



# AGENDA

## REGULAR MEETING

\* \* \*

### TRAILS AND LANDSCAPING COMMITTEE [CITIZENS OVERSIGHT COMMITTEE]

**MONDAY, DECEMBER 15, 2008**

**7:00 p.m.**

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

#### COMMITTEE MEMBERS

|                            |                                |
|----------------------------|--------------------------------|
| Candace Bass - Chairperson | JoAnn Caspar                   |
| David Disend               | Victor Geisler – Vice Chairman |
| David Johnson              | Jerry Kosel                    |
| Kelly Marshall             | Virginia Siegel                |
| Bill Vineyard              |                                |

Vice Mayor Hank Stratford (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](http://www.ci.clayton.ca.us)
- Any writings or documents provided to a majority of the Committee 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.

# **\* TRAILS AND LANDSCAPING COMMITTEE \***

**DECEMBER 15, 2008**

**1. CALL TO ORDER & ROLL CALL – Chairperson Bass.**

**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) Information Only**

1. Copy of Chairperson's article for the *Clayton Pioneer* (Dec . 19 issue).
2. Copy of City Council October 21<sup>st</sup> meeting minutes.

**(b) Approval of Action Minutes from the Committee meeting of Sept. 15, 2008.**

**(c) Approval of Action Minutes from the Special Committee meeting of Sept. 30, 2008.**

**(d) Quarterly report from Public Works Department outlining District maintenance tasks and services performed in the last three months.**

**3. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

*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. NEW BUSINESS**

**(a) Consider interest in establishing a future subcommittee to work on the Annual Report which would be completed around July/Aug 2009 covering FY 08/09 ending June 30, 2009.**

(Committee Member Vineyard)

**(b) 2009 Meeting Schedule of the Trails and Landscaping Committee  
(Asst. to the City Manager)**

**5. CONTINUED BUSINESS**

**(a) Verbal update on the passage of Measure WW (East Bay Regional Park District bond measure) and City allocation of approximately \$492,000 in grant monies.**

(Asst. to the City Manager)

Staff recommendation: Consideration of interest and determination if a subcommittee should be formed to identify and prioritize potential future trail rehabilitation projects that might be funded through this Measure.

- (b) Verbal information report/reminder regarding procedure for email communications that come from the public to the TLC.  
(Chair Bass)
- (c) Consideration of status of TLC Library Lobby display.  
(Asst. to the City Manager)
- (d) Verbal status report on "Adopt-a-Trail" Program for the Landscape Maintenance District.  
(Committee Member Siegel and Committee Member Disend)

6. Nomination and Election of Chair and Vice Chair for 2009 (Chair Bass)

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

From Chair Bass to outgoing and incoming City Council members.  
Reply response from Chair Bass to Mr. Cook

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

- (a) Assignment of Committee Report to the:  
City Council at its December 16, 2008 meeting.  
CBCA at its January 29, 2009 meeting.
- (b) Future Agenda Items.
- (c) Committee Member communications.

9. **ADJOURNMENT**– The Committee's next regularly-scheduled meeting is Monday, **March 16, 2009 at 7:00 p.m.** in the Meeting Room, Clayton Community Library.

# # # # #

Trails and Landscaping Committee Report- Dec 19 Issue

By Candace Bass

A 32 ounce beer can stuffed inside the branches of a shrub growing along Oakhurst Drive. A half filled plastic bottle strewn along the curb of Clayton Rd. A plastic bag caught on the branches of one of the trees near the Library. These are just a few of the numerous and diverse examples of Clayton litter collected by the T&LC chair one day. These items, many of which were comprised of recyclable containers, quickly filled two bags after two walks and made their way to a presentation at a previous T&LC meeting. How public littering impacts our Landscape District became a topic of discussion.

Victor Geisler, T&LC Vice Chair recalls the litter display, "It was depressing. Cleanliness and presentation are aspects of Clayton which set us apart from other surrounding communities. Having garbage collect in visible areas detracts from these ideals."

According to the Keep California Beautiful (KCB) web site, an aluminum can will take 200-500 years to decompose, while a plastic bag may take up to 10-20 years to deteriorate. Such materials could be recycled instead of left to rot in our public landscaping, or landfill.

At this time of the year, when gift paper and other paper goods are used in abundance, even more garbage accumulates in our homes and in our cities. Some of it may ultimately wind up in our public landscape.

