



# AGENDA

## REGULAR MEETING

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## TRAILS AND LANDSCAPING COMMITTEE

[CITIZENS OVERSIGHT COMMITTEE]

**MONDAY, MARCH 16, 2009**

**7:00 p.m.**

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

### COMMITTEE MEMBERS

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

Vice Mayor Hank Stratford (Ex-Officio)

- A complete packet of information containing staff reports and exhibits related to each item is available for public review in City Hall located at 6000 Heritage Trail on Monday prior to the Committee meeting.
- Agendas are posted at: 1) City Hall, 6000 Heritage Trail; 2) Library, 6125 Clayton Road; 3) Ohm's Bulletin Board, 1028 Diablo Street, Clayton; and 4) City Website at [www.ci.clayton.ca.us](http://www.ci.clayton.ca.us)
- Any writings or documents provided to a majority of the Committee after distribution of the Agenda Packet and regarding any public item on this Agenda will be made available for public inspection in the City Clerk's office located at 6000 Heritage Trail during normal business hours.
- If you have a physical impairment that requires special accommodations to participate, please call the City Clerk's office at least 72 hours in advance of the meeting at (925) 673-7304.

# \* TRAILS AND LANDSCAPING COMMITTEE \*

MARCH 16, 2009

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

2. **CONSENT CALENDAR**

*Consent Calendar items are typically routine in nature and are considered for approval by the Committee with one single motion. Members of the Committee, Audience, or Staff wishing an item removed from the Consent Calendar for purpose of public comment, question or input may request so through the Chair.*

- (a) Approval of Action Minutes from the Committee meeting of December 15, 2008.
- (b) Quarterly report from Public Works Department outlining District maintenance tasks and services performed in the last three months.

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

*Citizens may address the Committee on items within the Committee's jurisdiction, (which are not on the agenda) by completing a speaker card and forwarding it to the Chair. To assure an orderly meeting and an equal opportunity for everyone, each speaker is limited to 3 minutes, enforced at the Chair's discretion. When one's name is called by the Chair, the speaker shall advance to the public podium and adhere to the time limit. In accordance with State Law, no action may take place on any item not appearing on the posted agenda. The Committee may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter.*

*Public comment and input on Public Hearing, Action Items and other Agenda Items will be allowed when each item is considered by the Committee.*

4. **CONTINUED BUSINESS**

- (a) Update on the consideration of use of Measure WW (East Bay Regional Park District bond measure) City allocation of approximately \$492,000 in grant monies.  
(Asst. to the City Manager / Maint. Supervisor Mark Janney)  
**Staff recommendation:** Hear report and provide comments/recommendations.
- (b) Verbal status report on "Adopt-a-Trail" Program for the Landscape Maintenance District.  
(Committee Member Siegel and Committee Member Disend)
- (c) Verbal update of Annual Report preparations and establishing a subcommittee to work on the Annual Report, which would be completed around July/Aug 2009 covering FY 08/09 ending June 30, 2009.  
(Committee Member Vineyard)
- (d) Status and update report on Outreach Subcommittee.  
(Committee Member Bass)

5. **NEW BUSINESS**

- (a) Verbal status report on Contra Costa Water District potential upcoming water rationing as it relates to the Landscape Maintenance District.  
(Maintenance Supervisor Janney)
- (b) Discussion of future *Clayton Pioneer* TLC column articles.  
Staff Recommendation: Provide Direction

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

- ▶ March 13, 2009 email from Barbara Jacobs to Chair Siegel.

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

- (a) Assignment of Committee Report to the:
  - City Council at its March 17, 2009 meeting.
  - CBCA at its March 26, 2009 meeting.
- (b) Future Agenda Items.
- (c) Committee Member communications.

8. **ADJOURNMENT**– The Committee's next regularly-scheduled meeting is anticipated to be Monday, **May 18, 2009 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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**ACTION MINUTES**  
**OF THE**  
**REGULAR MEETING**  
**TRAILS AND LANDSCAPING COMMITTEE**  
**[Citizens Oversight Committee]**

**December 15, 2008**

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

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

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

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

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

**2. CONSENT CALENDAR**

**(a) Information Only**

1. *Copy of Chairperson's article for the Clayton Pioneer (Dec. 19 issue).*

2. *Copy of City Council October 21<sup>st</sup> meeting minutes.*

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

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

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

Motion by Casper, seconded Committee Member Vineyard, to approve the Consent Calendar. Motion passed (6-0 vote).

**3. PUBLIC COMMENTS**

None.

**4. NEW BUSINESS**

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

Committee member Vineyard noted that the Annual Report would be coming up and he was agreeable to again this year help on drafting it out however would need additional TLC members to assist. With quarterly meeting schedule needed to begin to think about how to approach this year's Annual Report. Committee member Vineyard asked if the TLC members wanted to have a subgroup work on the report again this year and bring the draft to the entire TLC or did the TLC want to work on it together without a subcommittee. Members indicated some interest in a subcommittee however deferred until the next meeting further discussion of subcommittee, as noted by Committee member Vineyard his intent was only to raise the item to put on the radar

screen that there is still some time to determine subgroup and members to participate – if subcommittee is used again they would need to meet between the TLC meetings so to consider time availability if wanting to assist on the annual report preparation. Committee member Vineyard stated that he would also contact former member Linda Pinder to see if she could assist in some of the formatting and photography of the report as she did last year.

By consensus the Committee agreed to continue further discussion to the March meeting.

*(b) 2009 Meeting Schedule of the Trails and Landscaping Committee*

Assistant to the City Manager Hoffmeister provided meeting schedule options. After review it was the consensus of the Committee to determine meeting schedule at each meeting since the FY 09-10 Budget recommendation process and FY 08-09 Annual Report process may require added meetings or may be part of standing quarterly meetings depending on the timing of their information availability; that timing could not yet be determined.

**5. CONTINUED BUSINESS**

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

Assistant to the City Manager Hoffmeister informed the Committee members that this item was continued to allow for further discussion by the TLC after the election. The measures recent (November) passage allows for the City Council to now consider what types of projects we might want to explore that could qualify for City of Clayton's share of the funds. The TLC was interested in identifying and discussing trail projects that might meet the eligibility criteria. It was noted by City staff that the funds under Measure WW are for park, recreation and/or trail capital projects. It was also noted by city staff the City Council has the final decision on funding requests and has other project ideas to also consider such as capital improvements to city parks. The City Council has previously mentioned all weather turf as a possible improvement to the Community Park, and such project would likely need all the Measure WW funds and other funds as well. The TLC was still interested in providing a suggestion of eligible trail projects for the City Council's consideration as they weigh various possible future uses of Measure WW funds.

After additional discussion of weather to form a subcommittee or to work on recommendations as a group the TLC consensus was for the City Maintenance to provide their professional recommendation to the TLC for TLC review and discussion at their next meeting on possible trail priorities based on the Trail Inventory and Assessment Report. Any outcomes of the discussion could be presented to the City Council as either suggestions or recommendations by the TLC.

*(b) Verbal information report/reminder regarding procedure for email communications that come from the public to the TLC.*

Chair Bass reminded TLC members that e-mails received from the public about TLC matters and/or Landscape Maintenance District issues be forwarded to staff for inclusion in future TLC agenda packets under correspondence. In general TLC members may refer items to the Chair for response, city staff or can respond directly using their discretion and depending on what the

question or issue may be; however their response should also be forwarded to city staff for inclusion in the TLC packet.

*(c) Consideration of status of TLC Library Lobby display.*

Assistant to the City Manager Hoffmeister noted that the Library Lobby display is out of date, it has irrigation information and city system is shut off for winter, also the photo board is about voting for Measure B well over a year old. City staff asked that the display be updated by the TLC or removed. If the outdated items are not removed by February then City staff will remove them. City staff reminded the TLC that the display was their own self-determined project and it was their responsibility for up-keep and keep relevant. City staff has had library patrons questions the outdated materials and some calls city hall to let us know of their observation of outdated information.

