



AGENDA

REGULAR MEETING

* * *

TRAILS AND LANDSCAPING COMMITTEE

[CITIZENS OVERSIGHT COMMITTEE]

MONDAY, October 24, 2011

7:00 p.m.

*Hoyer Hall at the CLAYTON COMMUNITY LIBRARY
6125 Clayton Road, Clayton, CA 94517*

COMMITTEE MEMBERS

Robert Erich Kelly Marshall (Vice Chair)
Lorraine Mole Jake Pauline (Chair)
Virginia Siegel Bob Steiner
Vice Mayor Howard Geller (Ex-Officio)
Councilmember Hank Stratford (Alternate 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
- 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 *

October 24, 2011

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

2. **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 Consent Calendar, Public Hearing, Action Items and other Agenda Items will be allowed when each item is considered by the Committee.

3. **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 regular meeting of May 23, 2011.
- (b) Status report from Public Works Department outlining District maintenance tasks and services performed in the last five months. *Informational only*
- (c) Status update of the Town Center entry "Daffodil Hill" re-landscape Project – Clayton Rd/old Marsh Creek Rd. *Informational only*
- (d) Deferred Projects status. *Informational Only*

4. **CONTINUED/OLD BUSINESS**

- (a) Verbal Status update on "Adopt-a-Trail" Program for the Landscape Maintenance District.
(Chair Pauline)

5. **NEW BUSINESS**

- (a) Consider recommendation on the proposed Annual Report for the Landscape Maintenance District for FY 2010/2011 as the Citizens Oversight Committee for Measure B.
(Chair Pauline, Committee member Steiner)
Recommended Action: Provide comments, approval and recommendation for submittal to the City Council.

- (b) Review and recommendation on proposed re-landscape plan for the Median on Clayton Road from Oakhurst Blvd. to Mitchell Canyon Road.
Recommended Action: Provide comments, approval recommendation to the City Council.

6. **CORRESPONDENCE** – review of incoming and outgoing correspondence
Informational Only

- August 3, 2011 (Robert Erich)

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

- (a) Next/Future Clayton Pioneer TLC column ideas
- (b) Assignment of Committee Report – Annual Report presentation to the:
 - City Council at its Nov. 1, 2011 meeting
- (c) Future Agenda Items: (all future agendas will include minutes; status on Adopt a Trail; Maintenance Work Status Report for the District; Deferred projects status report)
January 23, 2012 (if needed) - mid year progress report
May 2012- proposed landscape District Budget for FY 2012/13;
-Annual Report subcommittee member selection FY11/12
August/September- FY 2011/12 Annual Report
- (d) Committee Member communications
- (e) Staff Communications/Announcements -

8. **ADJOURNMENT**– The Committee’s next regularly-scheduled meeting is anticipated to be Monday, January 23, 2012 at 7:00 p.m. in Hoyer Hall, Clayton Community Library. Please contact the City Clerk at 673-7300 to verify actual date.

#

Agenda Date: 10/24/11

Agenda Item: 3a

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

May 23, 2011

1. COMMITTEE CALL TO ORDER & ROLL CALL

A. The meeting was called to order at 7:10 p.m. by Chairperson Jake Pauline at Hoyer Hall Community Meeting Room at the Clayton Library, 6125 Clayton Road, Clayton, CA.

Committee Members present: Robert Erich, Kelly Marshall, Lorraine Mole, Jake Pauline (Chair), Bob Steiner, Vice Mayor Howard Geller (ex-officio Member).

Committee Members absent: Virginia Siegel

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

2. PUBLIC COMMENTS

None.

3. CONSENT CALENDAR

(a) *Approval of Action Minutes from the Committee regular meeting of January 24, 2011.*

(b) *Quarterly report from the Public Works Department outlining District maintenance tasks and service performed in the last five months.*

(c) *Status update of the approved deferred improvement projects: Informational only*

1. *Oakhurst Blvd median island replanting and hardscape*

2. *Marsh Creek Circle landscape replacement mitigation project.*

3. *Keller Ridge Drive street tree trimming and replacement*

4. *Clayton Water Feature re-landscaping (Oakhurst Blvd/Clayton Rd intersection)*

5. *Deferred Tree Trimming*

6. *Clayton Greens subdivision cul-de-sac landscape islands (Jeffery Ranch Court/ Caulfield Ct./ Black Point Place)*

7. *Median Demonstration Project*

8. *Arterial Roads infill planting project*

(d) *Minutes and Resolution of the City Council meeting approving the TLC recommendation of extending members' terms through December and new term expiration dates to be December 2011 and December 2012.*

Motion by Committee member Marshall, seconded by Committee member Erich to approve the consent calendar. Motion passed. (vote: 5-0)

2. PUBLIC COMMENTS

None.

4. CONTINUED BUSINESS

(a) Verbal status report on "Adopt-a-Trail" Program for the Landscape Maintenance District.

Chair Pauline noted that there had not been any change since the last update, although the sponsorship checks have been processed and started in February 2011. The new trail sponsors and labor volunteers will have signs installed by City Maintenance staff. Final trail segment location updates will be sent to City staff after the Chair consults with Committee member Siegel to verify adopter trail segments requested. To date the current balance in the Adopt-a-Trail is \$6309.92. There may be some costs for the sign installation by City Maintenance that is not reflected in the total.

(b) Status update of the TLC concept to have unpaid volunteer coordinator.

Assistant to the City Manager Hoffmeister noted that staff understanding is that item is not being pursued by the TLC. In order to have further consideration the TLC would need to draft justification proposal including details of tasks, responsibilities, supervision, etc. The information would then need to be submitted and scheduled for consideration and authorization by the City Council.

By consensus the TLC members confirmed that this matter is no longer being pursued at this time.

(c) Status update of the Irrigation Inventory Assessment – Informational Only Report

Maintenance Supervisor Janney reported that this project has been delayed due to higher priorities. However there has been some progress: The irrigation systems along Oakhurst Drive have been checked and catalogued; systems have been identified for upgrades to a Central Control Computer System which is included as a consideration for FY11/12 District budget to be funded through the deferred maintenance funds; and that upgrades are continuing on irrigation systems in areas that are being replanted. Further any appropriate recommendations of the recently completed water audit by Contra Costa Water District can be incorporated into the assessment.

(d) Irrigation Water Use Audit by Contra Costa Water District – Informational Only Report

Maintenance Supervisor Janney reported that CCWD has scheduled a water audit for May 25. The last audit was done several years back. At that time the CCWD noted that our water efficiency rating was 80-85% and our water usage is less than the water budget the CCWD provided as a guide. City staff noted that there has not been any change in its water budget except for accommodation due to the drought water restrictions by CCWD, and improvements were funds have allowed irrigation upgrades in conjunction with replanting projects. Once the City staff receives any written recommendations from CCWD staff will include in future update to the TLC.

5. NEW BUSINESS

(a) Consider approval of the Trails and Landscape Committee Annual Budget for FY 2011/2012 as the Citizens Oversight Committee for Measure B.

Asst. to the City Manager Hoffmeister reviewed the proposed FY 11/12 budget information, noting the operational budget is about the same as last year. Cost increases relate to matters that are mostly beyond the city direct control, such as fuel increases, water rate increases by CCWD, energy increases by PG&E. In order to continue to provide the same level of service and service stipulated in the Measure B, the cost increases are being recommended to be offset by increasing the revenues, the tax, by the CPI, which for April 2010-2011 is a 2.8% increase which is less than the 3% max established by the voters. The budget includes ongoing labor cost reductions due to unpaid furlough days, and salary freezes.

Maintenance Supervisor Janney noted the recommended list of deferred projects totaling \$330,000 which would include: Clayton Rd median from Oakhurst to old Marsh Creek Rd. (\$115,000); Trail resurfacing (\$175,000); Central Control Irrigation Computer System (\$30,000); and tree replacement and extra trimming (\$10,000).

Committee members commented on need for deferred maintenance projects however wanted to do more median re-landscaping and less trail resurfacing. Chair Pauline asked if instead of increasing the CPI the deferred maintenance funds could be used. Staff noted that this could be done, however future costs increases continue to outpace revenues, and we could end up having to reduce services which is what happened with the old tax measure as it had a three year wait until the CPI increase was applied. The use would also not allow us to continue forward with all the planned projects. Additional discussion among the TLC members continued about the down economy and tough economic times, issues with adjusting for inflation by the CPI and not increasing by the CPI.

Motion by Committee Chair Pauline, seconded by Committee member Erich to not increase the revenue by the CPI for FY 2011/12. Motion failed: 2-3. (vote: 2-3)

Additional discussion ensued regarding the proposed deferred maintenance projects. There was consensus that the TLC desired to modify the median re-landscaping project on Clayton Rd from Oakhurst Blvd to old Marsh Creek Rd, and extend it to Mitchell Canyon Rd. and reduce trail resurfacing accordingly. The TLC noted that they felt that roadway median landscaping was a more noticeable project than the trails which are not as visible. Although the trails are important they wanted to focus more on the median this next fiscal year.

Motion by Committee member Steiner, seconded by Committee member Marshall to recommend the proposed FY 2011/12 budget with a CPI increase of 2.8%. Motion passed. (Vote 5-0)

Motion by Committee member Erich, seconded by Committee member Steiner, to recommend the proposed Landscape Maintenance District Budget for FY 11/12, with modification to the deferred project list to extend the median re-landscaping on Clayton Road to Mitchell Canyon Rd, and to reduce the trail resurfacing funding as needed. Motion passed vote 5.0

(b) Consideration of establishing a subcommittee to prepare the Trails and Landscape Committee Annual Report for FY 10/11 as the Citizens Oversight Committee for measure B.

Chair Pauline, Committee member Steiner agreed to lead this effort. Staff noted that a maximum of three members could participate. Committee member Erich stated that he would be able to help if needed. It was noted that the draft report would need to be presented to the full TLC at a future meeting. Staff will not schedule a meeting until the draft report will be ready. Chair Pauline noted

that they could have the report completed in mid-late September and presented to the City Council thereafter.

By consensus of the TLC the following subcommittee members were selected to draft the FY 10/11 Annual Report: Pauline, Steiner, and Erich.

(c) Status report of erosion of creek bank section along Cardinet Trail and along El Portal Drive near Regency Drive. – Informational Report Only.

Maintenance Supervisor Janney reported that from the winter rains the Cardinet Trail had some erosion with parts of the trail edge falling into the creek at two locations: along Cardinet Trail located about half way between City Hall and the end of Mitchell Canyon Rd.; the other on El Molino next to the sidewalk near Regency Drive.

City crews erected a temporary fence along the creek side of the trail for the safety of trail users to alert them to the edge location until the necessary repairs are made.

The City engineer is assessing these locations and will evaluate options to repair and stabilize taking into consideration the various state and federal regulatory requirements. After this step the City engineer will design work and apply for the needed permits from the State and Federal Government agencies such as Fish and Game, Army Corps of Engineers etc. At this time there is not a hard cost estimate for these repairs or a schedule for completion. The project will be included in the City CIP budget and some funding from the Landscape District may be needed. The hope is to have this completed sometime in calendar year 2012 after the design work is completed, permits are issued, cost determined and funding sources identified and bids are received for the work. In the meantime staff continues to periodically monitor creek bank areas and will install temporary fence to warn of bank edge as needed.

6. CORRESPONDENCE –

None

7. COMMITTEE ITEMS

(a) Next/Future Clayton Pioneer TLC column ideas:

Committee Chair Pauline suggested having an ad or article thanking the new Adopt a Trail sponsors. Chair Pauline will contact and work on this with Committee member Siegel.

(b) Assignment of Committee Reports:

City Council June 7, 2011: - Chair Pauline would be able to attend.

(c) Future agendas to include:

- Adopt a Trail subcommittee status report.
- Maintenance Work status Report for District
- Deferred Project status Report
- FY 10/11 Annual Report

(d) Future meeting dates:

August/September 2011- FY 10/11 draft Annual Report

January 2012 - mid year progress report

May 2012 - proposed landscape District Budget for FY 2012/13

- Annual Report Subcommittee member selection for FY 11/12 Report preparation

(e) Committee member communications:

None.

(d) Staff Communications:

None.

8. ADJOURNMENT

Upon call by Chair Pauline, the meeting adjourned at 8:45 p.m.

Minutes prepared by:

Laura Hoffmeister, Asst. to the City Manager

APPROVED BY THE COMMITTEE

Jake Pauline, Chair

Agenda Date: 10/24/11

Agenda Item: 3 b



QUARTERLY MAINTENANCE REPORT UPDATE TRAILS & LANDSCAPING DISTRICT 5/16/11 to 10/24/11

- Spot spray herbicides and pull weeds in the Landscape District Citywide
- Most irrigation systems are turn off within the Landscape District. Systems only being turn on when needed do to weather conditions.
- Completed more contract work on safety trimming of trees along Oakhurst Drive from Yolanda Circle to City limits that were hanging into the sidewalk and street. Trimmed all the North side trees along Oakhurst Drive from Eagle Peak Drive to Yolanda Circle. All the trees were also trimmed along Pine Hollow Road within the Cities Landscape. Large Oak tree at Old Marsh Creek Road and High Street was lifted and trimmed.
- Completed the Marsh Creek Circle re-plant.
- Completed the Water Fountain re-plant project.
- The second Trim of the Landscape is nearly completed with trimming still to be done on inbound Marsh Creek Road by the Middle School, in bound Clayton Road to the Water Fountain, and Peacock Drive.
- Over the summer made numerous repairs to the irrigation system from repairing main line breaks, replacement of irrigation valves, to the repair of sprinkler heads.
- Installed the trail markers for adopted a trail on the Bruce Lee trail (upper Easley) and Lower Easley. Change or replaced sponsor sign on Cardinet trail and Diablo View trail (Peacock Drive to Community Park)



Agenda Date: 10/24/11

Agenda Item: 3c

Memo

To: Trails and Landscape Committee

From: Asst. to the City Manager, Laura Hoffmeister

Date: October 24, 2011

Re: Status of the Daffodil Hill re-landscape project – Town Center Entry Clayton Rd @ old Marsh Creek Rd

At its September 20th meeting the City Council received a presentation and proposed plans by the CBCA for re-landscaping project of Daffodil Hill. The CBCA is funding the project installation, and has worked for the last two years in plan design. Due to the water restrictions and new water conservation measures the plans were refined to meet new regulations. In accepting the final re-planting plans, funding CBCA has put the project out to bid. The City Council also took action to place the area within the Landscape Maintenance District for future maintenance. After planting installation the City Council will accept the project and it will be maintained by the City either through the existing staff or by contracted services funded through the Landscape Maintenance District.

For your information attached is the City Council Resolution, city council meeting minutes from September 20, staff report and project plans.

RESOLUTION NO. 37-2011

A RESOLUTION APPROVING THE REVISED LANDSCAPE AND IRRIGATION PLANS FOR THE DAFFODIL HILL BEAUTIFICATION (IMPROVEMENTS) PROJECT ON PUBLIC PROPERTY AT THE SOUTHEAST CORNER OF THE INTERSECTION OF CLAYTON ROAD AND OLD MARSH CREEK ROAD (CDD 03-11)

**THE CITY COUNCIL
City of Clayton, California**

WHEREAS, the Clayton City Council previously agreed to allow the Clayton Business and Community Association (CBCA) to install landscape and irrigation improvements on City-owned property at the southeast corner of the intersection of Clayton Road and old Marsh Creek Road (APN 118-560-009); and

WHEREAS, CBCA now wishes to complete its "Daffodil Hill" Beautification project; and

WHEREAS, CBCA will assume full financial responsibility for the design and installation of said landscape and irrigation improvements and obtain needed liability insurance to perform the related work; and

WHEREAS, the installation of the landscape and irrigation improvements would be in conformance with the City of Clayton Landscape Water Conservation Standards and, otherwise, conform with City of Clayton and industry standards; and

WHEREAS, CBCA representatives submitted proposed plans for this project titled Daffodil Hill Improvements, dated September 13, 2011; and

WHEREAS, City staff reviewed the submitted plans received from CBCA representatives and has found them to be in general conformance with the City's Landscape Water Conservation Standards as well as other applicable City of Clayton and industry standards, except as otherwise noted in the conditions of approval stated below; and

WHEREAS, proposed project is categorically exempt per Section 15061(b)(3) of the California Environmental Quality Act (CEQA).

