



AGENDA

REGULAR MEETING

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TRAILS AND LANDSCAPING COMMITTEE

MONDAY, NOVEMBER 27, 2006

7:00 p.m.

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

COMMITTEE MEMBERS

Candace Bass	JoAnn Caspar
Victor Geisler – Vice Chair	David Johnson
Jerry Kosel	Kelly Marshall
Debbie Mullins	Linda Pinder
Dan Richardson - Chair	Janise Trezise
Bill Vineyard	Memory Woodard
Jerry Zimmerman	

Vice Mayor Bill Walcutt (Ex-Officio)

- A complete packet of information containing staff reports and exhibits related to each item is available for public review in City Hall located at 6000 Heritage Trail on Monday prior to the Committee 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
- 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.

*** TRAILS AND LANDSCAPING COMMITTEE ***

NOVEMBER 27, 2006

1. **CALL TO ORDER & ROLL CALL** – Chairman Richardson.

2. **CONSENT CALENDAR**

Consent Calendar items are typically routine in nature and are considered for approval by the Committee with one single motion. Members of the Committee, 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) Approval of Action Minutes from the Committee meeting of November 13, 2006.

3. **PUBLIC COMMENTS**

Citizens may address the Committee on items within the Committee's jurisdiction, (which are not on the agenda) by completing a speaker card and forwarding it to the Chair. 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 Committee 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 Committee.

4. **ACTION ITEMS**

- (a) Committee consideration of possible preferred maintenance standards of care for the Landscape District at \$235.00 per year.

5. **CORRESPONDENCE** – review of incoming and outgoing correspondence.

- (a) Email communication from resident (Jack Meyers) concerning renewal of Landscape District.
 - (b) Top 5 Priority Survey from a resident (John Biasotti).

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

- (a) Assignment for Committee Report to the City Council at their Tuesday, December 5, 2006 meeting.

7. **ADJOURNMENT**– The Committee's next regularly-scheduled meeting is a Monday, December 11, 2006 joint meeting with the Clayton City Council (7:00 p.m.).

ACTION MINUTES
OF THE
REGULAR MEETING
TRAILS AND LANDSCAPING COMMITTEE

Agenda Date: 11-27-06

Agenda Item: 2 (a)

NOVEMBER 13, 2006

1. COMMITTEE CALL TO ORDER & ROLL CALL

The meeting was called to order at 7:08 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, Jerry Kosel, Debbie Mullins, Linda Pinder, Dan Richardson, Janise Trezise, Memory Woodard, Jerry Zimmerman, and Vice Mayor Bill Walcutt (ex-officio Member).

Committee Members absent: David Johnson, Kelly Marshall, Bill Vineyard.

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

2. CONSENT CALENDAR

(a) Information Only

1. *Results of Top Five Priority Survey taken at October 26th Clayton Business & Community Association (CBCA) Meeting.*
2. *Communication concerning Clayton Pioneer ads on Committee meetings.*

(b) *Approval of Action Minutes for the regular Committee meeting of October 23, 2006.*

Motion by Woodard, seconded by Pinder, to approve the Action Minutes as submitted.
Motion passed (vote 10-0).

3. PUBLIC COMMENTS

Chairman Dan Richardson introduced City Councilmember-elect Hank Stratford in attendance at the Committee's meeting. Mr. Stratford noted he recognizes the Landscape District will be one of the City's more pressing issues in his term of office and he wanted to attend a Committee meeting to meet the Committee members and to hear first hand their discussion of the issues.

4. ACTION ITEMS

(a) *Committee consideration of six (6) possible funding Options and corresponding maintenance standards of care:*

- A. \$157.00/year Standard (What District is spending currently on existing care).
- B. \$192.00/year Standard (50% increase over current \$127.86/year tax rate).
- C. \$210.00/year Standard (Increment cost in \$200.00 year examined in 2004).
- D. \$249.00/year Standard (Preferred Standard of City Maintenance Supervisors).
- E. \$309.00/year Standard (Blue Ribbon Committee/Measure "M" O&M cost only)
- F. \$ -0-/year Standard (No monies, District expires, landscaping dies).

Chairman Richardson led the Committee's in-depth discussion and critique of the six (6) options for the Landscape Maintenance District, including questions and answers of staff regarding associated levels of maintenance. After considerable exchange, the Committee agreed by consensus that Option A (\$157.00/year Standard) and Option E (\$309.00/year Standard) were deemed not acceptable to the Committee or unlikely to be accepted by the public due to high cost. By informal vote (10-0), the Committee did agree that any option recommended ought to include the operation of the Clayton Fountain on weekends and holidays.

The Committee next examined the differences in maintenance levels between Option B (\$192.00/year), Option C (\$210.00/year) and Option D (\$249.00/year). The Committee gravitated toward Option C as the preferred base but then wished to add certain maintenance levels from Option D into that standard, such as Oleanders trimmed yearly, turf aerated yearly, establishment of an annual \$20,000 landscape replacement fund, and the operation of the Clayton Fountain (frequency as noted above). Staff was asked to prepare the compilation and associated cost of a Modified Option C level of landscape maintenance care for the Committee's next meeting.