Chair Bass suggested contacting artist types in the community that might be able to help put together a more visually interesting and updated lobby display. She volunteered to make contact with local artist or artist group and see what possibilities there may be. If contact and discussion occurs a report will be made to the TLC at its next meeting.

By consensus the Committee agreed to allow Committee member Bass to explore this idea (using community artist to assist in visual display related to the TLC/LMD). In the meantime the irrigation sprinkler section would be removed and brochures restocked on the library lobby display.

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

Committee Member Siegel noted how the program has been coming together and that they have received great response to date. There is solid interest by eight individuals/groups and would be following up and likely some sign ups and funds would be soon coming in. In response to questions, City staff noted that a hot line phone number would be able to be established for the Adopt- a -Trail calls to go to and the Adopt - a -Trail committee members to retrieve calls from. Further update about the Adopt a Trail progress would be provided at the next TLC meeting.

*6. Nomination and Election of Chair and Vice Chair for 2009*

Chair Bass asked for nominations for Chair and vice Chair. After some discussion by the Committee members the following volunteered to serve: Virginia Siegel for Chair; and Jerry Kosel for Vice Chair. Motion by Vineyard seconded by Marshall to select Committee members Siegel as Chair and Kosel as Vice- chair. Motion passed 6-0.

Chair Siegel noted that as Chair and with her personal work schedule she would not have time to write articles for the Clayton Pioneer. It was clarified that the articles were not written by the Chair but were by the outreach committee member who happened to serve as the TLC chair last year. There was discussion by the TLC members about continuing the article. No members initially expressed interest in writing it. Committee members thanked Committee member Bass for her past articles and the good writing that she had done and for her to consider continuing writing the articles. Committee member Bass agreed at the request and consensus of the TLC members to continue writing the monthly articles. Committee member Bass asked if any TLC member had article ideas. There were no article ideas offered by other TLC members. Committee member Bass suggested that one topic might be the adopt a

trail program, and if any other members had ideas to please e-mail them to her. Chair Siegel noted that the adopt a trail program may not be ready for next month would have to see where they are as details still being worked out. Committee member Bass noted it was sometimes difficult to come up with interesting article ideas on a monthly basis and certainly would welcome suggestions. Some article ideas may not work as the Clayton Pioneer editor has final say and is looking for articles that have interesting angle etc. -- however all ideas are welcome. Article ideas are also bounced off the city manager and city staff as well.

7. **CORRESPONDENCE** – review of incoming and outgoing correspondence.  
From Chair Bass to outgoing and incoming City Council members.  
Reply response from Chair Bass to Mr. Cook


8. **COMMITTEE ITEMS**

- (a) Assignment of Committee Reports:  
City Council would be Chair Siegel.  
CBCA meeting: Jerry Kosel or Joanne Casper-both indicated that they might be attending.
- (b). Future agendas to include:
- Measure WW possible eligible trail priority recommendations from Maintenance staff based upon the Trails Inventory and Analysis Report
  - Adopt a Trail subcommittee status report.
  - Annual Report status report
  - Outreach Subcommittee status report
- (c) Committee member communications:  
None

8. **ADJOURNMENT**

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

Minutes prepared by:

  
Laura Hoffmeister, Asst. to the City Manager

APPROVED BY THE COMMITTEE

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Virginia Siegel, Chairperson

**QUARTERLY REPORT  
UPDATE  
TRAILS & LANDSCAPING DISTRICT  
Maintenance Activities  
12/12/08 to 3/11/09**

- Trimmed Landscaping
  - Old Marsh Creek Road
  - Marsh Creek Road from Middle School to City Limits
  - Diablo Parkway
  - Eagle Peak Drive
  - Center Street Trail
  - Clayton Road from Middle School to City Hall
  - Keller Ridge east bound
- Spot sprayed herbicides in Landscape District Citywide
- Aerated all lawns
- All irrigation has been shut off Citywide within the Landscape District for the winter
- Continued to repair Irrigation systems within the Landscape District
- Sprayed herbicides along all major trails in the district
- Started installation of Adopt-A- Trail signs (Cardinet Trail).
- Working on irrigation evaluation and water rationing plan





2009

## Future Trail Improvements

### Overview:

The city's trail system has a wide variety of trails for a wide variety of users. Trails that travel through town are used by joggers, hikers, bikers, and even strollers. The trails following along the hillsides are used by hikers, nature seekers, and people enjoying the open space with their pets. We even have more extreme trails traversing up steep hills and narrow canyons. By understanding its users we can better understand the types of trails that will appeal to its users, and make upgrades to those trails to allow for a better trail experience. The following list contains the only major trail reconstruction improvements that we feel would best suit the monies that may be available through the Bond Measure WW of the East Bay Regional Park District. For this reason we have chosen projects concentrate on trails that run through the middle of the city. By reconstruction of the trails to a smooth surface will result in allowing a wider variety of users. The following list is in the order of Maintenance staff recommendation of priority. [highest to least]

### \*Upper Easley Trail\*

(Bruce Lee Trail)

#### Proposed Future Improvements

- Reconstruct with smooth asphalt

**Evaluation:** This trail had approximately 1,200 linear ft of grind and pave completed in the summer of 2008. Completing the rest of this trail into the downtown area would be a huge improvement.

**Estimated Cost: \$73,584**

### \*George Cardinet Trail\*

**Overview:** Current condition is decomposed crushed gravel. Reconstruct with a smooth asphalt surface to the Cardinet Trail, combined with the completion of the Bruce Lee Trail, gives the city a multi-use trail connecting both ends of town.

### Library Section

#### Proposed Future Improvements

- Reconstruct with smooth asphalt

**Evaluation:** This is a small section of trail that would need a 10' wide smooth asphalt finish to allow for maintenance access along the backside of the library. The section running through the Keller Ranch area would be left as is, and finally a small section along the creek would need a 6' wide path.

**Estimated Cost: \$8,580 10' library section: \$1,000 for creek side trail**

### **Diablo/Keller Section**

#### **Proposed Future Improvements**

- Reconstruct with smooth asphalt

**Evaluation:** This is the least accessible section of Cardinet Trail, and makes it a little more costly to do any maintenance or improvements. It will be a challenge getting over the bridges.

**Estimated Cost: \$96,000**

### **Westwood/Lydia Section**

#### **Proposed Future Improvements**

- Reconstruct with smooth asphalt

**Evaluation:** This section already has a asphalt chip seal finish. We would have to remove / grind down the current path in order to reconstruct with a smooth asphalt finish.

**Estimated Cost: \$91,089**

### **Silvercreek Path**

#### **Proposed Future Improvements**

- Reconstruct with smooth asphalt

**Evaluation:** This small access path has a portion of the asphalt lifted by a pepper tree, and some lifted concrete areas that we would reconstruct and replace with a smooth asphalt finish. This project could be done with other asphalt reconstruction projects overlays, or in house with existing funds.

**Estimated Cost: \$2,000**

### **Diablo View**

#### **The Flats Trail**

#### **Proposed Future Improvements**

- Reconstruct with smooth asphalt

**Evaluation:** This trail would probably need to have a wood border replaced in sections where the slope is steep to the roadway.

**Estimated Cost: \$50,166 for surface; \$2,500 for border**

### **\*Donner Creek Trail\***

#### **Proposed Future Improvements**

- Reconstruct with smooth asphalt

**Evaluation:** There is approximately 1,800 ft of chip seal path to the Bloching Circle entrance, and then continues as crushed granite to the state park entrance. We would have to remove / grind and pave on the first portion of the path, but we would recommend leaving the portion leading to the state park as crushed granite. This leaves a much more pleasing appearance as you are headed towards Mt. Diablo. We would need to pave a 10' path just past the Bloching Circle entrance to provide for maintenance access of the sewer system.

**Estimated Cost: \$112,308 grind and pave; \$5,250 10' maintenance road**

### **\*Mt. Diablo Creek Trail\***

#### **Proposed Future Improvements**

- Reconstruct with smooth asphalt

**Evaluation:** Although this trail has been resurfaced with smooth asphalt, there are areas that could be widened to provide for better maintenance access of the sewer system.