As a way to prevent ensuing environmental consequences, many communities are encouraging their residents to reduce their waste over the holidays by reducing their number of wrapped presents. People can accomplish this by giving time or talent gifts, or by giving entertainment gifts, such as tickets to movie theaters or gift certificates. Other ideas include substituting reusable gift bags for wrapping paper, or sending seasonal greeting cards made with recyclable paper.

Still others are giving to the greater good, by making a contribution to a favorite organization or cause. Some concerned Clayton residents have taken that step by making a partial donation toward a recycling receptacle to be located at the entrance to the Clayton Community Library.

Joyce Atkinson, President of the Library Foundation and a self-proclaimed “big recycler”, agrees: “ It (having a recycling receptacle near the Library.) would be a good idea.”

Encouraging residents to develop the habit of depositing bottles and cans into a designated receptacle has several benefits for the community: This will improve the Library grounds and surrounding roadway landscape where the litter often collects. Additionally, recycling practices saves the city money: Our city is subject to fines if we as

residents do not meet certain recycling standards imposed by State law. The receptacle for the Library will be similar to four recently ordered by the City with State grant monies, and destined for “The Grove” Park ( which is not part of the Landscape District.)

Each recyclable garbage receptacle is itself, constructed of recyclable plastic and with shipping, costs \$1621. Thus far, the city has received \$500 in donations. Those who make a sizable donation may arrange to have a plaque placed on the receptacle. An example of an individual who has donated to the city in this manner in the past, is Linda Pinder, whose donated receptacle can be found on the grassy knoll behind Diamond Terrace.

Donations are tax deductible, and checks may be made out to the City of Clayton. Memo- Recycling Can . Residents may either drop off their checks, or mail them to: City Hall, 6000 Heritage Trail, Clayton, CA 94517.

The next T&LC meeting is scheduled for Mon., March 16<sup>th</sup>, at 7 p.m. in the Library Meeting Room. Residents may submit questions or comments [tocity@info.ci.clayton.ca.us](mailto:tocity@info.ci.clayton.ca.us).

9. ACTION ITEMS

- (a) Continued consideration of a Resolution endorsing the East Bay Regional Parks District's (EBRPD) November 2008 ballot measure (Measure WW) to extend its regional open space, wildlife, shoreline and parks Bond.

The City Manager stated Measure WW is an extension of an existing tax that would provide another \$500 million over a 20 year period. Clayton would receive \$492,000 for local parks and recreation projects. This is the third time this issue has been in front of the Council for consideration. The Trails and Landscaping Committee did look at this issue but declined to make a recommendation.

No Public Comments were received.

Councilmember Walcutt stated he supports this measure.

Councilmember Shuey stated he was initially reluctant to support this measure but was satisfied with the responses from the EBRPD.

Councilmember Stratford stated he is not supporting the measure though he would love to see Clayton get the money. He has concerns with the measure because EBRPD would be purchasing property without a plan to maintain it. Also, he is not comfortable with private properties coming off the tax rolls after the EBRPD purchases the land.

Vice Mayor Pierce is opposed to the measure because it is for capital acquisition only and has no provision for maintenance. She stated many of the properties are already protected from development, are under private maintenance and are on the tax rolls. The EBRPD already has 65 parks and over 1,500 miles of trails and while she would love to see the City receive the money from the measure, the price is too high.

Mayor Manning stated he sees this as something that is going to last 20 years and the population of this county is going to increase significantly. With this increase the citizens are going to want recreation and open space. He also stated he does not trust the county to maintain the Urban Limit Line. He stated this is something that is needed.

Councilmember Walcutt also noted land prices are lower than they have been in 20 years so it is a good time to buy; based on EBRPD's proven record there is no reason not to believe them.

**It was moved by Councilmember Walcutt, seconded by Councilmember Shuey to approve Resolution 57-2008 (Passed 3-2 (vote); Noes: Pierce and Stratford).**

- (b) Presentation and consideration of the Trails and Landscaping Committee's final recommendation for the establishment of an Adopt-a-Trail Program.

The Assistant to the City Manager presented the staff report and stated there were two different types of groups being targeted by the program. The first would a sponsorship that would provide \$1,000 annually to go toward the repair of trails and the second would be to simply pick up trash on the trails.

