



AGENDA

SPECIAL JOINT MEETING

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CLAYTON CITY COUNCIL & TRAILS AND LANDSCAPING COMMITTEE

MONDAY, DECEMBER 11, 2006

7:00 p.m.

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

CITY COUNCIL

William R. Walcutt – Mayor
Gregory Manning – Vice Mayor
Julie Pierce – Council Member
David T. Shuey – Council Member
Hank Stratford – Council Member

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 Gregg Manning (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.

* JOINT STUDY SESSION *

DECEMBER 11, 2006

7:00 P.M.

1. CALLS TO ORDER & ROLL CALLS

- A. Clayton City Council – Mayor Walcutt
- B. Trails and Landscaping Committee – Chairman Richardson

2. PLEDGE OF ALLEGIANCE – led by Mayor Walcutt.

3. PUBLIC COMMENTS

Citizens may address the Council or Committee on items within each jurisdiction, (which are not on the agenda) by completing a speaker card and forwarding it to the Mayor. 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 or 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 Council and Committee.

4. DISCUSSION ITEM

- (a) Overview of Committee's progress and activities to date (Chairman Richardson).
- (b) Joint consideration of possible funding options, maintenance standards of care, special tax rates, duration of tax rate and escalator clause alternatives for submittal of a local ballot measure to the voters for renewal of the Citywide Landscape Maintenance District prior to the existing District's expiration on June 30, 2007.

5. FUTURE AGENDA ITEMS – limited to requests and directives for future meetings.

6. ADJOURNMENT– The City Council's next regularly-scheduled meeting is a Tuesday, December 19, 2006. The Committee's next regularly-scheduled meeting is Monday, January 8, 2007.

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**COMMITTEE'S CURRENT
OPTION UNDER REVIEW.**

**A HYBRID OF OPTIONS
C & D**

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:	\$258,112

Calculation Assumption:

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

\$40,000 = \$10 a year

FIVE

MAINTENANCE STANDARDS

OPTIONS

REQUESTED MAINTENANCE STANDARDS
TRAILS AND LANDSCAPE COMMITTEE

- OPTION A:** \$157.00/year Standard
What the District is approximately spending to meet existing care standards (actual approximate \$151.00).
- OPTION B:** \$192.00/year Standard
50% increase over existing \$127.86/year annual tax.
- OPTION C:** \$210.00/year Standard
The increase cost of the \$200.00/year Standard developed in 2004.
- OPTION D:** \$249.00/year Standard
Preferred Standard of City Maintenance Supervisors
- OPTION E:** \$309.00/year Standard
Increased cost of the Blue Ribbon Committee's O&M Preferred Standard of \$280.00 contained in Measure M (2005).

DISTRICT STANDARDS (AT A GLANCE)

LANDSCAPE TRIMMING

Option A	Option B	Option C	Option D	Option E
\$157 a year	\$192 a year	\$210 a year	\$249 a year	309 a year
Every 18 months	Once a year	2 times a year	2 times a year	3 times a year

IRRIGATION MAINTENANCE

Check once a year	Check twice a year	Check twice a year	Check twice a year	Check 4 times a year
Adjust controllers once a year	Adjust controllers 3 times a year	Adjust controllers 3 times a year	Adjust controllers 3 times a year	Adjust controllers once a month
Repairs as time permits	Repairs within 1 month	Repairs within 1 month	Repairs within 1 month	Repairs within 72 hours

MOWING TURF

Mow in 2 weeks	Mow in 2 weeks	Mow in 2 weeks	Mow once a week	Mow once a week
Edge monthly	Edge monthly	Edge monthly	Edge weekly	Edge weekly
Fertilize yearly	Fertilize 2 a year	Fertilize 2 a year	Fertilize 2 a year	Fertilize 2 a year
			Aerate 3 a year	Aerate 3 a year
			Thatch yearly	Thatch yearly