**Estimated Cost: \$15,750 maintenance roads**

### **\*Lower Easley Trail\***

#### **Proposed Future Improvements**

- Reconstruct with smooth asphalt

**Evaluation:** This is a low priority small section of trail with a chip seal finish. It would need a grind and reconstruct with surface with smooth asphalt.

**Estimated Cost: \$63,000**

### **Stranahan Path**

#### **Proposed Future Improvements**

- Reconstruct with smooth asphalt

**Evaluation:** This is a small access trail connecting Marsh Creek Rd. with Lower Easley. This is low priority, a 4' path, but would make for a nice improvement. This project could be done with other asphalt reconstruction projects overlays, or in house with existing funds.

**Estimated Cost: \$7,800**

### **Trail Marker Program**

**Overview:** This would program consists of the installation of trail markers throughout the cities trail system to provide for better identification, and hopefully educate users on the many wonderful trails that surround our city.

#### **Proposed Future Improvements**

- Install trail markers throughout the trail system.

**Evaluation:** Trail markers would be installed at the beginning and end of all trails throughout the city. Additionally we would set trail markers at all trail intersects with other major trails. Could also include addition of trail signs along the roadways where they are only currently single faces signs.

**Estimated Costs: \$16,100 approx. 46 markers**

- (c) Discuss concept proposal for installation of sports field lights at Clayton Community Park (7411 Marsh Creek Road) using the City's \$492,000 in Local Grant Program project monies from voter passage of Bond Measure WW of the East Bay Regional Park District (EBRPD; November 2008).

Assistant to the City Manager presented the staff report and stated the issue was raised by Councilmember Medrano at the February 17<sup>th</sup> Council meeting. She stated the information provided had been gathered from the City Clerk, City Engineer, Community Development, and Maintenance departments. She stated a park Master Plan is not an eligible expense under Measure WW but the sports lighting would likely qualify.

The City Manager noted a lighting project would require staff to first do a Master Plan for lighting, synthetic turf and parking to ensure proper placement of the lights installed before the turf replacement.

The Council discussed the environmental review costs and the impacts of the project on surrounding neighborhoods along with the cost of such an undertaking.

Councilmember Medrano stated a project like this would make Clayton a destination for sporting events.

Councilmember Geller asked what the process for moving forward with this project would look like. The City Manager stated there would need to be an economic analysis on the feasibility of the project including maintenance, electrical costs, and spill-over advantages to the Town Center or other areas of the City.

Councilmember Geller asked if the Measure WW money could be used for anything else. The City Manager stated the Trails and Landscaping Committee would like to apply the money to reconstructing existing trails but it could also be used for other capital projects such as renovation/ restoration of the Keller Ranch House.

Mayor Pierce stated the Council should move forward and look into the feasibility of the project. She stated the Community Park was intended to have lighting. She asked staff to look at the possibility of lighting by solar power. She also asked if the City's in-lieu open space/park fees could be used for a project like this. The City Manager stated he would evaluate if this was an eligible expense.

The City Manager noted there is considerable interest from local soccer leagues for all weather turf and lighting.

Councilmember Shuey stated he was concerned about added staff costs for league scheduling. He stated he did not want to spend money on a Master Plan until he could review the economic feasibility of the project.

Mayor Pierce asked Staff to do a cost-benefit analysis first in order to look at potential costs and revenues.

Councilmember Medrano stated other funding sources could be identified as well.

The City Manager stated staff would work on an economic feasibility study in order to provide the Council with more information.

Councilmember Geller asked how long the Council had to spend the Measure WW money. The Assistant to the City Manager stated the Council has until 2018 to spend the allocated money.

10. **COUNCIL ITEMS** –None.

11. **ADJOURNMENT**– On call by Mayor Pierce the meeting adjourned at 8:02 p.m.

Respectfully submitted,

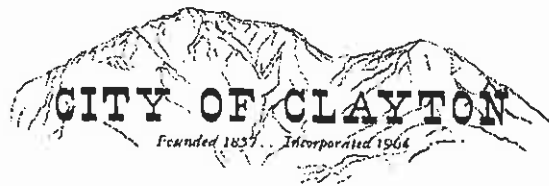
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Laci J. Jackson, City Clerk

APPROVED BY CLAYTON CITY COUNCIL

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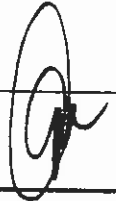
Julie K. Pierce, Mayor



Agenda Date: 3-3-09

Agenda Item: 9c

# STAFF REPORT

Approved:   
\_\_\_\_\_  
Gary A. Napper  
City Manager/Executive Director

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** Laura Hoffmeister, Assist. to the City Manager

**DATE:** March 3, 2009

**SUBJECT:** Discuss concept proposal for installation of sports field lights at Clayton Community Park (7411 Marsh Creek Road) using the City's \$492,000 in Local Grant Program project monies from voter passage of Bond Measure WW of the East Bay Regional Park District (EBRPD; November 2008)

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## RECOMMENDATION

Following discussion, provide policy direction to staff regarding the City Council's preferred use of local grant monies expected from the EBRPD's Bond Measure WW Discuss concept proposal for installation of sports field lights at Clayton Community Park (7411 Marsh Creek Road) using the City's \$492,000 in Local Grant Program project monies from voter passage of Bond Measure WW of the East Bay Regional Park District (EBRPD; November 2008).

## BACKGROUND

In November 2008 the voters in the East Bay Regional Park District approved Measure WW a Bond Measure that provides funding for the next 20 years for local and regional capital park, open space and trail projects. The measure has a formula which allows for \$492,883 in funds available to the City of Clayton. All projects must last at least 25 years with regular maintenance and repairs, and EBRPD makes the final determination of project lifespan. Staff has contact EBRPD staff and verified that permanent lighting fixtures of the recreation fields are an eligible project for Measure WW funds.

The City Trails and Landscaping Committee (TLC) have had preliminary discussion on Measure WW and are interested in making a recommendation to the City Council in the future to use some Measure WW funds for reconstruction of city trails. Additional discussion by the TLC is anticipated for their March 16 meeting. Reconstruction of city trails is and eligible expense as noted in previous Council discussions.

Previous City Council discussions on the downtown park also noted a future interest to consider the use of synthetic turf fields to upgrade to the Community Park. (Synthetic turf would require more research and consultation with EBRPD staff to determine if it would meet the project lifespan requirement). Should the City Council desire to further consider lighting, the inclusion of synthetic turf could also be planned for with minor incremental cost to the overall plans (such as the synthetic turf consultant). There would be economies of scale to include this option in the master planning as well as to ensure that any lighting fixtures are located to accommodate any potential of synthetic turf.

All of the following information is provided as it relates to the potential concept of permanent lighting of the fields.

### **DISCUSSION**

The following general information is provided for purposes of assisting the City Council in its discussion of this matter. The information relates to the concept of permanent lighting of the fields only, there would not be any environmental studies needed for synthetic turf.

#### **Measure WW funding – Progress Payment Reimbursement method**

- up to 80% of the requested project grant with maximum amount is local allocation limit;
- 20% is available after Notice of Completion of the project
- Project must last at least 25 years (with routine maintenance and repairs) as determined by EBRPD
- Project request applications and supporting documents submitted annually Feb 1-March 31 and processed according to EBRPD bond funding availability
- Only costs incurred during the Contract Performance Period are eligible for reimbursement (these are costs incurred after receiving EBRPD project acceptance)
- Master Plan – concept plans are not eligible reimbursement expenses
- After Master Plan completed and submitted to EBRPD with funding reservation request then other pre-construction costs such as CEQA/ Environmental review/EIR; construction plans/specification costs are reimbursable however they can not exceed 20% of the total requested project grant amount.
- Maximum of 15% of total project costs eligible for administration cost reimbursement as part of project overall cost – Indirect costs not eligible
- Project must be completed by and have received their final payment by December 2018. (Thus a project must be completed a few months prior to this to allow for final payment request review and project close out).