NOW, THEREFORE, BE IT RESOLVED THAT:

SECTION 1. The City Council of the City of Clayton approves the applicant's Daffodil Hill Improvements Plans, dated September 13, 2011, subject to the following findings and conditions regarding the submitted plans:

FINDINGS:

1. Are consistent with the General Plan designation and policies.
2. Meet the standards and requirements of the Zoning Ordinance.
3. Preserve general safety of the community regarding seismic, landslide, flooding, fire, and traffic hazards.
4. Maintain solar rights of adjacent properties.
5. Reasonably maintain the privacy of adjacent property owners and/or occupants.
6. Reasonably maintain the existing views of adjacent property owners and/or occupants.
7. Are complementary, although not identical, with adjacent existing structures in terms of materials, colors, size, and bulk.
8. Are compatible with the neighborhood and surrounding land uses.

CONDITIONS:

1. Prior to commencing work on this project, the Clayton Business and Community Association (CBCA) and/or its contractor(s) shall enter into an Agreement(s) with the City of Clayton to be allowed access onto the subject City-owned property (APN 118-560-009) and shall provide acceptable liability insurance in the amount of \$2,000,000.00, naming the City of Clayton as an additional insured, for the subject work to be performed on this property to the satisfaction of the City Manager and the City Attorney.
2. Prior to commencing work on this project, the CBCA shall contract with a qualified Construction Manager to oversee the work to be performed related to this project and to assure and certify in writing that the work performed is in accordance with the approved project plans to the satisfaction of the City Maintenance Supervisor.
3. Six (6) months following installation of the plant materials and irrigation system approved for this project, the assigned CBCA representative and City Maintenance Supervisor shall inspect the installed plant materials and irrigation system. Any dead or dying plant materials shall be replaced. Replacement plant materials shall be as determined by the City Maintenance Supervisor. Any malfunctioning irrigation equipment shall be replaced or repaired as determined by the City Maintenance Supervisor. CBCA shall be responsible for all costs associated with replacing the plant materials and replacement or repair of the malfunctioning irrigation equipment. After the replacement plant materials have been satisfactorily installed and the malfunctioning irrigation equipment satisfactorily replaced or repaired, the City of Clayton shall assume ongoing all responsibility for the maintenance of the plantings and irrigation system.
4. All work performed on this project shall be in accordance with industry and City standards.

5. The detail on Sheet L-3 of the approved plans shall be changed to show 1812 SAM series Rain Bird bodies instead of the 1804 series to be consistent with the existing equipment that presently exists on the subject property.
6. Prior to the City of Clayton assuming the ongoing maintenance responsibility for the subject property, said property shall be annexed into the City-wide Landscape Maintenance District 2007-1 to the satisfaction of the City Manager and City Attorney.
7. The Daffodil Hill Improvements "Proposed Planting Plan", dated 9/13/11, approved for this project shall be modified to reduce the number of 36" box Quercus Agrifolia, Coast Live Oak, trees from four (4) to three (3) in the area south of the Town Center sign to the satisfaction of the City's Maintenance Supervisor.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Clayton, California, at a regular public meeting thereof held on September 20, 2011 by the following vote:

AYES: Vice Mayor Geller, Councilmembers Medrano, Pierce and Stratford.

NOES: None.


ABSENT: Mayor Shuey.

ABSTAIN: None.

THE CITY COUNCIL OF CLAYTON, CA


David T. Shuey, Mayor

ATTEST:


Laci J. Jackson, City Clerk

7. **PUBLIC COMMENTS** – None.

8. **PUBLIC HEARINGS** – None.

9. **ACTION ITEMS**

- (a) Consideration of a Resolution approving revised landscape plans submitted by the Clayton Community & Business Association (CBCA) for completion of its Daffodil Hill Beautification Project on City property located at the southeast corner of the Clayton Road and old Marsh Creek Road intersection. CDD 03-11.

The Community Development Director introduced the agenda item and stated his project has been in the works since 2005. He stated the project was delayed because of the drought and water conservation standards. He stated at this point the CBCA is prepared to move forward and complete the project on city property. City Maintenance Supervisor John Johnston has worked with representatives of CBCA, Steven Lane and Nicole Hackett. He stated the plans have been updated to conform with the water conservation standard and conform with the City's adopted design standards. He stated there are some concerns by the Maintenance department that some of the plant materials will require more hand trimming.

The Community Development Director stated in the Resolution there is a condition about access and insurance. He stated in order for the CBCA to install the plan and CBCA have the proper insurance of \$2 million with the City named as additionally insured. He stated City employees cannot participate in the process when it goes to bid. He stated the CBCA has to hire an independent construction manager and the City would ensure they are qualified. He stated in terms of the planting and irrigation system CBCA would be responsible for the materials for six months after the project is completed then the City would take over the maintenance of the landscaping.

Ed Hartley, CBCA President, thanked the staff for the work they put in on it, and the committee who put in a lot of time to try to finish what was started. Maryanne Lawrence, Shannon Seven, Nicole Hackett and Steven Lane. He stated subject to what is approved tonight, there are bids out, and the desire is that this could go to the vote of the CBCA membership this month.

Steve Lane stated he is a drafting and design consultant and has worked on coming up with a revised planting plan. He stated the committee met with Vice Mayor Geller, the City Manager, and the Maintenance Supervisors and there were selections that did not meet up with City maintenance requirements or drought tolerance. He stated he had some help from John Johnston to help scale back some of the planting in the plan.

Nicole Hackett stated she was excited to get the work on this project. She stated she is familiar with proven plants for the area and tried to put together plants that would flower for every season, these plants are evergreen bushes with flowers.

Vice Mayor Geller asked if things will go around the rocks? Ms. Hackett stated there will be plantings to blend the rocks into the landscaping.

Councilmember Medrano asked Steve Lane if he does project Management work? Mr. Lane responded he does.

Councilmember Stratford stated it looks great. The plans call for some additional oak trees and he asked if they would block the large heritage oak at the top of the hill. Ms. Hackett stated the oak tree could be blocked a little in fifty years.

The City Manager stated that the oaks were suggested by the City Council to replace the Redwoods in the previous plan.

Councilmember Stratford asked if the oaks have to be there? Mr. Lane stated he and Nicole are not sold on the oaks.

Councilmember Pierce stated a couple of oak trees provide a backdrop and a balance at the back of the hillside. It is going to take a long time for the oaks to block anything and it will blend in once they are grown.

Mr. Lane stated you could remove the one in front of the existing oak and it would save a lot of money. Councilmember Stratford stated the Heritage Oak looks good, would like to see taking out two of the additional oaks.

Maintenance Supervisor stated the theme was to make it look like a natural setting and to blend the existing oak in with the design.

The City Manager stated the existing oak is on Diamond Terrace property.

Councilmember Pierce asked if the oaks need to be 36 inch box size? Maintenance Supervisor Johnston stated it is hit or miss but the 36 inch box sizes do better. He stated we do not have a problem with overgrowth we have a problem with bare spots in landscaping.

Vice Mayor Geller asked if six months is enough before the City takes back the property. The Maintenance Supervisor stated it would be unreasonable to ask them to maintain it longer. He stated the biggest concern with this is that Maintenance department will not be able to maintain some of the plants, as some are labor intensive and require more hand pruning techniques.

The City Manager stated this has taken a long time, staff is recommending this be added to the Landscape District providing a funding source for upkeep. He stated the whole purpose of the project is for the CBCA to donate something to the City.

Steven Lane suggested this could be a signature landscape for the district.

Councilmember Medrano stated the CBCA has donated a lot of money and the City should take on the responsibility. The City Manager concurred with Councilmember Medrano.

Councilmember Medrano asked that the insurance information state the CBCA and/or their contractor.

Councilmember Stratford stated hopefully we can work it out, if we have to hire a third party to do the trimming we could work that out.

The City Manager suggested the Council amend the Resolution to annex this area to the Landscape Maintenance District.

Councilmember Pierce asked what the definition of qualified landscape consultant means? The Community Development Director stated the intent would be to have the Maintenance Supervisor sign off on the selection.

Vice Mayor Geller asked if Council was amenable with removing one of the oak trees and spacing them out a little bit more to cover the same area.

It was moved by Councilmember Stratford, seconded by Councilmember Medrano to amended Resolution 37-2011 adding the area to the Landscape District, removing one tree from the plan and increase the spacing in between the oak trees (Passed; 4-0 vote).



Agenda Date: 9-20-11

Agenda Item: 9a

Approved:

Gary A. Napper
City Manager/Executive Director

AGENDA REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: DAVID WOLTERING, AICP, COMMUNITY DEVELOPMENT DIRECTOR *JW*

DATE: SEPTEMBER 20, 2011

SUBJECT: CONSIDERATION OF REVISED LANDSCAPE AND IRRIGATION PLANS SUBMITTED BY THE CLAYTON BUSINESS AND COMMUNITY ASSOCIATION (CBCA) FOR COMPLETION OF ITS DAFFODIL HILL BEAUTIFICATION PROJECT ON PUBLIC PROPERTY

RECOMMENDATION

It is recommended the City Council adopt the attached resolution (See **Attachment 1**), thereby approving the Clayton Business and Community Association's (CBCA's) plans to complete its Daffodil Hill Beautification Project, subject to conditions of approval stated therein.

PROJECT INFORMATION

Applicant: Clayton Business and Community Association (CBCA)

Location: Southeast Corner of the Intersection of Clayton Road and Old Marsh Creek Road (APN 118-560-009)

General Plan Designation: Institutional density (ID)

Town Center Specific Plan Designation: Public Facility

Zoning: Planned Development (PD)

Environmental Review: Categorically exempt per Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines.

REQUEST/DESCRIPTION

This proposed Daffodil Hill (Improvements) Beautification Project has been in process and/or under discussion since approximately 2005. The applicant, the Clayton Community and Business Association (CBCA), has submitted a chronology of activity related to this proposed project as part of its application packet (See **Attachment 2**) to the City to complete this project. The CBCA would complete this landscape and irrigation project in the vicinity of the "Clayton" Town Center sign located on City-owned property at the southeast corner of the intersection of Clayton Road and old Marsh Creek Road in accordance with plans it has had prepared by Steven Lane and Nicole Hackett. These plans are entitled Daffodil Hill Improvements, dated September 13, 2011 (See **Attachment 3**). The CBCA is requesting access to the City-owned site to complete the installation of the improvements described in the plans and would be responsible for assuring the establishment of the installed plant materials and proper functioning of the irrigation system for a period of six (6) months after installation. Thereafter, the City of Clayton would be responsible for the ongoing maintenance and general care of the plant materials and irrigation system. The submitted plans include a "Maintenance Schedule" (See Sheet L-4 of **Attachment 3**). The applicant also submitted a "Proposed Irrigation Schedule" (See **Attachment 4**) and a "Proposed Water Chart" (See **Attachment 5**) for the proposed project.

Staff has worked with CBCA's design consultants on the current submittal which includes updated and revised project plans. These plans call for the installation of a wide variety of plants, shrubs, and trees as well as modifications to the existing irrigation system to support the planting plan. The plantings range from Bearded Iris plants to Lions Tall Sage shrubs to California Live Oak trees. The plantings selected are typically drought-tolerant and relatively low-maintenance. Generally, staff is supportive of the plans in their current form; however, the planting plan does include some plant materials that will require a higher level of maintenance than is standard for the City's public landscape areas. The City's Maintenance Supervisors have indicated the objective for the public landscape areas is to install plant materials that have a more certain survival expectancy and low maintenance requirements. A number of the proposed plantings will require hand pruning several times a year which is beyond standard practice for public landscape areas. The "General Planting Notes and Maintenance Schedule" on Sheet L-4 of **Attachment 3** describes the maintenance requirements of the plantings proposed for this project.

ANALYSIS

As indicated under the Request/Description section of this report, staff has reviewed work of the applicant's design professionals as part of the standard application review process. The applicant's representatives have made a number of needed revisions to the plans, resulting in the current submittal. Attached (See **Attachment 6**) is a final comment letter on this proposal from Maintenance Supervisor John Johnston. As mentioned, Mr. Johnston indicates some concern about the level of maintenance that may be required for the proposed planting plan. Additionally, he indicates a concern/desire to assure that proposed irrigation equipment will match existing equipment that has already been installed. This concern will be addressed in the attached resolution as a recommended condition of approval.

Other issues that staff has identified that need to be addressed relate to the following: 1) providing formal access to the City-owned site for CBCA contractors to perform the needed work to implement the proposed plans and assuring the City is properly insured related to this work; 2) assuring that CBCA has a qualified Construction Manager to oversee the work to be performed; and, 3) assuring that CBCA is responsible for the health and survival of plantings during the establishment period.

Access and Insurance

Staff recommends that the City and CBCA enter into an Agreement to provide access to CBCA representatives and their contractors to the subject site to implement the project and, at the same time, that CBCA obtain liability insurance naming the City as an additional insured. Staff recommends the level of this insurance be a minimum amount of \$2 million which is the City's standard for this circumstance. Staff has added a condition of approval to the attached resolution to address these concerns.

Construction Manager

The applicant's project documentation, including the contractor bid proposal documentation, indicates that City staff would be doing inspections of the work to be performed. It is not the intent of the City nor can it be under the Labor Code for the City to perform work or expend funds on this project (See **Attachment 7**). Accordingly, CBCA will need to hire a qualified, independent Construction Manager to assure and certify in writing that the work performed is in accordance with the approved plans for this project. Staff has added a condition of approval to the attached resolution to address this matter.

Replacement Plantings and Irrigation System Repair/Replacement

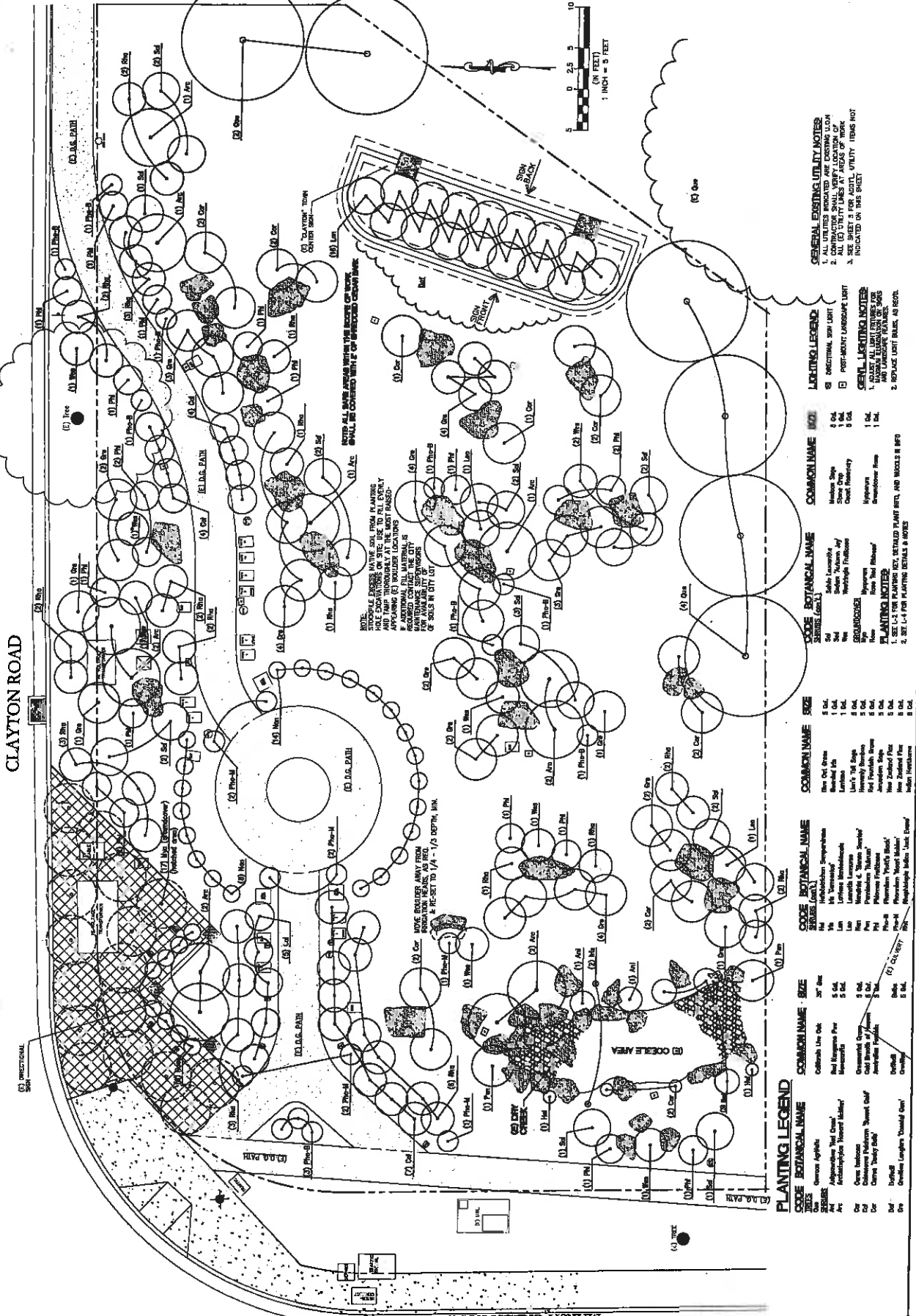
Staff recommends a six (6) month establishment period for acceptance of the installed plantings and irrigation system. At the end of six months following the installation of the approved plant materials and irrigation system, the City's Maintenance Supervisor, an assigned CBCA representative, and the project Construction Manager will inspect the plantings and irrigation system. Any dead or dying plant materials will be replaced as determined by the City's Maintenance Supervisor. Additionally, any malfunctioning components of the irrigation system will be replaced or repaired. The full cost of the replacement plantings and replacements/repairs to the irrigation system shall be the responsibility of CBCA. After acceptance of the described replacements/repairs, the ongoing maintenance shall be the full responsibility of the City of Clayton.

