



# AGENDA

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## TRAILS AND LANDSCAPING COMMITTEE [CITIZENS OVERSIGHT COMMITTEE]

**MONDAY, April 16, 2012**

**7:00 p.m.**

Hoyer Hall

Clayton Community Library City Hall

*6125 Clayton Road  
Clayton, CA 94517*

### **COMMITTEE MEMBERS**

Jake Pauline (Chair)	Kelly Marshall (Vice Chair)
Larry Casagrande	Anthony Chippero
Robert Erich	Harun Simbirdi
Alyse Smith	Bob Steiner
Vice Mayor Joe Medrano (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.cityofclayton.org](http://www.cityofclayton.org)
- 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 \*

April 16, 2012

1. **CALL TO ORDER & ROLL CALL** – Chairperson Pauline.
2. **INTRODUCTION OF NEW COMMITTEE MEMBERS**
3. **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

*Any member from the audience 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.

4. **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 special meeting of November 7, 2011
  - (b) Landscape Maintenance Staff Quarterly Activity Report
5. **CONTINUED/OLD BUSINESS**
  - (a) Adopt a Trail Program Status update:(Chair Pauline/Maintenance Supervisor Janney) verbal report  
Recommended Action: Hear report, Provide comments, and consider committee members to work on outreach and coordination of the Adopt-a-Trail program.
  - (b) Status report of the deferred landscape Maintenance District Projects (Maintenance Supervisor Janney)  
Recommended Action: Receive report.
6. **NEW BUSINESS**
  - (a) Consider recommendation to the City Council if Daffodil Hill to be a part of the Landscape Maintenance District; consideration of funding or shared funding of the CBCA landscape plan for Daffodil Hill; and if District contracting of maintenance. (City Staff )  
Recommended Action: Hear report, provide comments, make recommendations to the City Council .

- (b) Review of mid-year (January 2012) Landscape Maintenance District Budget (City Staff )  
Recommended Action: Receive report.
- (c) Consideration of TLC to have and staff an informational table at the Clayton Cleans Up – City Hall Courtyard April 21<sup>st</sup> 9am-Noon  
(Committee member Steiner)  
Recommended Action: Hear report and determine if having table and committee members to volunteer staffing.
- (d) Consider selection of committee members to work on the FY 11/12 Annual Report  
Recommended Action: Select up to three committee members.
- (e) Consider selection of committee member(s) to update the TLC brochure  
Recommended Action: Select up to three committee members.

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

March 23, 2012 – concerns re: Keller Ridge Drive landscaping condition

February 14, 2012 – concerns re: trash – littering in open space/trail and request trash cans

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

- (a) Consideration Future Clayton Pioneer TLC column ideas – committee member to write
- (b) Assignment of Committee Report: to the City Council at its April 17, or May 1 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)  
May 21 2012- proposed landscape District Budget for FY 2012/13;  
-Annual Report subcommittee member selection FY11/12  
August/September- FY 2011/12 Annual Report  
February 2013 – mid year budget status
- (d) Committee Member communications
- (e) Staff Communications/Announcements –

8. **ADJOURNMENT**– The Committee’s next regularly-scheduled meeting is anticipated to be Monday, May 21, 2012 at 7:00 p.m. in Hoyer Hall, Clayton Community Library. Please contact the City Clerk at 673-7300 to verify actual date.

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