### Master Planning and Concept Plans

- These would need to be prepared and could include synthetic surface replacement of fields and the lighting of all fields and potential project phasing. It is necessary to design the entire project as one in order to determine what portion of the work will need to be done with each phase (for example, if the field surfacing is replaced first, we need to know where the electrical conduits will run for the lighting so that they may be installed with the field work in lieu of having to tear up the field later to install the conduits; or if the lighting is installed first we need to make sure the conduits are not placed in areas where future synthetic surface will be to avoid future relocation costs).
- Cost estimates prepared
- Operation and maintenance costs and revenue enhancement analysis
- Additional refinement of Master Plan and/or phasing if needed based upon financial estimates
- These plans would be used to initiate environmental review and application to EBRPD for reservation of grant funding.

The plan preparation and design work would include the following:

- Soils Investigation with design recommendations – outside consultant – soils engineer
- Lighting Design (poles, conduits, wire, etc.) – outside consultant – electrical engineer
- Foundation Design (for poles) – outside consultant – structural engineer
- Site Plan with finish grades, specifications, bid package, coordination – in-house – Engineering
- Surfacing Materials (synthetic turf only) and technical specifications – outside manufacture supplier
- Landscape and irrigation revisions – outside consultant – Landscape Architect w/review by – Maintenance

Once the phasing is determined, some additional design work may be required. For instance, if the lighting goes ahead of the field resurfacing, there will need to be modifications to the irrigation system due to the increased playing time made by the lighting.



### Maintenance considerations

- Upgraded/replace existing irrigation controller  
If the lights go in with the existing natural turf then the irrigation controllers would need to be upgraded and/or replaced to allow watering in a shorter water window during the shortened "dark" or non play hours. At this time the antiquated irrigation controller requires the entire night to water the fields in the summer.
  
- Maintenance of the lights would need to be contracted out as necessary equipment and expertise is not available in house.

### Environmental Review – public hearings

In terms of considering a project that would have lighted fields it would be necessary to:

- Prepare a Project Description and Preliminary Project Plans.  
The project description should include at a minimum a written description (i.e., proposal statement) of the proposed project. The preliminary project plans should include supporting exhibits, including a site plan, lighting plan (including a photometric study), photo simulation(s) and manufacturer's cut sheets. The written description should describe the area or fields to be lighted; surrounding land uses; the days of the week and the hours during which the lighting would be used; a description of the type, location, and number of lighting standards/fixtures proposed; any proposed improvements associated with the lighting, such as seating, parking lot capacity improvements; the type of events, expected number of attendees, and frequency of events that would use the lighted fields; and the existing improvements to accommodate the proposed events and attendees.
  
- Prepare an Environmental Impact Report (EIR) to Assess and Mitigate as Feasible
  - Apx. time frame to complete EIR: one year after receiving above preliminary plans
  - Costs for EIR: a minimum \$80,000 (lights only – synthetic turf does not require EIR)  
Identify, analyze, and propose mitigations of potential Environmental Impacts of the Proposed Project: prepare draft document, circulate to public agencies and public at large, hold hearings on draft, prepare response to comments, and hold hearings on final document.

Key initial issue areas and studies that would be involved in the EIR are the following:

- Lighting Impacts (Photometric Study Assessment) to nearby residential, public thoroughways, and habitat (area adjacent to project is open space- night lighting impacts to nocturnal and endangered species animals)
- Noise Impacts (Acoustical Study)
- Traffic Impacts (Traffic Study)
- Parking Impacts (Parking Study)

It should be anticipated that a full EIR would be required because it is likely that visual (i.e., lighting impacts) can not be fully mitigated and that a statement of overriding considerations would be required to certify the EIR and approve the project. Once the project description has been prepared, it is very likely that a full year would be required to prepare and process the EIR and approve the project, assuming that the City Council would ultimately approve the project. A full EIR for a project of this nature can cost \$80,000 or more. Given that this would be a public project, the City's process for approving the project should be consistent with its past practice for approving/acting upon public projects. (ie: Planning Commission-City Council)

### **FISCAL IMPACT**

The cost for undertaking the master plan necessary to further consider this project is not an eligible reimbursement costs. There is currently not any identified or available funding source for the master plan. It is unknown at this time what these costs would be.

#### **Attachments:**

1. Measure WW estimated funding allocation
2. Measure WW eligible project costs overview



**Contra Costa County**

2008 AA Local Grant	2008 Population	2008 Allocation	Participating Entity	Data Source
<b>CITIES</b>				
Antioch	100,361	\$4,586,998	Antioch	2008 DOF Estimate
Brentwood	50,614	\$2,313,312	Brentwood	2008 DOF Estimate
Clayton	10,784	\$492,883	Clayton	2008 DOF Estimate
Concord	123,776	\$5,657,180	Concord	2008 DOF Estimate
Danville	41,516	\$1,897,488	Danville	Overlapping Jurisdiction Final Allocation On Hold
El Cerrito	23,320	\$1,065,840	El Cerrito	2008 DOF Estimate
Hercules	24,324	\$1,111,728	Hercules	2008 DOF Estimate
Lafayette	23,962	\$1,095,183	Lafayette	2008 DOF Estimate
Martinez	36,144	\$1,651,961	Martinez	2008 DOF Estimate
Moraga	16,138	\$737,587	Moraga	2008 DOF Estimate
Oakley	33,210	\$1,517,862	Oakley	2008 DOF Estimate
Orinda	17,542	\$801,757	Orinda	2008 DOF Estimate
Pinole	19,193	\$877,216	Pinole	2008 DOF Estimate
Pittsburg	63,652	\$2,909,214	Pittsburg	2008 DOF Estimate
Pleasant Hill	33,377	\$1,525,495	Pleasant Hill R.P. D.	2008 DOF Estimate
Richmond	103,577	\$4,733,985	Richmond	2008 DOF Estimate
San Pablo	31,190	\$1,425,538	San Pablo	2008 DOF Estimate
San Ramon	59,002	\$2,696,685	San Ramon	2008 DOF Estimate
Walnut Creek	65,306	\$2,984,810	Walnut Creek	2008 DOF Estimate
Green Valley	1,113	\$50,870	Green Valley R.P.D.	Overlapping Jurisdiction Final Allocation On Hold
<b>Cities Subtotal</b>	<b>878,101</b>	<b>\$40,133,590</b>		<b>2008 DOF Estimate</b>

<b>UNINCORPORATED, CSA's / CSD's / RPD's</b>				
Alamo*	17,896	\$817,931	CC County CSA R-7A Ambrose R. P. D. /	2000 CDP Updated to 2008 Overlapping Jurisdiction Final Allocation On Hold
Bay Point*	24,662	\$1,127,177	CC County	2000 CDP Updated to 2008 Final Allocation On Hold
Clyde*	795	\$36,321	CC County CSA M-16	2000 CDP Updated to 2008
Crockett*	4,532	\$207,144	Crockett CCSD	2000 CDP Updated to 2008
Port Costa*	266	\$12,138	Crockett CCSD	2000 CDP Updated to 2008
Discovery Bay*	12,700	\$580,453	Discovery Bay CSA M-8	2000 CDP Updated to 2008
El Sobrante*	14,041	\$641,740	CC County CSA R-9	2000 CDP Updated to 2008
Kensington*	5,653	\$258,358	Kensington CSD	2000 CDP Updated to 2008
Bayview-Montalvin*	5,731	\$261,953	CC County CSA M-17	2000 CDP Updated to 2008
Tara Hills*	6,106	\$279,086	CC County CSA M-17	2000 CDP Updated to 2008
Pleasant Hill Area	4,555	\$208,171	Pleasant Hill R.P.D.	Update from 1988 AA