FISCAL IMPACT

The ongoing maintenance of the Daffodil Hill planting and irrigation improvements as part of this beautification project will be added to the City's Lighting and Landscaping District.

ATTACHMENTS

1. Resolution
2. Applicant's "Summary of the Daffodil Hill Improvements' Project
3. Proposed Project Plans, entitled Daffodil Hill Improvements, dated September 13, 2011
4. Proposed Irrigation Schedule
5. Proposed Water Chart
6. Comment Correspondence from Maintenance Supervisor John Johnston to Community Development Director David Woltering, dated September 16, 2011
7. Memorandum from City Manager Gary A. Napper to Daffodil Hill Subcommittee, CBCA, dated 18 April, 2011



NOTE: ALL PLANTING SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CLAYTON PLANTING STANDARDS AND SPECIFICATIONS. PLANTING SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CLAYTON PLANTING STANDARDS AND SPECIFICATIONS. PLANTING SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CLAYTON PLANTING STANDARDS AND SPECIFICATIONS.

NOTE: ALL PLANTING SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CLAYTON PLANTING STANDARDS AND SPECIFICATIONS. PLANTING SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CLAYTON PLANTING STANDARDS AND SPECIFICATIONS. PLANTING SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CLAYTON PLANTING STANDARDS AND SPECIFICATIONS.

GENERAL EXISTING UTILITY NOTES:
 1. ALL UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR.
 2. CONTRACTOR SHALL VERIFY LOCATION OF ALL UTILITIES.
 3. INDICATED ON THIS SHEET.

GENERAL PLANTING NOTES:
 1. ALL PLANTING SHALL BE DONE IN ACCORDANCE WITH THE CITY OF CLAYTON PLANTING STANDARDS AND SPECIFICATIONS.
 2. REPLACE LIGHT BOLLARDS AS NOTED.

PLANTING LEGEND

CODE	BOTANICAL NAME	COMMON NAME	SIZE
10. Tree	Shade Tree	Shade Tree	8' Dia.
10. Shrub	Shrub	Shrub	6' Dia.
10. Groundcover	Groundcover	Groundcover	4' Dia.

PLANTING LEGEND

CODE	BOTANICAL NAME	COMMON NAME	SIZE
10. Tree	Shade Tree	Shade Tree	8' Dia.
10. Shrub	Shrub	Shrub	6' Dia.
10. Groundcover	Groundcover	Groundcover	4' Dia.

PLANTING LEGEND

CODE	BOTANICAL NAME	COMMON NAME	SIZE
10. Tree	Shade Tree	Shade Tree	8' Dia.
10. Shrub	Shrub	Shrub	6' Dia.
10. Groundcover	Groundcover	Groundcover	4' Dia.

PLANTING LEGEND

CODE	BOTANICAL NAME	COMMON NAME	SIZE
10. Tree	Shade Tree	Shade Tree	8' Dia.
10. Shrub	Shrub	Shrub	6' Dia.
10. Groundcover	Groundcover	Groundcover	4' Dia.

PLANTING LEGEND

CODE	BOTANICAL NAME	COMMON NAME	SIZE
10. Tree	Shade Tree	Shade Tree	8' Dia.
10. Shrub	Shrub	Shrub	6' Dia.
10. Groundcover	Groundcover	Groundcover	4' Dia.

PLANTING LEGEND

CODE	BOTANICAL NAME	COMMON NAME	SIZE
10. Tree	Shade Tree	Shade Tree	8' Dia.
10. Shrub	Shrub	Shrub	6' Dia.
10. Groundcover	Groundcover	Groundcover	4' Dia.

PLANTING LEGEND

CODE	BOTANICAL NAME	COMMON NAME	SIZE
10. Tree	Shade Tree	Shade Tree	8' Dia.
10. Shrub	Shrub	Shrub	6' Dia.
10. Groundcover	Groundcover	Groundcover	4' Dia.

"DAFFODIL HILL" - PROPOSED PLANTING KEY (SHEET 1 OF 3)

IMAGE	ABBREVIATION ON PLAN	SCIENTIFIC NAME / COMMON NAME / PLANT SIZE / WUCOLS RATING	PLANT TYPE - COMMENTS	QUANTITY	POT SIZE
	Ar1	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar2	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Very Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	12 plants	6 Gal
	Ar3	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar4	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	20 plants	6 Gal
	Ar5	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	14 plants	6 Gal
	Ar6	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar7	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar8	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar9	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar10	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal

"DAFFODIL HILL" - PLANTING SELECTION and DESIGN SUMMARY

Plants for this plan have been selected primarily based on their hardiness, drought tolerance and water use requirements. Most of the plants are native to California and are well adapted to the local climate. The proposed design is the result of a collaborative effort between the City of Clayton, the City of Chilton, and the City of Clayton. The design team consists of the City of Clayton, the City of Chilton, and the City of Clayton. The design team consists of the City of Clayton, the City of Chilton, and the City of Clayton.

"DAFFODIL HILL" - DESIGNER'S RESUMES:

Original Project (as approved by the City of Clayton, 2009) Designer: [Name], [Address], [City, State, Zip].
 10+ years experience as a landscape architect.
 10+ years experience as a landscape architect.
 10+ years experience as a landscape architect.

"DAFFODIL HILL" - PROPOSED PLANTING KEY (SHEET 2 OF 3)

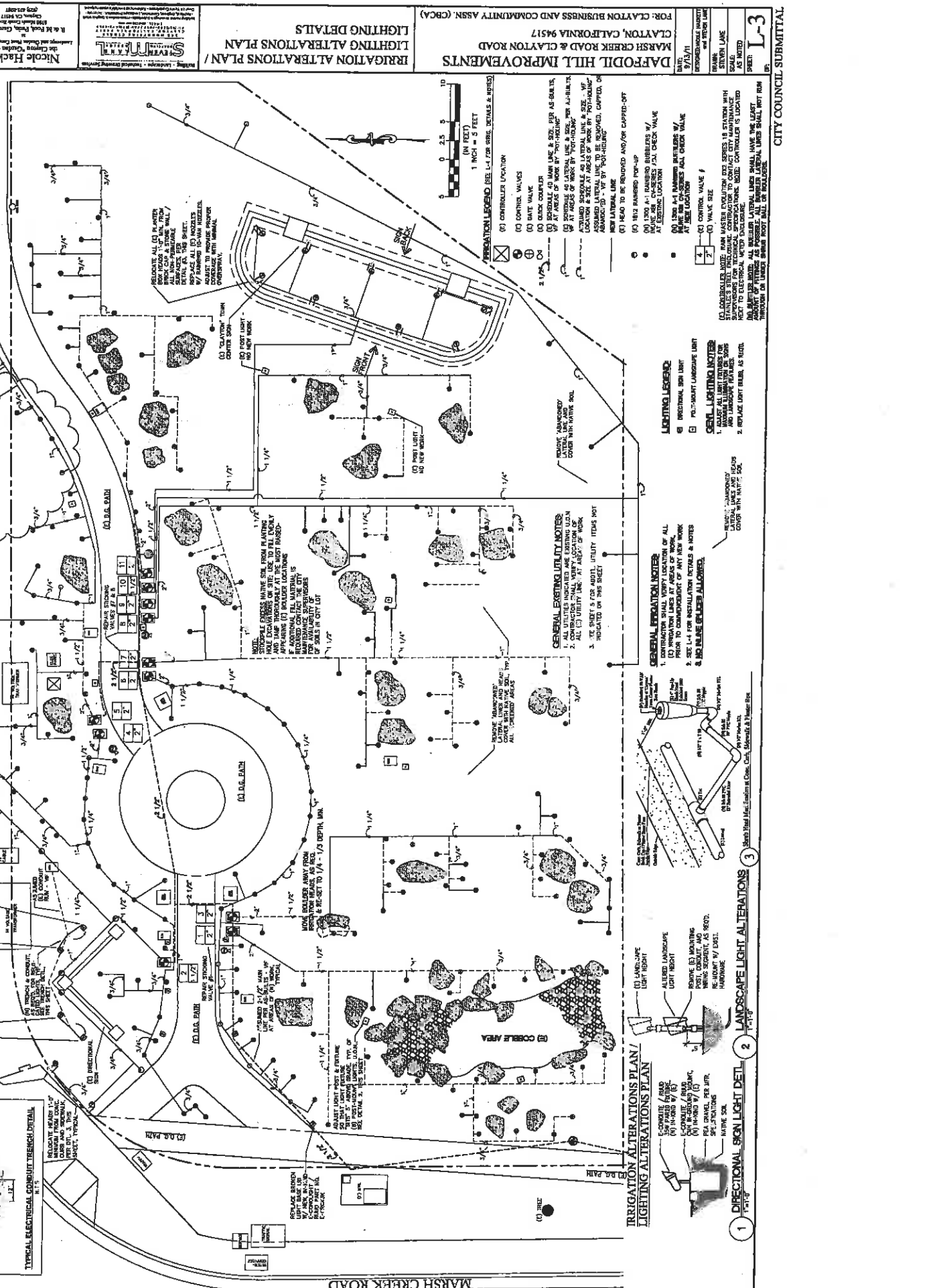
IMAGE	ABBREVIATION ON PLAN	SCIENTIFIC NAME / COMMON NAME / PLANT SIZE / WUCOLS RATING	PLANT TYPE - COMMENTS	QUANTITY	POT SIZE
	Ar1	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar2	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Very Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	12 plants	6 Gal
	Ar3	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar4	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	20 plants	6 Gal
	Ar5	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	14 plants	6 Gal
	Ar6	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar7	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar8	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar9	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar10	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal

"DAFFODIL HILL" - PROPOSED PLANTING KEY (SHEET 3 OF 3)

IMAGE	ABBREVIATION ON PLAN	SCIENTIFIC NAME / COMMON NAME / PLANT SIZE / WUCOLS RATING	PLANT TYPE - COMMENTS	QUANTITY	POT SIZE
	Ar1	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar2	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Very Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	12 plants	6 Gal
	Ar3	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar4	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	20 plants	6 Gal
	Ar5	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	14 plants	6 Gal
	Ar6	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar7	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar8	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar9	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal
	Ar10	Arctostaphylos uva-ursi / Red Dogwood / 4-5' Tall and 4" Wide / WUCOLS II winter-use rating: Low	Arctostaphylos uva-ursi - Hardy, water-wise evergreen with 4-5' Tall flower stalks; Burgundy-red flowers May-October; Full sun, Chilton, very low maintenance	8 plants	6 Gal

FOR: CLAYTON BUSINESS AND COMMUNITY ASSN. (CBCA)
 CLAYTON, CALIFORNIA 94517
 MARSH CREEK ROAD & CLAYTON ROAD
 DAFODIL HILL IMPROVEMENTS
 DATE: 9/15/11
 DRAWING NO: 11-0001
 SCALE: AS NOTED
 SHEET: L-2
 CITY COUNCIL SUBMITTAL

PLANTING KEY & DETAILED PLANTING SECTION SUMMARY,
 DESIGNER'S RESUMES
 NICOLE HACKETT
 28 28th Street, Suite 100
 Chilton, CA 94517
 (925) 947-8888
 n.hackett@claytonca.gov



IRRIGATION ALTERATIONS PLAN / LIGHTING ALTERATIONS PLAN

1. DIRECTIONAL SIGN LIGHT DETAIL

2. LANDSCAPE LIGHT ALTERATIONS

3. SIGN LIGHT DETAIL

GENERAL EXISTING UTILITY NOTES:

- ALL UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR.
- CONTRACTOR SHALL VERIFY LOCATION OF ALL UTILITIES PRIOR TO ANY WORK.
- IF UTILITY LINE IS DEEPER THAN INDICATED ON THIS SHEET, UTILITY ITEMS NOT INDICATED ON THIS SHEET.

GENERAL IRRIGATION NOTES:

- ALL IRRIGATION LINES AT AREAS OF WORK SHALL BE PROTECTED BY ALL NECESSARY MEANS PRIOR TO COMMENCEMENT OF ANY NEW WORK.
- SEE L-4 FOR INSTALLATION DETAILS & NOTES.
- NO REUSE OF LINES ALLOWED.

GENERAL LIGHTING NOTES:

- REPLACE ALL EXISTING LIGHT FIXTURES WITH NEW LIGHT FIXTURES AS SHOWN ON THIS SHEET.
- REPLACE ALL EXISTING LIGHT FIXTURES WITH NEW LIGHT FIXTURES AS SHOWN ON THIS SHEET.
- REPLACE ALL EXISTING LIGHT FIXTURES WITH NEW LIGHT FIXTURES AS SHOWN ON THIS SHEET.

IRRIGATION ALTERATIONS PLAN / LIGHTING ALTERATIONS PLAN

1. DIRECTIONAL SIGN LIGHT DETAIL

2. LANDSCAPE LIGHT ALTERATIONS

3. SIGN LIGHT DETAIL

GENERAL IRRIGATION NOTES:

- ALL IRRIGATION LINES AT AREAS OF WORK SHALL BE PROTECTED BY ALL NECESSARY MEANS PRIOR TO COMMENCEMENT OF ANY NEW WORK.
- SEE L-4 FOR INSTALLATION DETAILS & NOTES.
- NO REUSE OF LINES ALLOWED.

GENERAL LIGHTING NOTES:

- REPLACE ALL EXISTING LIGHT FIXTURES WITH NEW LIGHT FIXTURES AS SHOWN ON THIS SHEET.
- REPLACE ALL EXISTING LIGHT FIXTURES WITH NEW LIGHT FIXTURES AS SHOWN ON THIS SHEET.
- REPLACE ALL EXISTING LIGHT FIXTURES WITH NEW LIGHT FIXTURES AS SHOWN ON THIS SHEET.

IRRIGATION ALTERATIONS PLAN / LIGHTING ALTERATIONS PLAN

1. DIRECTIONAL SIGN LIGHT DETAIL

2. LANDSCAPE LIGHT ALTERATIONS

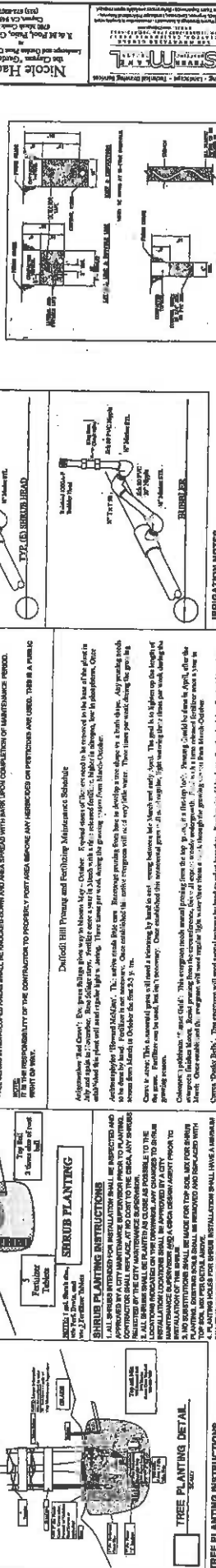
3. SIGN LIGHT DETAIL

GENERAL IRRIGATION NOTES:

- ALL IRRIGATION LINES AT AREAS OF WORK SHALL BE PROTECTED BY ALL NECESSARY MEANS PRIOR TO COMMENCEMENT OF ANY NEW WORK.
- SEE L-4 FOR INSTALLATION DETAILS & NOTES.
- NO REUSE OF LINES ALLOWED.