Trails and Landscaping Committee member Virginia Siegel stated that Ms. Hoffmeister had explained the program well and that she was open to any questions from the Council.

Vice Mayor Pierce thanked the TLC Subcommittee for their hard work on this program and stated it would truly be a self funded program. She also thanked the Trails and Landscaping Committee.

Mayor Manning asked if there were Public Comment.

Tamara Steiner asked what the revenue collected would be used for. Ms. Siegel stated the money would be put back into the trails.

The Council then discussed the trail markers. Ms. Siegel thanked the Maintenance staff for the design of the trail markers.

**It was moved by Vice Mayor Pierce, seconded by Councilmember Stratford to approve the "Adopt-a-Trail" Program and begin its implementation with staff (5-0 vote).**

### **RECESS**

**At 8:25 p.m. Mayor Manning recessed the City Council meeting until after the completion of the Redevelopment Agency meeting.**

### **RECONVENE**

**On call by Mayor Manning at 10:05 p.m., the Council reconvened to Closed Session to discuss Item 2b.**

## **2. CLOSED SESSION**

- (b) *Government Code Section 54956.8, Conference with Real Property Negotiator*  
Real Properties: APNs 119-050-008, 119-050-009 & 119-050-034 (1005 & 1007 Oak St.)  
Instructions to City Negotiator (City Manager) concerning price, terms & conditions.  
Negotiating Parties: Uzoma Nwakuche, LLB.

**10:28- Report out of Closed Session- Mayor Manning report the Council gave direction to the Real Property Negotiator.**

## **10. COUNCIL ITEMS – None.**

## **11. ADJOURNMENT– On call by Mayor Manning the meeting adjourned at 10:28 p.m.**

Respectfully submitted,

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Laci J. Jackson, City Clerk

APPROVED BY CLAYTON CITY COUNCIL

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Gregory J. Manning, Mayor

**ACTION MINUTES**  
**OF THE**  
**REGULAR MEETING**  
**TRAILS AND LANDSCAPING COMMITTEE**  
**[Citizens Oversight Committee]**

**September 15, 2008**

**1. COMMITTEE CALL TO ORDER & ROLL CALL**

A. The meeting was called to order at 7:05 p.m. by Chairperson Candace Bass at the Community Meeting Room at the Clayton Library, 6125 Clayton Road, Clayton, CA.

Committee Members present: Candace Bass, JoAnn Caspar, David Disend, Victor Geisler, David Johnson Jerry Kosel, Kelly Marshall, Bill Vineyard, Vice Mayor Julie Pierce (ex-officio Member).

Committee Members absent: Virginia Siegel

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

**2. CONSENT CALENDAR**

(a) *Approval of Action Minutes from the Committee meeting of June 16, 2008.*

(b) *Monthly report from Public Works Department outlining District maintenance tasks and services performed in the last thirty days.*

Motion by Geisler, seconded Committee Member Vineyard, to approve the Consent Calendar. Motion passed (8-0 vote).

**3. PUBLIC COMMENTS**

None.

*Chairperson Bass moved agenda item (5) New Business forward at this time:*

**5. NEW BUSINESS**

(a) *Discussion of November 2008 Ballot Measure "WW" (East Bay Regional Park District bond extension measure), and consideration of a Committee recommendation for the City Council to officially endorse/support the Measure.*

Chair Bass introduced this item, background and overview of Measure WW and the funds that might be available to the City of Clayton should the measure pass. The Assistant to the City Manager noted that the TLC can make a recommendation the City Council of trail rehabilitation projects that might qualify for funding through this Measure. The TLC can also determine if they want to establish a subcommittee or the whole committee to review the Maintenance staffs "Trail Inventory and Assessment Report" and make list of priorities and recommendations to the City Council.

In response to questions by the TLC members it was noted by staff that there was not any urgency to establish a list at this time or a subcommittee; it could wait until after election to see if the measure passed. After lengthy discussion by the TLC members there was consensus that this item could be deferred to a future meeting if the Measure passed.

Motion by Committee member Caspar, seconded by Committee member Geisler, to table further discussion of this item until after the election. Motion passed (8-0 vote).

