



# AGENDA

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## TRAILS AND LANDSCAPING COMMITTEE [CITIZENS OVERSIGHT COMMITTEE]

**Special Meeting**  
**Monday January 23, 2023**

**6:30 p.m.**  
**Hoyer Hall**  
**Clayton Community Library**  
**6125 Clayton Road**  
**Clayton, CA 94517**

### COMMITTEE MEMBERS

Martin Andrews  
Tom Brand  
Craig Nuchols  
Stephen Rossi  
Nancy Topp

Erin Bennett  
Kate Happy  
Patti Pratt  
Allison Snow  
Joyce Wells

*Councilmember Holly Tillman*  
*(Ex-Officio)*

*Councilmember Kim Trupiano*  
*(Ex-Officio Alternate)*

#### Staff:

Reina Schwartz, City Manager  
Larry Theis, City Engineer  
Jim Warburton, Maintenance Supervisor

- A complete packet of information containing staff reports and exhibits related to each public item is available for public review on the City's website at [www.claytonca.gov](http://www.claytonca.gov)
- 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.claytonca.gov](http://www.claytonca.gov)
- 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 is available for review on the City's website at [www.claytonca.gov](http://www.claytonca.gov)
- If you have a physical impairment that requires special accommodation to participate, please call the City Clerk's office at least 72 hours in advance of the meeting at (925) 673-7300.

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

## **Special Meeting** **January 23, 2023**

### **1. CALL TO ORDER & ROLL CALL – Chair**

### **2. 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.

### **3. CONSENT CALENDAR**

*Consent Calendar items are typically routine in nature and **all items are considered together for approval by the Committee with one single motion.** Members of the Committee, Audience, or Staff may remove an item from the Consent Calendar for purpose of public comment; question or input may request so through the Chair. After discussion of the item the entire Consent Calendar can be approved together in one single motion.*

- (a) Trails and Landscaping Committee Meeting Minutes for April 12, 2021, March 7, 2022, May 9, 2022 and May 16, 2022 ([View Here](#))

No Recommended Action: Approve Meeting Minutes.

### **4. BUSINESS ITEMS**

- (a) Receive and review Landscape Maintenance District Annual Report for FY2021/22, as the Citizens Oversight Committee for Measure H. ([View Here](#))

Recommended Action: Following presentation of the Report by the Ad Hoc Committee, discuss and approve the FY2021/22 Annual Report of the Citizen Oversight Committee for Measure H to be submitted to the City Council.

- (b) Discuss Strategic Safety and Asset Plan for Landscape Maintenance District ([View Here](#))

Recommended Action: Appoint a Subcommittee of up to four members to work with City Engineer and Maintenance Supervisor on a Strategic Safety and Asset Plan for the Landscape Maintenance District.

- (c) Midyear status of the Landscape Maintenance District fund. ([View Here](#))

Recommended Action: Receive and review an update on the midyear status of the FY2022/23 Landscape Maintenance District fund.

5. **CORRESPONDENCE** – review of incoming and outgoing correspondence  
**- Informational Discussion Only- No Action**

*None*

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

(a) Future Agenda Items

- Feb. 2023 – City Council meeting acceptance of TLC prepared FY 2021/22 Annual Report (can be consent calendar or Action item if a TLC member wants to make a presentation)
- **May 8 2023 - TLC meeting** LMD review CPI increase and draft budget for FY 2023/24; for proposed draft Annual Report FY 2022/23 from the Subcommittee
- **May 15 2023 - TLC meeting** LMD review CPI increase and draft budget for FY 2023/24; for proposed draft Annual Report FY 2022/23 from the Subcommittee

(b) Committee Member Communications/Announcements – general information not requiring any action by the TLC

(c) Staff Communications/Announcements – general information not requiring any action by the TLC –

7. **ADJOURNMENT** – Upon call by the Chair the meeting shall be adjourned.

The Committee's next regularly scheduled meeting will be called as needed. Please contact the City Clerk at 925-673-7300 to confirm date/and location.

**MINUTES  
OF THE  
REGULAR MEETING  
TRAILS AND LANDSCAPING COMMITTEE**

**MONDAY, April 12, 2021**

1. **CALL TO ORDER THE TRAILS AND LANDSCAPING COMMITTEE** – The meeting was called to order at 6:41 p.m. by Chair Cesarin on a virtual web meeting and telephonically (877) 853-5257. Committee Members present: Chair Cesarin, Vice Chair Wiggins, and Committee members Brennan, Case, Feuer, and Brown. Committee Members absent: None. Staff present: City Manager Reina Schwartz, Assistant to the City Manager Laura Hoffmeister and Maintenance Supervisor Jim Warburton.

2. **PUBLIC COMMENT ON NON - AGENDA ITEMS** – None.

3. **CONSENT CALENDAR**

Assistant to the City Manager requested clarification on item 3(a).

Committee Member Wiggins requested clarification on item 3(b).

**It was moved by Vice Chair Wiggins seconded by Committee Member Feuer, to approve the Consent Calendar items 3(a) – 3(d) as amended. (Passed 6-0).**

- (a) Minutes of February 8, 2021.
- (b) Landscape Maintenance District Staff Activity Report for February 1, 2021 to April 2, 2021.
- (c) Status of Landscape Maintenance District Projects.
- (d) Status of Landscape Maintenance District revenue and expenses from July 1, 2020 through March 31, 2021

4. **ACTION ITEMS**

- (a) Receive and review Landscape Maintenance District Annual Report for FY 2018/19, as the Citizens Oversight Committee for Measure H.  
(Presented by the Ad Hoc Committee)

Committee Member Brennan presented the report.

Following questions by the Committee, Chair Cesarin opened the public comment; no comments were offered.

**It was moved by Vice Chair Wiggins seconded by Chair Cesarin, to approve the Landscape Maintenance District Annual Report for FY 2018/19, as the Citizens Oversight Committee for Measure H. (Passed 6-0).**

- (b) Receive and review Landscape Maintenance District Annual Report for FY 2019/20, as the Citizens Oversight Committee for Measure H.  
(Presented by the Ad Hoc Committee)

Committee Member Wiggins presented the report.

Following questions by the Committee, Chair Cesarin opened the public comment; no comments were offered.

**It was moved by Committee Member Brown, seconded by Vice Chair Wiggins, to approve the Landscape Maintenance District Annual Report for FY 2019/20, as the Citizens Oversight Committee for Measure H. (Passed 6-0).**

- (c) Selection of Committee member to Report to the City Council at its April 20, 2021 meeting. If no member is available to report the Council Liaison can provide update to the City Council.

Chair Cesarin expressed his availability to report at the City Council meeting.

The Committee unanimously agreed the Trails and Landscaping Committee report would be appropriate as a Consent Calendar item.

## **5. CORRESPONDENCE**

- (a) April 8, 2021 email regarding downtown planter box.

No action needed.

- (b) April 7, 2021 email regarding City well water use.

No action needed.

## **6. COMMITTEE ITEMS**

- (a) Future Agenda Items and target dates: (all future agendas will include minutes; Maintenance staff Activity Report for the District; LMD Projects status report as applicable; latest FY to date general budget expenses)

- May 2021 – TLC meeting for proposed LMD budget for FY 21-22
- May 2021 – City Council Budget Subcommittee meeting

- June 1, 2021 – City Council budget introduction, presentation public hearing
- June 15, 2021 – City Council adoption of budget
- June 29, 2021 – Alternative optional budget adoption date if not done on June 15
- Sept 2021 – TLC meeting for FY 2020-21 year-end review and select Committee Member(s) to prepare draft FY 20-21 Annual Report
- Nov/Dec 2021 – TLC meeting FY 2020-21 TLC prepared Annual Report review
- Jan 2022 – City Council meeting accept of TLC prepared Annual Report (can be consent calendar or Action item if a TLC member wants to make a presentation)
- December 2021 – TLC appointments expire for members: Brown, Cesarin, Case and Feuer. Re-application would be needed for consideration by the City Council to continue for two-year period from Dec 2021 – Dec 2023 – City Clerk will notify when application filing open.
- January/Feb 2022 – TLC meeting for mid-year FY 2020/21 budget review.

(b) Committee Member communications – general information not requiring any action by the TLC

(c) Staff communications – general information not requiring any action by the TLC

7. **ADJOURNMENT**– on call by Chair Cesarin, the Trails and Landscaping Committee adjourned its meeting at 7:50 p.m.

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Respectfully submitted,

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Reina Schwartz, City Manager

APPROVED BY THE TRAILS & LANDSCAPING COMMITTEE

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Justin Cesarin, Chair

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**MINUTES**  
**OF THE**  
**SPECIAL MEETING**  
**TRAILS AND LANDSCAPING COMMITTEE**  
**MONDAY, March 7, 2022**

1. **CALL TO ORDER THE TRAILS AND LANDSCAPING COMMITTEE** – The meeting was called to order at 7:07 p.m. by Assistant to the City Manager Laura Hoffmeister on a virtual web meeting and telephonically (877) 853-5257. Committee Members present: Committee Members Bennett, Happy, Pratt, Snow, Brand, Nuchols, Rossi, and Topp. Committee Members absent: Committee Member Wells. Staff present: City Manager Reina Schwartz, Assistant to the City Manager Laura Hoffmeister, Maintenance Supervisor Warburton.

2. **SELF INTRODUCTIONS**

3. **INFORMATIONAL PRESENTATION**  
American Discovery Trail marker location program within the City of Clayton.  
(John Mercurio- American Discovery Trail California Coordinator – Contra Costa County Region)

4. **ORIENTATION AND BACKGROUND**

- (a) Brown Act Overview
- (b) Landscape Maintenance District (LMD) Boundary Map
- (c) What LMD does (and does not)
- (d) History and Factoids of the LMD
- (e) LMD Standards
- (f) Drought Water Management Plan
- (g) Fountain (water feature at Oakhurst Blvd/Clayton Road) operation policy
- (h) Approved Tree List for Public Property & Rights-of-Way
- (i) TLC Role and responsibilities as adopted by City Council
- (j) Questions/Answers

Assistant to the City Manager Laura Hoffmeister provided a brief orientation and background of the Trails and Landscaping Committee.

