

ACTION MINUTES
OF THE
REGULAR MEETING
TRAILS AND LANDSCAPING COMMITTEE

MARCH 27, 2006

1.a. COMMITTEE CALL TO ORDER & ROLL CALL

The meeting was called to order at 7:05 p.m. by Chairman Dan Richardson in the Library Community Room, 6125 Clayton Road, Clayton, CA.

Committee Members present: Candace Bass, JoAnn Caspar, Victor Geisler, Howard Kaplan, Jerry Kosel, Linda Pinder, Dan Richardson, Janise Trezise, Bill Vineyard, Memory Woodard, Vice-Mayor Bill Walcutt (ex-officio Member).

Committee Members absent: Ben Jay, Jerry Zimmerman.

Staff present: Assistant to the City Manager Laura Hoffmeister, Maintenance Supervisor Mark Janney.

1.b. INTRODUCTIONS OF NEW COMMITTEE MEMBERS

Chairman Dan Richardson welcomed the new committee members: Janise Trezise and Victor Geisler, recently appointed by the City Council replacing members who had previously resigned; and Jerry Kosel, and Memory Woodard who were unable to attend the first meeting. These Committee Members were invited by the Chair to provide a short biography of their residency, employment and interest in being on the Committee.

2. CONSENT CALENDAR

Motion by Woodward, seconded by Pinder to approve the consent calendar. Motion passed unanimously (Vote 10-0).

3. PUBLIC COMMENTS

None.

4. ACTION ITEMS

- (a) *Consideration and discussion of possible Public Education and Awareness Programs and Opportunities. Discussion and review of the scope of responsibilities for the existing Citywide Landscape Maintenance District (CFD 1997-1).*

Chairman Dan Richardson provided overview and history of the Blue Ribbon Committees prior outreach efforts. Other Committee members shared some additional background of outreach, i.e.: community surveys, meetings with interest groups. There was consensus that on-going articles in the *Clayton Pioneer* should be done. Chairman Richardson would contact the *Pioneer* to explore this and report back at the next meeting. Additional discussion ideas occurred, including having a booth at certain community events, holding community informational

meetings, having a banner up when a community info meeting held. City staff was asked to ensure that the materials from the Blue Ribbon Committee were still on-line. Chair Richardson, with consensus of the Committee, tabled further discussion to future meeting agendas, in order to address other agenda items.

No Action taken.

(b) *Continued Discussion and review of the scope of responsibilities for the existing Citywide Landscape Maintenance District (CFD 1997-1).*

Chairman Richardson, with consensus of the Committee, tabled this item due to time considerations and continued it to the next meeting agenda.

No Action taken.

(c) *Discussion of current and preferred Maintenance Standards for the Landscape District.*

Chairman Richardson, with consensus of the Committee, tabled this item due to time considerations and continued it to the next meeting agenda.

No Action taken.

(d) *Consideration of date for Committee field tour of Landscape maintenance District.* Moved Chairman Richardson, with consensus of the Committee, tabled this item due to time considerations and continued it to the next meeting agenda. Committee members were asked to bring to the next meeting their calendar so that a date could be set and any location ideas to consider for including in the tour.

No Action taken.

(e) *Establish schedule for Committee Member reports at City Council meetings.*

Committee Member Vineyard agreed to report to the next City Council meeting (April 4, 2006). The Chair with consensus of the committee members continued the item to the next meeting to allow calendar coordination by committee members for other future dates.

(f) *Selection of Vice Chair.*

Committee Member Woodard nominated Bill Vineyard, seconded by Committee Member Pinder. Committee Member Vineyard asked if anyone else wanted to serve, he could but thought a new member would be a good complement and allow an opportunity for them to get more involved. Committee Member Geisler indicated he would be interested. Committee Member Vineyard declined the nomination and members Woodard and Pinder withdrew the nomination.

Motion by Woodard for Geisler as Vice Chair, seconded by Vineyard, and unanimously approved (Vote 10-0).

5. CORRESPONDENCE

None.

6. COMMITTEE ITEMS

- (a). Chairman Richardson would provide background materials regarding plant care standards; and see about getting an estimate of the value to the current city landscape district (plants/irrigation); and calendar of community event dates.
- (b). Chairman Richardson indicated it would be beneficial for the Committee to begin discussing the District's existing and desired Maintenance Standards at the next meeting.
- (c). Chairman Richardson reminded members to bring their calendars to the next meeting so that the field trip date can be selected; reporting dates to the City Council and community event dates.
- (d). Committee requested that a brochure be created covering the Committee's purpose, names, meeting dates and website address.

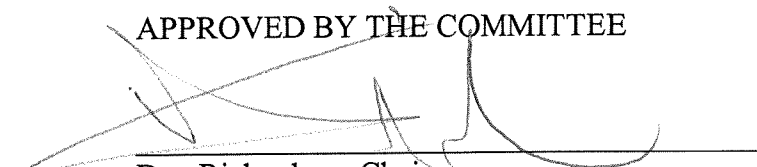
7. ADJOURNMENT

Upon call by Chairman Richardson, the meeting adjourned at 8:55 p.m.

Minutes prepared by:


Laura Hoffmeister, Asst. to the City Manager

APPROVED BY THE COMMITTEE


Dan Richardson, Chairman
Victor Gelsky, Vice Chair

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