*Note: 7:45 pm-- Committee member Kosel left due to a prior scheduled commitment.*

#### **4. CONTINUED BUSINESS**

*(a) Review of subcommittee updated "Adopt-a-Trail" Program for the Landscape Maintenance District.*

Committee Members Siegel reviewed the updated Adopt – a- Trail Program materials in the TLC Agenda packet: the three main updates included dropping the trash can as that is available through existing city memorial and recognition program; change the trail sign design; and clarification of responsibilities of the Adopt a Trail program coordinators and city staff. They explained that they made these adjustments based upon the City Council feedback from the July Council meeting. The sub-committee members had also met with staff to refine the details of the program. The sub-committee was directed to bring the updated program back to the full TLC so that an updated recommendation by the TLC could be forwarded to the City Council. The subcommittee is planning a presentation to the City Council at their October 21<sup>st</sup> meeting, and is seeking TLC approval of the updated program.

Assistant to the City Manager Hoffmeister noted the purpose of returning with the adjustments to the full TLC was to ensure that everyone was aware of the updated proposal, so that everyone would be on the same page as it moved forward for final City Council consideration. Staff showed a full size sample of what the trail marker sign would look like.

The TLC members stated their support for the updated program and thanked the sub-committee members for all their hard work on putting all the detail components together.

Motion by Committee member Marshall, seconded by Committee member Geisler, to recommend the updated "Adopt a Trail" Program to the City Council. Motion passed (7-0 vote).

#### **6. CORRESPONDENCE**

None.

#### **7. COMMITTEE ITEMS**

Assignment of Committee Report to the City Council would be Chair Bass.

Assignment of Committee Report to the CBCA meeting at its September 25, 2008 meeting:  
David Disend as he indicated that they he would be attending.

Assignment of Committee members to attend the City Council meeting on the Adopt a Trails proposal would be Virginia Siegel, David Disend and Kelly Marshall. Virginia would be the lead presenter.

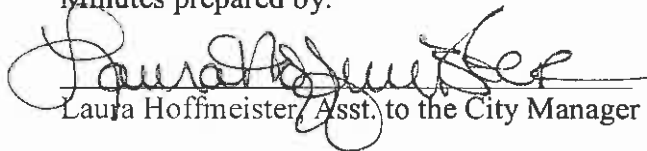
(b). Future agendas to include:  
Measure WW  
Adopt a Trail (subcommittee) status report.  
Nomination and Selection of new Chair and Vice Chair

(c) Committee member communications:  
None

8. **ADJOURNMENT**

Upon call by Chairperson Bass, the meeting adjourned at 8:45 p.m.

Minutes prepared by:

  
Laura Hoffmeister, Asst. to the City Manager

APPROVED BY THE COMMITTEE

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Candace Bass, Chairperson

Agenda Date: 12/15/08

Agenda Item: 2(c)

**ACTION MINUTES**  
**OF THE**  
**SPECIAL MEETING**  
**TRAILS AND LANDSCAPING COMMITTEE**  
**[Citizens Oversight Committee]**

**September 30, 2008**

**1. COMMITTEE CALL TO ORDER & ROLL CALL**

The meeting was called to order at 7:08 p.m. by Chairperson Candace Bass at the Community Meeting Room at the Clayton Library, 6125 Clayton Road, Clayton, CA.

Committee Members present: Candace Bass, JoAnn Caspar, Jerry Kosel, Virginia Siegel, Bill Vineyard, Vice Mayor Julie Pierce (ex-officio Member).

Committee Members absent: David Disend, Victor Geisler, David Johnson, Kelly Marshall.

Staff present: Assistant to the City Manager Laura Hoffmeister.

**2. CONSENT CALENDAR**

None

**3. PUBLIC COMMENTS**

None.

**4. CONTINUED BUSINESS**

None

**5. NEW BUSINESS**

*Discussion of November 2008 Ballot Measure "WW" (East Bay Regional Park District bond extension measure), and consideration of a Committee recommendation for the City Council to officially endorse/support the Measure.*

Chair Bass introduced this item and the reason for the special meeting. The City Council would be considering whether or not to officially endorse the ballot measure at their October 21<sup>st</sup> meeting. Chair Bass felt the TLC may wish to make a recommendation to the City Council on endorsing the measure. Assistant to the City Manager Hoffmeister noted that the City Council had previously discussed this however there were only four Council members present and their views were split 2-2, thus they have put it on their Oct 21<sup>st</sup> agenda when all Council members are expected to be present.