5. **SELECTION OF CHAIR AND VICE CHAIR**

- (a) Selection of Chair

Committee Member Erin Bennet volunteered to be Chair of the Trails and Landscaping Committee.

(b) Selection of Vice Chair

Chair Bennett asked for a volunteer to serve as Vice Chair to the Trails and Landscaping Committee. Committee Member Stephen Rossi volunteered to be Vice Chair of the Trails and Landscaping Committee.

6. **PUBLIC COMMENT ON NON - AGENDA ITEMS** – None.

7. **CONSENT CALENDAR**

**It was moved by Vice Chair Rossi, seconded by Committee Member Brand, to approve the Consent Calendar items 7(a) – 7(b) as submitted. (Passed 8-0).**

- (a) Landscape Maintenance District Staff Activity Report for April 2021 through February 2022.
- (b) Status of Landscape Maintenance District Projects.

8. **ACTION/DISCUSSION ITEMS**

- (a) Receive and review the Landscape Maintenance District fiscal year end budget for FY 2020/21, as the Citizens Oversight Committee for Measure H.  
(Assistant to the City Manager and Maintenance Supervisor)

Assistant to the City Manager Laura Hoffmeister presented the report.

No action required.

- (b) Mid-year review of the status of Landscape Maintenance District FY 2021/22 budget expenses/revenues for July 1, 2021 – December 31, 2021.  
(Assistant to the City Manager and Maintenance Supervisor)

Assistant to the City Manager Laura Hoffmeister presented the report.

No action required.

- (c) Select up to four Committee member(s), as an Ad Hoc subcommittee to prepare a draft FY 2020/21 Annual Report as the Citizens Oversight Committee for Measure H.

Chair Bennett requested volunteers to serve as an Ad Hoc subcommittee to prepare a draft FY 2020/21 Annual Report.

Committee Members Happy, Pratt, Nuchols and Chair Bennett volunteered to serve as the Ad Hoc subcommittee.



9. **CORRESPONDENCE** – None.

10. **COMMITTEE ITEMS**

(a) Future Agenda Items and target dates: (all future agendas will include minutes; Maintenance staff Activity Report for the District; LMD Projects status report as applicable; latest FY to date general budget expenses)

- March 2021 – City Council mid-year budget Review for FY 2021/22
- May 2022 – TLC meeting for proposed Annual Report draft from the Subcommittee and the LMD draft budget for FY 2022/23
- May 2022 – City Council Budget Subcommittee meeting
- June 7, 2022 – accept TLC prepared FY 2020/21 Annual Report (can be consent calendar or Action item if a TLC member wants to make a presentation) City Council meeting budget introduction, presentation public hearing
- June 21, 2022 – City Council adoption of budget
- June 28, 2022 – Alternative optional budget adoption date if not done on June 15
- Sept/Oct 2022 – TLC meeting for FY 2021/22 year-end review and select Committee Member(s) to prepare draft 2021/22 Annual Report
- Nov/Dec 2022 – TLC meeting FY 2021/22 TLC prepared Annual Report review
- Jan 2023 – City Council meeting accept of TLC prepared FY 2021/22 Annual Report (can be consent calendar or Action item if a TLC member wants to make a presentation)
- Feb 2023 – TLC meeting for mid-year FY 2022/23 budget review

(b) Committee Member communications – general information not requiring any action by the TLC

(c) Staff communications – general information not requiring any action by the TLC

- Updated TLC Roster

11. **ADJOURNMENT**– on call by Chair Bennett, the Trails and Landscaping Committee adjourned its meeting at 9:07 p.m.

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Respectfully submitted,

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Reina Schwartz, City Manager

APPROVED BY THE TRAILS & LANDSCAPING COMMITTEE

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Erin Bennett, Chair

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**MINUTES**  
**OF THE**  
**REGULAR MEETING**  
**TRAILS AND LANDSCAPING COMMITTEE**

**MONDAY, May 9, 2022**

1. **CALL TO ORDER THE TRAILS AND LANDSCAPING COMMITTEE** – The meeting was called to order at 6:30 p.m. by Chair Bennett in Hoyer Hall, Clayton Community Library, 6125 Clayton Road, Clayton, CA. Committee Members present: Chair Bennett, Vice Chair Rossi, and Committee Members Happy, Pratt, Snow, Brand, and Nuchols. Committee Members absent: Wells and Topp. Staff present: City Manager Reina Schwartz, Assistant to the City Manager Laura Hoffmeister.

2. **PUBLIC COMMENT ON NON - AGENDA ITEMS** – None.

3. **CONSENT CALENDAR**

**It was moved by Committee Member Pratt, seconded by Committee Member Rossi, to approve the Consent Calendar items 3(a) – 3(b) as submitted. (Passed 7-0).**

- (a) Landscape Maintenance District Staff Activity Report for March 3, 2022 – April 29, 2022.
  - (b) Landscape Maintenance District Projects Update

4. **BUSINESS ITEMS**

- (a) Information from Contra Costa Water District regarding water conservation and drought. (Assistant to the City Manager)

Assistant to the City Manager Laura Hoffmeister presented the report.

No action required.

- (b) Review of the status of Landscape Maintenance District FY 2021/22 expenses through May 6, 2022. (Assistant to the City Manager)

Assistant to the City Manager Laura Hoffmeister presented the report.

No action required.

- (c) Discussion of the Landscape Maintenance District draft budget, including CPI adjustment, for FY 2022/23, as the Citizens Oversight Committee for Measure H.

Assistant to the City Manager Laura Hoffmeister presented the report including the options the Committee has relative to the CPI increase.

The Committee discussed the fact that not all of the budget had been spent in prior years and what impact that should have if any on the Committee's ultimate action on the CPI increase for FY2022/23. The Committee also discussed the work that has been completed in the district and what the projects and plans could be for FY2022/23 including funding for the development of a District Sustainability and Safety Plan.

No action required.

- (d) Status update of the Citizens Oversight Committee Annual Report for FY 2020/21.

No update on this item.

**5. CORRESPONDENCE – None.**

**6. COMMITTEE ITEMS**

- (a) Future Agenda Items and target dates: (all future agendas will include minutes; Maintenance staff Activity Report for the District; LMD Projects status report as applicable; latest FY to date general budget expenses)

- May 9, 2022 – TLC meeting LMD review CPI increase and draft budget for FY 2022/23; for proposed draft Annual Report FY 2020/21 from the Subcommittee
- May 16, 2022 – TLC meeting LMD review CPI increase and draft budget for FY 2022/23; for proposed draft Annual Report FY 2020/21 from the Subcommittee
- May 23, 2022 (tentative) – City Council Budget Subcommittee meeting
- June 7, 2022 – accept TLC prepared FY 2020/21 Annual Report (can be consent calendar or Action item if a TLC member wants to make a presentation) City Council meeting budget introduction, presentation public hearing
- June 21, 2022 – City Council adoption of budget
- June 28, 2022 – Alternative optional budget adoption date if not done on June 15
- Sept/Oct 2022 – TLC meeting for FY 2021/22 year-end review and select Committee Member(s) to prepare draft FY 2021/22 Annual Report
- Nov/Dec 2022 – TLC meeting FY 2021/22 TLC prepared Annual Report review
- Jan 2023 – City Council meeting accept of TLC prepared FY 2021/22 Annual Report (can be consent calendar or Action item if a TLC member wants to make a presentation)
- Feb 2023 – TLC meeting for mid-year FY 2022/23 budget review.

- (b) Committee Member Communications/Announcements – general information not requiring any action by the TLC

- (c) Staff Communication/Announcements – general information not requiring any action by the TLC -

7. **ADJOURNMENT**– on call by Chair Bennett, the Trails and Landscaping Committee adjourned its meeting at 9:08 p.m.

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Respectfully submitted,

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Reina Schwartz, City Manager

APPROVED BY THE TRAILS & LANDSCAPING COMMITTEE

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Erin Bennett, Chair

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**MINUTES  
OF THE  
SPECIAL MEETING  
TRAILS AND LANDSCAPING COMMITTEE**

**MONDAY, May 16, 2022**

1. **CALL TO ORDER THE TRAILS AND LANDSCAPING COMMITTEE** – The meeting was called to order at 6:34 p.m. by Chair Bennett in Hoyer Hall, Clayton Community Library, 6125 Clayton Road, Clayton, CA. Committee Members present: Chair Bennett, Vice Chair Rossi, and Committee Members Happy, Pratt, Snow, Wells, and Brand. Committee Members absent: Topp, Nuchols. Staff present: City Manager Reina Schwartz, Assistant to the City Manager Laura Hoffmeister.

2. **PUBLIC COMMENT ON NON - AGENDA ITEMS** – None.

3. **CONSENT CALENDAR** – None.

4. **BUSINESS ITEMS**

- (a) Review of the Landscape Maintenance District proposed budget, including CPI adjustment of 3% be applied to Landscape Maintenance District Levy revenue, for FY 2022/23, as the Citizens Oversight Committee for Measure H.  
(Assistant to the City Manager)

Assistant to the City Manager Laura Hoffmeister presented the report.

The Committee discussed the proposed budget including projects and recommended year end fund balance required. There was discussion of the projects and priorities as well as the proposed project to re-construct a portion of the Cardinet Trail between the trail and Oakhurst Boulevard. There was also discussion of annual weed abatement activities. The Committee also discussed the overall budget and the need for an operational/maintenance plan.

**It was moved by Committee Member Topp, seconded by Committee Member Brand, to approve the Landscape Maintenance District proposed budget, including CPI adjustment of 3% be applied to Landscape Maintenance District Levy revenue, for FY2022/23 and recommend its approval to the City Council, as amended. (Passed 8-0).**

- (b) Status update and/or receive and review Landscape Maintenance District Annual Report for FY 2020/21, as the Citizens Oversight Committee for Measure H.  
(Presented by the Ad Hoc Committee)

Chair Bennett advised the report is not ready yet.

5. **CORRESPONDENCE** – None.

