILITIES AND FUND BALANCES				
LIABILITIES				
Accounts payable	$ 1,325	$ 11,774	$ -	$ 13,099
Deposits payable	-	500	-	500
Deferred revenue	424,140	4,563,450	-	4,987,590
Due to City of Clayton	-	-	184,326	184,326
TOTAL LIABILITIES	425,465	4,575,724	184,326	5,185,515
FUND BALANCES				
Reserved for:				
Capital projects	1,074,999	-	-	1,074,999
Land held for resale	-	1,040,925	-	1,979,825
Special projects	90,000	-	-	90,000
Debt service	-	-	1,244,302	1,244,302
Low and moderate income housing	-	3,463,407	-	2,524,507
TOTAL FUND BALANCES	1,164,999	4,504,332	1,244,302	6,913,633
TOTAL LIABILITIES AND FUND BALANCES	$ 1,590,464	$ 9,080,056	$ 1,428,628	$ 12,099,148

See accompanying Notes to Basic Financial Statements.

Clayton Redevelopment Agency
Reconciliation of the Governmental Funds Balance Sheet to the Government-wide Statement of Net Assets
June 30, 2008

Total Fund Balances - Total Governmental Funds	$	6,913,633
Amounts reported for governmental activities in the Statement of Net Assets were different because:		
Interest payable on long-term debt does not require current financial resources. Therefore, interest payable is not reported as a liability in the Governmental Funds Balance Sheet.		(265,710)
Revenues which are deferred on the Governmental Funds Balance Sheet because they are not available currently are recorded revenue in the Statement of Activities and accordingly increase the net assets on the Statement of Net Assets.		4,987,590
Long-term liabilities are not due and payable in the current period and therefore they are not reported in the Governmental Funds Balance Sheet.		
Advance from City of Clayton		(475,000)
Long-term debt - current portion		(590,000)
Long-term debt -noncurrent portion		(11,755,000)
Net Assets of Governmental Activities	$	(1,184,487)

See accompanying Notes to Basic Financial Statements.

Clayton Redevelopment Agency
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the fiscal year ended June 30, 2008

	Major Funds			
	RDA Capital Projects Fund	RDA Low/Moderate Capital Projects Fund	RDA Debt Service Fund	Total
REVENUES				
Property taxes	$ 4,260,335	$ 1,065,083	$ -	$ 5,325,418
Program income	-	81,890	-	81,890
Use of money and property	8,802	176,397	46,981	232,180
Other revenue	60,200	-	-	60,200
Gain of sale of land held for resale	167,846	-	-	167,846
TOTAL REVENUES	4,497,183	1,323,370	46,981	5,867,534
EXPENDITURES				
General Government				
Community services and facilities	-	-	10,825	10,825
Planning and development	828,362	431,186	-	1,259,548
Principal	-	-	1,670,000	1,670,000
Interest and fiscal charges	30,875	-	681,015	711,890
TOTAL EXPENDITURES	859,237	431,186	2,361,840	3,652,263
REVENUES OVER (UNDER) EXPENDITURES	3,637,946	892,184	(2,314,859)	2,215,271
OTHER FINANCING SOURCES (USES)				
Transfers in	-	-	2,391,403	2,391,403
Transfers out	(2,341,403)	(50,000)	-	(2,391,403)
Transfers to the City of Clayton	(922,268)	-	-	(922,268)
TOTAL OTHER FINANCING SOURCES (USES)	(3,263,671)	(50,000)	2,391,403	(922,268)
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	374,275	842,184	76,544	1,293,003
FUND BALANCES:				
Beginning of fiscal year, as restated	790,724	3,662,148	1,167,758	5,620,630
End of fiscal year	$ 1,164,999	$ 4,504,332	$ 1,244,302	$ 6,913,633

See accompanying Notes to Basic Financial Statements.

Clayton Redevelopment Agency
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Government-wide Statement of Activities
For the fiscal year ended June 30, 2008

Net Change in Fund Balances - Total Governmental Funds	$ 1,293,003
Amounts reported for governmental activities in the Statement of Activities and Changes in Net Assets were different because:	
Certain notes receivable are reported as expenditures in the Governmental Funds and then offset by a deferred revenue as they are not available to pay current expenditures. Likewise, when the note is collected it is reflected in revenue. This is the net change between notes receivable collected and issued.	99,128
Development revenue contracted for should be recognized in the Government-wide Statements but has not yet paid and thus not recognized in the Governmental Funds.	90,000
Repayment of bond principal is an expenditure in Governmental Funds, but the repayment reduces long-term liabilities in the Government-wide Statement of Net Assets.	
This amount represents long-term debt repayments.	1,670,000
Interest expense on long-term debt is reported in the Government-wide Statement of Activities and Changes in Net Assets, but they do not require the use of current financial resources. Therefore, interest expense is not reported as expenditures in Governmental Funds. This amount represents the change in interest payable.	(84,628)
Change in Net Assets of Governmental Activities	$ 3,067,503

See accompanying Notes to Basic Financial Statements.

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of the Clayton Redevelopment Agency of the City of Clayton, California, (Agency) have been prepared in conformity with accounting principles generally accepted in the U.S.A. (USGAAP) as applied to governmental agencies. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the Agency's accounting policies are described below.

A. Description of Reporting Entity

The Agency is a blended component unit of the City of Clayton (City). The City Manager acts as the Agency's Executive Director and the City Council acts as the governing commission, which exerts significant influence over its operations. Accordingly, the financial operations of the Agency have also been included in the financial statements issued by the City.