GENERAL LIGHTING NOTES:

- REPLACE ALL EXISTING LIGHT FIXTURES WITH NEW LIGHT FIXTURES AS SHOWN ON THIS SHEET.
- REPLACE ALL EXISTING LIGHT FIXTURES WITH NEW LIGHT FIXTURES AS SHOWN ON THIS SHEET.
- REPLACE ALL EXISTING LIGHT FIXTURES WITH NEW LIGHT FIXTURES AS SHOWN ON THIS SHEET.



GENERAL PLANTING NOTES AND MAINTENANCE SCHEDULE

COVER ALL PLANTING AREAS WITH PRE-EROSION MATS BEFORE PLANTING.

CONTRACTOR SHALL BE RESPONSIBLE FOR THE FOLLOWING:

- INSTALLATION OF PRE-EROSION MATS.
- INSTALLATION OF MULCH AND SOIL AMENDMENTS.
- INSTALLATION OF IRRIGATION SYSTEMS.
- INSTALLATION OF FERTILIZERS.
- INSTALLATION OF PRUNING AND FERTILIZING SCHEDULES.
- INSTALLATION OF MAINTENANCE SCHEDULES.
- INSTALLATION OF RECORD DRAWINGS.
- INSTALLATION OF SIGNAGE.
- INSTALLATION OF ALL OTHER NECESSARY ITEMS.

DEFODIL HILL Pruning and Fertilizing Maintenance Schedule

Pruning: 1. All trees shall be pruned annually. 2. All shrubs shall be pruned annually. 3. All ground covers shall be pruned annually.

Fertilizing: 1. All trees shall be fertilized annually. 2. All shrubs shall be fertilized annually. 3. All ground covers shall be fertilized annually.

PROPOSED IRRIGATION SCHEDULE

PLANT TYPE	IRRIGATION RATE	IRRIGATION FREQUENCY
Trees	1.0 GPM	1x per week
Shrubs	0.5 GPM	2x per week
Ground Covers	0.2 GPM	3x per week

IRIGATION NOTES

CONTRACTOR SHALL BE RESPONSIBLE FOR THE FOLLOWING:

- INSTALLATION OF IRRIGATION SYSTEMS.
- INSTALLATION OF FERTILIZERS.
- INSTALLATION OF PRUNING AND FERTILIZING SCHEDULES.
- INSTALLATION OF MAINTENANCE SCHEDULES.
- INSTALLATION OF RECORD DRAWINGS.
- INSTALLATION OF SIGNAGE.
- INSTALLATION OF ALL OTHER NECESSARY ITEMS.

GENERAL PLANTING NOTES AND MAINTENANCE SCHEDULE

COVER ALL PLANTING AREAS WITH PRE-EROSION MATS BEFORE PLANTING.

CONTRACTOR SHALL BE RESPONSIBLE FOR THE FOLLOWING:

- INSTALLATION OF PRE-EROSION MATS.
- INSTALLATION OF MULCH AND SOIL AMENDMENTS.
- INSTALLATION OF IRRIGATION SYSTEMS.
- INSTALLATION OF FERTILIZERS.
- INSTALLATION OF PRUNING AND FERTILIZING SCHEDULES.
- INSTALLATION OF MAINTENANCE SCHEDULES.
- INSTALLATION OF RECORD DRAWINGS.
- INSTALLATION OF SIGNAGE.
- INSTALLATION OF ALL OTHER NECESSARY ITEMS.

DEFODIL HILL Pruning and Fertilizing Maintenance Schedule

Pruning: 1. All trees shall be pruned annually. 2. All shrubs shall be pruned annually. 3. All ground covers shall be pruned annually.

Fertilizing: 1. All trees shall be fertilized annually. 2. All shrubs shall be fertilized annually. 3. All ground covers shall be fertilized annually.

PROPOSED IRRIGATION SCHEDULE

PLANT TYPE	IRRIGATION RATE	IRRIGATION FREQUENCY
Trees	1.0 GPM	1x per week
Shrubs	0.5 GPM	2x per week
Ground Covers	0.2 GPM	3x per week

PROPOSED IRRIGATION SCHEDULE

PLANT TYPE	IRRIGATION RATE	IRRIGATION FREQUENCY
Trees	1.0 GPM	1x per week
Shrubs	0.5 GPM	2x per week
Ground Covers	0.2 GPM	3x per week

GENERAL PLANTING NOTES AND MAINTENANCE SCHEDULE

COVER ALL PLANTING AREAS WITH PRE-EROSION MATS BEFORE PLANTING.

CONTRACTOR SHALL BE RESPONSIBLE FOR THE FOLLOWING:

- INSTALLATION OF PRE-EROSION MATS.
- INSTALLATION OF MULCH AND SOIL AMENDMENTS.
- INSTALLATION OF IRRIGATION SYSTEMS.
- INSTALLATION OF FERTILIZERS.
- INSTALLATION OF PRUNING AND FERTILIZING SCHEDULES.
- INSTALLATION OF MAINTENANCE SCHEDULES.
- INSTALLATION OF RECORD DRAWINGS.
- INSTALLATION OF SIGNAGE.
- INSTALLATION OF ALL OTHER NECESSARY ITEMS.

DEFODIL HILL Pruning and Fertilizing Maintenance Schedule

Pruning: 1. All trees shall be pruned annually. 2. All shrubs shall be pruned annually. 3. All ground covers shall be pruned annually.

Fertilizing: 1. All trees shall be fertilized annually. 2. All shrubs shall be fertilized annually. 3. All ground covers shall be fertilized annually.

PROPOSED IRRIGATION SCHEDULE

PLANT TYPE	IRRIGATION RATE	IRRIGATION FREQUENCY
Trees	1.0 GPM	1x per week
Shrubs	0.5 GPM	2x per week
Ground Covers	0.2 GPM	3x per week

GENERAL PLANTING NOTES AND MAINTENANCE SCHEDULE

COVER ALL PLANTING AREAS WITH PRE-EROSION MATS BEFORE PLANTING.

CONTRACTOR SHALL BE RESPONSIBLE FOR THE FOLLOWING:

- INSTALLATION OF PRE-EROSION MATS.
- INSTALLATION OF MULCH AND SOIL AMENDMENTS.
- INSTALLATION OF IRRIGATION SYSTEMS.
- INSTALLATION OF FERTILIZERS.
- INSTALLATION OF PRUNING AND FERTILIZING SCHEDULES.
- INSTALLATION OF MAINTENANCE SCHEDULES.
- INSTALLATION OF RECORD DRAWINGS.
- INSTALLATION OF SIGNAGE.
- INSTALLATION OF ALL OTHER NECESSARY ITEMS.

DEFODIL HILL Pruning and Fertilizing Maintenance Schedule

Pruning: 1. All trees shall be pruned annually. 2. All shrubs shall be pruned annually. 3. All ground covers shall be pruned annually.

Fertilizing: 1. All trees shall be fertilized annually. 2. All shrubs shall be fertilized annually. 3. All ground covers shall be fertilized annually.

PROPOSED IRRIGATION SCHEDULE

PLANT TYPE	IRRIGATION RATE	IRRIGATION FREQUENCY
Trees	1.0 GPM	1x per week
Shrubs	0.5 GPM	2x per week
Ground Covers	0.2 GPM	3x per week

GENERAL PLANTING NOTES AND MAINTENANCE SCHEDULE

COVER ALL PLANTING AREAS WITH PRE-EROSION MATS BEFORE PLANTING.

CONTRACTOR SHALL BE RESPONSIBLE FOR THE FOLLOWING:

- INSTALLATION OF PRE-EROSION MATS.
- INSTALLATION OF MULCH AND SOIL AMENDMENTS.
- INSTALLATION OF IRRIGATION SYSTEMS.
- INSTALLATION OF FERTILIZERS.
- INSTALLATION OF PRUNING AND FERTILIZING SCHEDULES.
- INSTALLATION OF MAINTENANCE SCHEDULES.
- INSTALLATION OF RECORD DRAWINGS.
- INSTALLATION OF SIGNAGE.
- INSTALLATION OF ALL OTHER NECESSARY ITEMS.

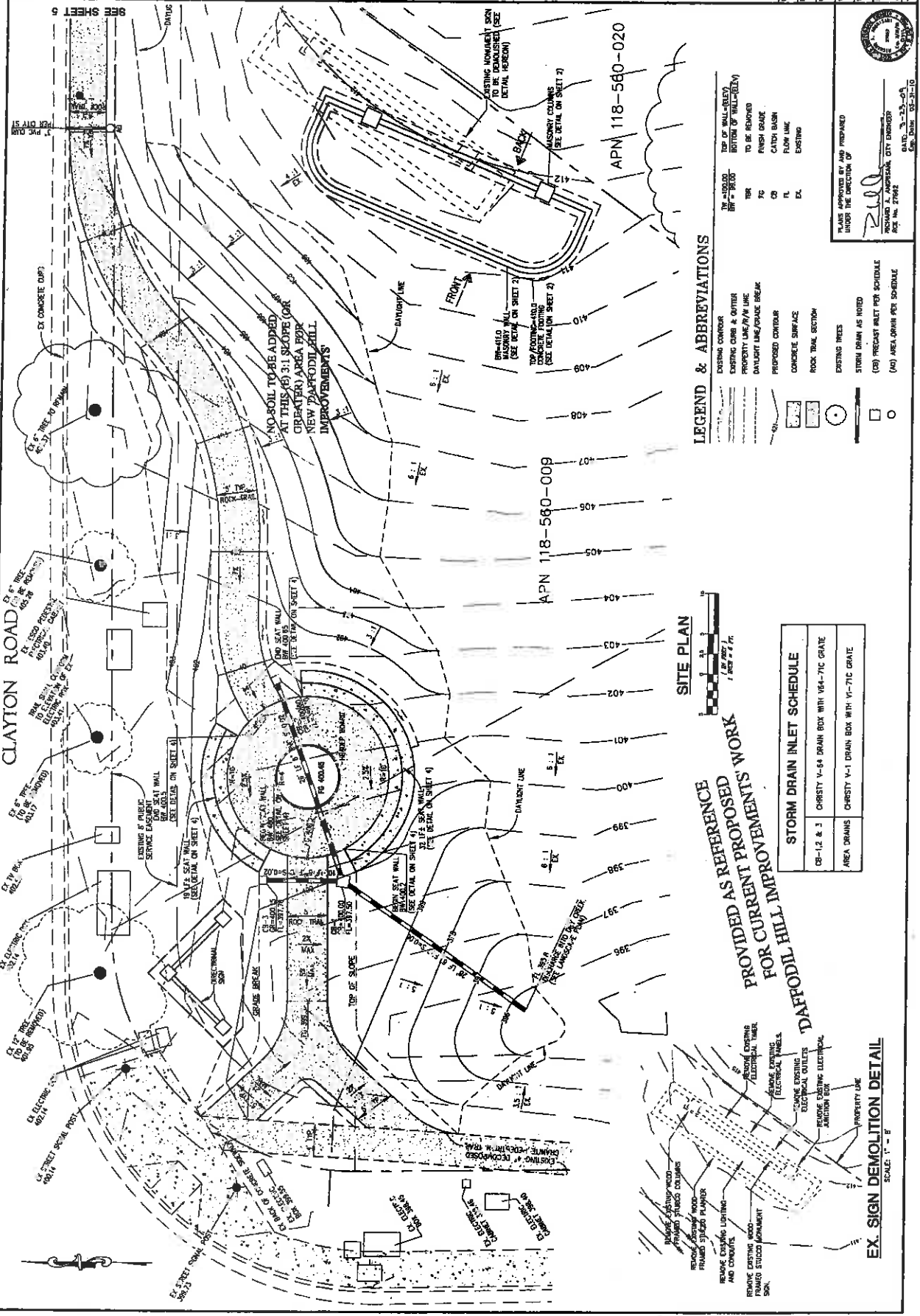
DEFODIL HILL Pruning and Fertilizing Maintenance Schedule

Pruning: 1. All trees shall be pruned annually. 2. All shrubs shall be pruned annually. 3. All ground covers shall be pruned annually.

Fertilizing: 1. All trees shall be fertilized annually. 2. All shrubs shall be fertilized annually. 3. All ground covers shall be fertilized annually.

PROPOSED IRRIGATION SCHEDULE

PLANT TYPE	IRRIGATION RATE	IRRIGATION FREQUENCY
Trees	1.0 GPM	1x per week
Shrubs	0.5 GPM	2x per week
Ground Covers	0.2 GPM	3x per week



LEGEND & ABBREVIATIONS

EXISTING CONTOUR	---
EXISTING CURB & GUTTER	---
PROPERTY LINE/W/W LINE	---
DAYLIGHT LINE/GRADE BREAK	---
PROPOSED CONTOUR	---
CONCRETE SURFACE	---
ROCK TRAIL SECTION	---
EXISTING TREES	---
STORM DRAIN AS NOTED	---
(S) PRECAST INLET PER SCHEDULE	---
(A) AREA DRAIN PER SCHEDULE	---

TOP OF WALL-BELEV	---
BOTTOM OF WALL-BELEV	---
TO BE REMOVED	---
FINISH GRADE	---
CATCH BASIN	---
FLOW LINE	---
EXISTING	---

STORM DRAIN INLET SCHEDULE

CB-1.2 & 3	CHRISTY V-64 DRAIN BOX WITH V64-71C GRATE
AREA DRAINS	CHRISTY V-1 DRAIN BOX WITH V-71C GRATE

EX. SIGN DEMOLITION DETAIL
 SCALE: 1" = 8'

REMOVE EXISTING WOOD AND CONCRETE
 REMOVE EXISTING WOOD-FRAMED STUCCO MONUMENT SIGN
 REMOVE EXISTING WOOD-FRAMED SIGN PLANNER
 REMOVE EXISTING WOOD-FRAMED STUCCO COLUMNS
 REMOVE EXISTING ELECTRICAL WELLS
 REMOVE EXISTING ELECTRICAL OUTLETS
 REMOVE EXISTING ELECTRICAL JUNCTION BOX
 REMOVE EXISTING ELECTRICAL PROPERTY LINE

PROVIDED AS REFERENCE FOR CURRENT PROPOSED DAFODIL HILL IMPROVEMENTS WORK

SITE PLAN
 1" = 40' HORIZONTAL
 1" = 4' VERTICAL



PLANS APPROVED BY AND PREPARED UNDER THE DIRECTION OF
Richard J. Ambrosini
 REGISTERED PROFESSIONAL CIVIL ENGINEER
 No. 45717, State of California
 DATE: 3-23-09
 Exp. Date: 03-31-10

Daffodil Hill - PROPOSED Irrigation Schedule












ZONE	PROGRAM	EXPOSURE	PLANT TYPE	WUCOLS	HEAD TYPE	Area Description
1	1		Shrub & Perennial	L & M	Adj Bubbler / RB 1300-AF	Shrub & Perennial / Far West Site & Dry Creek Area
2	2		Ground Cover	L & M	6" POP-UP / RB (Exist)	Myoporum & Rose Ground Cover / Northwest corner of Site
3	3		Shrub & Perennial	L	Adj Bubbler / RB 1300-AF	Shrubs & Perennials / West Site around Boulders
4	1		Shrub & Perennial	L & M	Adj Bubbler / RB 1300-AF	Shrub & Perennial / Far West Site & North side of Path
5	1		Shrub & Perennial	L & M	Adj Bubbler / RB 1300-AF	Shrub & Perennial / Middle North & Northeast Site (North side of Path)
6	1		Shrub & Perennial	L & M	Adj Bubbler / RB 1300-AF	Shrub & Perennial / Far West Site & South side of Path
7	3		Shrub & Perennial	L	Adj Bubbler / RB 1300-AF	Shrubs & Perennials / Middle Site (South side of Path)
8	3		Shrub & Perennial	L	Adj Bubbler / RB 1300-AF	Shrubs & Perennials / Middle & East Site (South side of Path)
9	4		Trees	VL	Adj Bubbler / RB 1300-AF	Oak Trees / Northeast and South-Southeast corners of Site
10	5		Ground Cover	L	6" POP-UP / RB VAN-10	Lantana Ground Cover / "Clayton" Town Center Planter Box
11	2		Shrub & Perennial	L & M	Adj Bubbler / RB 1300-AF	Shrub & Perennial / Northeast Boulders & Site (South side of Path)