6. **COMMITTEE ITEMS**

(a) Future Agenda Items and target dates: (all future agendas will include minutes; Maintenance staff Activity Report for the District; LMD Projects status report as applicable; latest FY to date general budget expenses)

- May 16, 2022 – TLC meeting LMD review CPI increase and draft budget for FY 2022/23; for proposed draft Annual Report FY 2020/21 from the Subcommittee
- May 23, 2022 (tentative) – City Council Budget Subcommittee meeting
- June 7, 2022 – accept TLC prepared FY 2020/21 Annual Report (can be consent calendar or Action item if a TLC member wants to make a presentation) City Council meeting budget introduction, presentation public hearing;
- June 21, 2022 – City Council adoption of budget
- June 28, 2022 – Alternative optional budget adoption date if not done on June 15
- Sept/Oct 2022 – TLC meeting for FY 2021/22 year-end review and select Committee Member(s) to prepare draft FY 2021/22 Annual Report
- Nov/Dec 2022 – TLC meeting FY 2021/22 TLC prepared Annual Report review
- Jan 2023 – City Council meeting accept of TLC prepared FY 2021/22 Annual Report (can be consent calendar or Action item if a TLC member wants to make a presentation)
- Feb 2023 – TLC meeting for mid-year FY 2022/23 budget review.
- May 8, 2023 – TLC meeting LMD review CPI increase and draft budget for FY 2023/24; for proposed draft Annual Report FY 2022/23 from the Subcommittee
- May 15, 2023 – TLC meeting LMD review CPI increase and draft budget for FY 2023/24; for proposed draft Annual Report FY 2022/23 from the Subcommittee

(b) Committee Member Communications/Announcements – general information not requiring any action by the TLC

(c) Staff Communication/Announcements – general information not requiring any action by the TLC -

7. **ADJOURNMENT**– on call by Chair Bennett, the Trails and Landscaping Committee adjourned its meeting at 8:51 p.m.

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Respectfully submitted,

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Reina Schwartz, City Manager

APPROVED BY THE TRAILS & LANDSCAPING COMMITTEE

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Erin Bennett, Chair

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**City of Clayton - Trails and Landscape Committee (TLC)**  
serving as the Citizens Oversight Committee for Measure H

# **Annual Report of the Landscape Maintenance District**

## **Fiscal Year 2021 - 2022**

Reviewed and Approved by the TLC members at its Public Meeting on 23 January 2023

**Chair – Erin Bennett**  
**Vice Chair- Steve Rossi**

**Members**

**Tom Brand**

**Kate Happy**

**Craig Nuchols**

**Patti Pratt**

**Allison Snow**

**Nancy Topp**

**Joyce Wells**



### **2021-22 TLC Members**

Citizens and their respective terms who served during the FY 2021-22 as members of the TLC (July 1, 2021 - June 30, 2022):

Suzanne Brennan	March 2020 – December 2021
Trisha Brown	March 2020 – December 2021
Karen Case	March 2020 – December 2021
Justin Cesarin	March 2020 – December 2021
Scott Feuer	March 2020 – December 2021
Erin Bennett	March 2022 – December 2022
Steve Rossie	March 2022 – December 2022
Tom Brand	March 2022 – December 2022
Kate Happy	March 2022 – December 2022
Craig Nuchols	March 2022 – December 2022
Patti Pratt	March 2022 – December 2022
Allison Snow	March 2022 – December 2022
Nancy Topp	March 2022 – December 2022
Joyce Wells	March 2022 – December 2022

Additionally, the following City Council Liaisons served during 2021-2022:

Ex-Officio Peter Cloven (Vice Mayor) January 2021- December 2021

Ex-Officio Alternate Jeff Wan (Council Member) January 2021- December 2021

Ex-Officio Holly Tillman (Vice Mayor) January 2022 - December 2022

Ex Officio Alternate Jeff Wan (Council Member) January 2022- December 2022

## **Trails and Landscape Committee (TLC) Annual Report 2021-22**

The current Trails and Landscape Committee (TLC) members were appointed in early 2022. To develop a strong understanding of our roles and responsibilities, we met three times in the first half of the 2022 calendar year. As always, these meetings are open to the public and community engagement is welcome. As the Citizen's Oversight Committee for Measure H, we have reviewed the planned and actual expenditures for the Clayton Landscape Maintenance District (LMD) and Fund No. 210 for the 2021-22 fiscal year to determine if they were spent as outlined in the plan.

The current TLC is comprised of nine (9) appointed members/volunteers, who began serving on the committee in March 2022. Our committee includes enthusiastic members dedicated to working in partnership with our city team to keep our outdoor areas as beautiful as they can be. The current committee members include Erin Bennett, Chair; Steve Rossi, Vice Chair; Tom Brand; Kate Happy; Craig Nuchols; Patti Pratt; Allison Snow; Nancy Topp; and Joyce Wells. The TLC commends the city and maintenance staff for all they have accomplished during the last few years, especially while challenged by a pandemic and severe drought. The trails were a great asset to the community during the pandemic, and the TLC is committed to ensuring they will continue to be a beloved city treasure for many years to come.

Included in this annual report is the "City of Clayton Budget Message Adopted FY 2021-2022 Budget." This message discusses, among other things, the scope of actions and planned activities for the LMD and Maintenance Team for FY 2021-22. Also included in this report are two Maintenance District Activity Reports and two LMD Project Updates. (Please note the dates on these reports do not line up exactly with the fiscal year.) The last addition to this report is the LMD Fund-210 Financials showing the proposed/adopted budget figures and actual revenue and expense figures pertaining to the FY 2021-22 LMD budget.

The total amount budgeted for FY 2021-22 was approximately \$2.1M, with about \$1.18M in expected revenue. The total budget amount included carryover from previous years. The total spent was about \$1.6M, with approximately \$520K remaining to carry over into next year's budget. In addition to the regular, temporary, and seasonal salaries included in the budget, the primary expenditures planned for 2021-22 include maintenance activities such as trail fixture repair/replacement (Acct line 7306 \$320K), routine tree trimming (Acct line 7440 \$300K), and weed abatement (Acct line 7445 approximately \$200K), totaling just over \$820K. Special planned projects (Acct line 7520) were budgeted at \$204.5K, which included lifting/trimming tree canopies (\$100K), irrigation control upgrades (\$90K), and a native planting project (\$12,5K).

The following are the key takeaways of 2021-22 activity:

1. Total expenditures were significantly less (approximately \$520K) than budgeted due to continued COVID staffing issues and drought conditions.
2. Drought conditions and COVID staffing issues continue to delay the planned median

improvements and trail fixture repairs/replacements, which will be postponed to the future when conditions improve.

3. The current special planned projects budgeted were completed (lift/trim tree canopies, upgrade of six (6) irrigation controls as part of the ongoing irrigation upgrade project, and native plantings).

A review of the 2021-22 FY Financial Report provided to the TLC and included in this report shows the actual expenditures were significantly less (approximately \$520K) than the approved budget due to the reasons mentioned previously. The differences between the budget amounts and the actual expenditures were primarily in Trail Fixtures Repairs/Replacements (Acct line 7306 for about \$320K), Weed Abatement Services (Acct line 7445 for about \$70K), and Project/Program Costs (Acct line 7520 for about \$54K). These differences will be carried over into future budgets for project completion.

In conclusion, the LMD financials show no inappropriate use of District funds and a year-end financial position that remains healthy going into FY 2022-23.

**City of Clayton Budget Message**  
**Adopted FY 2021-22 Budget**  
**Special Revenue Funds**

***C. Citywide Landscape Maintenance District – Fund No. 210***

In June 2007, Clayton voters approved a replacement real property special tax to continue funding the operation and maintenance of its citywide public landscaped areas. This voter action created the City of Clayton Landscape Maintenance Community Facilities District 2007-1 (LMD). This annual special parcel tax is restricted to landscape costs associated with: arterial and specified roadway medians and parkways, the trails system, the annual open space non-native (exotic) invasive weed abatement in city- owned open space of the area hills, the annual open space and trails maintenance including weed abatement for fire and public safety, landscape and turf irrigation and the monthly maintenance and special occasion/holiday operation of the “Clayton Fountain”. Operations for the LMD are separately accounted for by the City in a restricted-use special revenue fund.

Measure B, the 2007 ballot measure, expired June 30, 2017. Given this was the only source of funds for the maintenance and operation of the LMD, in order continue this sole funding a special parcel tax, “Measure H” was placed before the voters on the June 7, 2016 ballot needing two-thirds (66.67%) voter approval. In June 2016, the voters overwhelmingly approved (77.1% positive vote) to extend the LMD special parcel tax for an additional ten (10) years.

Maintenance of City parks is not included as an authorized expenditure under the LMD Act; park maintenance obligations fall to the City’s General Fund. The LMD has now completed its fourth year of operation under Measure H. The LMD has a City Council- appointed Trails and Landscaping Citizens’ Oversight Committee (TLC) that meets periodically to ensure these special-purpose tax revenues are used for their intended purpose as established under the previous ballot measure for the LMD. Unfortunately, due to limited staffing during the FY 2021/22 budget process, there was not the ability to schedule a Trails and Landscape Committee meeting prior to the budget preparation and adoption for City Council. Staff will meet with the TLC and then forward their review and any additional or modified recommendations to the City Council. Thereafter, if needed the City Council could then take any action to make budget amendments to the LMD.

Pursuant to the terms of voter-approved Measure H, the special parcel tax rate may be modified annually by the change in the consumer price index (CPI) as published by the U.S. Bureau of Labor and Statistics from April to April for this geographic region (San Francisco-Oakland-Hayward, CA). In no event shall the special parcel tax rate be increased by more than three percent (3.0%) annually. Given the local CPI change (from April 2020 to April 2021) was 3.8%, the LMD’S projected revenues are adopted to be increased by 3.0% to a total of \$1,204,857 for FY 2021/22. This results in a modest increase to LMD special parcel tax revenues of \$35,093 over the prior year’s adopted budget. The capped CPI growth adjustment will result in an increase of \$7.98 per residential parcel over the prior year rate

(last year's single-family rate was \$266.46; including the CPI adjustment factor the new single-family parcel rate will be \$274.44).

Over the past ten years, from FY 2007/08 through FY 2019/20, it is estimated the LMD will have used approximately \$2 million of these special parcel tax funds for public landscape and irrigation and trail system improvements. When including additional LMD improvement projects planned for FY 2021/22, the LMD will have invested over \$2.5 million into various capital improvements in addition to maintaining current landscaping. The prior approved Downtown Planters (Main Street) replacement project was completed in November of 2020 for a total cost of \$281,622.