The Agency was established in June 1987. The Agency Board members are the elected officials of the City Council. Redevelopment Plans were adopted in June 1987 for the Redevelopment Project Area. The Agency was established pursuant to the Community Development Law of the State of California as codified in Part I of Division 24 of the State of California Health and Safety Code. As such, the Agency acts as a legal entity, separate and distinct from the City, even though the City Council serves as the Agency's Board of Directors.

The actions of the Agency are binding and its representatives routinely transact business, including the incurrence of long-term debt, in the Agency's name. The Agency is broadly empowered to engage in the general economic revitalization and redevelopment of the City through acquisition and development of property in those areas of the City determined to be in a declining condition and within the Project Area.

B. Basis of Accounting/Measurement Focus

The accounts of the Agency are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Government - wide Financial Statements - The Agency's government-wide financial statements include a Statement of Net Assets and a Statement of Activities. These statements present summaries of governmental activities for the Agency.

These financial statements are presented on an *"economic resources"* measurement focus and the accrual basis of accounting. Accordingly, all of the Agency's assets and liabilities, including capital assets, as well as infrastructure assets, and long-term liabilities, are included in the accompanying Statement of Net Assets. The Statement of Activities presents changes in net assets. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

B. Basis of Accounting/Measurement Focus, Continued

The Agency did not have any program revenues at June 30, 2008. All of the Agency's revenues were considered to be general revenues.

Certain eliminations have been made as prescribed by GASB Statement No. 34 in regards to interfund activities, payables and receivables. The following interfund activities have been eliminated:

- Transfers in/out

Governmental Funds Financial Statements - Governmental funds financial statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances for all governmental funds. An accompanying schedule is presented to reconcile and explain the differences in net assets as presented in these statements to the net assets presented in the government-wide financial statements. The Agency has presented all major funds.

All governmental funds are accounted for on a spending or "*current financial resources*" measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the Balance Sheet. The Statement of Revenues, Expenditures and Changes in Fund Balances present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period.

Revenues are recorded when received in cash, except those revenues subject to accrual (generally 60 days after year-end) are recognized when due. The primary revenue source, which has been treated as susceptible to accrual by the Agency, is property taxes. Expenditures are recorded in the accounting period in which the related fund liability is incurred.

Deferred revenues arise when potential revenues do not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when the government receives resources before it has a legal claim to them, as when grant monies are received prior to incurring qualifying expenditures. In subsequent periods when both revenue recognition criteria are met or when the government has a legal claim to the resources, the deferred revenue is removed from the balance sheet and revenue is recognized.

The Reconciliation of the Fund Financial Statements to the Government-wide Financial Statements is provided to explain the differences created by the integrated approach of GASB Statement No. 34.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

B. Basis of Accounting/Measurement Focus, Continued

The Agency has the following major funds:

- *Capital Project Fund* – This fund accounts for project expenditures in the Agency's project area.
- *Low/moderate Capital Projects Fund* – This fund accounts for redevelopment property tax increments, which must be set aside for low and moderate income housing.
- *Debt Service Fund* – This fund accounts for the Agency's Series 1993, 1996A, and 1999 Tax Allocation Bonds debt service payments.

C. Use of Restricted and Unrestricted Net Assets

When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, the Agency's policy is to apply restricted net assets first.

D. Cash and Investments

The Agency pools its available cash with the City for investment purposes. The City considers pooled cash and investment amounts with original maturities of three months or less to be cash equivalents.

In accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools,* highly liquid market investments with maturities of one year or less at time of purchase are stated at amortized cost. All other investments are stated at fair value. Market value is used as fair value for those securities for which market quotations are readily available.

The Agency participates in an investment pool managed by the State of California titled Local Agency Investment Fund (LAIF) which has invested a portion of the pooled funds in Structured Notes and Asset-Backed Securities. LAIF's investments are subject to credit risk with the full faith and credit of the State of California collateralizing these investments. In addition, these Structured Notes and Asset-Backed Securities are subject to market risk as to change in interest rates.

In accordance with GASB Statement No. 40, *Deposit and Investment Disclosures (Amendment of GASB No. 3),* certain disclosure requirements, if applicable, for Deposits and Investment Risks are specified in the following areas:

- Interest Rate Risk
- Credit Risk
  - Overall
  - Custodial Credit Risk
  - Concentrations of Credit Risk

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

D. Cash and Investments, continued

In addition, other disclosures are specified including use of certain methods to present deposits and investments, highly sensitive investments, credit quality at year-end and other disclosures.

E. Land Held for Resale

The Agency has acquired two additional properties in Stranahan Circle as part of its primary purpose to provide affordable housing to the project area. The property is being carried at the lower of cost or net realizable value. The Agency has also purchased and re-sold various properties to low and moderate income households. The Agency carries the difference between the cost and the sale on these properties as an investment in low and moderate income housing until the property is either bought back by the Agency or sold on the open market. The City participates in the profits on any sales to any outside party in the same proportion as what the low and moderate income purchaser purchased the property from the Agency at below the market value.

F. Long-Term Liabilities

Government-wide Financial Statements

Long-term debt and other financial obligations are reported as liabilities in the appropriate activities.

Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable premium or discount. Issuance costs are reported as deferred charges.

Fund Financial Statements

The Governmental Fund Financial Statements do not present long-term debt, which are shown in the Reconciliation of the Governmental Funds Balance Sheet to the Government-wide Statement of Net Assets.