Program	Days	Start Times	Station - Time				
1	Mon / Fri	12:35 pm & 3:00am	1-15	4-15	5-15	6-15	11-15
2	Su / Tue / Thur	8:00 pm & 10:00 am	2-15				
3	Mon / Fri	1:30 am	3-15	7-15	8-15		
4	Su / Tue / Thur	1:45 am	9-5				
5	Su / Tue / Thur	1:15 am & 3:35am	10-10				

RECEIVED

SEP 13 2011

CLAYTON COMMUNITY DEVELOPMENT DEPT

Daffodil Hill - PROPOSED Water Chart										
ZONE	GPM	PRECIP RATE	EXPOSURE	PLANT TYPE	WUCOLS	PROGRAM	VALVE SIZE	HEAD TYPE	AREA	DESCRIPTE
1	TBD	0.4 in/hr		Shrub & Perennial	L & M	TBD	2"	Adj. Bubbler RB 1300-AF	Shrubs & Perennials / Far West Site & Dry Creek Area	
2	TBD	0.61 in/hr		Ground Cover	L & M	TBD	1-1/2"	6" POP-UP RB (Existing)	Myoporum & Rose Ground Cover / Northwest Corner of Site	
3	TBD	0.4 in/hr		Shrub & Perennial	L	TBD	2"	Adj. Bubbler RB 1300-AF	Shrubs & Perennials / West Site around Boulders	
4	TBD	0.4 in/hr		Shrub & Perennial	L & M	TBD	2"	Adj. Bubbler RB 1300-AF	Shrubs & Perennials / Far West Site & North side of Path	
5	TBD	0.4 in/hr		Shrub & Perennial	L & M	TBD	2"	Adj. Bubbler RB 1300-AF	Shrubs & Perennials / Mid-North & Northeast Site (North side of Path)	
6	TBD	0.4 in/hr		Shrub & Perennial	L & M	TBD	2"	Adj. Bubbler RB 1300-AF	Shrubs & Perennials / Far West Site & South side of Path	
7	TBD	0.4 in/hr		Shrub & Perennial	L	TBD	2"	Adj. Bubbler RB 1300-AF	Shrubs & Perennials / Mid-Site (South side of Path)	
8	TBD	0.4 in/hr		Shrub & Perennial	L	TBD	2"	Adj. Bubbler RB 1300-AF	Shrubs & Perennials / Mid & East Site (South side of Path)	
9	TBD	N/A		Trees	VL	TBD	2"	Adj. Bubbler RB 1300-AF	Oak Trees / Northeast and South-Southeast corners of Site	
10	TBD	0.4 in/hr		Ground Cover	L	TBD	1-1/2"	6" POP-UP RB VAN-10	Lantana Ground Cover / "Clayton" Town Center Planter Box	
11	TBD	0.4 in/hr		Shrub & Perennial	L & M	TBD	2"	Adj. Bubbler RB 1300-AF	Shrubs & Perennials / Northeast Boulders & Site (South of Path)	

RECEIVED

SEP 13 2011

CLAYTON COMMUNITY DEVELOPMENT DEPT



Agenda Date: 10/24/11

Agenda Item: 3d

Memo

To: Trails and Landscape Committee
From: Maintenance Staff
Date: October 24, 2011
Re: Status of the approved deferred Landscape Maintenance District Projects

1. **Oakhurst Drive Median Project**

100% Complete.

The project included the following:

- 5,000 sq ft of brick pavers have been installed on the Oakhurst Drive medians
- New irrigation system was installed in the median between Eagle Peak Drive and Indian Head way. This included the relocation of the lateral line the installation of a bubbler system for the trees, the installation on 12 inch pop spray heads installed per new state/city water conservation regulations (inset from the curblineline).
- Completed the installation or replacement of 22 (15 gallon) 'Columbia' London Plane trees in the Oakhurst medians
- Removed dead and unhealthy ground cover/shrubs
- Completed the installation of new and infill planting of 1,800 (1 gallon) Coprosma Kirkii ground cover (in the Oakhurst medians (inset from the curblineline per new state/city water conservation regulations).
- Completed the installation of bark top dressing on various locations in the Oakhurst Drive medians.

2. **Marsh Creek Circle landscape replacement mitigation project**

100% Complete.

This project was for the screening of cars from Marsh Creek Road for the residents living along Marsh Creek Circle.

- Completed the installation of a 4 foot high by 75 feet long shielding fence (for car headlights of Oakhurst Blvd. into homes).
- Completed the trimming of all the existing trees within the replanting area
- Installation of 15 trees and over 200 (5-gallon) shrubs along the berm.
- Relocation of some of the sprinkler heads in from the curb to meet the Water Conservation Ordinance.

3. **Keller Ridge replacement and trimming of street trees.**

50% Complete

All trees have been trimmed. Over the next few months the trees that need removal will be removed and the necessary irrigation repairs will be made after the tree removal. Then new trees and shrubs will be replaced with completion by late fall/winter. This project consist of the following:

- All of the originally identified healthy trees trimmed
- The removal and replacement phase of apx. 40 unhealthy trees and replant with 'Columbia' London Plane trees.

4 Clayton Fountain Landscape renovation:

100% Complete

- City staff canceled contract with Landscape firm that was drawing up bid ready plans due to lapses in meeting deadlines.
- City staff prepared the renovation plans and has started the work, some work is being contracted out.
- City staff field selected decorative moss rock boulders.
- Crews have placed decorative moss rock boulders on site.
- Installed new irrigation systems that meets the Water Conservation Ordinance
- Updates to the handicap ramps to meet ADA standards.
- Installation of a bio-swale system to meet the clean water regulations.
- The sub-contractor has started the installation of rock mow strips and will be installing the brick pavers within the next week.
- The Cities crew will be planting the area over the next couple of weeks.

5 Deferred Tree Trimming

100% Complete

The annual District Budget allocates \$20,000 per year to address regular tree trimming. There were additional funds allocated as part of the deferred projects to do more trimming this past year to help reduce the backlog to preserve and improve the health of the trees in the District.

- Completed the trimming of all the median trees on Clayton Road and Marsh Creek Road from Oakhurst Drive to Regency Drive.
- Trimming and thinning of median trees ('Bradford' pears) along Old Marsh Creek Road is the next phase depending on funds available.
- Median Trees along old Marsh Creek Road from Center Street to the Middle School
- Median trees on Peacock Drive
- north side of Oakhurst Drive from Eagle Peak Drive to Eagle Peak Drive.
- Median trees along Oakhurst Blvd.

6 Clayton Greens Cul-de-sac replanting project (Jeffry Ranch Ct./ Caulfield Ct./Black Pointe Pl)

10 % Complete - Delayed to March 2012

- Contacted Black Pointe Place homeowner representative. Black Pointe Place had supplemental maintenance by the homeowners with a written agreement with the city for many years. Because of the agreement the lawn in the cul-de-sac was maintained by watering from the homeowners own sources, and additional trimming etc is done by the homeowners. The representative of Black Pointe Pl., advised the city that they want to continue to the arrangement and no changes to the landscaping are needed in this area.
- Jeffry Ranch Pl., and Caulfield Ct. residents do not have any written agreement and during the drought when the city turned off the water on the lawns as they were not interested in providing supplemental watering and maintenance thus the lawns are dead. Consideration of replanting of the lawns to other plant materials (ground cover/shrubs and hardscape) and/or having the homeowners re-consider supplemental maintenance with written agreement is the next step. Over the next couple of months city maintenance staff will be making contact with the homeowners to set up a meeting to discuss the situation with them and options for their consideration on how they would like to proceed.
- Property owner names/addresses to Jeffry Ranch Pl and Caulfield Pl have been obtained.
- Letters to be mailed out to residents that live by the cul-de-sac islands of Jeffry Ranch Pl, and Caulfield Pl. to schedule a meeting on the options and the lawns future. Staff anticipates that the meeting will be held in June. If at the meeting the residents no longer want to maintain and keep the lawns the City will re-landscape with low maintenance shrubs. And city will maintain. Completion by summer/fall is expected on this project.

7 Clayton Rd. Median Re-landscaping Project – Clayton Rd from Oakhurst Blvd. to Mitchell Canyon Rd.

5% Complete

- Originally this project was recommended by the TLC in January 2011 for re-landscape design from Clayton Rd to old Marsh Creek Rd, to be done with FY 2011/12 budget process using fund balance as part of the next deferred maintenance projects. This project was not commence until after the Clayton Fountain project was done and include the landscape area adjacent to the sidewalk (west side).
- At the May 2011 TLC meeting the TLC recommended that the project scope be extended to include the Clayton Road median from Oakhurst Blvd to Mitchell Canyon Rd, instead of ending at old Marsh Creek Rd.
- Staff included the extended project in the proposed FY 11/12 budget; City Council approved the Clayton Rd Median re-planting from Oakhurst Blvd. to Mitchell Canyon Rd, with adoption of the FY 11/12 budget in June 2011.
- Maintenance Staff has prepared Landscape Plans for review and recommendation by the TLC at its October 2011 meeting.
- The Planting Plan and the TLC recommendation will be presented to the City Council in November 2011.
- Project out to bid January – February 2012 estimate.
- Anticipate time frame start spring 2012.

8 Arterial Road infill planting project

Ongoing

- Oakhurst Blvd is 100% complete as part of the median island renovation work.
- The median island on Clayton Road from Oakhurst to old Marsh Creek Rd, and west side will be done as part of the deferred maintenance item above with left over funds or additional funds from LMD reserve if needed.- Spring 2012
- Started to upgrade irrigation along Clayton Road medians from Mitchell Canyon Road to El Camino Road for spot planting, this includes the installation of new larger irrigation valves and 12 inch sprinkler heads. The areas being targeted are the median noses with replacement of Crape Myrtles and ground cover.
- Other areas targeted for infill spot planting is along Old Marsh Creek Road and parts along Clayton Road.

9 Trail Resurfacing (remainder of Bruce Lee trail)

0% Complete

- This project was recently included in the FY 11/12 budget and will be included with a future city road resurfacing/overlay project in order to minimize cost and maximize efficient use of funds.

10. Master Remote Computer Controller for all Irrigation Systems.

5% Complete

- This project was recently included in the FY 11/12 budget.
- Computer purchase has been authorized by the City Council on October 18, 2011.
- Computer and software installation expected to be complete by Dec. 31 2011.
- Target date to complete May 2011.

11. Trail Crack Sealing and minor repairs

0% Complete

- This project was recently included in the FY 11/12 budget.

12. Tree replacement and replanting

0% Complete

- This project was recently included in the FY 11/12 budget

13. Trail Restoration Project

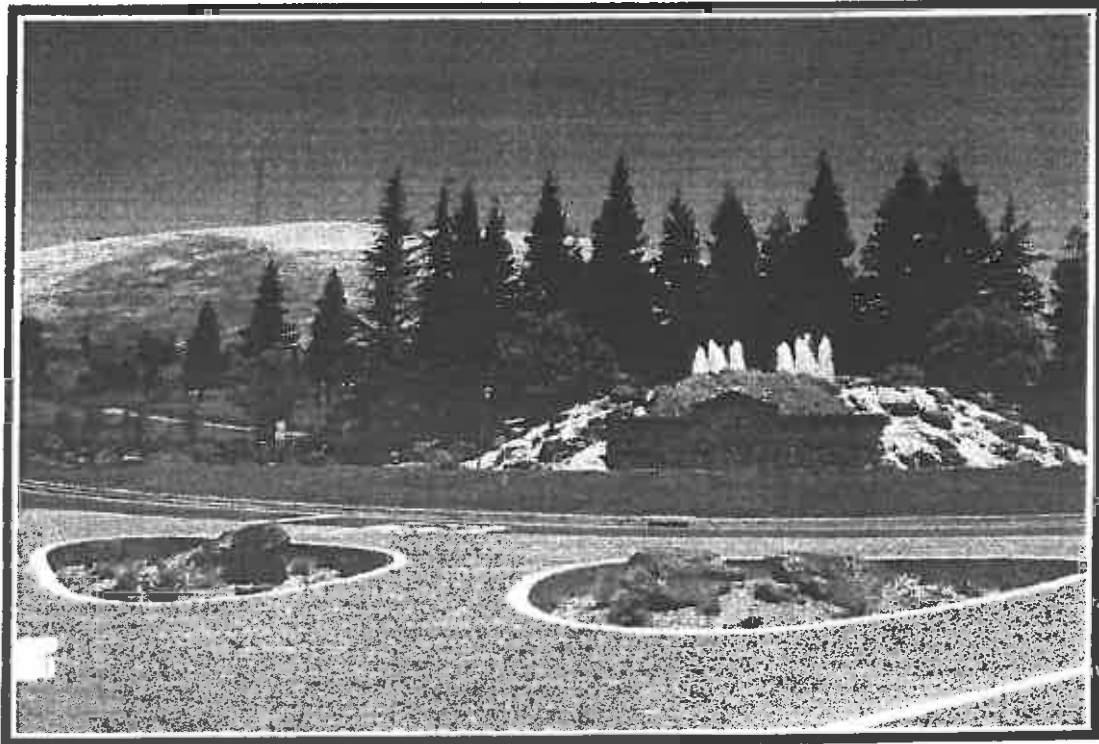
0% Complete

- This project was recently included in the FY 11/12 budget
- This is for trail creek bank erosion repairs Cardinet Trail and on El Molino Trail. The City Engineer is taking the lead on this project as it will require the involvement of permit approvals issued by the CA Fish and Game and other environmental regulators to ensure proper treatment of the sensitive habitat.

Agenda Date: 10/24/11

Agenda Item: 5a

City of Clayton Trails and Landscape Committee



Annual Report
2010-11

Message from the Chair:

The trails and landscape committee is made up of every day Claytonians. We have regular jobs and typical family lives. We love our town and take pride in our beautiful surroundings. We walk our dogs, hang out at the grove, ride our bikes, attend church, coach little league, and read the Pioneer. We differ in shape, size, and gender. Some lean left some lean right. Some have full heads of hair, others not so much. Some are young while others are more experienced. The diversity of this committee mirrors that of Clayton. Though each member is different we all share strong common bonds. We are all volunteers. We each have a sense of civic responsibility. We are proud of the extensive trail network and the beautiful landscape that our community has to offer. Each member knows that by volunteering to serve on the TLC, we are doing our part to make sure Clayton remains the jewel of Contra Costa County and one of the most desirable places to live in the country.

In 2007, the citizens of Clayton approved Measure B. Measure B created a tax on each parcel located in Clayton. Measure B funds are for the sole use by the City Landscape Maintenance District which includes our trails, the fountain, roadway medians, open space fire abatement and the removal of noxious weeds in the hills of Oakhurst. Measure B also created a citizen oversight board with the purpose of making sure that the money is used for the purposes intended, hence the Trails and Landscape Committee was formed. Our #1 task is to watch the money. As chair of this committee, I can assure all of the residents in Clayton that we are watching how their hard-earned money is spent.

In May of 2011, the TLC met to discuss the proposed budget for fiscal year 2011-2012. We had a lively debate and after two hours of back and forth we were able to propose a budget that we felt would best serve the city. I was happy to be a part of that debate. To see common every day citizens questioning their local government and arguing points for and against certain aspects of the budget reaffirmed that grand concept of "Government for the people, by the people."

I would like to thank Committee members Virginia Siegel, Lorraine Mole, Kelly Marshall, Robert Erich, and Bob Steiner for their dedication. I would also like to extend a sincere thank you to Mark Janney, the City Staff, Hank Stafford, Laura Hoffmeister and the City Maintenance crew. Our meetings start at 7:00 PM. Instead of going home after work, Mark Janney and Laura Hoffmeister attend our meetings in good spirits and come well prepared with all the critical information that their respective departments generate. Talk about a long day at the office! I would like to thank everyone who participated and for the time that you sacrificed, because of your desire to improve our community.