<b>ELIGIBLE COSTS CHART</b>		
<b>COSTS</b>	<b>EXPLANATION</b>	<b>EXAMPLES</b>
<b>Pre-Construction Costs</b> <b>(cannot exceed 20% of the total requested Project Grant Amount)</b>		
Pre-Construction Costs	<ul style="list-style-type: none"> <li>Project planning, appraisals, and negotiations</li> </ul>	<ul style="list-style-type: none"> <li>CEQA</li> <li>Survey</li> <li>Plans and Specifications</li> <li>Legal Fees &amp; Permits</li> <li>Appraisal/Title/Escrow Fees</li> <li>Construction Insurance</li> </ul>
<b>Construction Costs</b>		
Personnel or Employee Services	<ul style="list-style-type: none"> <li>Must be computed according to the Grantee's normal wage or salary scales, and on the actual time spent on Project. Indirect rates are not eligible.</li> <li>Must not exceed Grantee's established rates for similar positions</li> </ul>	<ul style="list-style-type: none"> <li>Wages and benefits</li> <li>Front line supervision of employees</li> <li>Work performed by another agency</li> </ul>
Construction and Construction Management	<ul style="list-style-type: none"> <li>All necessary construction activities</li> <li>Construction support</li> </ul>	<ul style="list-style-type: none"> <li>Construction contract</li> <li>Consultants</li> <li>Inspection &amp; construction management</li> <li>Submittal review and resident engineering</li> </ul>
Construction Equipment	<ul style="list-style-type: none"> <li>The Grantee may only charge the actual cost of the use of the equipment during the time it is being used for Project purposes.</li> <li>For force account equipment, the Grantee must list Caltrans equipment codes and use Caltrans' equipment rental rates. Rates in excess of these rates are not eligible.</li> <li>The purchase of equipment is <u>not</u> eligible.</li> </ul>	<ul style="list-style-type: none"> <li>Rental equipment</li> <li>Equipment leased for project</li> <li>In-house equipment</li> </ul>
Fixed Equipment	<ul style="list-style-type: none"> <li>Equipment permanently fixed to the Project facility</li> </ul>	<ul style="list-style-type: none"> <li>Play equipment</li> <li>Fixed benches</li> <li>Signs/interpretive aids</li> </ul>
Construction Supplies/Materials	<ul style="list-style-type: none"> <li>May be purchased for specific Project, or may be drawn from stock if claimed costs are no higher than those the Grantee would pay.</li> </ul>	Materials and Supplies: <ul style="list-style-type: none"> <li>Concrete</li> <li>Lumber</li> <li>Steel</li> </ul>
Relocation Costs	<ul style="list-style-type: none"> <li>Costs resulting in displacement of a person/business</li> <li>The Grantee shall comply with State Relocation Act</li> </ul>	<ul style="list-style-type: none"> <li>Relocation Costs</li> </ul>
Acquisition Costs	<ul style="list-style-type: none"> <li>Costs of acquiring real property</li> </ul>	<ul style="list-style-type: none"> <li>Purchase price</li> </ul>

## VI. PAYMENT PROCESS

### **Grant Fund Availability**

Grant funds are available for eligible expenditures incurred after **execution of a Master Contract**. The Grantee must have a fully executed Master Contract and an approved Project Application prior to receiving reimbursement for eligible expenditures. The Grantee must complete all approved Projects and have final payment processed by **December 31, 2018**.

### **Progress Payments**

After the Application is approved, the Grantee may request reimbursement for eligible expenses incurred after **execution of a Master Contract**.

### **Payment Request Process**

<b>Payment Type</b>	<b>Documentation</b>
Progress Payment Reimbursement up to 80%	<ul style="list-style-type: none"><li>• Payment Request Form</li><li>• Project Cost Summary Forms</li><li>• <b><u>Backup documentation (including contract documentation if applicable), see page 8</u></b></li></ul>
Final	<ul style="list-style-type: none"><li>• Payment Request Form</li><li>• Project Cost Summary Forms</li><li>• Project Certification Form</li><li>• <b><u>Backup documentation (including final contract and acquisition documentation if applicable), see page 8</u></b></li></ul>

### **Eligible Costs**

- Only costs incurred during the Contract Performance Period are eligible.
- The Grantee may claim only those costs directly related to the Project. **Indirect cost rates are not eligible.**
- Other ineligible costs include: interest, food and bonuses of any kind.

## II. LOCAL GRANT PROGRAM DESCRIPTION

### Amount of Funds Available

\$125,000,000 has been allocated for the Local Grant program. There are no matching requirements for the Local Grant program.

### Allocations

See APPENDIX L - Program Allocation by Agency for allocations.

### Eligible Applicants

- Cities
- Special Park and Recreation Districts
- County Service Areas established to provide parks and recreation services
- EBRPD retains project selection authority for unincorporated areas in Alameda County and Contra Costa County. The counties will have the first opportunity to propose projects for the unincorporated areas of the county pending approval of project selection by the Board. The Board will select projects that best meets the needs of the unincorporated areas and insures equitable geographic distribution of funds. Neighboring agencies with projects that serve the unincorporated area are encouraged to work with the counties in proposing projects.
- Other government agencies with the approval of the Board

### Eligible Projects

Capital Projects that will provide lands and facilities for recreational activities and services and historic preservation are eligible. Projects must be consistent with the Grantee's park and recreation element of the general plan or appropriate parks and recreation planning document. Public art projects are eligible as long as they are in or adjacent to a parks and recreation facility. The following types of Capital Projects are eligible for grant funding:

- Acquisition (fee title or permanent easement for public access projects)
  - For land acquisition project applicants must submit a copy of the land agreement and appraisal if applicable for District approval prior to acquisition.
- Development (including renovation of recreational facilities)

The following types of projects are ineligible for grant funding:

- Libraries
- Street and highway beautification
- Master Plans
- Public art not associated with a parks & recreation facility
- Maintenance Equipment Purchase (trucks, mowers, tractors, etc.)
- Non-fixed equipment (removable soccer goals, portable air conditioners, etc.)
- Recreational programming and staffing
- Normal maintenance and repairs expected to last less than 25 years. (The District shall make the final determination regarding expected project life.)



**District's Administrative Costs**

The District's costs of administering the Bond Act shall be paid out of the bond proceeds. These costs shall not exceed 5% of the bond proceeds.

## III. IMPORTANT POINTS

- Eligible Project costs may be incurred after **execution of a Master Contract**. Reimbursement Payments may not be made until there is a fully executed Master Contract and an approved Project Application between the District and the Grantee.
- Project applications are accepted **February 1<sup>st</sup> through March 31<sup>st</sup>** each year. Applications not received or post marked by March 31<sup>st</sup> shall be reviewed for approval the following year.
- The Grantee may spend up to 20% of the Project Grant amount for pre-construction costs, including grants administration, survey, plans, permits, specifications, CEQA compliance and/or Acquisition documents.
- Grantee should follow their accounting and procurement policies and procedures. However, all construction contracts must include prevailing wage provisions.

## IV. HOW TO APPLY FOR LOCAL GRANT FUNDS

**How to Get a Master Contract**

1. The Applicant submits a resolution authorized by their governing body. The Resolution authorizes the agency to enter into a contract with the District. It is not necessary to identify Projects in the resolution.
2. The District reviews the resolution and sends a Master Contract to the Applicant for signature.
3. The Applicant returns the signed Master Contract to the District.
4. The District returns a fully executed Master Contract to the Applicant (now Grantee).

**How to Apply for a Project(s)**

1. Project application will only be accepted **February 1<sup>st</sup> through March 31<sup>st</sup>** each year. Projects received or post marked after March 31<sup>st</sup> will be held for review in the following year.
2. As Projects are identified, the Grantee submits individual Project Application(s) to the District (see APPENDIX C – Project Application Form).
3. The District reviews the Application materials and sends a letter of approval to the Grantee or requests additional information.

**Progress Payments**

1. After the Application is approved, the Grantee may request reimbursement up to 80% of the Application amount for expenses incurred after **execution of a Master Contract**.

**Project Completion**

1. The Grantee completes the Project and submits the Project Completion Package to the Grants Manager (see APPENDIX J – Project Completion Package).