Governmental funds recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financial sources. Premiums received on debt issuance are reported as other financing sources while discounts on debt issuance reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

G. Fund Balances

In the Governmental Fund Financial Statements, governmental funds report reservations of fund balances for amounts that are not available for appropriation. Designations of fund balances represent tentative management plans that are subject to change.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, CONTINUED

H. Net Assets

In the government-wide financial statements, net assets are classified in the following categories:

Restricted Net Assets - This amount is restricted by external creditors, grantors, contributors, or laws or regulations of other governments.

Unrestricted Net Assets - This amount is all net assets that do not meet the definition of "invested in capital assets, net of related debt" or "restricted net assets."

I. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

J. New Accounting Pronouncements

Governmental Accounting Standards Board Statement No. 48

For the fiscal year ended June 30, 2008, the Agency implemented Governmental Accounting Standards Board (GASB) Statement No. 48, "Sales and Pledges of Receivables and Future Revenues and Intra-Entity Transfers of Assets and Future Revenues". The Statement is effective for periods beginning after December 15, 2006. This Statement establishes accounting and financial reporting standards for transactions in which a government received, or is entitled to, resources in exchange for future cash flows generated by collecting specific receivables or specific future revenues. It also contains provisions that apply to certain situations in which a government does not receive resources but, nevertheless, pledges or commits future cash flows generated by collecting specific future revenues. In addition, this statement establishes accounting and financial reporting standards that apply to all intra-entity transfers of assets and future revenues. Implementation of GASB Statement No. 48 did not have an impact on the Agency's basic financial statements for the fiscal year ended June 30, 2008.

Governmental Accounting Standards Board Statement No. 50

For the fiscal year ended June 30, 2008, the Agency implemented Governmental Accounting Standards Board (GASB) Statement No. 50, "Pension Disclosures - an Amendment of GASB Statements No. 25 and No. 27". The Statement is effective for periods beginning after June 15, 2007. This Statement establishes and modifies requirements related to financial reporting by pension plans and by employers that provide defined benefit and defined contribution pensions.

2. CASH AND INVESTMENTS

The Agency has pooled its cash and investments of $4,431,572 with the City in order to achieve a higher return on investment. The City maintains a cash and investment pool, which includes cash balances and authorized investments of all the Agency's funds, which the City invests to enhance interest earnings. The pooled interest earned is allocated to the Agency's funds quarterly, based on average daily cash and investment balances in these funds. Certain restricted funds, which are held and invested by independent outside custodians through contractual agreements, are not pooled. These restricted funds include cash with fiscal agents. The investments made by the City are limited to those allowable under State statutes and include the following types of investments:

U.S. Government Securities
Certificates of Deposit
Mutual Funds
Guaranteed Investment Contracts
Commercial Paper
Repurchase Agreements
Deposits with Banks
State of California Local Agency Investment Fund

All cash and investments are stated at fair value. Pooled investment earnings are allocated monthly based on the average cash and investment balances of the various funds and related entities of the City. Cash and investments in the accompanying Statement of Net Assets include investment earnings accrued through June 30, 2008.

The Agency also had Cash with Fiscal Agents in the amount of $1,430,550 which was designated for debt service payments. These funds were all invested in Securities of U.S. Government Treasury Agencies with U.S. Instrumentality. They all mature within 12 months and have a Aaa rating.

See the City's Basic Financial Statements for disclosures related to cash and investments and the related to credit risk, concentration of credit risk, and interest rate risk.

3. NOTES RECEIVABLE

At June 30, 2008, notes receivable consisted of the following:

Description		Beginning Balance July 1, 2007		Additions		Deletions		Ending Balance June 30, 2008
Professional Apartment Management, Inc.	$	2,713,200	$	200,000	$	61,400	$	2,851,800
Eden Housing, Inc. (formerly Peace Grove)		567,000						567,000
Second Mortgage Program		226,240				20,490		205,750
Assessment District Loans		353,122				18,982		334,140
Total	$	3,859,562	$	200,000	$	100,872	$	3,958,690

Professional Apartment Management, Inc.

On September 21, 1999, the Agency made a loan to the Professional Apartment Management, Inc. ("PAM") in the amount of $750,000, at non-interest bearing rate, to construct and develop an affordable senior assisted living center on the site to be known as "Diamond Terrace." The note is secured by the Deed of Trust. On October 1, 2001, the Agency entered into an agreement to loan PAM up to $4,036,000 including the $750,000 note previously advanced. The additional loan is at a non-interest bearing rate. Repayment of the loan commenced on October 1, 2005, with annual payments through October 1, 2023. As of June 30, 2008, the outstanding balance of the loan was $2,851,800.

Eden Housing, Inc.

On October 13, 1992, the Agency made a loan to the Eden Housing Inc. (formerly Peace Grove, Inc.) in the amount of $567,000, at a non-interest bearing rate, for the purchase of land for redevelopment and housing project for low-income mental health system clients. The loan is secured by a Deed of Trust. The loan has been assumed by Eden Housing, Inc. The principal balance is payable on December 18, 2052. As of June 30, 2008, the outstanding balance of the loan was $567,000.

Second Mortgage Program

The Agency participated in a second mortgage assistance program, whereby qualified applicants are loaned money for a "silent second" down payment to purchase a home in the Stranahan development within the City. There are seven individual loans. As of June 30, 2008, the outstanding balance of the loans was $205,750.

Assessment District Loans

The Agency has provided assistance to special assessment districts within the City, to fund repairs and improvements. There are three districts which received loans. As of June 30, 2008, the outstanding balance of the loans were $334,140.