My last point is a message to the Clayton Community at large. The TLC needs more members. A total of 11 people can serve. Currently there are only six members. Some of our members are on their second term and they will be retiring on January 1, 2012. We could then possibly be down to only three members. This committee is a vital requirement of the Measure B initiative and it needs regular citizens to participate. I encourage all who have a stake in the way our town looks, or those who simply enjoy the trails and the landscaping, to join the TLC. You will not regret it.

Thank you.
Jake Pauline
Chair

LANDSCAPE MAINTENANCE DISTRICT CELEBRATES ITS FOURTH YEAR:

The Citywide Landscape Maintenance District (“District”) ended its Fourth year of operation on June 30, 2011. It operates and maintains the public roadway landscaping and its irrigation system, the trail system, and the “Clayton fountain.” It also provides weed abatement and fire breaks in the open spaces. The District does not include any of the city parks/sports fields, the City Hall and Library Landscape , or the downtown Grove Park which are funded by other taxes.

Measure B, passed by voters in June 2007, established a Citizens’ Oversight Committee that is commonly known as the Trails and Landscaping Committee (“TLC”) which advises the City Council and staff on matters concerning the District budget, priorities, and responsibilities. The TLC consists of up to eleven 11 non-paid, volunteer citizens of Clayton and the Vice Mayor who serves as the City Council’s non-voting representative in an ex-officio liaison capacity. The TLC currently meets quarterly to oversee the operation of the District.

2010-2011 TLC MEMBERS:

Citizens and their respective terms who are currently serving as members of the TLC:

Hank Strafford	(Ex-Officio)
Howard Geller	(Ex-Officio-Alternate)
Virginia Siegel	June 2009 - December 2011
Lorraine Mole	June 2009 - December 2011
Robert Erich	June 2009 - December 2011
Kelly Marshal (Vice Chair)	June 2010 - December 2013
Bob Steiner	June 2010 – December 2013
Jake Pauline (Chair)	June 2010 – December 2013

Special note:

The TLC recommended that the City Council modify the term dates of the standing members of the TLC committee from, June 30 to June 30, to January 1 to December 31. In the past, newly appointed members joined the committee in mid-year (June). Because the district's budget operates on a fiscal year ending June 30, it was difficult for the new members of the committee to have gained the degree of background regarding the activities and responsibilities of the committee to effectively contribute to the discussions relating to the proposed upcoming budget. Going forward each new member will now serve his or her term in keeping with the modification, as approved by the City Council on March 15, 2011.

TLC Recommendations, Projects, and Work Product Review 2010-2011

- ✓ TLC regularly receives and reviews reports on maintenance staff activities see attached City Maintenance Quarterly Report Update covering the periods: 5/10/10-8/25/10, 8/25/10-1/24/11, and 1/24/11-5/23/11.
- ✓ Reviewed Incoming and outgoing correspondence between citizens and staff regarding various concerns and observations relating to landscaping and trail issues.
- ✓ Reviewed concept to use/accept donated wood chips in landscape areas (both medians and non-median-edge of roadway. Committee voted not to accept or allow donated wood chips for use by the Landscape District.
- ✓ Reviewed a request that the plantings in the roadway medians be more colorful. The committee reiterated that the TLC vision and concept plan submitted and approved by the City Council in 2006, addresses the guidelines for planting and maintaining medians throughout the Landscape District, and should be followed as approved.
- ✓ Complimented the City Maintenance staff for the commendable job they do in effectively managing the available water supply and the maintaining the entire irrigation system.
- ✓ Recommended that in light of the state's position regarding the future of Redevelopment funds, that the City Council consider allocating existing funds to qualified Landscape projects as soon as practicable.
- ✓ Reviewed the proposed landscape district budget for 2011-2012 and recommended that the City allocate more funds to the Clayton Rd. median work and the Library replanting projects, rather than to resurfacing trails.

ADOPT-A-TRAIL PROGRAM:

The Adopt-a-Trail program continues to thrive with TLC members working as volunteers to support the effort. The program aims to:

- Augment financing provided by Measure B
- Provide a venue for volunteers to help Clayton maintain and enhance its trail network
- Make the trails cleaner
- Celebrate the trails' sponsors and volunteers
- Foster civic pride through volunteerism, philanthropy, and cleanliness

The TLC has identified several trail segments to adopt. Each segment can have two adopters: a financial adopter and clean-up adopter.

Please see the APPENDIX section of this report for a current listing of adopters.

TLC RECOMMENDS BUDGET FOR FISCAL YEAR 2010-2011 TO CITY COUNCIL:

In May of 2011, the TLC submitted a proposed budget to the City Council, which was based on the existing FY 2010-2011 assessment, subject to adjustment by the Consumer Price Index (CPI), but capped to a 3% maximum increase per Measure B. Subsequently, the CPI was published at an increase of 2.8% and in July 2010, the City Council adopted an annual assessment of \$936,054, or \$213.37 per residential parcel or non-residential parcel acre. *A copy of the adopted budget and further explanation of Fund 210 is included in the APPENDIX section of this report.*

COMMUNITY OUTREACH:

Both the TLC and the District continue to reach out to the public to keep citizens informed of their activities in a variety of ways, which include:

- Inviting the public to attend quarterly TLC meetings
- Requesting comments and questions via email to cityinfo@ci.clayton.ca.us
- Posting meeting minutes at the City website at www.ci.clayton.ca.us
- Presenting summaries of TLC meetings at City Council meetings
- Publishing quarterly reports of maintenance staff activities
- Submitting articles about the District to the Clayton Pioneer newspaper

[Thanks to the Clayton Pioneer newspaper for publishing articles about the activities relating to Clayton's trails and landscaping. The articles, which appeared during the last fiscal year, are included in the *APPENDIX* section of this report].

APPENDIX

- 2011-2012 Adopted Budget
- Adopt-a-Trail Sponsors
- City Maintenance Quarterly Report(s) - Trails and Landscaping
- Articles published in the *Clayton Pioneer* during fiscal year 2010-2011

City of Clayton
Landscape Mtn. Dist.
CFD 2007-1 Fund 2010

CITY OF CLAYTON
SPECIAL REVENUE ADOPTED BUDGET

Account Number	Account Name	Landscape Maintenance Fund 210			
		2009-10 Actual	2010-11 Adopted	2010-11 Projected	2011-12 Adopted
	Beginning Fund Balance	383,729			491,149
7111	Salaries/Regular	168,865	162,632	180,350	182,632
7112	Temporary Help	73,187	94,150	85,510	84,150
7113	Overtime	-	-	-	-
7218	LTD Insurance	1,458	1,545	1,283	1,057
7220	PERS Retirement	35,387	34,827	37,873	35,882
7231	Workers Comp Insurance	5,441	5,627	5,827	2,879
7232	Unemployment Insurance	5,708	5,938	5,938	6,599
7233	FICA and Medicare	7,388	9,561	9,687	9,561
7242	Uniform Allowance	-	-	-	-
7246	Benefit Insurance	34,635	33,239	32,709	31,175
7310	Supplies & Equipment	-	-	-	-
7311	Street Maint. Supplies	32,768	36,718	38,718	40,000
7314	Postage	-	-	-	-
7315	Materials	-	-	-	-
7316	Landscape Replacement / Traffic Safety	200	20,000	20,000	20,000
7327	Arterial Street Light Supplies	-	-	-	-
7328	Park Services	-	-	-	-
7329	Park Supplies	-	-	-	-
7331	Rentals/Leases	-	-	-	-
7332	Telecommunications	-	-	-	-
7335	Gas & Electric Serv.	27,467	28,840	28,840	29,000
7338	Water Service	71,895	180,000	145,000	180,000
7339	Equipment Lease	-	-	-	-
7341	Buildings & Grounds Mtn	-	-	-	-
7342	Machinery/ Equip Maint.	10,003	8,758	10,666	9,000
7343	Vehicle Maintenance	7,665	8,334	8,334	8,334
7344	Vehicle Gas, Oil, and Supplies	8,525	8,454	9,000	9,000
7345	Traffic Signal Maintenance	-	-	-	-
7346	HVAC Mtn & Repairs	-	-	-	-
7347	Depreciation / Deferred Mtn Projects	-	-	-	-
7351	Insurance Premiums	-	-	-	-
7352	Insurance Claim Expense	-	-	-	-
7373	Education and Training	-	-	-	-
7381	Property Tax Admin Cost	3,368	3,400	3,737	3,737
7384	Legal Notices	-	-	-	-
7385	Transpac Fees	-	-	-	-
7389	Misc. Expenses	704	-	-	-
7408	Street Sweeping Services	-	-	-	-
7412	Engineering Inspection	-	-	-	-
7413	Special Legal Services	-	-	-	-
7414	Auditing Services	-	-	-	-
7417	Janitorial Services	-	-	-	-
7419	Other Prof. Services	157,801	133,355	128,600	141,181
7420	Other Outside Services	-	-	-	-
7422	Technology/Per Grant Channel Share	-	-	-	-
7423	Business Audit / Library Aide/Concert Mgmt.	-	-	-	-
7489	Loss on Sale of Asset	-	-	-	-
7481	Permit Fees	-	-	-	-
7485	Capital Equipment	-	-	-	-
7486	CERF Charges/Depreciation	12,936	12,936	12,936	13,500
7820	Project/Program/Other costs	-	260,000	260,000	330,000
7615	Property Taxes	2,282	2,300	2,332	2,370
7899	State Take Aways	-	-	-	-
8101	Transfer to General Fund	26,970	28,918	28,918	30,766
8101	Transfer to General Fund	-	-	-	-
8104	Transfer to Measure C	-	-	-	-
8111	Transfer to CIP Fund	-	-	-	50,000
	Asset Replacement Reserve Fund				
	Total Expenses	685,461	1,082,272	1,056,636	1,210,723
	Revenue	918,895	916,434	930,821	941,054
	Annual Balance (Shortfall)	233,435	(166,838)	(126,014)	(269,669)
	Ending Fund Balance	617,164	450,325	491,149	221,480

B. Citywide Landscape Maintenance District – Fund No. 210

In June 2007, Clayton voters approved a replacement real property tax to continue funding the operation and maintenance of their citywide public landscaped areas. This annual tax is restricted to costs associated with: arterial and specified roadway medians and parkways, the trails system, the annual open space noxious weed abatement in Oakhurst hills, the annual open space and trails weed abatement for fire and public safety, landscape and turf irrigation and the monthly maintenance and special occasion operation of the "Clayton Fountain".

Maintenance of City Parks is not included as an authorized expense under the District's Act; park maintenance obligations fall to the City's General Fund. Citywide public landscaping services have always been funded by a special revenue tax levied on private properties throughout the City. The District is completing its 4th year of a 10-year approved operation (Measure B), and its citizens' oversight committee (Trails and Landscaping Committee, or TLC) meets periodically to ensure the promised maintenance standards and efficiencies are achieved with these special-purpose tax revenues.

Pursuant to the terms of voter-approved Measure B, the special tax rate may be modified annually by the change in the Consumer Price Index (CPI; San Francisco – Bay Area) from April to April. In no event shall the tax rate be increased by more than 3% each year. The CPI change (from April 2010 to April 2011) posted at 2.8%. The District's revenue projection has been increased by that factor accordingly and is set at \$936,054 for FY 2011-12 (add interest earnings of \$5,000 for total revenue budget of \$941,054). Pursuant to its oversight charge, the citizens' TLC considered the CPI change and the District's budget at its meeting on May 23rd and approved a motion to recommend the City Council implement the 2.8% CPI rate adjustment.

The Landscape Maintenance District opens the fiscal year with a projected positive equity of \$491,149, an amount lower than in previous years due to the approved appropriation of \$260,000 from the District's reserve (May 2010) to make certain landscape renovations and improvements in the District. Many of those improvement and landscape restoration projects were completed recently; one is underway, with the balance to be completed next fiscal year:

- a. Oakhurst Drive decorative pavers in narrow medians plus plants (done) \$70,000
- b. Tree replacements on Keller Ridge Drive (partially complete) \$16,600
- c. Deferred Tree Trimming (done) \$20,000
- d. Clayton Fountain renovation and replanting project (almost done) \$70,000
- e. Restore plants: Oakhurst Dr., old Marsh Creek Rd., Clayton Rd. (next) \$45,000
- f. Marsh Creek Circle replanting/headlight glare mitigation (done) \$19,400
- g. Replant Jeffry Ranch Court island (not done yet) \$ 2,500

The installation and commencement of these landscape restoration and District improvement projects represent the success of the District in managing the voter's preference for a "pay-as-you-go" ballot tax measure. The defeated Measure "O" (2005) would have issued a revenue bond in its initial year to attack public improvements sooner but conservative Clayton voters disliked the higher annual assessment and the bonded indebtedness of the District. Entering the District's 5th year of operation has allowed the accumulation of reserves to accomplish many of the same objectives, just slightly later than many might have wished.

Noteworthy expenses of the District include its annual weed abatement Citywide (\$35,000 for the fire season), and the huge expense of \$53,416 to abate noxious and exotic weeds in the Oakhurst Hills (a condition of project approval for the Oakhurst residential development). Metered water service is set at its historical expense of \$180,000 per year by the lifting of the drought restriction last year; this expense can fluctuate wildly depending on seasonal climates and strange weather patterns. Personnel services for this labor-intensive work accounts for 30% of the District's budget this year (\$343,845), down slightly from last year's portion of 33%. A gradual shift in labor deployment for services in the District to temporary/seasonal workers from the City's permanent workforce of five (5) has lessened the expense burden, which allows the availability of more funds to install beautification and improvement projects in the Landscape District.

As approved by Measure "B" voters, the District's budget includes an annual expense of \$20,000 (Account 7316) for the purchase of replacement plants. The District also contributes its annual allocation of \$13,500 to the City's Capital Equipment Replacement Fund (CERF), from which Maintenance vehicles and equipment are purchased for use in maintaining the Landscape District. An expense of \$30,756 (3.3% of annual District revenue) is transferred to the City's General Fund to pay for administration and overhead of the City (e.g. telephones; payroll processing; accounts receivable and payable; District direction) attributable to the District's annual operations.

Consistent with the District's stated mission to maintain and improve the Landscape District, it is recommended we continue our aggressive program to further enhance the appearance and sustainability of the District's plants and landscaping. Therefore, the proposed FY 2011-12 Budget calls for an allocation of \$330,000 from the District's reserves this year to perform the following enhancements:

1. Median and Roadway Re-Landscaping Projects	\$230,000
a. Clayton Road, Oakhurst to old Marsh Creek Road	\$115,000
b. Clayton Road, old Marsh Creek Road to Mitchell Canyon Road	\$115,000
2. Trail Resurfacing (remainder of Bruce Lee Trail)	\$ 50,000
3. Master Remote Computer Controller for all Irrigation Systems	\$ 30,000
4. Trail Crack-Sealing and Minor Repairs	\$ 10,000
5. Tree Replacement and Trimming	<u>\$ 10,000</u>
Total:	<u>\$330,000</u>

Further, it is proposed the District transfer an additional \$50,000 from its reserves to the City's Capital Improvement Project Budget (CIP No. 10421) to design and install the necessary repairs on a portion of the Cardinet Trail that is being eroded by the scouring of Mt. Diablo Creek. This Cardinet Trail Restoration Project will require the involvement and permit approvals issued by the CA Fish and Game Department and other environmental regulators to ensure proper treatment of the sensitive habitat.

With all of these actions, the District's ending fund balance on 30 June 2012 will still be a healthy \$221,480, which equates to a reserve of 24% of the annual revenue. The reserve status is confirmation the City does not siphon "surplus" monies of the District into its General Fund and uses the special tax revenues for the intended purposes.