Agenda Date: March 16, '09

Agenda Item: 4(b)

# CITY OF CLAYTON

Founded 1857... Incorporated 1964

COMMUNITY  
DEVELOPMENT (925) 673-7340  
ENGINEERING (925) 363-7433

6000 HERITAGE TRAIL • CLAYTON, CALIFORNIA 94517-1250  
TELEPHONE (925) 673-7300 FAX (925) 672-4917

City Council  
JULIE K. PIERCE, MAYOR  
HANK STRATFORD, VICE MAYOR  
HOWARD GELLER  
JOSEPH A. MEDRANO  
DAVID T. SHUEY

20 February 2009

CD Federal Credit Union  
c/o Jeremy Jacobs, VP Operations  
1855 Second Street  
Concord, CA 94519

Re: Donation to the Adopt-a-Trail Program  
Federal Tax ID. No. 94-1568979

Dear Jeremy:

In behalf of the City of Clayton and our City Council, I wish to thank you for your latest generous donation of \$1,200 (Check No. 4212038455) to the City of Clayton for one year of financial support and volunteer labor of our beautiful Blue Oak Trail. This civic and benevolent contribution is a significant gesture of goodwill to our community as together we partner to ensure the highest quality of life in our City. All of this financial support will be used solely to fund the maintenance and upkeep of the Blue Oak Trail. Our citizens and trail users are better served by your gift.

The City of Clayton is recognized by the U.S. Department of Treasury [Internal Revenue Service] as a qualified organization for tax-deductible charitable contributions since the City uses this donation exclusively for public purposes related to underwriting expenses of this public park [ref. IRS Publication 526, December 2000]. Federal tax law requires us to inform you that no goods and services will be or have been provided to you in return for this donation. Therefore, the full amount of your generosity is deductible for federal income tax purposes, subject to any limitations that may otherwise apply to one's individual tax circumstances.

We are grateful you selected the Adopt-a-Trail program for your financial contribution. Thanks again for your gift and continual support of our community!

Sincerely,



Julie K. Pierce  
Mayor

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City Council  
JULIE K. PIERCE, MAYOR  
HANK STRATFORD, VICE MAYOR  
HOWARD GELLER  
JOSEPH A. MEDRANO  
DAVID T. SHUEY

20 February 2009

Jason Pauline  
2595 W 10<sup>th</sup> St.  
Pittsburg, CA 94509

Re: Donation to the Adopt-a-Trail Program  
Federal Tax ID. No. 94-1568979

Dear Jason:

In behalf of the City of Clayton and our City Council, I wish to thank you for your latest generous donation of \$1,200 (Check No. 1661) to the City of Clayton for one year of financial support and volunteer labor of our beautiful Cardinet Trail. This civic and benevolent contribution is a significant gesture of goodwill to our community as together we partner to ensure the highest quality of life in our City. All of this financial support will be used solely to fund the maintenance and upkeep of the Cardinet Trail. Our citizens and trail users are better served by your gift.

The City of Clayton is recognized by the U.S. Department of Treasury [Internal Revenue Service] as a qualified organization for tax-deductible charitable contributions since the City uses this donation exclusively for public purposes related to underwriting expenses of this public park [ref. IRS Publication 526, December 2000]. Federal tax law requires us to inform you that no goods and services will be or have been provided to you in return for this donation. Therefore, the full amount of your generosity is deductible for federal income tax purposes, subject to any limitations that may otherwise apply to one's individual tax circumstances.

We are grateful you selected the Adopt-a-Trail program for your financial contribution. Thanks again for your gift and continual support of our community!

Sincerely,



Julie K. Pierce  
Mayor

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HANK STRATFORD, VICE MAYOR  
HOWARD GELLER  
JOSEPH A. MEDRANO  
DAVID T. SHUEY

20 February 2009

Jeff Waldron  
P.O. Box 1010  
Clayton, CA 94517

Re: Donation to the Adopt-a-Trail Program  
Federal Tax ID. No. 94-1568979

Dear Jason:

In behalf of the City of Clayton and our City Council, I wish to thank you for your latest generous donation of \$200 (Check No. 2039) to the City of Clayton for one year of financial support as a volunteer sponsor of our beautiful Bruce Lee Trail. This civic and benevolent contribution is a significant gesture of goodwill to our community as together we partner to ensure the highest quality of life in our City. All of this financial support will be used solely to fund the maintenance and upkeep of the Bruce Lee Trail. Our citizens and trail users are better served by your gift.

The City of Clayton is recognized by the U.S. Department of Treasury [Internal Revenue Service] as a qualified organization for tax-deductible charitable contributions since the City uses this donation exclusively for public purposes related to underwriting expenses of this public park [ref. IRS Publication 526, December 2000]. Federal tax law requires us to inform you that no goods and services will be or have been provided to you in return for this donation. Therefore, the full amount of your generosity is deductible for federal income tax purposes, subject to any limitations that may otherwise apply to one's individual tax circumstances.

We are grateful you selected the Adopt-a-Trail program for your financial contribution. Thanks again for your gift and continual support of our community!

Sincerely,



Julie K. Pierce  
Mayor

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*City Council*  
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HANK STRATFORD, VICE MAYOR  
HOWARD GELLER  
JOSEPH A. MEDRANO  
DAVID T. SHUEY

Francine Jaronczyk  
Center Director - KinderCare Learning Center  
6760 Marsh Creek Road  
Clayton, CA 94517

February 20, 2009

Re: City of Clayton Adopt -a -Trail sponsorship

The City of Clayton Trails and Landscape Committee has an established Adopt-a- Trail program and sub-committee. Representatives of our Adopt-a-Trail program sub-committee have informed us through prior contacts with your Clayton offices of KinderCare's interest in becoming volunteer sponsors of the Lower Easley Trail.

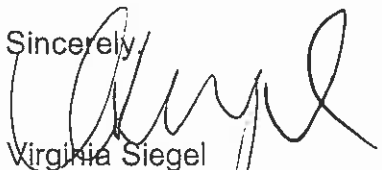
The City's Adopt a Trail program allows each sponsor on an annual basis to provide \$200 for their trail section of volunteer sponsorship. Accordingly we ask that you remit payment to secure the volunteer sponsor rights to that trail section before the end of March of this year. If we receive payment by that time, you will have the volunteer sponsorship until March 31, 2010.

Your \$200 check should be made payable to:  
City of Clayton – Adopt a Trail,  
6000 Heritage Trail Dr.  
Clayton CA 94517.

After receiving the check we will furnish and mail a receipt to the address listed on the check.

KinderCare has been an important part of the Clayton community for many years. Your continuing interest and dedication to making this a better place to live inspires and warms us. Thanks for all you to do!

Sincerely,



Virginia Siegel

Chair, Clayton Trails and Landscape Committee

cc: Councilmembers  
Finance Director  
City Manager  
Maintenance

Agenda Date: March 16, 109

Agenda Item: 4(c)

No Written Materials  
for this  
Agenda Item

TLC OUTREACH SUBCOMMITTEE REPORT

Submitted by Candace Bass and JoAnn Caspar March 2009

HISTORY OF OUTREACH SUBCOMMITTEE

In June of 2006, Candace Bass, JoAnn Caspar, Jerry Kosel and Debbie Mullins formed the TLC's first outreach subcommittee. Candace Bass served as its chair. Its objective or goal was, and continues to be, to inform and educate the public about the needs of the landscape maintenance district.

The TLC's first brochure was created and placed in the lobby along with invitations to the TLC meetings. Simple ads were written in the Pioneer to invite the public to meetings and to raise the public's awareness of the district expiration date (June 30, 2007). The Outreach Subcommittee laid the foundation for the Yes for Measure B advocacy group. The Outreach Subcommittee went into hiatus once the advocacy group was in place.

In 2007, after the passage of Measure B, the Outreach Subcommittee efforts returned in the form of the creation of a new brochure and occasional articles in the Pioneer. During one outreach subcommittee meeting, it was suggested that perhaps volunteers from the community could be recruited to assist the maintenance staff with their tasks along the trails: this idea was presented to John Johnston at a TLC meeting. A few meetings later, the Trails Subcommittee was launched.

In 2008, the TLC produced its first Annual Report which contains a list of outreach activities. For the first time, the TLC had a member writing articles on a monthly basis in the Clayton Pioneer. Library lobby items were rotated including maintenance reports, sprinkler malfunction reminders to residents and other useful information.