Staff noted that the TLC could make a recommendation the City Council endorse, remain neutral or oppose the measure; or the TLC can decide not to make any recommendation to the City Council.

Several aspects of the measure were discussed, with the focus of the discussion on how members felt the measure might impact and improve the Clayton Trails. After additional discussion some members concluded that the proposed Adopt- a Trail program would offer more reliable funding to the District in terms of support for ongoing maintenance of the trails versus the measure which would provide only capital funds. Other Committee members felt that Measure WW should have been rewritten to have more funds come to the local cities as well as other aspects being changed.

After additional discussion of the pros and cons of the Measure, and weather to recommend endorsement or not a motions was made by Committee member Kosel, seconded by Committee member Siegel, to not make any recommendation to the City Council. Motion passed (4-0-1abstain, Bass).

Assistant to the City Manager Hoffmeister informed the TLC members that if they had an interest in this item as general citizen, they could attend the Oct 21<sup>st</sup> City Council meeting or email or send letter of their own personal view on the matter to the City Council.

**6. CORRESPONDENCE**

None.

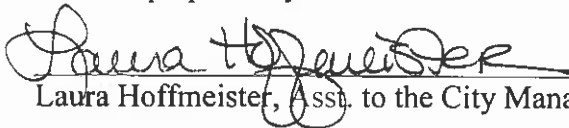
**7. COMMITTEE ITEMS**

None.

**8. ADJOURNMENT**

Upon call by Chairperson Bass, the meeting adjourned at 7:58 p.m.

Minutes prepared by:

  
Laura Hoffmeister, Asst. to the City Manager

APPROVED BY THE COMMITTEE

\_\_\_\_\_  
Candace Bass, Chairperson

Agenda Date: 12/15/08

Agenda Item: 2(d)

**Maintenance  
QUARTERLY REPORT  
UPDATE  
TRAILS & LANDSCAPING  
9/11/08 to 12/11/08**

- Sprayed pre-emergent in Landscape District Citywide
- Spot spray herbicides in Landscape District Citywide
- Trimmed all Crape Myrtle trees and Oleander trees in Landscape District Citywide
- All irrigation has been shut off Citywide within the Landscape District for the winter
- Continued to repair Irrigation systems within the Landscape District
- Continued to trim landscaping along Clayton Road eastbound from City Limits towards Marsh Creek Road.

Agenda Date: 12/15/08

Agenda Item: 4(a)

No Written Materials  
for this  
Agenda Item

# Memo

**To:** Trails and Landscape Committee Members

**From:** Laura Hoffmeister, Assistant to the City Manager

**Meeting Date:** 12/15/08

**Re:** 2009 Meeting Dates

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The TLC meets on a quarterly basis unless additional meetings are called.

The following dates were originally targeted in 2009 as meeting dates.

March 16, 2009

June 15, 2009

September 21, 2009

December 21, 2009

Staff notes that the budget process will likely need a meeting in May, and then a meeting in either June or July to approve the Annual Report. Therefore the TLC may suggest deleting the June meeting and set a May date and July date. Alternatively if the Annual report is put to an August date, the September meeting might be able to be cancelled. Additionally Dec 21<sup>st</sup> is very close to the holiday and may not be a good time to try and schedule a meeting. A decision would not be needed until the March meeting; however staff is looking for direction from the TLC on what dates they may wish to consider for meetings in 2009.

The alternative schedules to consider may look something like: (all dates are the 3<sup>rd</sup> Mondays of the month)

March 16, 2009

March 16, 2009

May 15, 2009

May 15, 2009

July 20, 2009

OR

August 17, 2009

September 21, 2009

OR

November 16, 2009

December 21, 2009

OR

November 16, 2006

Agenda Date: 12/15/08

Agenda Item: 5(a)

No Written Materials  
for this  
Agenda Item

- *Vision for Landscape Improvements & Replacements*  
Committee members: Bass, Marshall, Vineyard, Woodward, Zimmerman.
- *Trails and Open Space*  
Committee members: Geisler, Pinder, Trezise.
- *District Budget and Financing*

After discussion the Committee felt it was premature for this group to be formed until some of the other sub-committee work had progressed, as it would feed into the work of this sub-committee. By consensus the formation of this sub-committee was deferred until later point in time.