Adopt a Trail updated as of 10/12/11

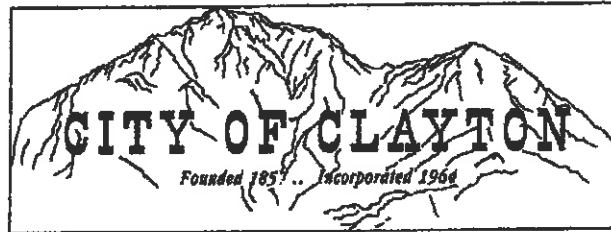
Adopters/Revenues

Name Date	Sponsor Type	Trail Section	Amount Recvd	Date \$ Recvd	Ag. recvd	Start Date	Renewal
Pauline Family Black Diamond Electric	Volunteer Labor Financial	Cardinet Trail (Library - Lydia Ln Pk) Cardinet Trail (Library - Lydia Ln Pk)	\$200 \$1000	2/1/2011 2/1/2011	Yes	3/1/2011 3/1/2011	3/1/2013 3/1/2013
Passport2Clayton (P2C) Passport2Clayton (P2C)	Volunteer Labor Financial Sponsor	Bruce Lee Trail (Upper Easley Trail) Bruce Lee Trail (Upper Easley Trail)	\$200 \$1000	2/1/2011 2/1/2011	Yes	3/1/2011 3/1/2011	3/1/2013 3/1/2013
Employees of CD Federal Credit Union Discovery Builders	Volunteer Labor Financial Sponsor	Blue Oak Trail Blue Oak Trail	\$200 \$1000	2/9/2011 2/17/2011	Yes	3/1/2011 3/1/2011	3/1/2 3/1/20
Siegel Family Diablo Ford	Volunteer Labor Financial Sponsor	Lower Easley Trail Lower Easley Trail	\$200 \$1000	2/1/2011 2/1/2011	Yes	3/1/2011 3/1/2011	3/1/2013 3/1/2013
<u>Available</u> <u>Available</u>	Volunteer Labor Financial Sponsor	Donner Creek Trail Donner Creek Trail					
Dan Pauline Banister Electric Adopt a Trail Expenses	Volunteer Labor Financial Sponsor	Cardinet Trail (safetyway - Lydia Ln Pk) Cardinet Trail (safetyway - Lydia Ln Pk)	\$200 \$1000	2/1/2011 2/1/2011	Yes	3/1/2011 3/1/2011	3/1/2013 3/1/201
Date	purpose		Amount				
3/8/2009	19.5 hrs maintenance temp labor make/ install signs		\$219.00				
4/17/2009	materials for sign posts		\$1527.34				
6/23/2009	signs printing (bay area barricade)		\$98.87				
6/30/2009	t-shirts		\$289.51				
8/9/2009	wood for future sign posts (Dolan's Lumber)		\$595.15				
8/9/2009	sign printing (Bay Area Barricade)		\$10.93				
5/14/10	Clayton Pioneer Ad		\$200.00				
Total Expenses to date			\$2940.08				
Renewal and New as of 2/1/11	\$5050						
Prior balance	\$4200						

5/1/2011 Account Balance: \$4200 - \$2940.08 + \$5,050 = \$6309.92

Agenda Date: 8/30/10

Agenda Item: 3(b)



**CITY MAINTENANCE
QUARTERLY REPORT
UPDATE
TRAILS AND LANDSCAPING DISTRICT
5/15/10 to 8/25/10**

- Completed the second trim of the landscape for the last fiscal year and started on the first trim of fiscal year 2010/11. The following areas have been trim over the past quarter; Old Marsh Creek Road, Oakhurst Drive, Eagle Peak Ave, Clayton Road inbound from city limits to Mt Zion, and Clayton Road out bound from Library to Mitchell Canyon Road.
- Spot spray herbicides and pull weeds in the Landscape District Citywide
- Sprayed broad leaf herbicide on the lawns in the Landscape District
- All irrigation systems are turn on and we continued to make repairs to the irrigation systems within the Landscape District.
- Completed the weed abatement for fire breaks in the Landscape Districts open space. Work was completed by the end of June.
- Completed more contract work on trimming trees along Clayton Road from City Hall to Mitchell Canyon Road. Also trim the median trees on Clayton Road from City limits to El Camino Drive.
- Started the bricking of noses along Oakhurst Drive. We have removed the remaining plants and dug the soil out in preparation for the installation of base rock, sand, and brick.
- Started the irrigation inventory and evaluation report with field testing of irrigation systems to gather all needed information for the report.

Agenda Date: 5/23/11

Agenda Item: 3 (b)

**City of Clayton Maintenance Staff
LANDSCAPE MAINTENANCE DISTRICT
STATUS REPORT
UPDATE
TRAILS & LANDSCAPING
PERIOD COVERING 1/24/11 to 5/23/11**

- Spot spray herbicides and pull weeds in the Landscape District Citywide.
- Completed additional contract work on safety trimming of trees along Clayton Road from Peacock Drive to the Middle School that were hanging into the Trail.
- Trimmed all the median trees along Old Marsh Creek Road from Center Street to the Middle School, trimmed all median trees on Peacock Drive, and the north side of Oakhurst Drive from Eagle to Eagle Avenue.
- Completed the Oakhurst Road median bricking project with the spot planting of new ground cover and replacement trees
- Near Completion of the Marsh Creek Circle re-plant. Still have several trees to plant and some spot placement of shrubs around trees to be installed.
- Started the replant of the Water Fountain with completion by the beginning of June. Installed bio-filter planter areas and concrete mow strips and decorative moss rock boulders. ?
- Started to do our second Trim of the Landscape with Eagle Peak Avenue completed.
- Started to turn on irrigation systems and make irrigation repairs within the Landscape District City Wide.
- Started the weed abatement for fire control with the tilling of Hoyer Hill. Weed cutting behind homes and mowing will start after the threat of rain stops.

Agenda Date: Jan. 24, 2011

Agenda Item: 3 (b)

QUARTERLY REPORT UPDATE TRAILS & LANDSCAPING

8/25/10 to 1/24/11

- Completed the winter trimming of Crape Myrtle Trees City wide
- Spot spray herbicides and pull weeds in the Landscape District Citywide
- Sprayed pre-emergent herbicide in the Landscape District for winter and spring weed control.
- Sprayed pre-emergent and post emergent herbicide along the main trails for winter and spring weed control.
- All irrigation systems are turn off within the Landscape District.
- Completed more contract work on safety trimming of trees along Oakhurst Drive from Yolanda Circle to City limits that were hanging into the sidewalk and traffic lanes. Safety removal of dead trees on the hillside at the Main Street off ramp. Trimmed the trees along Keller Ridge Drive and Marsh Creek Circle as part of the replant projects.
- Completed the bricking of noses along Oakhurst Drive. We have started a replant along Oakhurst Drive in the median. This includes the installation of a new irrigation system from Eagle Peak Dr to Indian Head Way including bubblers to the trees. These systems meet the new water ordinance guidelines.
- Had some minor storm damage within the Landscape District with a tree falling on Clayton Road in front of City Hall, a large Oak and Willow tree falling on the trail by Lydia Lane Park.
- Spread wood chips in some dirt areas in the Landscape District one area was along Lydia Lane and the other area on Marsh Creek Road in the medians islands by Diablo Parkway (these wood chips were donated by Warner Tree Experts)
- Had the Peacock Creek sign lettering replaced existing lettering had deteriorated and was not staying mounted to the landscape planter wall (see attached photo)

Clayton fountain gets new look

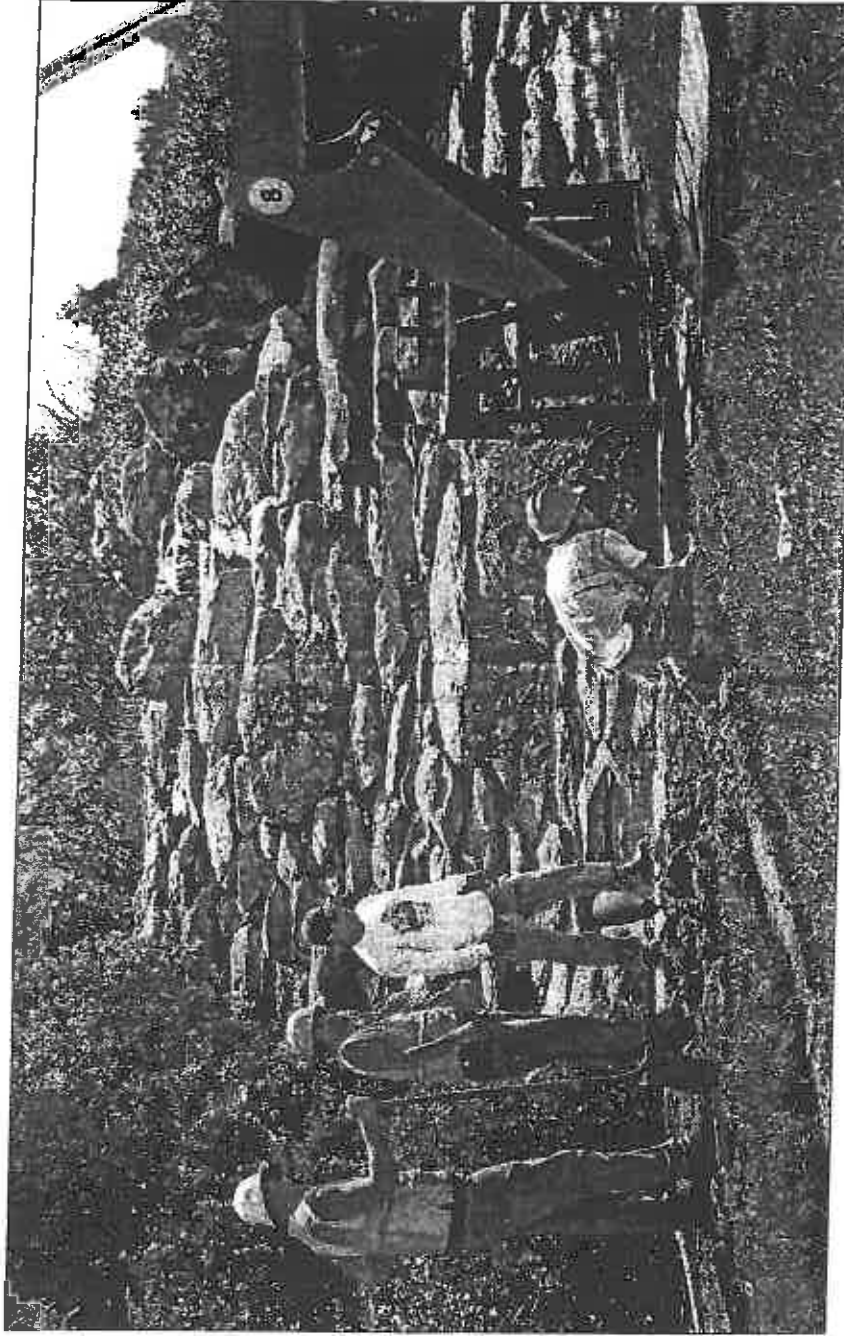
TAMARA STEINER
Clayton Pioneer

The city's fountain at Oakhurst Blvd. and Clayton Road will have a whole new look in a few weeks as the city moves away from the high water use and labor intensive lawns and annuals that were severely damaged during the last drought.

Designed by city maintenance supervisor John Johnston, the new landscaping will incorporate boulders and stonework among drought tolerant and low maintenance shrubs and trees. A narrow strip of lawn will stretch across the front of the fountain. The half-circle of flowers will go, says Johnston. "They only look good for a little while. Then the spot is just full of dead flowers."

The \$70,000 fountain project is one of seven Landscape Maintenance District projects slated for completion this year. The District allocated \$260,000

See Fountain, page 7



CITY WORKERS MANEUVER A BOULDER INTO PLACE AT THE CLAYTON FOUNTAIN as part of the new design and replanting effort to replace drought-damaged landscaping with lower-maintenance hardscape and shrubs.

Tamara Steiner/Clayton Pioneer

Clayton Pioneer 4/15/11

Fountain, from page 1

for all seven projects, which include replacement of drought damaged plants and pavers in the medians along Clayton Rd. and Oakhurst Blvd. Keller Ridge Drive will get some new trees and Marsh Creek Circle across from DVMS was replanted last month.

The city's gateway, locally known as Daffodil Hill, at

Marsh Creek and Clayton Roads is a Clayton Business and Community Association Project.

The hardscape and new monument sign were installed in the summer of 2009.

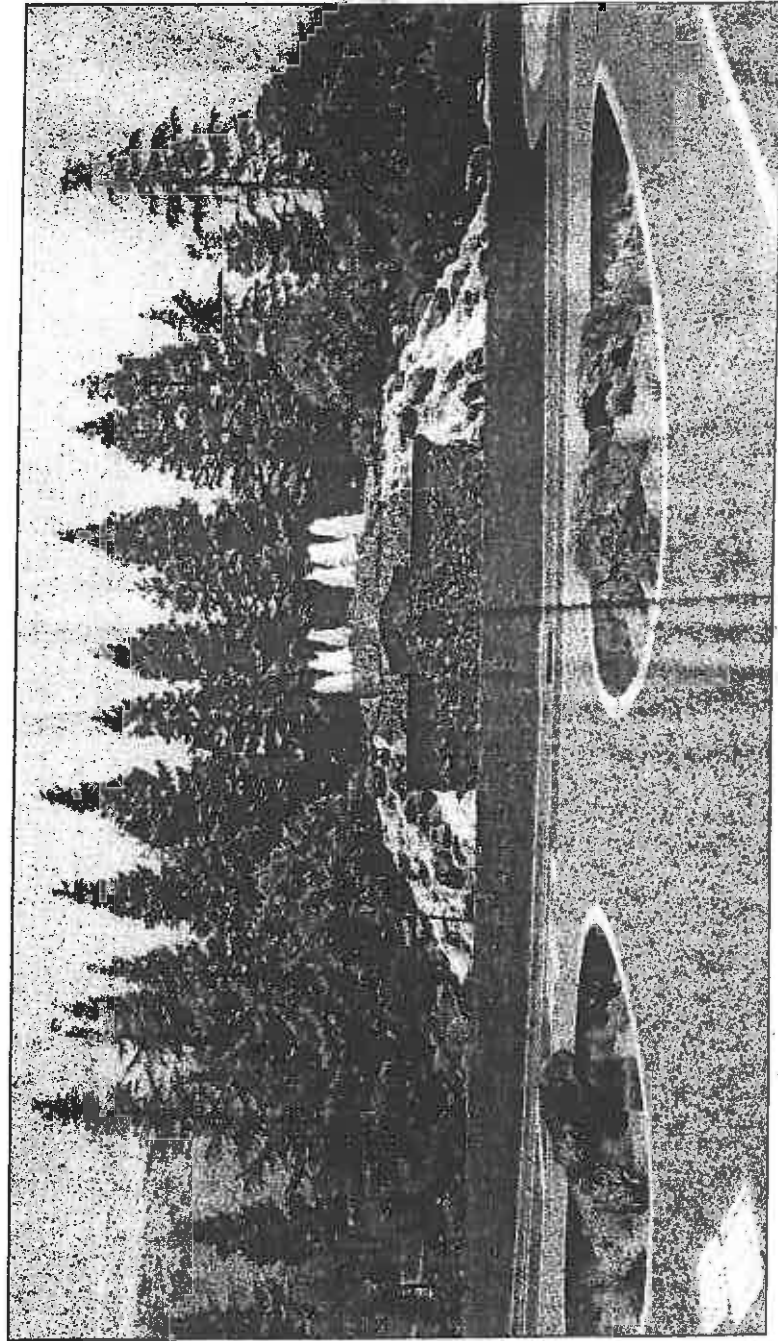
A well on the library grounds will provide irrigation for the hill plants, but the city wanted to wait until after the drought to

install new landscaping. "Putting in new plants during a drought sends a mixed message to the public," explained Gary Napper of the city's decision to wait.

Plans for the hill's design are complete and are ready to go out for bid, according to CBCA committee chair Maryann Lawrence. Pending review by the city and CBCA approval of the cost, the hill could be finished by summer.

Clayton Pioneer 4/15/11

Clayton Fountain still green, less thirsty



Tamara Steiner/Clayton Pioneer

THE NEW FOUNTAIN LANDSCAPING AT THE CORNER OF CLAYTON ROAD AND OAKHURST BLVD., was finished last week. The landscaping is low-maintenance, drought tolerant and complies with water conservation and stormwater management requirements. The fountain is a favorite spot for local photographers.

TAMARA STEINER
Clayton Pioneer

City crews finished the re-landscaping of the Clayton Fountain last week with a splash of green sod across the front.

The new design is drought-tolerant and low maintenance and reduces the previous lawn area by 65 percent. Bioswales in the median and at the east end of the fountain are designed to manage storm water, filtering it and sending it back into the ground instead of allowing it to run off into the storm drains.

The new landscaping replaces the high maintenance, water thirsty lawns and annuals that died in last year's drought.