CURRENT ACTIVITIES

Since 2008 with the TLC approval, Subcommittee member Candace Bass has written a monthly column for the Clayton Pioneer copies of the TLC monthly *Clayton Pioneer* article in the lobby. The monthly format was intended to follow the monthly TLC meetings. Since, the TLC meetings have gone to a quarterly format the column continues to be produced monthly. At the December 2008 TLC meeting continuing the

article writing was briefly discussed, with the consensus of the TLC and Candace Bass agreement to continue writing monthly articles. It has been the practice of the article writer to ask the entire TLC for article ideas at each meeting and to encourage TLC members to send her via email article ideas. Historically the article ideas have then been reviewed and agreed to by City staff and the Clayton Pioneer editor with draft article text provided to staff before submission to the Clayton Pioneer. The Clayton Pioneer editor reserves right to make final edits. Once the article has been published it has been the practice of the Outreach Subcommittee to have the individual *Clayton Pioneer* TLC article writer to see that their article is copied and placed in the lobby for display on the board and for patron distribution. This is in addition to copies of the TLC brochure and a fixed information copy of the quarterly maintenance report posted. An opportunity to share new ideas for the display will occur at the March meeting.

In follow up from the December 2009 TLC meeting where the TLC by consensus agreed to have Committee member Bass explore if there were ways the Library Lobby display could be updated with contact to community members that might be interested in helping such as Artist groups. Candace Bass made contact with a representative of the Creekside Artists Guild and attended their January 14, 2009 meeting to discuss their interest in a future project, or collaboration with the TLC on some sort of display. The outcome of that meeting will be presented at the TLC meeting one of the ideas brought forth was using the Library display case located inside the Clayton Community Library, for a possible joint project in December. Details will be presented at the TLC March meeting.



# Clayton's most popular trail named after open space advocate, George Cardinet, Jr.

The designation of the Cardinet Trail in 1996 was Clayton's way of honoring a beloved local resident and long-time advocate of public open space and trails throughout the East Bay region, George Cardinet, Jr.

The Cardinet Trail is one of the most heavily used trails within the Clayton trail system. The trail runs along the creek between the library and Safeway and is where the city's long-awaited Adopt a Trail program will be launched.

Born in 1909, Cardinet grew up in San Francisco but moved to Concord in 1940. He developed countless trails throughout the East Bay and in Mt Diablo State Park. He founded many organizations – the American Trails, the East Bay Trails Council, the Tahoe Rim Trail Fund and American Trails Network.

Cardinet mapped out 200 miles of trails in California.

According to the Partnership for the National Trails System, he became known as "the father of California trails and the patriarch of America's national trail system."

Bob Hoyer, who served as Clayton's mayor 1964-'66 and 1970-'71, recalls that the city hired David Wittet, a "land planner," in the early '60s and '70s. Wittet advised the city that if Clayton wanted to establish a trails system, it would be in their best interest to begin right then. Wittet also insisted that the housing developer at that time install trails. According to Hoyer, Cardinet supported that effort.

Cardinet was also an accomplished equestrian. He advocated the use of horses in the backcountry of Yosemite National Park.

"I remember he came to many of the parades in town on horseback," Hoyer fondly recalls.

Cardinet lived to the age of 97. Clayton residents can reap

the benefits of his hard work and love of the outdoors by beginning the trail at the southeast corner of the Clayton Community Library. There, proceed north along Mt. Diablo Creek behind the library and continue toward the Keller ranch house property. Crossing over footbridges and passing many historic oak and elm trees, the trail continues through Diablo open space, Lydia Lane Park and West Wood – where it ends behind the Safeway. Some folks refer to this as "the trail to Safeway."

Many joggers, walkers and hikers use the Cardinet Trail regularly. "Gloria and I use the Cardinet Trail about four to five times a week," says Jerry Kosel, vice chair of the Trails and Landscaping Committee (TLC). "It gives us a pleasant walking experience and easy access to downtown. Sometimes, we like to go downtown and not have to take our car. There are big old



**CANDACE BASS  
TRAILS AND  
LANDSCAPE**

trees along the way, and it's natural and beautiful."

A copy of the Clayton trail system map is available for \$2 at City Hall. Residents may view the city's Trails Inventory and Evaluation report at [www.ci.clayton.ca.us](http://www.ci.clayton.ca.us) at Trails and Landscaping Committee March Agenda Packets.

*The next TLC meeting is 7 p.m. Mon., Mar. 16. Residents can submit questions to [cityinfo@ci.clayton.ca.us](mailto:cityinfo@ci.clayton.ca.us).*

# TLC reaches out to arts community

Members of Clayton's Trails and Landscaping Committee (TLC) have always had a strong appreciation for the natural beauty which permeates much of the landscape district. The district includes the roadway landscape, the open space and the Clayton trails system. In essence, the district is Clayton's canvas.

Embedded in that canvas are many beautiful assets which we can enjoy throughout most of the year: a sunset behind a silhouette of an historic oak tree, a wisp of fog encircling an entrance to the Cardinet Trail, fallen autumn leaves floating along Mt. Diablo Creek or a patch of colorful wildflowers that has sprung up in one of the open spaces.

This is Clayton's wallpaper. These images beckon us and set us apart from our other urban neighbors.

There are many Websites



**CANDACE BASS  
TRAILS AND  
LANDSCAPE**

that showcase scenic photos of nature. However, Clayton residents are fortunate to experience beautiful scenery by turning to our backyards, neighborhood trails or open space. We can enjoy the beauty which many of us work to preserve beauty which is unique to Clayton.

One of the TLC's latest projects is to impart an appreciation for these resources and to raise local awareness of the

landscape district by enlisting the help of the art community. The committee hopes the partnership will be initiated with a TLC display in the library.

JoAnn Caspar, outreach subcommittee member, believes that adding artwork to the display would give newcomers and visitors a visual impression of what Clayton has to offer.

"It would advertise how beautiful the city is," she says. "It could possibly attract people to town. It might even encourage them to eventually shop here one day."

Arlene Kikkawa-Nielsen, director of the Creekside Artists Guild, is supportive of local artists and photographers who might consider contributing their talents to a TLC project. "Visual arts allows for more creative expression," she notes. "Nature inspires us to do many things. The nature along our trails can be the cre-

ative inspiration behind many expressions, including traditional art and photography as well as the written word and the exploration of science."

She believes the success of the venture will be created by those who "actively share their passions to nurture its growth."

Residents 18 and older who have photographs, renderings or other artwork of the public roadway landscape, open space or the Clayton trails system are invited to submit samples of their work. Initially, artwork will be used to enhance the information displayed in the library lobby. For more information, contact Candace Bass at [c\\_e\\_bass@yahoo.com](mailto:c_e_bass@yahoo.com).

The next TLC meeting will be 7 p.m. March 16 at the library, 6125 Clayton Road.

*Candace Bass is the chairperson of the City's Trails and Landscape Committee. Please send comments to [c\\_e\\_bass@yahoo.com](mailto:c_e_bass@yahoo.com).*

## Laura Hoffmeister

---

**From:** kndbass@aol.com  
**Sent:** Monday, March 09, 2009 9:14 PM  
**To:** lhoffmeister@ci.clayton.ca.us  
**Cc:** gnapper@ci.clayton.ca.us; c\_e\_bass@yahoo.com; JoJocaspar@comcast.net  
**Subject:** Fwd: Your Article

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

**From:** Alice Armes <aarmes@astound.net>  
**To:** kndbass@aol.com  
**Sent:** Tue, 3 Mar 2009 3:14 pm  
**Subject:** Your Article

Hi Candace,

I just wanted to let you know how much I enjoyed your article in the Clayton Pioneer regarding the Cardinet Trail. I cut your article from the paper and plan to walk the trail as soon as the sun stays out for a while.

Thanks for alerting me to this hidden treasure.