For FY 2021/22, the LMD budgeted to fund the following landscape maintenance improvement projects:

<b><u>Project Description</u></b>	<b><u>Amount</u></b>	<b><u>Project ID</u></b>
Cardinet trail section repave	\$185,000	7306
Trail reconstruct end of Peacock Ck	\$100,000	7306
Replace Irrigation Control (6 of them)	\$ 90,000	LMD 2021-2

Due to drought conditions replanting projects are not adopted that would require additional water. Therefore it is planned to focus on trails maintenance, tree trimming, (along arterials and open space areas), and irrigation control replacement (the later providing better irrigation water management).

The adopted LMD budget is a balanced operational budget, responsibly utilizing fund balance to undertake non-recurring capital improvement projects. This practice is consistent with prior year budgets as the LMD is pay-as-you-go for such improvements, responsibly drawing on fund balance as needed. Adopted appropriations of the budget are annually adjusted for anticipated water and electrical utility rate increases as well as for fuel, fertilizer, water, etc.

Over the past year the LMD has generated a modest reserve balance to allow the consideration of the aforementioned non-operational landscaping improvement projects to be undertaken. Although the adopted budget anticipates an ending fund balance reserve of \$117,933 by the close of FY 2021/22, staff is not proposing additional capital projects beyond those listed in order to allow time to complete these budgeted projects and to have sufficient funds for normal operational cash flow purposes.

An enormous impact on LMD operations from FY 2012/13 through FY 2016/17 was the declared drought conditions and the severe water conservation reductions imposed by Contra Costa Water District (CCWD) as directed by the Governor's Executive Order Emergency declaration, resulting in a 45% mandatory water reduction order. With irrigation cutbacks of that magnitude, the City Council ordered the LMD to suspend irrigation water to turf and bushes, reserving restricted water supplies to irrigate public trees. This action plan negatively impacted much of the water intensive landscape in order to sustain the more valuable plants and mature signature trees in the LMD. Capital

improvement projects completed during the extended drought timeframe were hardscape-only oriented. There have only been two sections of a Clayton Road median replanted since the prior drought.

Although the State of California and CCWD returned to unrestricted water conditions over the last few years, the State is currently in drought conditions again, with Contra Costa listed as Exceptional Drought, the highest category. Although CCWD has not mandated cutbacks yet, they have asked for voluntary reductions. Additionally, it is forecasted that the dry conditions will likely continue into next year. It is conceivable that we will have an insufficient rainy season to establish new plantings. Therefore, no new replanting projects are being adopted as it would require additional water to establish

from irrigation and/or a normal “rainy” season. Water districts were required by case law to change billing rate structures to incorporate greater costs for service areas with greater water delivery demands (i.e. higher elevations requiring more energy for delivery). Clayton’s geographic location resulted in a rate tier increase by CCWD in January 2021 of 3.75%. The adopted budget for the LMD includes the increased water costs with the adjusted rate estimated expenditure of \$240,000.

Personnel services for this labor-intensive work effort account for 25% of the LMD budget in FY 2021/22 (\$520,712). Whenever possible, less complex tasks within the LMD are assigned to in-house part-time or contract temporary seasonal personnel, which allows full-time permanent City maintenance personnel to focus their efforts on tasks requiring journeyman-level experience (i.e. irrigation line and system repairs). The LMD has only one full-time dedicated staff person of the six (6) permanent Maintenance Department personnel. During this past fiscal year (2020/21) the pandemic had unexpected impacts to the LMD operations. The ability to use part-time/seasonal contract personnel was not possible. In addition, a full time vacancy occurred with one of the staff resigning for an advanced position in a different agency. With limited resources and social distancing requirements – especially as related to persons in vehicles - staff prioritized trimming to keep walks and paths clear, and irrigation repairs. Other trimming and weeding along rights of ways and medians were postponed or delayed until more recently. Staff is hopeful as the public health conditions improve overall temporary seasonal workers will be available to assist in the LMD.

As approved by Measure H voters, the LMD’s budget includes a recurring line item for the purchase of replacement plants, budgeted at \$20,000. However, it is likely with drought conditions this expenditure will not occur. The LMD further contributes an annual allocation to the City’s Capital Equipment Replacement Fund (CERF) for its shared cost of utilizing City Maintenance Department vehicles for LMD operations budgeted at \$30,000 in FY 2021/22. A relatively nominal amount of \$40,679 (3.3% of annual LMD revenue) is transferred to the City’s General Fund to help defray the LMD’s share of administrative support and overhead incurred by the City (i.e. telephones, payroll processing, accounts payable, management, compliance, legal, etc.).

With all of these actions, the LMD's ending fund balance on June 30, 2022 is projected to be **\$117,933**. The LMD's reserve position is evidence the City does not siphon "surplus" monies into its General Fund but uses the special parcel tax revenues for its intended voter-approved purposes. Its monetary existence allows the LMD to re-evaluate priorities in the future to replace landscape lost (including adding in more hardscape treatments) from the water conservation measures resulting from drought conditions.



Landscape Maintenance District Expenditures  
FY2021/22

Row Labels	Description	FY22 Amended	FY22 Actual	Diff	Prct
7111	Regular Salaries	\$237,756	\$264,082	\$26,326	11.1%
7112	Temporary Salaries	\$20,665		(\$20,665)	-100.0%
7113	Overtime	\$2,000	\$1,440	(\$560)	-28.0%
7218	Long/Short Term Disability Insurance	\$2,061	\$2,106	\$45	2.2%
7220	PERS Retirement-Normal Cost	\$21,966	\$25,313	\$3,347	15.2%
7221	PERS Retirement - Unfunded Liability	\$29,540	\$36,903	\$7,363	24.9%
7231	Workers' Compensation	\$9,587	\$8,677	(\$910)	-9.5%
7232	Unemployment Compensation	\$4,464	\$1,626	(\$2,838)	-63.6%
7233	FICA Taxes	\$5,057	\$3,849	(\$1,208)	-23.9%
7246	Benefit Insurance	\$43,013	\$52,638	\$9,625	22.4%
7301	Recruitment/Pre-employment	\$250		(\$250)	-100.0%
7306	Trail Fixture Repairs/Replacement	\$320,000		(\$320,000)	-100.0%
7307	Irrigation Supplies and Materials	\$10,000	\$7,645	(\$2,355)	-23.6%
7308	Weed Abatement Supplies and Materials	\$20,000	\$9,609	(\$10,391)	-52.0%
7309	Plant Nutrition Supplies and Materials	\$10,000	\$398	(\$9,602)	-96.0%
7311	General Supplies	\$14,300	\$3,874	(\$10,426)	-72.9%
7316	Landscape Replacement Plants (Shrubs, Trees, Etc.)	\$20,000		(\$20,000)	-100.0%
7335	Gas & Electric Services	\$50,000	\$26,342	(\$23,658)	-47.3%
7338	Water Services	\$240,000	\$219,703	(\$20,297)	-8.5%
7340	Traffic Safety Supplies	\$1,000	\$1,159	\$159	15.9%
7341	Buildings/Grounds Maintenance	\$36,910	\$19,046	(\$17,864)	-48.4%
7342	Machinery/Equipment Maintenan	\$21,050	\$24,321	\$3,271	15.5%
7343	Vehicle Maintenance	\$15,000	\$37,771	\$22,771	151.8%
7344	Vehicle Gas, Oil, and Supplies	\$14,000	\$17,418	\$3,418	24.4%
7381	Property Tax Admin. Costs	\$4,100	\$3,743	(\$357)	-8.7%
7389	Misc. Expense			\$0	0.0%
7411	Legal Services Retainer			\$0	0.0%
7419	Other Professional Services	\$7,100	\$6,174	(\$926)	-13.0%
7429	Animal/Pest Control Services	\$15,000	\$13,025	(\$1,975)	-13.2%
7435	Contract Seasonal Labor	\$160,000	\$125,764	(\$34,236)	-21.4%
7440	Tree Trimming Services	\$300,000	\$326,340	\$26,340	8.8%
7445	Weed Abatement Services	\$201,230	\$131,682	(\$69,548)	-34.6%
7486	CERF Charges/Depreciation	\$30,000	\$30,000	\$0	0.0%
7520	Project Program Costs	\$204,500	\$150,176	(\$54,324)	-26.6%
7615	CCC Property Tax	\$3,030	\$3,083	\$53	1.8%
8101	Transfer To General Fund	\$40,679	\$40,679	\$0	0.0%
8113	Transfer to Stormwater Fund	\$1,130	\$1,130	\$0	0.0%
<b>Grand Total</b>		<b>\$2,115,388</b>	<b>\$1,595,717</b>	<b>(\$519,671)</b>	<b>-24.6%</b>