4. INTERFUND TRANSACTIONS

Interfund Transfers

During the fiscal year ended June 30, 2008, the Agency had the following transfers:

	Transfers in
Transfers out	Debt Service Fund
Capital Projects Fund	$ 2,391,403

The Agency transferred $2,391,403 from the capital projects fund to the debt service fund for the current debt service payments.

5. NOTES PAYABLE

On June 17, 1999, the Agency received a loan from the City in the amount of $475,000, at an interest rate of 6.5%. The interest is payable quarterly and the principal balance payable in full on or before January 1, 2023. As of June 30, 2008, the outstanding balance of the note was $475,000 and is included in the Agency's long-term debt.

6. LONG-TERM DEBT

The following is a summary of long-term debt transactions during the fiscal year ended June 30, 2008:

Description	Beginning Balance July 1, 2007	Additions	Reductions	Ending Balance June 30, 2008	Amounts Due Within One Year	Amounts Due in More Than One Year
Governmental activities:						
1993 Tax Allocation Bonds	$ 2,295,000	$ -	$ 1,165,000	$ 1,130,000	$ 60,000	$ 1,070,000
1996 A Refunding Tax Allocation Bonds	5,585,000	-	280,000	5,305,000	295,000	5,010,000
1999 Tax Allocation Bonds	6,135,000	-	225,000	5,910,000	235,000	5,675,000
Advance from City of Clayton	475,000	-	-	475,000	-	475,000
Total governmental activities	$ 14,490,000	$ -	$ 1,670,000	$ 12,820,000	$ 590,000	$ 12,230,000

1993 Tax Allocation Bonds

1993 Tax Allocation Bonds in the principal amount of $4,905,000 were issued on December 17, 1993 by the Agency. Principal payments are payable on August 1 of each year. Interest payments are payable semi-annually on February 1 and August 1. Bonds maturing after August 1, 2003 are subject to call on any interest payment date at par, plus a premium of 1% to 2% of the principal amount. On August 1, 2007 the Agency called bonds totaling $1,075,000 and paid no premium. The bonds are special obligations of the Agency and are secured by the Agency's tax increment revenues.

The annual debt service requirements to amortize the 1993 Tax Allocation Bonds outstanding at June 30, 2008, were as follows:

Fiscal Year Ending June 30,	Principal	Interest	Total
2009	$ 60,000	$ 61,050	$ 121,050
2010	70,000	57,443	127,443
2011	70,000	53,558	123,558
2012	75,000	49,534	124,534
2013	75,000	45,371	120,371
2014-2018	465,000	154,984	619,984
2019-2022	315,000	25,114	340,114
Total	$ 1,130,000	$ 447,054	$ 1,577,054

6. LONG-TERM DEBT, CONTINUED

1996 Refunding Tax Allocation Bonds

1996 Series A Refunding Tax Allocation Bonds in the principal amount of $7,225,000 were issued on November 16, 1996 by the Agency to provide funding for projects within the Redevelopment Agency project area. The principal payments are payable on August 1 of each year. Interest payments are payable semi-annually on February 1 and August 1. Bonds maturing after August 1, 2009 are subject to call on any interest payment date at par, plus a premium 1% to 2% of the principal amount. The bonds are special obligations of the Agency and are secured by the Agency's tax increment revenue.

The annual debt service requirements to amortize the 1996 Refunding Tax Allocation Bonds outstanding at June 30, 2008, were as follows:

Fiscal Year Ending June 30,	Principal	Interest	Total
2009	$ 295,000	$ 280,448	$ 575,448
2010	305,000	264,995	569,995
2011	325,000	248,453	573,453
2012	340,000	230,745	570,745
2013	360,000	211,570	571,570
2014-2018	2,110,000	725,739	2,835,739
2019-2021	1,570,000	129,538	1,699,538
Total	$ 5,305,000	$ 2,091,488	$ 7,396,488

1999 Tax Allocation Bonds

1999 Issue Tax Allocation Bonds in the principal amount of $7,460,000 were issued on June 15, 1999 by the Agency to provide funding for projects within the Redevelopment Agency project area. The principal payments are payable on August 1 of each year. Interest payments are payable semi-annually on February 1 and August 1. The bonds are special obligations of the Agency and are secured by the Agency's tax increment revenues.

6. LONG-TERM DEBT, CONTINUED

The annual debt service requirements to amortize the 1999 Tax Allocation Bonds outstanding at June 30, 2008, were as follows:

Fiscal Year Ending June 30,	Principal	Interest	Total
2009	$ 235,000	$ 282,085	$ 517,085
2010	245,000	271,883	516,883
2011	255,000	260,878	515,878
2012	270,000	248,930	518,930
2013	280,000	236,140	516,140
2014-2018	1,615,000	959,173	2,574,173
2019-2023	2,045,000	506,625	2,551,625
2024-2025	965,000	48,875	1,013,875
Total	$ 5,910,000	$ 3,106,221	$ 8,724,588

7. RISK MANAGEMENT

As a component unit of the City, the Agency participates in joint power agreements through the Municipal Pooling Authority of Northern California (Authority) which provides insurance coverage for liability and workers' compensation claims. Claims liabilities are accrued when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated.

The Authority covers claims in an amount up to $15,000,000. The City has a deductible of $5,000 per claim for liability cases and no deductible for workers' compensation claims. Once the City's deductible is met, the Authority becomes responsible for payment of all claims. The Authority is self-insured up to $1,000,000 per claim and has excess coverage to a maximum of $25,000,000.