TREE TRIMMING

Crapes yearly	Crapes yearly	Crapes 1.5 years	Crapes yearly	Crapes yearly
Oleanders 1.5 years	Oleanders 1.5 years	Oleanders every other year	Oleanders yearly	Oleanders yearly
Safety trims	Safety trims	Trim if time permits	Safety trims	Safety trims
Stake as time permits	Stake as time permits	Stake as time permits	Stake within 1 month	Stake within 1 month
			Walkways/signs within 1 month	Walkways/signs within 1 month
\$10,000	\$10,000	\$25,000	\$30,000	\$100,000

HERBICIDE CONTROL

Preemergent yearly	Preemergent yearly	Preemergent twice a year in medians	Preemergent twice a year in medians	Preemergent twice a year in medians
		Preemergent yearly in landscape	Preemergent yearly in landscape	Preemergent 2 times a year
Spot spray every 10 weeks	Spot spray every 10 weeks	Spot spray every 2 months	Spot spray every 2 months	Spot spray every 6 weeks
Spray trails yearly	Spray trails yearly	Spray trails 2 times a year	Spray trails 2 times a year	Spray trails 2 times a year
Pull weeds>1' as time permits	Pull weeds>1' as time permits	Pull weeds>1' as time permits	Pull weeds>1' as time permits	Pull weeds>1' every 6 weeks

FERTILIZING

No fertilizing	No fertilizing	Fertilize yearly	Fertilize yearly	Fertilize 2 times a year
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Option A	Option B	Option C	Option D	Option E
\$157 a year	\$192 a year	\$210 a year	\$249 a year	309 a year

ANNUALS

Yearly	Yearly	Yearly	2 times a year	3 times a year
Clean 3 months	Clean 3 months	Clean 3 months	Clean 2 months	Clean once a month

TRAILS

Preemergent yearly	Preemergent yearly	2 times a year	2 times a year	2 times a year
Round up yearly	Round Up yearly	2 times a year	2 times a year	2 times a year
Repair/inspect yearly	Repair/inspect yearly	Repair/inspect yearly	Repair/inspect yearly	Repair/inspect yearly
Repair 4 times yearly	Repair 4 times yearly	Repair 6 times yearly	Repair 3 times yearly	Repair 3 times yearly
Mow yearly	Mow yearly	Mow 3 times	Mow 2 times	Mow 2 times

OPEN SPACE

Fence lines yearly	Fence lines yearly	Fence lines 2 times	Fence lines yearly	Fence lines 2 times
Mow yearly	Mow yearly	Mow 2 times	Mow yearly	Mow 2 times
Noxious weed contract	Noxious weed contract	Noxious weed contract	Noxious weed contract	Noxious weed contract

ADDITIONAL SERVICES

	Water feature Weekend/Holidays		Water feature Weekend/Holidays	
			\$20,000 Replacement fund	

**RESULTS OF
COMMITTEE'S
PRIORITY OF
MAINTENANCE SERVICES
FOR THE DISTRICT**

PRIORITIES OF THE LANDSCAPE DISTRICT
BY THE TRAILS & LANDSCAPING COMMITTEE
OCTOBER 2006

WEIGHTED AVERAGE
(18=HIGHEST; 1=LOWEST)

Repair Irrigation Systems	16.0
Trim Roadway Landscape Shrubs	14.25
Upgrade Irrigation Systems	12.3
Clayton Fountain: Operate Weekends	11.3
Litter Control	11.2
Replace Dead Landscaping	10.92
Trails Maintenance	10.7
Clayton Fountain: Operate Water Fall Daily	10.0
Open Space/Trail Weed Abatement: 2X Per Year	9.9

Pre-Emergent Spraying of Weeds	9.45
Trim District Trees	9.3
Place Bark in Certain Bare Areas	8.7
Open Space/Trail Weed Abatement: 1X Per Year	8.4
Fertilization of Landscaping	8.3
Clayton Fountain: Operate Daily	8.0
Eliminate Care of Neighborhood Street Plants (e.g. Peacock Crk.)	7.8
Ground Squirrel Management	6.5
Plant New Landscaping in Ignored Areas	5.3

No. of Surveys: 12