(c) *Parameters for Presentation of Committee Reports at:*

1. *Clayton City Council meetings (1<sup>st</sup> and 3<sup>rd</sup> Tuesday evenings)*

Committee member Vineyard will prepare a template that can be used for the reports- introduction of member making report, TLC purpose, agenda items covered at meeting, and close to include invitation to public to come to next Committee meeting (date/time/location) and the opportunity to e-mail comments to the City through its web site ([www.ci.clayton.ca.us](http://www.ci.clayton.ca.us)) . Discussion and consensus of having a core group of TLC members that would report to the City Council rather than each taking a turn. Committee members Vineyard and Geisler agreed to be a part of the core that would make the reports to the City Council. Committee Vineyard to report to June 20<sup>th</sup> City Council meeting.

2. *Clayton Business and Community Association (CBCA) meetings (4<sup>th</sup> Thursday pm)*

Committee member Mullins will provide the report to CBCA. Committee member Pinder is also often available to make this report as she is a CBCA member and attends meetings and could be the alternate.

**Motion by Pinder, second by Kaplan to approve the creation of the template by Committee member Vineyard in the format discussed above. Template to be emailed to the Chairman. (Vote 12-0).**

\* **5. CORRESPONDENCE**

*Committee review and discussion of correspondence responses.*

In order to provide timely response to letters Committee members considered either agreeing on draft template, allowing the Chair a complete latitude to respond, or the TLC or sub-committee drafting response for all to agree on prior to sending out. The committee members supported the draft general letter of response as acceptable template and that the Chairman (or Vice Chair in absence of Chair) would work with staff and provide a timely response in a positive tone similar to the draft. Letters sent out will be attached as information to the agenda for the Committee.

**Motion by Pinder, seconded by Kaplan to approve the response template and provide latitude to the Chair to refine response as appropriate. (Vote 12-0).**

**6. COMMITTEE ITEMS**

(a). Future agendas to include sub-committees status reports.

(b.) Chairman Richardson stated that he had not yet followed up with the *Clayton Pioneer* regarding the Committee interest in having a recurring column space. He would do this before the next meeting.

Agenda Date: 12/15/08

Agenda Item: 5(c)

No Written Materials  
for this  
Agenda Item

Agenda Date: 12/15/08

Agenda Item: 5(d)

No Written Materials  
for this  
Agenda Item

# Memo

**To:** Trails and Landscape Committee Members

**From:** Laura Hoffmeister, Assistant to the City Manager

**Meeting Date:** 12/15/08

**Re:** Nomination and Election of Chair and Vice Chair

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Pursuant to the approved policy of the TLC the terms of Chair and Vice Chair are for one year periods. Candace Bass and Vice Chair Victor Geisler were elected as the by the TLC in December 10, 2007, and thus at this meeting a new Chair and Vice Chair would need to be selected.

The following are the current terms of the Committee members:

| <u>name</u>     | <u>term expires</u> |
|-----------------|---------------------|
| Candace Bass    | June 2009           |
| Joan Caspar     | June 2010           |
| David Disend    | June 2009           |
| Victor Geisler  | June 2010           |
| David Johnson   | June 2009           |
| Jerry Kosel     | June 2010           |
| Kelly Marshall  | June 2010           |
| Virginia Siegel | June 2009           |
| Bill Vineyard   | June 2009           |

objective of the Sub-Committee. Vice Chairman Geisler suggested there should not be 1 price tag for all trails as some of the trail segments have greater "worth" in terms of public visibility, pedestrian use and traffic, and publicity for sponsors. Committee Member Disend noted that in the City of Richmond, sponsors donate \$2,500 per year to adopt a trail segment.

Questions arose as to the public's acceptance of signage and "advertisement" on its trails system, and whether the Committee should do some public outreach in advance to obtain public reaction to such ideas. Chairman Richardson and City Manager Napper both suggested a Supporter Board be placed at the Black Diamond Plaza Trailhead listing sponsors as an alternative to a host of signs along the trails. Committee Member Kosel offered the idea of publishing the sponsors on the new City Trail Map; Assistant to the City Manager Hoffmeister indicated this idea could be accomplished by the use of stickers on the maps so as not to require a whole new production of maps each time a sponsorship expires or is obtained. Maintenance Supervisor Johnston noted his recommendation for the use of 6" X 6" redwood posts for trail sponsor signage as opposed to metal U-channel posts that will get vandalized more easily.