The Authority is governed by a board consisting of representatives from member municipalities. The board controls the operations of the Authority including selection of management, approval of operating budgets and is independent of any influence by member municipalities beyond their representation on the Board. The Executive Director of the Agency (i.e. City Manager) is a Board member of the Authority and serves on its executive committee at this time.

The City's general liability premium payments to the Authority in the amount of $17,015 for fiscal year 2007-2008 are in accordance with formulas established by the Authority. Actual surpluses or losses are shared according to a formula developed from overall loss costs and spread to member entities on a percentage basis after a retrospective rating.

Detailed financial information may be obtained from the Authority at the following address:

Municipal Pooling Authority of Northern California
1911 San Miguel Drive Suite #200
Walnut Creek, CA 94596

8. FINANCIAL CONDITION

The Agency has a deficit net assets of $(1,184,487) as of June 30, 2008. The Agency projects that future resources will be sufficient to pay long-term obligations as they become due.

9. PRIOR PERIOD ADJUSTMENTS

A. *Government-Wide Statements*

During the fiscal year 2008, the Agency made an accounting adjustment to record an investment which was purchased during the prior year and to reclassify governmental type activities to fiduciary type activities, since the nature of the type of activity had changed to that of an agency. This resulted in the following adjustments.

	Net Assets as Previously Reported	Accounting Adjustments: Understatement of Deferred Revenue	Accounting Adjustments: Land Held for Resale	Net Assets as Restated
Governmental Activities:				
Net assets	$ (4,263,249)	$ (927,641)	$ 938,900	$ (4,251,990)
Total governmental activities	$ (4,263,249)	$ (927,641)	$ 938,900	$ (4,251,990)

The prior period adjustment for the Governmental activities (government wide basis) is less than the adjustment for the Governmental funds (fund basis) because a number of the accruals implemented on the fund basis in the current year were already being done on the government wide basis. Thus the adjustment to the Governmental activities (government wide basis) is significantly less than the adjustment to the Governmental funds (fund basis).

B. *Fund Financial Statements*

During the fiscal year 2008, the Agency made an accounting adjustment to record an investment in an obligation which was purchased during the prior year. This resulted in the following adjustments.

	Fund Balance as Previously Reported	Accounting Adjustments: Understatement of Deferred Revenue	Fund Balance as Restated
Governmental Fund:			
Major Fund			
RDA Low/Moderate Capital Projects	$ 4,589,789	$ (927,641)	$ 3,662,148
Total governmental funds	$ 4,589,789	$ (927,641)	$ 3,662,148

Other Supplementary Information

BUDGETARY PRINCIPLES

The Agency follows these procedures in establishing the budgetary data reflected in the financial statements:

- By June 30, the City Manager submits to the City Council a proposed operating budget for the year commencing July 1. The operating budget includes proposed expenditures and the means of financing them. Continuing appropriations are rebudgeted by the City Council as part of the adoption of subsequent year's budgets. The City and Agency routinely conduct a public Mid-Year Budget Review each year in late January or early February.

- Public hearings are conducted to obtain taxpayer comments.

- The budget is legally enacted through passage of a resolution during a City Council meeting in the month of June.

- The City Manager is authorized to transfer budgeted amounts within an activity, within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the City Council.

- Formal budgeting is employed as a management control device during the year for the general, certain special revenue and debt service funds.

- Budgets for the debt service and capital project funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

Budgeted amounts are as originally adopted or as amended by the City Council. Budget amendments were not material in relation to the original appropriations.

Under encumbrance accounting, purchase orders, contracts and other commitments for expenditures are recorded to reserve that portion of the applicable appropriation. Encumbrance accounting is employed as an extension of formal budgetary accounting. Since encumbrances do not yet constitute expenditures or liabilities, encumbrances outstanding at year-end are reported as reservations of fund balances.

Clayton Redevelopment Agency
Budgetary Comparison Schedule
For the fiscal year ended June 30, 2008
RDA Capital Projects Fund

	Final Budget	Actual	Variance from Final Budget Favorable (Unfavorable)
REVENUES			
Property taxes	$ 4,119,165	$ 4,260,335	$ 141,170
Use of money and property	15,992	8,802	(7,190)
Other revenue	-	60,200	60,200
Gain of sale of land held for resale	-	167,846	167,846
TOTAL REVENUES	4,135,157	4,497,183	362,026
EXPENDITURES			
Planning and development	830,611	828,362	2,249
Interest and fiscal charges	30,875	30,875	-
TOTAL EXPENDITURES	861,486	859,237	2,249
REVENUES OVER (UNDER) EXPENDITURES	3,273,671	3,637,946	364,275
OTHER FINANCING SOURCES (USES)			
Transfers out	(3,273,671)	(2,341,403)	932,268
Transfers to the City of Clayton	-	(922,268)	(922,268)
TOTAL OTHER FINANCING SOURCES (USES)	(3,273,671)	(3,263,671)	10,000
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	$ -	374,275	$ 374,275
FUND BALANCES:			
Beginning of fiscal year		790,724	
End of fiscal year		$ 1,164,999	

Clayton Redevelopment Agency

Budgetary Comparison Schedule
For the fiscal year ended June 30, 2008
RDA Low/Moderate Capital Projects Fund