Alice Armes  
Concord resident

---

Worried about job security? [Check out the 5 safest jobs in a recession.](#)

Agenda Date: march 16 '09

Agenda Item: 5 (a)

No Written Materials  
for this  
Agenda Item

Agenda Date: March 16, '09

Agenda Item: 5(b)

**To: Honorable Chair and Trails and Landscaping Committee members**

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

**Meeting Date: March 16, 2009**

RE: Discussion of future Trails and Landscape Committee articles in the Clayton Pioneer

Background:

The articles began with the Blue Ribbon Committee, then continued with the Measure M committee, then the Measure B advocacy committee, then back again as the TLC Outreach Subcommittee. Last year the TLC Outreach Committee member was also the TLC Chair.

The Clayton Pioneer provides the free copy space provided the text is written by a TLC member.

Staff has in the past suggested that the article writing can be rotated among the TLC members. To date no other TLC members have expressed an interest in writing the article and it has continued to be written by the same person. In the past the prior chair (Dan Richardson) was not interested in being involved in the article process, then the next Chair was the article writer.

On average there is usually one article a month. Meetings used to be held monthly and the initial concept was to be able to provide the community with any update or information following the monthly TLC meetings. Meeting format was changed to quarterly however there has not been any discussion or direction by the TLC to adjust the article frequency; thus the article writing has continued to be planned for a monthly format.

Article topics were left to the discretion of the writer with the general direction by the TLC that they would either pertain to the Committee and its work or information/issues of the Landscape Maintenance District of which the TLC is the oversight body. Topics were then submitted to city staff and Clayton Pioneer editor for review/acceptance prior to submission of the final article which a draft was reviewed by city staff.

Current status:

The general consensus of the TLC has been since that time and briefly reconfirmed at the December 2008 meeting that topics would be informative to the public as it relates to the TLC or the TLC District. At the TLC Dec 2008 meeting continuation of the articles was briefly discussed. When no other TLC members volunteered to do article writing, the current writer agreed to continue to write articles if the TLC wanted them to continue. The TLC agreed to have the articles continue and thanked the Committee member for continuing to write them.

By practice the article topic and process has not changed since its inception. The writer has asked at each TLC meeting for article ideas and asked that TLC members email article ideas. Article topics have continued to be reviewed and accepted by city staff and the Clayton Pioneer Editor prior to writing. The article writer then provided a draft text to city staff for review prior to final submission to the Clayton Pioneer. The Clayton Pioneer editor reserves final editing rights for space and flow.

Going forward:

It has been some time since the TLC members have had an opportunity to have a focused discussion of the concept of articles in the Clayton Pioneer. There have been newer members and change of the Chair and thus not everyone may be working with the same understanding or acceptance of the past practices, process etc. and members may have other ideas, suggestions etc.

The following are some areas that the TLC may wish to discuss:

- should they continue to be done
- what frequency (ie: monthly, quarterly)
- who should write articles (ie: chair, vice chair, specific TLC member, outreach committee, other interested TLC members if any, rotate among all members)
- topics – how should they be chosen, and who should review and approve topic. (Should it be submitted to Chair, be agreed to at a TLC meeting by all members, continue with current approach and have writer work with staff and pioneer editor under direction of topic to have relevance to the committee activities and/or the district information and issues)
- Draft article – who should review the entire draft article- (currently city staff and pioneer editor. Should the Chair also be involved or have it reviewed by the entire TLC at a meeting.)
- Other ideas, comments, concerns or suggestions

Staff has no recommendation on this item, the idea or article writing was initiated by the TLC and should the article writing continue, staff will continue to be available to provide review of the draft and any technical or background information that might be needed to assist in the article preparation. As before, city staff does not have the time to actually write the article. Should the TLC members be interested in continuing article(s) they would need to be prepared by a TLC member.

Agenda Date: March 16, '09

Laura Hoffmeister

Agenda Item: 6

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**From:** Virginia Siegel [virginia@onsitehealthandsafety.com]  
**Sent:** Friday, March 13, 2009 9:22 AM  
**To:** 'David Disend'; 'Victor Geisler'; 'Jerry Kosel'; 'Kelly Marshall'; 'Candace Bass'; 'Laura '; 'MainMJ'; 'David Johnson'; 'Hank Stratford'; 'JoAnn Caspar'; gnapper@ci.clayton.ca.us  
**Subject:** FW: Trails Committee Meeting

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**From:** Barbara Halperin [mailto:bventana@earthlink.net]  
**Sent:** Friday, March 13, 2009 8:19 AM  
**To:** Virginia Siegel  
**Subject:** Re: Trails Committee Meeting

Dear Virginia,

I had planned to attend the Trails Committee meeting this coming Monday evening, but I am in school and need to study for an exam that has just been announced for the following morning. However, I have made a list of some issues I wanted to bring up at the meeting, and I hope you and the committee members will address them. This is not just a list of complaints from someone who does nothing. Although it gets very tiresome, my husband and I continue to pick up other people's litter on the Cardinet trail week after week

Thanks very much.

Barbara Jacobs

1. A fence only *partially* separates the golf course maintenance facility from the Cardinet Trail. However, there is a long unseparated portion where the maintenance facility trash containers are located. Trash either is blown or is tossed (by employees) onto or next to the trail.

2. There are many kinds of trash in or on the banks of the creek (e.g., styrofoam cups and boxes, straws, bottles, cans, plastic, etc.). When the creek was bone dry, I suggested that the trash needed to be picked up *before* the rains came. The response was that it might cause ecological damage. I thought that was absurd, since the creek had little or no water in it, and trash would have been picked up at certain points only. Someone (or a team) could have carefully walked through the creek and cleaned it up. Although there is plenty of trash still visible because it is still being thrown in the creek, the rest is under water. That did *not* have to be the case.

3. A section of the creek actually belongs to the golf course, but the manager does not ever send anyone to inspect it or clean it up. I had to make repeated phone calls to the unresponsive manager to get him to remove rotting lumber and plywood that had been placed there by kids who were blocking and damaging the creek, so they could cross it on foot. The kids also dug away part of the creek bank to make it look like steps. There is still plenty of garbage in that area, and the golf course manager should be pressed to get it cleaned up without delay.

4. The trash can located near the Lydia Park small parking lot has a wooden slat outer covering. On one side of the can, the slats are tilted away from the can. There is a great deal of garbage in between the slats and the actual trash can, which maintenance people *never* pick up. The same garbage sits there untouched month after month because the maintenance people only pick up the orange plastic bag that sits inside the can.

5. The trash can at the other side of Lydia Park should be sitting flat on the ground, but has been tilted way off to the side for more than two years. No one has bothered to fix it the base on which it sits.

6. A long time ago, I suggested that a Clayton police officer be designated to give a short talk to high school and middle school



students *in their classrooms* (not at a huge assembly where many students would not pay attention). The talk should be about the environmental damage of littering, throwing garbage in the creek, the penalty for vandalism (e.g., graffiti), how all of this hurts people, birds, and other animals, and the lack of conscience and self-respect of people who do this kind of damage. I was told it was a very good idea, but it never happened. It's pretty clear that almost all, if not all, of the littering, graffiti, etc. is done by kids either at night, on weekends or after they get out of school. A golf course maintenance employee told me that kids have parties on the golf course at night, smoking marijuana and drinking hard liquor. I was once told that no police are assigned to patrol Lydia Park when the kids get out of school or at night. Is this still true? If so, doesn't it make sense to have a policeperson around at those times?

7. On a personal note, my husband and I walk the Cardinet Trail about four times or more per week. In the past, we used to bring a bag and pick up all the litter we saw on or next to the trail. We still walk as often, but pick up litter only once a week. People see us doing this, but we never see anyone else picking up litter. An article should appear in the Clayton Pioneer encouraging trail walkers to take a small paper or plastic bag with them and to please do their part and pick up any litter they see along the trail.

8. There also are people who are too lazy and thoughtless to pick up after their dogs. This, too, should be mentioned in the article. The most egregious thing we've seen to date has been dog feces smeared all over one of the picnic benches in Lydia Park that is used by families with little children. If everyone picked up after their dog, that never would have happened in the first place. We reported it and the bench was subsequently cleaned and repainted. We also have found the remains of marijuana and hard liquor bottles. Apparently, some parents have no idea what their kids are doing.