Committee Member Siegel thanked the members for all of their input indicating it gave the Sub-Committee additional ideas to think about in preparation for the February 2008 Committee meeting. City Maintenance staff will be completing its Trail Assessment for that meeting as well, and City Staff will review and comment on the draft Application and Agreement.

No formal action taken; item continued to the Committee's meeting on 11 February 2008.

## 5. NEW BUSINESS

### *(a) Election of Committee Officers.*

#### *1. Committee decision on length of term for Committee Officers.*

Chairman Richardson introduced this item noting the Committee has never addressed the length of term for its chairman and vice chairman; with his pending resignation and before new elections are held, he believed it a good practice to set the terms of office at a one year period to coincide with the timing change of the Clayton City Council each December.

Motion by Richardson, seconded by Vineyard, that the Committee's election of its chairman and vice chairman shall occur each year at its monthly meeting in December and that the terms of office for each shall be one (1) year.

Motion approved (10-0 vote).

#### *2. Election of Chairman.*

Chairman Richardson opened nominations for Committee chairman.

Committee Member Caspar nominated Candace Bass for chairperson.

Committee Member Vineyard nominated Victor Geisler for chairman, seconded by Committee Member Siegel. [City Manager Napper noted nominations do not require a second].

Vice Chairman Geisler nominated Bill Vineyard for chairman, seconded by Committee Member Siegel. Mr. Vineyard indicated his appreciation of the nomination but declined it.

Hearing no other nominations Chairman Richardson closed the nomination. Each nominee was allowed the opportunity to share a few words on their nomination, which they did.

Agenda Date: 12/15/08

**Laura Hoffmeister**

Agenda Item: 7

**From:** kndbass@aol.com  
**Sent:** Tuesday, December 02, 2008 3:29 PM  
**To:** claytonmayor2008@comcast.net; julie\_pierce@comcast.net; hank\_stratford@yahoo.com; shuey@rankinlaw.com; WRWalcutt@aol.com; joeo@padesignresources.com; HGeller617@aol.com  
**Cc:** gnapper@ci.clayton.ca.us; lhoffmeister@ci.clayton.ca.us; repmanbilly@yahoo.com; jerrykosel@earthlink.net; JoJocaspar@comcast.net; victorgeisler@yahoo.com; DavidJohnson32@sbcglobal.net; Kelly.Marshall@earthlink.net; Virginia@onsitehealthandsafety.com; Kndbass@aol.com; dsdisend@gmail.com; c\_e\_bass@yahoo.com  
**Subject:** T&LC Thank You

Mayor Manning and Council,

On behalf of the Trails and Landscaping Committee, I would like to take this opportunity to thank you for the support that you have given the chair and members of the T&LC this past year. On behalf of the committee, I would like to wish both Mayor Manning and Councilman Walcutt on their well deserved retirements. We will miss you both.

As Chair of T&LC, I would also like to extend the Committee's congratulations to Joe Modrano and Howard Geller.

T&LC looks forward to working with the two of you in the near future. One way to familiarize yourselves with the T&LC, is to review the Committee's Annual Report.

Thank you to everyone for your hard work and for your support of T&LC and Clayton's Landscape District.

Sincerely,

Candace Bass  
Chairperson  
Trails and Landscaping Committee

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Tis the season to save your money! [Get the new AOL Holiday Toolbar](#) for money saving offers and gift ideas.

12/11/2008

From: William Cook <tutmoo@yahoo.com>  
 To: kndbass@aol.com  
 Subject: Re: Fwd: landscaping committee  
 Date: Wed, 19 Nov 2008 4:19 pm

ms bass ,thanks for your reply and feedback. while i agree with your assessment of landscaping on the south side berm of marsh creek rd. the north side is another story. there is no vegetation on the north side of the road adjacent to the 5 lot future development .somebody,perhaps clayton,does cut the weeds once a year . who is charged with landscaping the north side berm???. my guess is no one and this will mean that every mile of marsh creek rd.will be landscaped except the north side of the road between regency and pine lane. did this portion of the road get lost in the planning process?? as to the median strip i will repeat my dismay as to why the city would enter agreement with senno, a developer best known for breaking the law and contracts as he pleases.how about the city buy him out and get this work done. feel free to share my comments with other committee members and the city manager.

william cook

--- On Wed, 11/19/08, kndbass@aol.com <kndbass@aol.com> wrote:

From: kndbass@aol.com <kndbass@aol.com>  
 Subject: Fwd: landscaping committee  
 To: tutmoo@yahoo.com  
 Cc: repmanbilly@yahoo.com, jerrykosel@earthlink.net, JoJocaspar@comcast.net, victorgeisler@yahoo.com, DavidJohnson32@sbcglobal.net, Kelly.Marshall@earthlink.net, Virginia@onsitehealthandsafety.com, Ddsdisend@gmail.com, c\_e\_bass@yahoo.com, gnapper@ci.clayton.ca.us, lhoffmeister@ci.clayton.ca.us, julie\_pierce@comcast.net, hank\_stratford@yahoo.com, mjanney@ci.clayton.ca.us, jjohnston@ci.clayton.ca.us  
 Date: Wednesday, November 19, 2008, 2:06 PM

Mr.Cook,

On behalf of the Trails and Landscaping Committee (T&LC) I'd like to thank you for finding us on the city web site. Thanks also for taking the time to review the Annual Report that a few other volunteers and I spent so many hours creating.

One of the members of the T&LC and I drove out your way last week to view the area that you are describing. We noticed an area of Marsh Creek that is particularly well maintained. The owners must take great pride in ownership there. It is in contrast with a median that has weeds growing on it.

Our city manger, Gary Napper took the time to outline for us the parties and their responsibilities in that area :

Agenda Date: 12/15/08

Agenda Item: 7

Apparently, the developer of the Oak Creek Canyon Subdivision is obligated to landscape and plant the medians in Marsh Creek Rd. It was a condition of approval for the 5-unit residential development which lies northeast of the Diablo Parkway intersection. Once it is planted, the Landscape District will maintain it.

If you have any further questions you are more than welcome to bring them to our next T&LC meeting which is scheduled for Monday, December 15th, at 7 p.m., in the Library Meeting Room. We would have an opportunity to meet you in person then. You would have a chance to talk with a maintenance supervisor, who might be able to answer more specific questions. You could also meet the other devoted Clayton residents who volunteer their time and talents by serving on the T&LC.

Thank you again for contacting us.  
I hope to see you at our next meeting.

Sincerely,

Candace Bass  
Chairperson  
Trails and Landscaping Committee

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

From: Gary Napper <gnapper@ci.clayton.ca.us>  
To: 'Bill Vineyard' <repmanbilly@yahoo.com>; 'Candace Bass' <kndbass@aol.com>; 'City Clerk' <cityclerk@ci.clayton.ca.us>; 'David Disend' <dstdisend@gmail.com>; 'David Johnson' <DavidJohnson32@sbcglobal.net>; 'Gary' <gnapper@ci.clayton.ca.us>; 'Hank Stratford' <hank\_stratford@yahoo.com>; 'Jerry Kosel' <jerrykosel@earthlink.net>; 'JoAnn Caspar' <JoJocaspar@comcast.net>; 'John' <jjohnston@ci.clayton.ca.us>; 'Julie Pierce' <julie\_pierce@comcast.net>; 'Kelly Marshall' <Kelly.Marshall@earthlink.net>; 'Laura' <lhoffmeister@ci.clayton.ca.us>; 'MainMJ' <mjanney@ci.clayton.ca.us>; 'Victor Geisler' <victorgeisler@yahoo.com>; 'Virginia Siegel' <Virginia@onsitehealthandsafety.com>  
Cc: mjanney@ci.clayton.ca.us; John Johnston <jjohnston@ci.clayton.ca.us>; Laura Hoffmeister <lhoffmeister@ci.clayton.ca.us>  
Sent: Fri, 7 Nov 2008 1:29 pm  
Subject: FW: landscaping committee

From: William Cook [mailto:tuttmoo@yahoo.com]  
Sent: Friday, November 07, 2008 12:23 PM

**To:** cityinfo@ci.clayton.ca.us

**Subject:** landscaping committee

congratulations on a successful year and thorough annual report. i live on marsh creek rd and continue to be amazed at the deplorable state of the median and burms of marsh creek between regency and pine lane. it's as if eastern clayton is some kind of step child. the rest of clayton is beautiful, but for whatever reason this section is a disgrace. i would like to know what plans have been made, have funds been set aside, and when will work be started. if these questions can be answered by referring existing documents, then please advise.

william cook

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