# City of Clayton

## General Ledger Detail Report

Date	Trans.	Journal	Reference		Debit Amount	Credit Amount	Balance
<b>210-7307-00</b>							
<b>Account:</b>	<b>210-7307-00 (Irrigation Supplies and Materials)</b>						
07/01/2021				Account Beginning Balance			\$0.00
07/20/2021	4205-128	Accounts Payable	Site One Landsc-Irrigation parts		\$164.21		
07/22/2021	4225-269	Accounts Payable	US Bank - Corp -Cal Card Stmt end 7/22/21		\$56.84		
09/03/2021	4225-887	Accounts Payable	Site One Landsc-Irrigation parts		\$650.55		
09/09/2021	4233-187	Accounts Payable	Site One Landsc-Irrigation parts		\$323.54		
09/21/2021	4233-736	Accounts Payable	Site One Landsc-Irrigation parts		\$715.66		
10/05/2021	4341-11	Accounts Payable	Site One Landsc-Irrigation parts		\$238.78		
10/06/2021	4341-9	Accounts Payable	Site One Landsc-Irrigation parts		\$151.78		
11/02/2021	4342-154	Accounts Payable	Site One Landsc-Irrigation parts		\$194.58		
12/08/2021	4336-43	Accounts Payable	Site One Landsc-Irrigation parts		\$95.74		
04/05/2022	4398-244	Accounts Payable	Site One Landsc-Irrigation parts		\$1,434.59		
04/19/2022	4363-222	Accounts Payable	Site One Landsc-Irrigation parts		\$86.59		
04/19/2022	4363-225	Accounts Payable	Site One Landsc-Irrigation parts/service		\$2,280.31		
05/03/2022	4389-150	Accounts Payable	Site One Landsc-Landscape supplies		\$1,207.70		
06/29/2022	4461-80	Accounts Payable	US Bank CalCard-Irrigation main line repair OUTDOOR SUPPLY CLAYTON		\$21.93		
06/30/2022	4485-14	Journal Entry	Irrigation main line repair OUTDOOR SUPPLY CLAYTON		\$21.93		
					<u>\$7,644.73</u>	<u>\$0.00</u>	
06/30/2022				Account Net Change			<u>\$7,644.73</u>
06/30/2022				Account Ending Balance			<u><u>\$7,644.73</u></u>
<b>210-7308-00</b>							
<b>Account:</b>	<b>210-7308-00 (Weed Abatement Supplies and Materials)</b>						
07/01/2021				Account Beginning Balance			\$0.00
08/23/2021	4225-911	Accounts Payable	US Bank - Corp -CalCard stmt end 8/23/21		\$94.77		
06/15/2022	4397-6	Accounts Payable	Nutrien Aq Solu-Landscape chemicals		\$2,400.11		
06/15/2022	4397-126	Accounts Payable	Nutrien Aq Solu-Landscape chemicals		\$7,113.88		
					<u>\$9,608.76</u>	<u>\$0.00</u>	
06/30/2022				Account Net Change			<u>\$9,608.76</u>
06/30/2022				Account Ending Balance			<u><u>\$9,608.76</u></u>
<b>210-7309-00</b>							
<b>Account:</b>	<b>210-7309-00 (Plant Nutrition Supplies and Materials)</b>						
07/01/2021				Account Beginning Balance			\$0.00
09/16/2021	4356-97	Accounts Payable	Nutrien Aq Solu-Landscape chemicals		\$398.30		
					<u>\$398.30</u>	<u>\$0.00</u>	
06/30/2022				Account Net Change			<u>\$398.30</u>
06/30/2022				Account Ending Balance			<u><u>\$398.30</u></u>
<b>210-7311-00</b>							
<b>Account:</b>	<b>210-7311-00 (General Supplies)</b>						
07/01/2021				Account Beginning Balance			\$0.00
07/12/2021	4192-2003	Accounts Payable	Cole Supply Co.-Trash liners		\$255.38		
07/13/2021	4197-5	Accounts Payable	Bay Area Barric-Caution tape		\$197.25		
08/23/2021	4225-913	Accounts Payable	US Bank - Corp -CalCard stmt end 8/23/21		\$28.95		
08/26/2021	4225-283	Accounts Payable	Cole Supply Co.-Trash liners, latex gloves		\$130.00		
09/22/2021	4255-37	Accounts Payable	US Bank - Corp -Stmt end 9/22/21		\$190.74		
10/22/2021	4340-23	Accounts Payable	US Bank CalCard-CalCard Stmt end 10/22/21		\$4.06		
10/28/2021	4341-5	Accounts Payable	Site One Landsc-Landscape tools		\$123.64		
11/22/2021	4345-36	Accounts Payable	US Bank CalCard-BISON LIFE Safety Glasses, AMZN MKTP US*2Y0Q54MB2		\$31.98		
12/22/2021	4336-436	Accounts Payable	US Bank CalCard-Bungie cords for banners OUTDOOR SUPPLY CLAYTON		\$50.46		
11/14/2022 2:19:59 PM							

# City of Clayton

## General Ledger Detail Report

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>Account: 210-7311-00 (General Supplies)</b>						
12/30/2021	4336-277	Accounts Payable	Hammons Supply -PW janitorial supplies	\$95.03		
01/24/2022	4336-795	Accounts Payable	US Bank CalCard-Safety gloves AMZN MKTP US*S92EK6EB3	\$71.56		
01/24/2022	4336-807	Accounts Payable	US Bank CalCard-Safety glasses AMZN MKTP US*8089A1ZE3	\$20.65		
02/17/2022	4336-1067	Accounts Payable	Site One Landsc-Grass seed, irrigation parts	\$30.12		
02/22/2022	4336-915	Accounts Payable	US Bank CalCard-Dog Waste Can Liners - 200-AMZN MKTP US*R04P81D33	\$173.98		
02/22/2022	4336-917	Accounts Payable	US Bank CalCard-Roll Bags - Universal Pet-AMZN MKTP US*7T2H485K3	\$97.86		
02/22/2022	4336-921	Accounts Payable	US Bank CalCard-Dogipot 1402HP-CASE Header-AMAZON.COM*PC0AS3HX3	\$88.22		
02/22/2022	4336-975	Accounts Payable	US Bank CalCard-Sch 40 PVC Tee 3 in. Socke-SITEONE LANDSCAPE SUPPL	\$383.46		
03/22/2022	4371-19	Accounts Payable	US Bank CalCard-SAS Safety 6604-20 Thickst-AMZN MKTP US*1W1HK4YU0	\$52.04		
03/22/2022	4371-23	Accounts Payable	US Bank CalCard-ACCUPOUR 8oz (250 mL) Meas-AMZN MKTP US*1Z61C5C02	\$11.65		
03/22/2022	4371-25	Accounts Payable	US Bank CalCard-One Gallon 128oz Measure P-AMZN MKTP US*1Z7Y82KJ0	\$28.22		
05/01/2022	4389-183	Accounts Payable	US Bank CalCard-Boots RED WING SHOE STORE 1	\$290.81		
05/01/2022	4389-209	Accounts Payable	US Bank CalCard-Landscape supply OUTDOOR SUPPLY CLAYTON	\$52.08		
06/29/2022	4461-83	Accounts Payable	US Bank CalCard-American Flags for Outside AMZN MKTP US*1X7FE8X11	\$184.80		
06/29/2022	4461-87	Accounts Payable	US Bank CalCard-California flags AMZN MKTP US*1R66Q1XZ2	\$28.26		
06/29/2022	4461-89	Accounts Payable	US Bank CalCard-POZOY Double Sided California flags AMZN MKTP US*1	\$20.65		
06/29/2022	4461-97	Accounts Payable	US Bank CalCard-Parts to hang flags OUTDOOR SUPPLY CLAYTON	\$12.54		
06/29/2022	4461-109	Accounts Payable	US Bank CalCard-Spray gloves AMZN MKTP US*JV3O427N3	\$48.48		
06/29/2022	4461-113	Accounts Payable	US Bank CalCard-HOUNDSLOOP 800 Count Pull- AMZN MKTP US*HQ53V24Z3	\$156.56		
06/29/2022	4461-115	Accounts Payable	US Bank CalCard-Cable ties for banners OUTDOOR SUPPLY CLAYTON	\$65.78		
06/30/2022	4436-80	Accounts Payable	Hammons Supply -Graffiti remover	\$219.77		
06/30/2022	4436-158	Accounts Payable	Site One Landsc-Irrigation controllers, parts	\$212.31		
06/30/2022	4485-15	Journal Entry	American Flags for Outside AMZN MKTP US*1X7FE8X11	\$184.80		
06/30/2022	4485-16	Journal Entry	California flags AMZN MKTP US*1R66Q1XZ2	\$28.26		
06/30/2022	4485-17	Journal Entry	POZOY Double Sided California flags AMZN MKTP US*1R2ZJ8QB0	\$20.65		
06/30/2022	4485-18	Journal Entry	Parts to hang flags OUTDOOR SUPPLY CLAYTON	\$12.54		
06/30/2022	4485-19	Journal Entry	Spray gloves AMZN MKTP US*JV3O427N3	\$48.48		
06/30/2022	4485-20	Journal Entry	HOUNDSLOOP 800 Count Pull- AMZN MKTP US*HQ53V24Z3	\$156.56		
06/30/2022	4485-21	Journal Entry	Cable ties for banners OUTDOOR SUPPLY CLAYTON	\$65.78		
				\$3,874.36	\$0.00	
06/30/2022			Account Net Change			\$3,874.36
06/30/2022			Account Ending Balance			\$3,874.36
<b>210-7335-00</b>						
<b>Account: 210-7335-00 (Gas &amp; Electric Services)</b>						
07/01/2021			Account Beginning Balance			\$0.00
07/01/2021	4249-41	Journal Entry	<Reversal> Accrue Utilities back to FY 2021		\$511.26	
07/01/2021	4249-48	Journal Entry	<Reversal> Accrue Utilities back to FY 2021		\$438.88	
07/16/2021	4205-92	Accounts Payable	PG&E-Energy 6/17/21-7/16/21	\$940.46		
07/27/2021	4205-74	Accounts Payable	PG&E-Energy 6/16/21-7/15/21	\$1,022.52		
08/24/2021	4223-64	Accounts Payable	PG&E-Energy 7/23/21-8/23/21	\$984.71		
08/26/2021	4223-80	Accounts Payable	PG&E-Energy 7/16/21-8/16/21	\$867.81		
09/23/2021	4233-167	Accounts Payable	PG&E-Energy 8/24/21-9/22/21	\$989.98		
09/27/2021	4233-728	Accounts Payable	PG&E-Energy 8/17/21-9/15/21	\$2,243.15		
10/22/2021	4255-233	Accounts Payable	PG&E-Energy 9/23/21-10/21/21	\$430.28		
10/22/2021	4255-241	Accounts Payable	PG&E-Energy 9/18/21-10/18/21	\$553.89		
10/28/2021	4255-282	Accounts Payable	PG&E-Energy 9/16/21-10/14/21	\$1,040.11		
11/15/2021	4342-130	Accounts Payable	PG&E-Energy 10/15/21-11/14/21	\$976.93		
11/21/2021	4342-140	Accounts Payable	PG&E-Energy 10/22/21-11/19/21	\$955.27		
12/15/2021	4336-35	Accounts Payable	PG&E-Energy 11/15/21-12/14/21	\$1,487.81		
12/22/2021	4336-214	Accounts Payable	PG&E-Energy 11/20/21-12/21/21	\$526.50		