4. (b) *General discussion on the next steps for formulating a recommendation to the City Council on the District's renewal and tax rate for voter consideration before July 2007.*

No discussion or action taken.

4. (c) *Discussion of possible Clayton Pioneer articles.*

No discussion or action taken.

5. **CORRESPONDENCE** – *review of incoming and outgoing correspondence.*
None.

6. **COMMITTEE ITEMS**

(a). *Assignment for Committee Report to the City Council at their Tuesday, November 21, 2006 meeting.*

Committee Member Mullins agreed to provide the Committee's verbal report at the next City Council meeting (November 21st) and at the next CBCA meeting on November 16th.

City Manager Napper reported the City Council wished to meet in a joint session with the Committee to discuss progress to date and to provide any input and guidance that might be useful to the Committee's development of a recommended ballot measure for the Landscape District. The City Council suggested Monday, November 27th but was open to alternative dates. The Committee asked if the City Council would consider meeting with the Committee in joint session at its regular meeting on Monday, December 11th in order to allow the Committee additional time to craft a preliminary proposal for the City Council to consider.

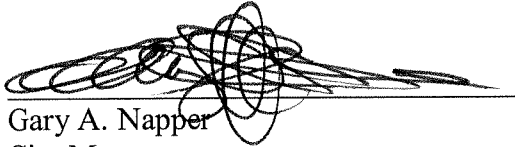
7. ADJOURNMENT

Upon call by Chairman Richardson, the meeting adjourned at 8:51 p.m.

APPROVED BY THE COMMITTEE

Dan Richardson, Chairman

Minutes prepared by:

A handwritten signature in black ink, appearing to read "Gary A. Napper", is written over a horizontal line.

Gary A. Napper
City Manager

#

Agenda Date: 11-27-06

Agenda Item: 4 (a)

TRAILS & LANDSCAPE COMMITTEE
\$235 A YEAR STANDARDS
November 27, 2006

Note: Development of Standards assumed responsibility for District in "as-is" landscape condition but brought to the higher standard of maintenance requested by the Committee. No workloads were included to elevate the existing landscaping with more shrubs, trees or associated improvements [e.g. irrigation systems; hardscape; replantings; deferred capital improvement projects].

Cost represents total operations and maintenance

Landscape Trimming **\$196,379**

- Trim all landscape areas in District 2 times a year.
 1. Trim all shrubs and groundcover in District landscape areas.
 2. Haul off all trimmings and debris
 3. Hand-pull all large weeds over one foot tall.
 4. Pick up visible litter.
 5. Remove all dead shrubs or groundcover.
 6. Cut all suckers.
 7. Blow off all walkways and street areas.

Irrigation Maintenance **\$87,838**

(Irrigation systems are operational approximately 9 months)

- Check complete system 2 times a year.
- Adjust controllers 3 times a year.
- Repair any broken waterlines within 1 month of request.
 1. Complete system check of entire irrigation system.
 2. Adjust all sprinkler heads for proper coverage.
 3. Mark all irrigation boxes on lids and curbside.
 4. Repair any leaks in mainline or control valves.
 5. Repair any broken sprinkler heads.
 6. Replace or repair all irrigation boxes.
 7. Provide irrigation system upgrades over time as funding allows.

Mowing Turf **\$13,380**

(Lawn areas will be mowed approximately 9 months out of the year)

- Mow lawns every 2 weeks.
- Edge lawns once a month.
- Fertilize lawns every 6 months.
- Aerate once a year.
 1. Mow all lawns in District.
 2. Edge all lawns in District.
 3. Fertilize all lawns in District.
 4. Pick up litter and debris in lawn areas.
 5. Blow off all walkways and street areas

Tree Trimming **\$7,994 + \$25,000 =** **\$32,994**

- Trim all Crape Myrtles trees every 18 months.
- Trim all Oleanders trees every year.
- Trim trees away from walkways and signs as time allows.
- Trim as needed.
- **\$25,000** tree trimming contract.
 1. Prune all Crape Myrtles for increase summer flowering.
 2. Thin and trim out crowns on all Oleander trees.
 3. Stake up trees as needed.
 4. Cut out all suckers.
 5. Coordinate contract tree work.
 6. Trim trees away from walkways and signs.

Herbicide Control **\$104,598**

- Spray pre-emergent 2 times a year in median.
- Spray pre-emergent once a year in roadside landscape areas.
- Spot spray every 2 months.
- Spray Round-Up along trails and open space once a year.
- Pull weeds over 1 foot as time permits.
 1. Control weeds located in the landscape areas
 2. Spray pre-emergent in landscape areas.
 3. Hand-pull any weeds over one foot.