	Final Budget	Actual	Variance from Final Budget Favorable (Unfavorable)
REVENUES			
Property taxes	$ 1,029,791	$ 1,065,083	$ 35,292
Program income	-	81,890	81,890
Use of money and property	140,000	176,397	36,397
TOTAL REVENUES	1,169,791	1,323,370	153,579
EXPENDITURES			
Planning and development	209,430	431,186	(221,756)
TOTAL EXPENDITURES	209,430	431,186	(221,756)
REVENUES OVER (UNDER) EXPENDITURES	960,361	892,184	(68,177)
OTHER FINANCING SOURCES (USES)			
Transfers out	(50,000)	(50,000)	-
TOTAL OTHER FINANCING SOURCES (USES)	(50,000)	(50,000)	-
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	$ 910,361	842,184	$ (68,177)
FUND BALANCES:			
Beginning of fiscal year (as restated)		3,662,148	
End of fiscal year		$ 4,504,332	

Clayton Redevelopment Agency

Budgetary Comparison Schedule
For the fiscal year ended June 30, 2008
RDA Debt Service Fund

	Final Budget	Actual	Variance from Final Budget Favorable (Unfavorable)
REVENUES			
Use of money and property	$ 35,000	$ 46,981	$ 11,981
TOTAL REVENUES	35,000	46,981	11,981
EXPENDITURES			
Community services and facilities	2,900	10,825	(7,925)
Principal	1,670,000	1,670,000	-
Interest and fiscal charges	710,578	681,015	29,563
TOTAL EXPENDITURES	2,383,478	2,361,840	21,638
REVENUES OVER (UNDER) EXPENDITURES	(2,348,478)	(2,314,859)	33,619
OTHER FINANCING SOURCES (USES)			
Transfers in	2,391,403	2,391,403	-
TOTAL OTHER FINANCING SOURCES (USES)	2,391,403	2,391,403	-
REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	$ 42,925	76,544	$ 33,619
FUND BALANCES:			
Beginning of fiscal year		1,167,758	
End of fiscal year		$ 1,244,302	

MOSS, LEVY & HARTZHEIM LLP
CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Members of the Governing Board
Clayton Redevelopment Agency
Clayton, California

We have audited the financial statements of the governmental activities and the major funds of the Clayton Redevelopment Agency (Agency) as of and for the fiscal year ended June 30, 2008, and have issued our report thereon dated November 24, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Agency's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Agency's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Agency's financial statements that is more than inconsequential will not be prevented or detected by the Agency's internal control.

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A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Agency's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

We noted certain other matters that we reported to management of the Agency in a separate letter dated November 21, 2008.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the component unit financial statements of the Agency are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. Such provisions include those provisions of laws and regulations identified in the *Guidelines for Compliance Audits of California Redevelopment Agencies* issued by the California State Controller. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards.*

This report is intended solely for the information and use of the Agency's Board of Directors, management, and the California State Controller's Office Division of Accounting and Reporting, and is not intended to be and should not be used by anyone other than these specified parties.

Moss, Levy & Hartzheim

MOSS, LEVY & HARTZHEIM, LLP
Beverly Hills, California
November 24, 2008

CITY OF CLAYTON

MANAGEMENT REPORT
AND
AUDITOR'S COMMUNICATION LETTER

For the Fiscal Year Ended
June 30, 2008

MOSS, LEVY & HARTZHEIM LLP
CERTIFIED PUBLIC ACCOUNTANTS

PARTNERS:
RONALD A. LEVY, C.P.A.
CRAIG A. HARTZHEIM, C.P.A.
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November 21, 2008

Honorable Mayor and the Members
of the City Council
City of Clayton
6000 Heritage Trail
Clayton, CA 94517

RE: Recommendations and suggestions resulting from the annual audit of the City of Clayton for the fiscal year ended June 30, 2008

Honorable Mayor and Council Members:

Having completed the annual audit of the City's records for the fiscal year ended June 30, 2008, we would like to take this opportunity to bring to your attention the following observations, recommendations, and suggestions we feel are appropriate at this time:

Cash Disbursements

1. Finding – Check register does not match actual checks:
During the test of cash disbursements, it was noted that for two checks, the actual numbers on the checks do not match the numbers in the check register (#23512 and 23596).

Effect:
When actual checks do not match the check register, there is a breakdown in internal control over financial reporting, including a proper audit trail. Also, it makes preparation of bank reconciliations difficult.

Recommendation:
We recommend that the City ensure that all check registers match the actual checks written.

Management's Response:
The reason check numbers in reality and the check numbers in our Fundware check register may not agree is a functional problem within the accounting software. For security purpose, there is no way to correct Fundware check registers once checks have

been posted to the system. Therefore, this anomaly can occur when printing checks and our sequence has been altered due to printer malfunction. The Finance Department keeps very close tabs on the actual checks issued and these checks numbers are kept in sequence grouping per issue date in our manually-kept Check Register. To address the concern of the occasional actual check not matching the Fundware number, the Dept. will now put the "control numbers" next to the check numbers in our Check Register. In addition, the Fundware Check Register will be manually adjusted when a difference in numbers occur.

2. <u>Finding – Incorrect fees charged:</u>

During the test of cash receipts, it was noted that four Facility and Park Rental fees were calculated using the prior year's fee schedule (Receipt #s 20661, 20493, 20497, 20690).

<u>Effect:</u>

By charging customers incorrect amounts, the City is not in compliance with the current fee schedule that was passed by resolution by the City Council.

<u>Recommendation:</u>

We recommend that the City ensure that all fees are charged according to the Council-approved fee schedule, for the correct fee schedule that is in effect for that time period.