# City of Clayton

## General Ledger Detail Report

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>Account:</b>	<b>210-7335-00 (Gas &amp; Electric Services)</b>					
12/22/2021	4336-224	Accounts Payable	PG&E-Energy 11/20/21-12/21/21	\$479.94		
01/15/2022	4336-394	Accounts Payable	PG&E-Energy 12/15/21-1/14/22	\$1,075.28		
01/21/2022	4336-400	Accounts Payable	PG&E-Energy 12/20/21-1/19/22	\$982.87		
02/14/2022	4336-731	Accounts Payable	PG&E-Energy 1/15/22-2/13/22	\$1,027.96		
02/18/2022	4336-737	Accounts Payable	PG&E-Energy 1/20/22-2/17-22	\$431.32		
04/05/2022	4398-204	Accounts Payable	PG&E-Energy 2/18/22-3/21/22	\$986.21		
04/05/2022	4398-218	Accounts Payable	PG&E-Energy 2/18/22-3/21/22	\$1,448.99		
05/03/2022	4389-118	Accounts Payable	PG&E-Energy 3/22/22-4/21/22	\$956.19		
05/03/2022	4389-128	Accounts Payable	PG&E-Energy 3/22/22-4/14/22	\$899.40		
05/31/2022	4387-169	Accounts Payable	PG&E-Electricity 1/14/22-2/14/22	\$517.78		
05/31/2022	4387-179	Accounts Payable	PG&E-Electricity/gas 4/15/22-5/15/22	\$1,978.62		
05/31/2022	4387-185	Accounts Payable	PG&E-Electricity/gas 4/22/22-5/21/22	\$971.16		
06/30/2022	4436-42	Accounts Payable	PG&E-Energy 5/16/22-6/13/22	\$1,584.29		
06/30/2022	4436-50	Accounts Payable	PG&E-Energy 5/21/22-6/21/22	\$331.37		
06/30/2022	4436-117	Accounts Payable	PG&E-Energy 5/18/22-6/15/22	\$601.45		
				<u>\$27,292.25</u>	<u>\$950.14</u>	
06/30/2022			Account Net Change			<u>\$26,342.11</u>
06/30/2022			Account Ending Balance			<u><u>\$26,342.11</u></u>
<b>210-7338-00</b>						
<b>Account:</b>	<b>210-7338-00 (Water Services)</b>					
07/01/2021			Account Beginning Balance			\$0.00
07/01/2021	4248-21	Journal Entry	<Reversal> Water bill (A series) accrue to FY 22	\$819.97		
07/07/2021	4225-98	Accounts Payable	CCWD-Water 5/5/21-7/2/21	\$3,863.63		
08/10/2021	4225-96	Accounts Payable	CCWD-Water 6/4/21-8/5/21	\$43,424.73		
09/08/2021	4233-49	Accounts Payable	CCWD-Water 7/3/21-9/3/21	\$16,866.42		
10/07/2021	4255-70	Accounts Payable	CCWD-Water 8/6/21-10/5/21	\$38,265.50		
11/04/2021	4342-52	Accounts Payable	CCWD-Water 9/4/21-11/2/21	\$12,713.57		
12/07/2021	4318-562	Accounts Payable	CCWD-Water 10/6/21-12/6/21	\$16,099.36		
01/10/2022	4336-345	Accounts Payable	CCWD-Water 11/3/21-1/5/22	\$4,748.27		
02/07/2022	4336-683	Accounts Payable	CCWD-Water 12/7/21-2/3/22	\$10,031.04		
04/05/2022	4398-37	Accounts Payable	CCWD-Water 1/6/22-3/2/22	\$4,475.06		
05/03/2022	4389-43	Accounts Payable	CCWD-Water 2/4/22-4/6/22	\$14,883.07		
05/31/2022	4387-248	Accounts Payable	CCWD-Water 3/3/22-5/3/22	\$9,848.07		
06/30/2022	4436-179	Accounts Payable	CCWD-Water 4/7/22-6/7/22	\$30,471.09		
06/30/2022	4486-77	Journal Entry	Water 5/4/22-7/5/22	<u>\$13,193.51</u>		
				<u>\$219,703.29</u>	<u>\$0.00</u>	
06/30/2022			Account Net Change			<u>\$219,703.29</u>
06/30/2022			Account Ending Balance			<u><u>\$219,703.29</u></u>
<b>210-7340-00</b>						
<b>Account:</b>	<b>210-7340-00 (Traffic Safety Supplies)</b>					
07/01/2021			Account Beginning Balance			\$0.00
12/22/2021	4336-444	Accounts Payable	US Bank CalCard-4x4 sign posts ASHBY LUMBER	\$1,158.86		
				<u>\$1,158.86</u>	<u>\$0.00</u>	
06/30/2022			Account Net Change			<u>\$1,158.86</u>
06/30/2022			Account Ending Balance			<u><u>\$1,158.86</u></u>
<b>210-7341-00</b>						
<b>Account:</b>	<b>210-7341-00 (Buildings/Grounds Maintenance)</b>					
07/01/2021			Account Beginning Balance			\$0.00

# City of Clayton

## General Ledger Detail Report

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>Account: 210-7341-00 (Buildings/Grounds Maintenance)</b>						
07/01/2021	4233-786	Accounts Payable	Pond M Solution-	\$2,600.00		
07/01/2021	4255-383	Accounts Payable	REVERSE-Pond M Solution-		\$2,600.00	
08/03/2021	4225-199	Accounts Payable	Site One Landsc-Landscape supplies	\$442.85		
08/05/2021	4225-136	Accounts Payable	Dillon Electric-Service call for irrigation controller	\$260.00		
08/05/2021	4225-140	Accounts Payable	Dillon Electric-Repair clock tower	\$1,380.00		
08/23/2021	4225-914	Accounts Payable	US Bank - Corp -CalCard stmt end 8/23/21	\$2,224.00		
09/10/2021	4233-102	Accounts Payable	Hammons Supply -Grafitti remover	\$23.87		
09/15/2021	4233-177	Accounts Payable	Pond M Solution-Fountain maint September 2021	\$650.00		
09/15/2021	4233-179	Accounts Payable	Pond M Solution-Fountain maint August 2021	\$650.00		
09/15/2021	4233-181	Accounts Payable	Pond M Solution-Fountain maint July 2021	\$650.00		
10/01/2021	4233-629	Accounts Payable	CME Lighting Su-Streetlight bulbs	\$49.98		
10/13/2021	4255-84	Accounts Payable	Site One Landsc-Irrigation controller board	\$678.36		
11/09/2021	4342-5	Accounts Payable	Bay Area Barric-Grapppler trash collectors	\$111.78		
11/10/2021	4342-3	Accounts Payable	Alpine Awards &-Memorial bench plate	\$30.18		
11/22/2021	4345-52	Accounts Payable	US Bank CalCard-Grafitti clean up OUTDOOR SUPPLY CLAYTON	\$61.48		
11/23/2021	4343-76	Accounts Payable	Pond M Solution-Fountain maint Oct & Nov 2021	\$1,300.00		
12/16/2021	4336-133	Accounts Payable	Dillon Electric-Supply and install time clock for Christmas Deco	\$863.88		
01/01/2022	4328-14	Accounts Payable	Pond M Solution-Fountain maint December 2021	\$650.00		
01/24/2022	4336-803	Accounts Payable	US Bank CalCard-Spray wand CHAMPION SPRAY SYSTEMS	\$211.79		
02/01/2022	4327-392	Accounts Payable	Pond M Solution-Fountain maint January 2022	\$650.00		
02/17/2022	4336-1019	Accounts Payable	Cole Supply Co.-Trash liners, latex gloves	\$158.72		
03/31/2022	4357-8	Journal Entry	Reallocate charges to HOL-WIN		\$863.88	
03/31/2022	4357-9	Journal Entry	Reallocate charges- Heater for fountain vault	\$218.40		
03/31/2022	4357-12	Journal Entry	Reallocate charges - Service to irrigation controller		\$260.00	
03/31/2022	4357-14	Journal Entry	Reallocate charges- Repair clock tower		\$1,380.00	
04/05/2022	4398-113	Accounts Payable	Evans & Son Mas-Fountain retaining wall repair	\$4,270.00		
04/19/2022	4363-204	Accounts Payable	Pond M Solution-Fountain maintenance March 2022	\$650.00		
04/19/2022	4363-210	Accounts Payable	Pond M Solution-Fountain repair	\$2,780.00		
06/15/2022	4397-223	Accounts Payable	Pond M Solution-Fountain maintenance April 2022	\$650.00		
06/15/2022	4397-225	Accounts Payable	Pond M Solution-Fountain maintenance May 2022	\$650.00		
06/29/2022	4461-91	Accounts Payable	US Bank CalCard-Rollers for grafitti cover OUTDOOR SUPPLY CLAYTON	\$29.60		
06/29/2022	4461-101	Accounts Payable	US Bank CalCard-Grafitti removal OUTDOOR SUPPLY CLAYTON	\$29.59		
06/29/2022	4461-105	Accounts Payable	US Bank CalCard-Grafitti removal OUTDOOR SUPPLY CLAYTON	\$15.34		
06/29/2022	4461-107	Accounts Payable	US Bank CalCard-Grafitti removal AMAZON.COM*C18SZ1CG3	\$164.67		
06/30/2022	4436-160	Accounts Payable	Site One Landsc-Irrigation controllers, parts	\$156.29		
06/30/2022	4486-5	Journal Entry	Fountain Maintenance June 2022	\$650.00		
06/30/2022	4485-22	Journal Entry	Rollers for grafitti cover OUTDOOR SUPPLY CLAYTON	\$29.60		
06/30/2022	4485-23	Journal Entry	Grafitti removal OUTDOOR SUPPLY CLAYTON	\$29.59		
06/30/2022	4485-24	Journal Entry	Grafitti removal OUTDOOR SUPPLY CLAYTON	\$15.34		
06/30/2022	4485-25	Journal Entry	Grafitti removal AMAZON.COM*C18SZ1CG3	\$164.67		
				\$24,149.98	\$5,103.88	
06/30/2022			Account Net Change			\$19,046.10
06/30/2022			Account Ending Balance			<u>\$19,046.10</u>
<b>210-7342-00</b>						
<b>Account: 210-7342-00 (Machinery/Equipment Maintenanc)</b>						
07/01/2021						Account Beginning Balance \$0.00
10/22/2021	4340-3	Accounts Payable	US Bank CalCard-CalCard Stmt end 10/22/21	\$1,042.58		
12/22/2021	4336-438	Accounts Payable	US Bank CalCard-Heater for fountain vault LOWES #02604*	\$218.40		
12/22/2021	4336-442	Accounts Payable	US Bank CalCard-Kerosene for heater OUTDOOR SUPPLY CLAYTON	\$71.33		
01/24/2022	4336-813	Accounts Payable	US Bank CalCard-Sprayer parts OUTDOOR SUPPLY CLAYTON	\$16.43		