After some initial criticism of the starkness of the design, public reaction to the finished product has been overwhelmingly positive, says Maintenance Supervisor Mark Janney.

See Fountain, page 17

Clayton Pioneer 6/24/11

Fountain, from page 1

"I know that there were some negative comments about the boulders in the Pioneer Letters to the Editor," says Clayton resident Linda Pinder. "But now that the actual plantings are in I think it

looks terrific. I think this will once again be a lovely setting for prom and wedding photos."

The fountain project is one of seven Landscape Maintenance District projects slated for completion this year.

The city has allocated \$260,000 for all seven which will include median landscaping and pavers along Clayton Road and Oakhurst Blvd and new trees on Keller Ridge Drive.

The city's gateway, known as Daffodil Hill, is a project of the CBCA which is currently in the design and bidding process.

Clayton Pioneer 6/24/11

WHAT IS YOUR TRAILS AND LANDSCAPE COMMITTEE?

The TLC (Trails and Landscape Committee) is made up of 6 volunteers, your neighbors & friends, from the Clayton community. The TLC was formed by the Clayton City Council in August 2007 to help the City implement the voter-approved plan to manage the current and future needs of the City-wide Landscape Maintenance District (the CCLMD).

The TLC serves as the financial oversight committee and provides short-, mid-, and long-term implementation guidance to the City Staff and City Council regarding the spending of the special voter approved funds that can only be used for spending within and for the Landscape Maintenance District.

The Landscape Maintenance District consists of the roadway edge and roadway median landscaping, trail maintenance and fire abatement on trails and open space. City parks & the running of the Clayton Fountain are not included in the District.

The TLC in Action!

The Trails and Landscape Committee meets on a quarterly basis on the 3rd Monday evenings of the month (7pm) at the City Library (Hoyer Hall Meeting Room) 6125 Clayton Road. Residents of Clayton are encouraged to attend these meetings to hear what is being proposed and to provide input and get their questions answered.

The TLC will be evaluating use of targeted hardscape and limited replacement planting options for drought losses as funds and water restrictions allow.

Meeting agendas are posted on: City web site at www.ci.clayton.ca.us City Hall, 6000 Heritage Trail; Clayton Library, 6125 Clayton Road; Ohm's Bulletin Board, 1028 Diablo St

Please direct any questions or concerns to the City of Clayton via the website or address above.

Your Trails and Landscape Committee Members

Jake Pauline (Chair)
Robert Erich
Kelly Marshall
Lorraine Mole
Virginia Siegel
Bob Steiner

IMPORTANT INFORMATION

FROM YOUR

CLAYTON TRAILS and LANDSCAPE COMMITTEE



2010 - 2011



WHAT are the STANDARDS and PRIORITIES of the District and the TLC?

- Firebreaks are Mandatory.
- Weeds are now cut along major trails and creeks twice yearly.
- Trees are trimmed for safety purposes first.
- Irrigation breaks are repaired as needed.
- Public roadway landscaping is trimmed twice yearly.
- Landscape areas are now fertilized one time a year as needed.
- Limited funds for targeted improvements of \$20,000 each year.

TLC'S STRATEGIC FOCUS

- Take Care of what we have before planting something new
- Remove unwanted expenditures and control costs with strict oversight.
- Create Equity in the District.
- Implement Cost-Effective measures to improve irrigation and infrastructure and functions.
- Invest in improved equipment as a means to increase maintenance efficiency and effectiveness.
- Implement Seasonal and situational based labor to minimize costs.

HOW IS THE DISTRICT FUNDED ?

The District is funded by a special 10-year special parcel tax "Measure B" passed by the Clayton voters in June 2007 that is currently \$ 207.56 per year that appears on your property tax bill. This assessment can only be increased for inflation with a maximum annual increase cap of 3% per year. This is the only source of funding for the Landscape District supplies, electricity, irrigation, water, and labor. All funds are kept separate and only used for the voter approved Landscape District

expenses. *(The operation of the Clayton Fountain was not approved by voters to be included in the District).*



QUICK FACTS of YOUR Landscape Maintenance DISTRICT - YOUR "FRONT YARD"

- The District landscape covers over 2,000,000 sq. ft.
- There are 40,700 sq. ft. of lawns and flowerbeds.
- There are over 2,871 trees in the City.
- There are 515 acres of open space.
- There are 7 miles of creek side trails and 20 miles of open space trails.
- There are about 50 street islands and medians.
- The District uses equivalent of only three full time staff and includes the use of some seasonal and volunteer workers as needed.
- From May 2008 to May 2010 the Contra Costa Water District had mandatory water reductions of 45% for the Landscape District. The District priorities was to preserve trees, then shrubs and to eliminate watering of lawns and groundcovers to stay within the limits and to avoid financial penalties through even higher water costs.
- Adopt-A- Trail program established to encourage trail maintenance funding and volunteering.

Agenda Date: 10/24/11

Agenda Item: 5 b



STAFF REPORT

TO: Trails and Landscape Committee

FROM: Maintenance Supervisor, John Johnston

DATE: October 24, 2011

SUBJECT: Median Re- Landscape Design Proposal for Clayton Road from Oakhurst Blvd. to Mitchell Canyon Rd.

BACKGROUND

At the TLC's May Budget meeting the TLC recommended that monies be allocated for the improvement of the Clayton Road landscape between Mitchell Canyon Road and Oakhurst Drive. The City Council approved a total of \$230,000 funding for this project within the 2011-2012 budget.

PROPOSAL


Our maintenance department has designed a landscape plan for the Median areas along Clayton Road between Mitchell Canyon Road and Oakhurst Drive. We are presenting this plan for the TLC's review and recommendation to the City Council. The Medians have been numbered #1 thru #4, on the plan, for easier identification of the areas and their design. The Primary plan involves the placement of (5) 60" box specimen oak trees with LED lighting located in specific areas along the median. Medians #2 & #4A have an Option B for an alternative design. It is our recommendation that any remaining monies from this project be used to upgrade the irrigation and spot plant along the right-a-ways located within this landscape area. Attached are copies of the landscape plan and details along with a couple samples of the specimen oaks.

RECOMMENDATION

Review and comment and make recommendation on proposed re-landscape plan for the Median on Clayton Road from Oakhurst Blvd. to Mitchell Canyon Road to the City Council

Clayton Road Median Project

PLANT LIST

<u>Code</u>	<u>Botanical Name</u>	<u>Common Name</u>	<u>Size</u>
Shrubs			
AD	Arctostaphylos densiflora	Manzanita "Howard McMinn"	5 Gal.
ND	Nandina domestica	Heavenly Bamboo "Sienna Sunrise"	5 Gal.
PH	Phormium hybrid	Hybrid Flax "Platt's Black"	5 Gal.
PHY	Phormium hybrid	Hybrid Flax "Yellow Wave"	5 Gal.
RI	Raphiolepis indica	Indian Hawthorne "Jack Evans"	5 Gal.
RO	Rosmarinus officinalis	Rosemary "Huntington Carpet"	5 Gal.
LC	Lagerstroemia indica	Crape Myrtle "Catawba"	5 Gal.
Grasses			
FM	Festuca mairei	Fescue "Atlas Fescue"	5 Gal.
FI	Festuca idahoensis	Fescue "Siskiyou Blue"	1 Gal.
Perennials			
AH	Agapanthus hybrid	Lily-of-the-Nile "Tinkerbell"	1 Gal.
TVS	Tulbaghia violacea	Society Garlic "Silver Lace"	1 Gal.
TV	Tulbaghia violacea	Society Garlic	1 Gal.
LH	Lantana hybrid	Lantana "Gold Rush"	1 Gal.
Groundcover			
	Coprosma kirkii	Coprosma	1 Gal.
Trees			
LI	Lagerstroemia Indica hybrid	Crape Myrtle "Tonto"	15 Gal.
PA	Plantus acerifolia	Columbia Sycamore	15 Gal.
QA	Quercas Agrifolia	Coast Live Oak	36" Box



VALLEY CREST TREE COMPANY
The Tree Growing and Tree Moving Company

Tree ID: 00025198
Botanical Name: Quercus agrifolia
Common Name: Coast Live Oak
Category 1: Tree
Category 2: Evergreen Non Flowering
Current Specifications: 13' x 13'
Tree Form: Multi
Screen Tree: No
Box Size: 60" Box
Zones: 7, 8, 9, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24



Zones Info:

Character:	Foliage/Leaves:	Fruit/Flowering:	Mature Size:
Round-headed. Smooth, dark gray bark. Wide spreading. Good as specimen standard or multi-trunk tree.	Dense foliage of rounded, holly-like leaves, slightly glossy; drops old leaves, retaining new in early Spring.	Conical, .75-1.5" acorns	Height: 20' - 70' Spread: 30' - 80'

Notes:

Approx 9,300 LBS CR4

Valley Crest Tree Company, Copyright © 2002 - Printed from vctree.com
 For more information, please call our sales department
 Northern California at (925) 862-2485 or Southern California at (805) 524-3939.



VALLEY CREST TREE COMPANY
 The Tree Growing and Tree Moving Company

Tree ID: 00025974
Botanical Name: Quercus agrifolia
Common Name: Coast Live Oak
Category 1: Tree
Category 2: Evergreen Non Flowering
Current Specifications: 17' x 11'
Tree Form: Low Branching
Screen Trees: No
Box Size: 60" Box
Zones: 7, 8, 9, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24
Zones Info:



<i>Character:</i>	<i>Foliage/Leaves:</i>	<i>Fruit/Flowering:</i>	<i>Mature Size:</i>
Round-headed. Smooth, dark gray bark. Wide spreading. Good as specimen standard or multi-trunk tree.	Dense foliage of rounded, holly-like leaves, slightly glossy; drops old leaves, retaining new in early Spring.	Conical, .75-1.5" acorns	Height: 20' - 70' Spread: 30' - 80'

Notes:

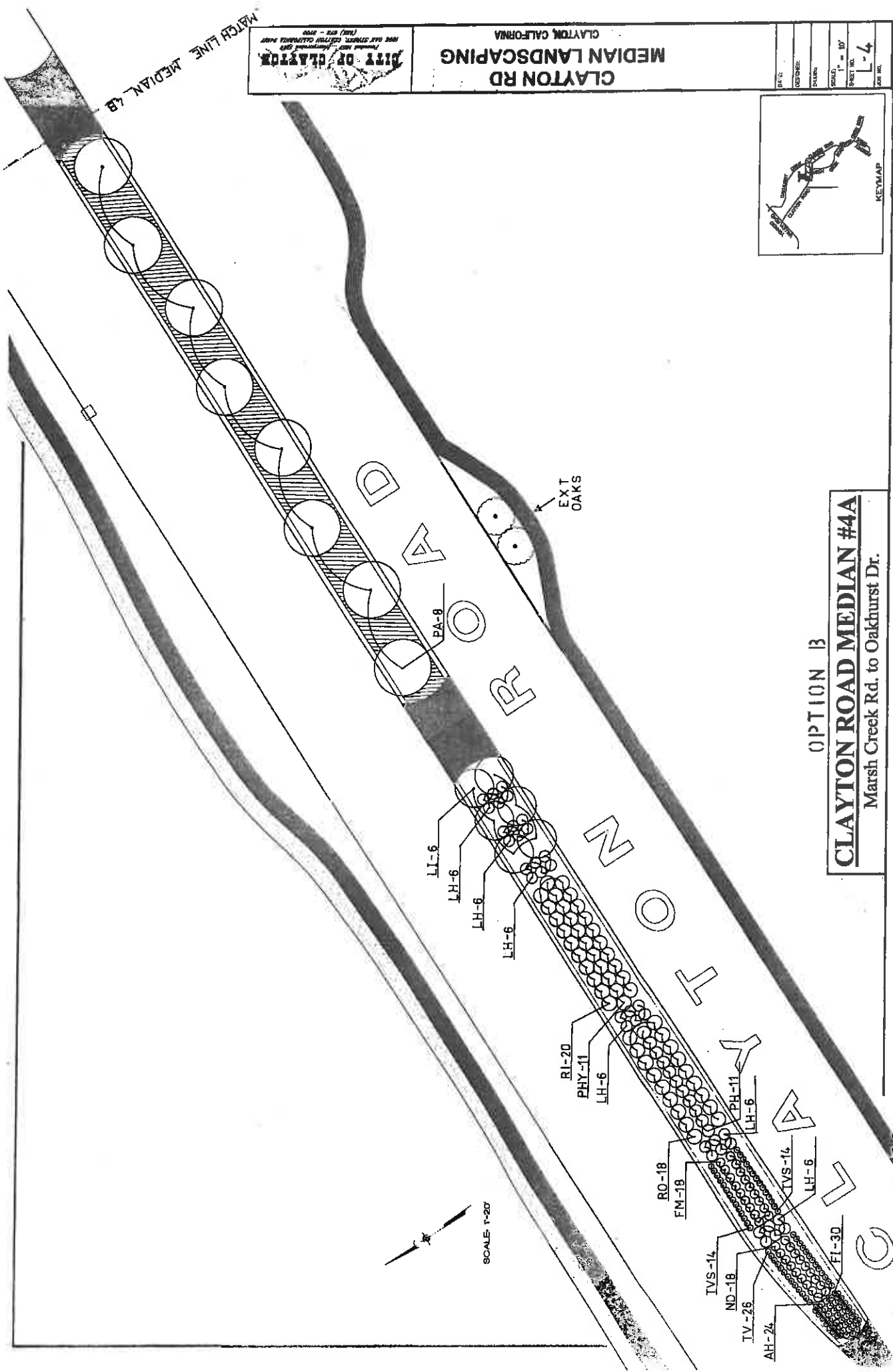
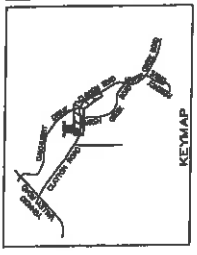
Approx 9,500 LBS CR7

Valley Crest Tree Company, Copyright © 2002 - Printed from vctree.com
 For more information, please call our sales department
 Northern California at (925) 862-2485 or Southern California at (805) 524-3939.

CITY OF CLAYTON
 Planning and Community Development
 1000 10th Street, Clayton, California 94005
 (415) 593-3300

CLAYTON ROAD MEDIAN LANDSCAPING
 CLAYTON, CALIFORNIA

DATE: _____
 DRAWN: _____
 SCALE: 1" = 10'
 SHEET NO. **L-4**
 JOB NO. _____



OPTION B
CLAYTON ROAD MEDIAN #4A
 Marsh Creek Rd. to Oakhurst Dr.

Agenda Date: 10/24/11**Laura Hoffmeister**Agenda Item: 6

From: Robert Erich [erichlaw@mac.com]
Sent: Wednesday, August 03, 2011 1:54 PM
To: lhoffmeister@ci.clayton.ca.us
Subject: Re: Pebble Beach Drive

Hi Laura,

Thanks for getting back to me. I will pass your email along.

Laura Hoffmeister

From: Laura Hoffmeister [lhoffmeister@ci.clayton.ca.us]
Sent: Wednesday, August 03, 2011 2:06 PM
To: 'Robert Erich'
Subject: RE: Pebble Beach Drive

Robert- sorry for the delay but maintenance staff supervisors have been in and out on vacations this past week and needed to get the status from them.

According to Mark Janney, Maintenance Supervisor, the second growth weeds near the sidewalks will be cut around mid August when we do a second pass along the edges of the Cardinet Trail. We typically do after they come up in August as these thistles are summer-late summer bloomers and last to Oct., with the later spring rains there have just been more of them this season.

Laura Hoffmeister
 Asst. to the City Manager - City of Clayton

LHoffmeister@ci.clayton.ca.us

City of Clayton
 6000 Heritage Trail
 Clayton CA 94517

925-673-7308 (ph/vm)
 925-672-4917 (fax)

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

From: Robert Erich [mailto:erichlaw@mac.com]
Sent: Wednesday, July 27, 2011 12:30 PM
To: lhoffmeister@ci.clayton.ca.us
Subject: Pebble Beach Drive

Hi Laura,

I have had a couple residents on Pebble Beach Drive complain about the yellow thistles and other tall weeds that are growing on the narrow strips along the north side of the road. They are actually growing out onto the sidewalk and they look pretty bad. I am sure the late-season rains contributed to the problem. Is there anything that can be done to knock the weeds down? Thanks for whatever you can do.

Bob Erich