<u>Management's Response:</u>

We agree that the correct charges should occur. To facilitate this, the Finance Department will be more proactive and involved in assuring that all previous fee schedules are destroyed and replaced with the current ones. (The lost revenue for the above receipts was for a total of $4.00.) In addition, the Dept. has implemented random checks of cash receipts for any discrepancies.

3. <u>Finding – Missing receipts:</u>

During the review of employee reimbursements and credit card payments, it was noted that seven receipts for gas purchases and one receipt for a car wash were missing for one IMPAC credit card payment (#9070012). On another statement, five receipts were missing for gas purchases (#9070028).

<u>Effect:</u>

When an employee cannot support charges on his/her City credit card with receipts or other supporting documents, a misappropriation of funds could have occurred. Also it is impossible to determine if an improper purchase was made.

<u>Recommendation:</u>

We recommend that the City ensure that all employee credit card statements be paid only after thorough review of all receipts and supporting documentation.

<u>Management's Response:</u>

The Finance Department has already implemented a "Missing Receipt" form that must accompany any cardholder's statement that has a missing receipt. The form states: vendor, amount, reason for the missing receipt, signature of the cardholder, department head's signature and is finally signed by the City Manager when the bill is ready to pay. It already states in our Policy that credit card privileges can be rescinded if abused, and these forms would substantiate the withdrawn privilege. However, note that most of the missing receipts occur for fuel purchases which do not require any verification of user or vehicle. Given this, it is just as likely that improper purchases (e.g. fuel for non-City vehicles) could be made with a receipt. Therefore, it remains the job of the department heads to carefully monitor fuel consumption for each of the department's vehicles.

4. Finding –Petty cash overage:

During the review of petty cash, it was noted that the petty cash for the police department was over by $26.

Effect:

When the amount of cash and receipts in a petty cash box does not match the amount that is recorded in the general ledger, there would appear to be a lack of control over petty cash, therefore a misappropriation of funds could occur.

Recommendation:

We recommend that the City strengthen controls over the petty cash to ensure that it reconciles to the recorded amounts at all times.

Management's Response:

The office coordinator who is in charge of the police department's petty cash has concluded that she inadvertently gave or made incorrect change. The police department has numerous cash transactions that often require making change. The Finance Department has counseled her to balance the petty cash monthly to help identify any mistakes and rectify them.

5. Finding – Incomplete review of journal entries:

During the review of journal entries, it was noted that various journal entries are not being reviewed or signed off by someone other than the preparer.

Effect:

Without oversight over journal entries, inappropriate entries may occur, which would result in a misstatement in the City's financial records.

Recommendation:

We recommend that the City ensure that either all journal entries are reviewed by a responsible official or journal entries over a designated dollar amount, and that reviewed journal entries are signed by the reviewer, to signify approval.

Management Response:

Past and current procedures dictate that our City Treasurer verify the bank reconciliation, and perform random checks of the journal entries. (The City Treasurer is a volunteer public official appointed by the City Council). Note that our procedures are identical to any standard audit utilizing random sampling.

6. Finding – Debit balance for various deposit payable accounts:

During the review of deposits payable, it was noted that there was a total of $10,555.86 of debit balances in various deposit payable accounts.

Effect:
A debit balance in the deposit payable accounts results in depositors owing the City money. This happens when a deposit account is overdrawn, and may result in the City not being able to recover the overdrawn balance.

Recommendation:
We recommend that the City ensure that all deposit accounts have a credit balance. If deposit accounts become negative and overdrawn, the City should stop work on that project immediately and send a bill to the depositor for replenishment.

Management Response:
We agree that deposit accounts should have a positive balance. There are occasions where timing between services being provided by staff or consultants and the developer or property owner deposits overlap. It is our policy to notify planning and engineering staff when deposits are near depletion. While it would seem prudent to immediately stop work on a project that is negative and overdrawn, it is not always practical. Many of the deposit accounts are for stormwater inspections that must be performed by state requirements regardless of funding. In this instance, a deposit account overdrawn is a public-private partnership wherein the account shall be replenished before sale of public real property will occur.

This information is intended solely for the use of the City Council of the City of Clayton and management of the City of Clayton and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Moss, Levy & Hartzheim, LLP
Beverly Hills, CA

CITY OF CLAYTON
Founded 1857 Incorporated 1964

Agenda Date: 12/2/08

Agenda Item: 4 a RDA

Approved:

Gary A. Napper
City Manager/Executive Director

AGENDA REPORT

TO: HONORABLE CHAIRMAN AND BOARDMEMBERS

FROM: EXECUTIVE DIRECTOR

DATE: 02 DECEMBER 2008

SUBJECT: NOMINATION AND ELECTION OF CHAIRMAN AND VICE CHAIRMAN

RECOMMENDATION

It is recommended the Board of Directors elect its Chairman and Vice Chairman for the ensuing twelve (12) month period.

BACKGROUND

The election of these officers from within the membership of the Board commences each year at the first regularly-scheduled Board meeting in December.