# City of Clayton

## General Ledger Detail Report

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>Account: 210-7342-00 (Machinery/Equipment Maintenance)</b>						
01/24/2022	4336-815	Accounts Payable	US Bank CalCard-Sprayer parts OUTDOOR SUPPLY CLAYTON	\$11.53		
02/22/2022	4336-925	Accounts Payable	US Bank CalCard-1 GAL SLIME SEALANT-AUTOZONE #3334	\$43.88		
03/31/2022	4357-10	Journal Entry	Reallocate charges - Heater for fountain vault		\$218.40	
03/31/2022	4357-13	Journal Entry	Reallocate charges- Repair clock tower	\$1,380.00		
05/01/2022	4389-185	Accounts Payable	US Bank CalCard-Equipment repair FURBER SAW INC	\$563.57		
05/01/2022	4389-211	Accounts Payable	US Bank CalCard-Landscape tool repairs FURBER SAW INC	\$943.90		
05/31/2022	4387-229	Accounts Payable	Site One Landsc-Service to irrigation board	\$707.52		
06/15/2022	4397-202	Accounts Payable	Martell Water S-Irrigation service call Eagle Peak & High St/MCR	\$4,645.36		
06/30/2022	4436-212	Accounts Payable	Sonsray Machine-Forklift parts	\$14,807.19		
06/30/2022	4436-161	Accounts Payable	Site One Landsc-Irrigation controllers, parts	\$87.51		
				<u>\$24,539.20</u>	<u>\$218.40</u>	
06/30/2022			Account Net Change			<u>\$24,320.80</u>
06/30/2022			Account Ending Balance			<u><u>\$24,320.80</u></u>
<b>210-7343-00</b>						
<b>Account: 210-7343-00 (Vehicle Maintenance)</b>						
07/01/2021			Account Beginning Balance			\$0.00
09/30/2021	4239-29	Journal Entry	PW Vehicle maintenance Re-allocation Q1 FY 22	\$1,197.28		
12/31/2021	4295-37	Journal Entry	PW Vehicle maintenance Re-allocation Q2 FY 22	\$11,431.64		
03/31/2022	4358-41	Journal Entry	PW Vehicle maintenance Re-allocation Q3 FY 22	\$7,376.19		
06/30/2022	4453-33	Journal Entry	PW Vehicle maintenance Re-allocation Q4 FY 22	\$17,766.28		
				<u>\$37,771.39</u>	<u>\$0.00</u>	
06/30/2022			Account Net Change			<u>\$37,771.39</u>
06/30/2022			Account Ending Balance			<u><u>\$37,771.39</u></u>
<b>210-7344-00</b>						
<b>Account: 210-7344-00 (Vehicle Gas, Oil, and Supplies)</b>						
07/01/2021			Account Beginning Balance			\$0.00
09/30/2021	4239-22	Journal Entry	PW Fuel Re-allocation Q1 FY 22	\$4,512.82		
12/31/2021	4295-28	Journal Entry	PW Fuel Re-allocation Q2 FY 22	\$4,713.23		
03/31/2022	4358-31	Journal Entry	PW Fuel Re-allocation Q3 FY 22	\$3,502.49		
06/30/2022	4453-25	Journal Entry	PW Fuel Re-allocation Q4 FY 22	\$4,689.52		
				<u>\$17,418.06</u>	<u>\$0.00</u>	
06/30/2022			Account Net Change			<u>\$17,418.06</u>
06/30/2022			Account Ending Balance			<u><u>\$17,418.06</u></u>
<b>210-7381-00</b>						
<b>Account: 210-7381-00 (Property Tax Admin. Costs)</b>						
07/01/2021			Account Beginning Balance			\$0.00
12/20/2021	4307-344	Cash Receipts	Deposit 3572 - Summarized Cash Receipts Receipt	\$2,057.06		
04/20/2022	4413-26	Cash Receipts	Deposit 3672 - Summarized Cash Receipts Receipt	\$1,499.27		
06/24/2022	4432-44	Cash Receipts	Deposit 3768 - Summarized Cash Receipts Receipt	\$187.00		
				<u>\$3,743.33</u>	<u>\$0.00</u>	
06/30/2022			Account Net Change			<u>\$3,743.33</u>
06/30/2022			Account Ending Balance			<u><u>\$3,743.33</u></u>
<b>210-7419-00</b>						
<b>Account: 210-7419-00 (Other Professional Services)</b>						
07/01/2021			Account Beginning Balance			\$0.00
07/01/2021	4192-1512	Accounts Payable	NBS Govt. Finan-CFD Admin Q1 FY 2022	\$1,110.97		
09/20/2021	4233-157	Accounts Payable	NBS Govt. Finan-CFD Admin Q2 FY22	\$1,150.72		

# City of Clayton

## General Ledger Detail Report

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>Account:</b>	<b>210-7419-00 (Other Professional Services)</b>					
12/20/2021	4336-25	Accounts Payable	NBS Govt. Finan-CFD Admin Q3 FY22	\$1,151.74		
03/31/2022	4357-1	Journal Entry	Reallocate charges - EBRCSA Subscription	\$1,400.00		
04/05/2022	4398-188	Accounts Payable	NBS Govt. Finan-Delinquency mgmt svcs	\$85.00		
04/05/2022	4398-189	Accounts Payable	NBS Govt. Finan-CFD Admin Q4 FY22	\$1,160.75		
04/19/2022	4363-215	Accounts Payable	Rural Pig Manag-Pig control April 2022	\$1,500.00		
04/30/2022	4360-29	Journal Entry	reallocate Rural Pig Control		\$1,500.00	
05/15/2022	4377-170	Accounts Payable	Rural Pig Manag-Pig control May 2022	\$1,500.00		
05/31/2022	4387-159	Accounts Payable	NBS Govt. Finan-Delinquency mgmt	\$115.00		
06/30/2022	4436-54	Accounts Payable	Rural Pig Manag-Pig control June 2022	\$1,500.00		
06/30/2022	4420-9	Journal Entry	Reallocate Rural Pig Mgmt		\$3,000.00	
				<u>\$10,674.18</u>	<u>\$4,500.00</u>	
06/30/2022			Account Net Change			\$6,174.18
06/30/2022			Account Ending Balance			<u><u>\$6,174.18</u></u>
<b>210-7429-00</b>	<b>210-7429-00 (Animal/Pest Control Services)</b>					
<b>Account:</b>	<b>210-7429-00 (Animal/Pest Control Services)</b>					
07/01/2021						Account Beginning Balance \$0.00
01/05/2022	4336-234	Accounts Payable	Rural Pig Manag-Pig Control Maintenenace January 2022	\$1,500.00		
02/01/2022	4327-372	Accounts Payable	Rural Pig Manag-Pig control maint February 2022	\$1,500.00		
03/01/2022	4331-283	Accounts Payable	Rural Pig Manag-Pig control maint March 2022	\$1,500.00		
04/19/2022	4363-259	Accounts Payable	Performance Tra-Pig control	\$4,025.00		
04/30/2022	4360-28	Journal Entry	Rural Pig Control - April 2022	\$1,500.00		
06/30/2022	4420-8	Journal Entry	Rural Pig Mgmt May & June 2022	<u>\$3,000.00</u>		
				\$13,025.00	\$0.00	
06/30/2022			Account Net Change			\$13,025.00
06/30/2022			Account Ending Balance			<u><u>\$13,025.00</u></u>
<b>210-7435-00</b>	<b>210-7435-00 (Contract Seasonal Labor)</b>					
<b>Account:</b>	<b>210-7435-00 (Contract Seasonal Labor)</b>					
07/01/2021						Account Beginning Balance \$0.00
07/30/2021	4205-141	Accounts Payable	Workers.com-Seasonal workers week end 7/25/21	\$2,697.68		
08/06/2021	4225-242	Accounts Payable	Workers.com-Seasonal workers week end 8/1/21	\$1,881.91		
08/13/2021	4225-244	Accounts Payable	Workers.com-Seasonal workers week end 8/8/21	\$1,408.48		
08/20/2021	4233-220	Accounts Payable	Workers.com-Seasonal workers week end 8/15/21	\$1,003.68		
08/27/2021	4225-315	Accounts Payable	Workers.com-Seasonal workers week end 8/22/21	\$1,129.16		
09/03/2021	4225-928	Accounts Payable	Workers.com-Seasonal workers week end 8/29/21	\$2,105.29		
09/10/2021	4233-206	Accounts Payable	Workers.com-Seasonal workers week end 9/5/21	\$2,506.85		
09/17/2021	4233-214	Accounts Payable	Workers.com-Seasonal workers week end 9/12/21	\$3,575.64		
09/24/2021	4233-752	Accounts Payable	Workers.com-Seasonal workers week end 9/19/21	\$3,826.00		
10/01/2021	4233-759	Accounts Payable	Workers.com-Seasonal workers week end 9/26/21	\$4,311.56		
10/08/2021	4255-74	Accounts Payable	Workers.com-Seasonal workers week end 10/3/21	\$5,457.56		
10/15/2021	4255-120	Accounts Payable	Workers.com-Seasonal workers week end 10/10/21	\$4,338.17		
10/22/2021	4255-243	Accounts Payable	Workers.com-Seasonal workers week end 10/17/21	\$5,369.72		
10/29/2021	4255-294	Accounts Payable	Workers.com-Seasonal workers week end 10/24/21	\$4,206.42		
11/05/2021	4342-170	Accounts Payable	Workers.com-Seasonal workers week end 10/31/21	\$2,613.28		
11/12/2021	4342-182	Accounts Payable	Workers.com-Seasonal workers week end 11/07/21	\$4,579.29		
11/19/2021	4342-178	Accounts Payable	Workers.com-Seasonal workers week end 11/14/21	\$1,945.97		
11/24/2021	4343-50	Accounts Payable	Workers.com-Seasonal workers week end 11/21/21	\$2,770.34		
12/03/2021	4344-48	Accounts Payable	Workers.com-Seasonal workers week end 11/28/21	\$1,881.93		
12/10/2021	4336-55	Accounts Payable	Workers.com-Seasonal workers week end 12/5/21	\$4,182.04		
12/17/2021	4336-57	Accounts Payable	Workers.com-Seasonal workers week end 12/12/21	\$4,168.09		