Fertilizing **\$11,180**

- Fertilize all landscape areas once a year.
- Use slow release 14x14x14 at 1.5 lbs per 100 square feet
 1. Fertilize all landscape areas of District.
 2. Clean all walkways and street of excess fertilizer.

Annuals **\$9,072**

- Plant annuals once a year.
- Weed and clean planters once every 3 months.
 1. Plant annuals in all District flowerbeds.
 2. Cultivate soil and add conditioner before planting.
 3. Weed and clean out planters periodically.

Trails	\$63,041
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- Spray pre-emergent along trails 2 times a year.
- Spray Round Up along trails 2 times a year.
- Complete trail repair and inspection once a year.
- Periodic trail repair and inspection 6 times a year.
- Cut down weeds along sides of trails 2 times a year.
 1. Clear trails of all weeds and debris.
 2. Repair trail headers.
 3. Replace ¼ by dust.
 4. Repair signage.

Open Space	\$8,093
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- Cut weeds two times a year 30 feet from fence lines.
- Cut weeds two times a year along major trails and creeks.
- Remove noxious weeds under contract from Oakhurst hillside open space.
 1. Cut weeds along major trails and creeks to three inches in height.
 2. Cut weeds 30 feet from fence lines in District to three inches in height.
 3. Remove noxious weeds from Oakhurst open space.
 4. Coordinate weed abatement and noxious weed contracts.

Open Space Weed Abatement Contract 2 x \$32,000	\$64,000
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Open Space Noxious Weed Contract	\$28,000
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Clayton Fountain Operation (weekends & holidays)	\$44,300
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Replacement Fund	\$20,000
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Additional Services/ Fixed Costs	\$258,112
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PG&E electricity:	\$ 26,240
Irrigation Water:	\$185,000
Contract Work (well repair/pumps):	\$ 16,402
Property Tax admin. fee:	\$ 3,500
City admin. fee:	<u>\$ 26,970</u>
Total:	<u>\$258,112</u>

Calculation Assumption:

\$940,987 / 4000 parcels = \$235 a year

\$40,000 = \$10 a year

Agenda Date: 11-27-06

Agenda Item: 5 (a)

-----Original Message-----

From: Jack Meyers [mailto:jack_meyers@yahoo.com]

Sent: Monday, November 20, 2006 2:44 PM

To: David T. Shuey

Subject: RE: the blue store?

Thanks!!

Renewing the old district w/ COLA is a *no-brainer*. To *not* renew it would be "landscape suicide" and destroy the equity our city has built up in its beautiful but "cheap & cheerfully maintained" landscape.

I don't think the "distribution of who pays how much --Oakhurst vs. Old Clayton" is any longer an issue (and should not even be brought up publically because that can be derivative. It should be moot anyway since we've all been paying the same for several years now.)

As for the "value of we'd get above the \$130-- to \$200" it needs to be compelling, not cause \$70/year is a lot of \$, but because anything more than status quo (+COLA) is superfluous in our humble abode.

I am the President of Oak Hollow 2 HOA (Jerry Kossel serves w/ me) and every year the mantra for our HOA assessments is "status quo+COLA unless there's a very compelling value proposition." I tend to think the same for the City. I don't know what that would be--I think the # of days for the fountain is a terrific compromise!

"L&L Status Quo & COLA" is my drink of choice...

Received

NOV 21 2006

City of Clayton

From: John Biasotti
29 Ohlone Ln.

Agenda Date: 11-27-06

Agenda Item: 5 (b)

Help the Clayton Trails and Landscape Committee

What are YOUR TOP FIVE priorities for the care of the
Landscape Maintenance District

Pick your top five priorities (1=HIGHEST; 5=LOWEST):

Repair Irrigation Systems ✓	✓
Upgrade Irrigation Systems	
Replace Dead Landscaping ✓	✓
Plant New Landscaping in Ignored Areas (ie: north Lydia Lane)	
Trim Roadway Landscape Shrubs ✓	✓
Fertilize Landscaping ✓	✓
Open Space/Trail Weed Abatement more than 1 x per year	
Pre-Emergent Spraying for Weeds	
Eliminate Care of Neighborhood Street Plants (ie: Peacock Ck; Diablo Pkwy)	
Place Bark in All Bare Areas	
Trim District Trees ✓	✓
Litter Control	
Clayton Fountain: Operate Waterfall Daily, with Geysers on the weekends	
Clayton Fountain: Operate Waterfall and Geysers weekends only	
Ground Squirrel Management	

Would you like to provide any other comments or suggestions regarding your District Landscaping?

IF THIS IS TRULY A LANDSCAPE MAINTENANCE DISTRICT, THE ITEMS CHECKED ABOVE ARE ALL EQUALLY IMPORTANT UPGRADING, ADDING NEW LANDSCAPING, OPERATING WATERFALL, ETC DON'T BELONG IN A MAINTENANCE BUDGET
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(optional contact info) Email, or address: _____

Thank you for your input on this important issue !!

-- Clayton Trails and Landscape Committee