Chairman Hank Stratford and Vice Chairman David Shuey were elected to their current offices on 04 December 2007. The following table lists the officers of the Agency in recent years:

Year	Chair	Vice Chair
2008	Hank Stratford	David Shuey
2007	David Shuey	Hank Stratford
2006	Julie Pierce	Pete Laurence
2005	Pete Laurence	Julie Pierce
2004	David Shuey	Pete Laurence
2003	Gregg Manning	David Shuey
2002	Rich Littorno	Gregg Manning

NOMINATION AND ELECTION PROCEDURES

Pursuant to Chapter 2.04 – Council Meetings of the *Clayton Municipal Code*, the City of Clayton uses the most recent version of *Robert's Rules of Order* to govern the conduct of City business meetings. As a legally separate public entity, the Clayton Redevelopment

Agency may use its own procedures for this matter but has typically mirrored the process used by the Clayton City Council. Therefore, to assist in the procedure of nominating and selecting a chairman and vice chairman at this meeting, the following rules* have been extracted and outlined below:

1. The nomination/election of the next Chairman is to be conducted by Chairman Stratford. Once the next Chairman has been elected by the Board of Directors, the new Chairman then presides over and conducts the remainder of the business items on the agenda, including the election of the Vice Chairman.

2. The method of nomination in this respect is an "open nomination" solely by and from within the membership of the presently-seated Board of Directors. Nominations cannot be accepted from members of the public.

3. No "second" is required for a nomination, although sometimes one or more members will "second" a nomination to indicate endorsement.

4. In no event may a member nominate more persons than there are positions to fill.

5. When it appears no one else wishes to make a nomination, the chair of the meeting asks one (1) final time if there are additional nominations. If there is no response, the chair then declares…" the nomination for [Chairman or Vice Chairman, as applicable] is closed."

   It is unnecessary to have a motion to officially close the nominations; yet, if such a motion is made, that motion then requires an affirmative 2/3rds vote of the Board present [4 of 5]. After nominations are closed, a majority vote is required to re-open them.

6. Nominees are voted on in the order in which they are nominated. As soon as one of the nominees receives a majority vote [in this case, 3 or more votes], the chair then declares that person elected to that respective office, and no vote is taken on the remaining nominee(s).

FISCAL IMPACT

No financial impact. The office of Chairman and Vice Chairman do not receive a monthly stipend, nor does any member of the Board of Directors for the Clayton Redevelopment Agency.

*Reference: Chapter XIV - Nominations and Elections, *Robert's Rules of Order* [RONR, 10th Edition, pp. 418-430]

MINUTES
REGULAR MEETING
GEOLOGIC HAZARD ABATEMENT DISTRICT (GHAD)

Agenda Date: 12/2/08

Agenda Item: 4a GHAD

July 15, 2008

1. **CALL TO ORDER AND ROLL CALL** – the meeting was called to order by Chairperson Walcutt at 7:35 p.m. Boardmembers present: Chairman Walcutt, Vice Chairperson Pierce, Manning, Shuey, and Stratford. Staff present: District Manager Angrisani, City Manager Napper, General Counsel Adams, Secretary Jackson.

2,. **PUBLIC COMMENTS** - None.

3. **CONSENT CALENDAR** – **It was moved by Boardmember Manning, seconded by Vice Chairperson Pierce to approve the Consent Calendar as submitted (5-0 vote).**

(a) Approved the Oakhurst Geologic Hazard Abatement District Board minutes for the regular meeting of June 17, 2008.

4. **PUBLIC HEARINGS**

(a) Public Hearing on the proposed Geological Hazard Abatement District (GHAD) Proposed Assessments for Fiscal Year 2008-2009.

The District Manager presented the staff report recommending increasing the assessment by the allowed amount.

Chairman Walcutt opened the Public Hearing at 7:37 p.m. No Public Comments were received and Closed the Public Hearing at 7:37 p.m.

It was moved by Vice Chairperson Pierce, seconded by Boardmember Manning to adopt Resolution 02-2008 approving the District's levy of assessments for FY 2008-2009.

5. **ACTION ITEMS** – None.

6. **BOARD ITEMS** – None.

7. **ADJOURN-** on call by Chairman Walcutt the meeting adjourned at 7:38 p.m.

Respectfully submitted,

Laci J. Jackson, Secretary

Approved by the Board of Directors
Geologic Hazard Abatement District

William R. Walcutt, Chairman

CITY OF CLAYTON
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Agenda Date: 12/2/08

Agenda Item: 5a GHAD

GHAD REPORT

TO: HONORABLE CHAIRMAN AND BOARDMEMBERS

FROM: GENERAL MANAGER

DATE: DECEMBER 2, 2008

SUBJECT: SELECTION OF CHAIR AND VICE CHAIR

RECOMMENDATION

It is recommended the Board of Directors select a new Chairman and Vice Chairman for the next year.

BACKGROUND

Similar to the Clayton City Council's annual reorganization, the Board of Directors of the Oakhurst Geologic Hazard Abatement District (GHAD) also annually changes its chairman and vice chairman.

Since the December 4, 2007 Board meeting, Boardmember Bill Walcutt has served as Chairman of GHAD with Boardmember Julie Pierce serving as Vice Chair. At this time, the Board should conduct the nomination and selection of its chair and vice chair to serve for the next twelve months. In recent years the following have served as officers of GHAD:

2008	Chair Bill Walcutt	Vice Chair Julie Pierce
2007	Chair Julie Pierce	Vice Chair Gregg Manning
2006	Chair Bill Walcutt	Vice Chair Gregg Manning
2005	Chair David Shuey	Vice Chair Bill Walcutt
2004	Chair Bill Walcutt	Vice Chair Gregg Manning
2003	Chair Bill Walcutt	Vice Chair Julie Pierce

FISCAL IMPACT

None. Boardmembers do not receive any stipend for their time and effort expended in these offices.

Respectfully submitted,

Rick Angrisani
General Manager