# City of Clayton

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Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>Account: 210-7435-00 (Contract Seasonal Labor)</b>						
12/22/2021	4336-261	Accounts Payable	Workers.com-Seasonal workers week end 12/19/21	\$2,690.08		
01/14/2022	4336-414	Accounts Payable	Workers.com-Seasonal workers week end 1/9/22	\$2,927.43		
01/21/2022	4336-620	Accounts Payable	Workers.com-Seasonal workers week end 1/16/22	\$2,822.88		
01/28/2022	4336-626	Accounts Payable	Workers.com-Seasonal workers week end 1/23/22	\$2,678.94		
02/04/2022	4336-765	Accounts Payable	Workers.com-Seasonal workers week end 1/30/22	\$2,092.24		
02/11/2022	4336-771	Accounts Payable	Workers.com-Seasonal workers week end 2/6/22	\$2,634.68		
02/18/2022	4336-1090	Accounts Payable	Workers.com-Seasonal workers week-end 2/13/22	\$2,381.30		
02/25/2022	4336-1086	Accounts Payable	Workers.com-Seasonal workers week-end 2/20/22	\$2,697.72		
04/05/2022	4398-262	Accounts Payable	Workers.com-Seasonal workers week-end 2/27/22	\$836.40		
04/05/2022	4398-263	Accounts Payable	Workers.com-Seasonal workers week-end 3/6/22	\$1,881.92		
04/05/2022	4398-267	Accounts Payable	Workers.com-Seasonal workers week-end 3/13/22	\$1,881.92		
04/19/2022	4363-278	Accounts Payable	Workers.com-Seasonal workers week end 3/20/22	\$1,045.51		
04/19/2022	4363-289	Accounts Payable	Workers.com-Seasonal workers week end 3/27/22	\$1,505.53		
04/19/2022	4363-387	Accounts Payable	Workers.com-Seasonal workers week end 4/3/22	\$1,881.91		
05/03/2022	4389-163	Accounts Payable	Workers.com-Seasonal workers week end 4/10/22	\$2,337.02		
05/15/2022	4377-192	Accounts Payable	Workers.com-Seasonal workers week end 4/24/22	\$2,337.02		
05/15/2022	4377-194	Accounts Payable	Workers.com-Seasonal workers week end 5/1/22	\$2,337.02		
05/31/2022	4387-236	Accounts Payable	Workers.com-Seasonal workers week end 4/17/22	\$2,302.81		
05/31/2022	4387-238	Accounts Payable	Workers.com-Seasonal workers week end 5/8/22	\$2,337.02		
05/31/2022	4387-240	Accounts Payable	Workers.com-Seasonal workers week end 5/15/22	\$3,271.82		
05/31/2022	4387-242	Accounts Payable	Workers.com-Seasonal workers week end 5/22/22	\$3,193.93		
06/15/2022	4397-170	Accounts Payable	Workers.com-Seasonal workers week end 5/29/22	\$2,726.53		
06/15/2022	4397-184	Accounts Payable	Workers.com-Seasonal workers week end 6/5/22	\$2,804.40		
06/30/2022	4436-90	Accounts Payable	Workers.com-Seasonal workers week end 6/19/22	\$1,530.15		
06/30/2022	4436-156	Accounts Payable	Workers.com-Seasonal workers week end 6/24/22	\$4,668.71		
				\$125,763.95	\$0.00	
06/30/2022	Account Net Change					\$125,763.95
06/30/2022	Account Ending Balance					\$125,763.95
<b>210-7440-00</b>						
<b>Account: 210-7440-00 (Tree Trimming Services)</b>						
07/01/2021	Account Beginning Balance					\$0.00
08/10/2021	4225-216	Accounts Payable	Waraner Brother-Tree work Samuel Ct, Oakhurst Dr.	\$1,800.00		
08/10/2021	4225-218	Accounts Payable	Waraner Brother-Tree work Lydia Ln trail	\$1,800.00		
08/10/2021	4225-220	Accounts Payable	Waraner Brother-Tree work Stranahan Cir	\$3,000.00		
08/10/2021	4225-222	Accounts Payable	Waraner Brother-Tree work Fire abatement Keller Ridge	\$4,200.00		
08/10/2021	4225-224	Accounts Payable	Waraner Brother-Tree work Stranahan Cir	\$600.00		
09/20/2021	4233-195	Accounts Payable	Waraner Brother-Tree work Keller Rdg, Peacock Crk	\$12,000.00		
10/18/2021	4255-157	Accounts Payable	Waraner Brother-Tree work Open space	\$2,400.00		
10/18/2021	4255-159	Accounts Payable	Waraner Brother-Tree work Open space, creek areas	\$4,500.00		
12/06/2021	4344-35	Accounts Payable	Waraner Brother-Tree work Regency Dr	\$8,400.00		
12/07/2021	4318-558	Accounts Payable	Waraner Brother-Tree work Oakhurst Dr	\$1,800.00		
12/07/2021	4318-560	Accounts Payable	Waraner Brother-Tree work Clayton Rd	\$3,600.00		
02/21/2022	4336-1077	Accounts Payable	Waraner Brother-Tree work Clayton Rd (Lydia Ln/Atchinson Stage)	\$8,640.00		
03/01/2022	4331-287	Accounts Payable	Waraner Brother-Tree work Clayton Rd (Main St/OMC)	\$19,440.00		
03/01/2022	4331-289	Accounts Payable	Waraner Brother-Tree work Clayton Rd (Atchinson Stage/Mitchell Can	\$11,520.00		
03/02/2022	4334-18	Accounts Payable	Waraner Brother-Tree work Oak St (near bridge)	\$2,880.00		
04/05/2022	4398-248	Accounts Payable	Waraner Brother-Tree work Clayton Rd (OMC/Regency)	\$11,520.00		
04/05/2022	4398-249	Accounts Payable	Waraner Brother-Tree work Clayton Rd (Mitchell Canyon/Main St Exit	\$7,920.00		
04/05/2022	4398-254	Accounts Payable	Waraner Brother-Tree work Creek @ end of Zinfandel Cir	\$1,080.00		
04/05/2022	4398-250	Accounts Payable	Waraner Brother-Tree work 435 Zinfandel Cir	\$1,800.00		



# City of Clayton

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Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>Account: 210-7440-00 (Tree Trimming Services)</b>						
04/19/2022	4363-242	Accounts Payable	Waraner Brother-Tree work Clayton Rd-Regency/DVMS	\$16,920.00		
04/19/2022	4363-248	Accounts Payable	Waraner Brother-Tree work Clayton Rd-Inbound	\$5,040.00		
04/19/2022	4363-253	Accounts Payable	Waraner Brother-Tree work London Ct	\$4,680.00		
04/19/2022	4363-374	Accounts Payable	Waraner Brother-Tree work Clayton Rd outbound-CH/El Camino	\$20,160.00		
04/19/2022	4363-384	Accounts Payable	Waraner Brother-Tree work Diablo View Dr/Clayton Rd	\$2,880.00		
05/15/2022	4377-186	Accounts Payable	Waraner Brother-Tree work Maintenance yard, Keller House	\$2,880.00		
05/15/2022	4377-188	Accounts Payable	Waraner Brother-Tree work Easley Estates/Grenache Cir	\$1,620.00		
05/15/2022	4377-196	Accounts Payable	Waraner Brother-Tree work Clayton Rd outbound (Heritage Trail/Mitc	\$16,920.00		
05/15/2022	4377-200	Accounts Payable	Waraner Brother-Tree work Clayton Rd outbound Tara Dr/Washington B	\$3,240.00		
05/31/2022	4387-209	Accounts Payable	Waraner Brother-Tree work Clayton Rd outbound CH/Mitchell Cnyn	\$11,520.00		
06/15/2022	4397-154	Accounts Payable	Waraner Brother-Tree work Clayton Rd outbound Mitchell Canyon/Atch	\$5,760.00		
06/15/2022	4397-156	Accounts Payable	Waraner Brother-Tree work Eagle Peak/Oakhurst Dr	\$17,100.00		
06/15/2022	4397-160	Accounts Payable	Waraner Brother-Tree work Clayton Rd inbound @ Lydia Ln	\$3,240.00		
06/15/2022	4397-162	Accounts Payable	Waraner Brother-Tree work Clayton Rd Median Strip outbound near He	\$4,320.00		
06/15/2022	4397-164	Accounts Payable	Waraner Brother-Tree work Eberhardt Ct -dismantle tree house	\$1,440.00		
06/15/2022	4397-166	Accounts Payable	Waraner Brother-Tree work Eagle Peak/Oakhurst Dr	\$10,080.00		
06/15/2022	4397-227	Accounts Payable	Waraner Brother-Tree work Oakhurst Dr-inbound Eagle Pk/Clayton Rd	\$29,160.00		
06/15/2022	4397-229	Accounts Payable	Waraner Brother-Tree work Clayton Rd/MCR median strip	\$2,880.00		
06/30/2022	4436-229	Accounts Payable	Waraner Brother-Tree work Eagle Peak/Miwok Wy	\$17,100.00		
06/30/2022	4436-231	Accounts Payable	Waraner Brother-Tree work Center St	\$5,760.00		
06/30/2022	4436-152	Accounts Payable	Waraner Brother-Tree work Eagle Peak/W. of Keller Ridge	\$9,360.00		
06/30/2022	4436-154	Accounts Payable	Waraner Brother-Tree work Eagle Peak/ E. of Eagle Peak	\$17,280.00		
06/30/2022	4486-86	Journal Entry	Waraner Bros, Tree work Downtown parking lot	\$8,100.00		
				<u>\$326,340.00</u>	<u>\$0.00</u>	
06/30/2022			Account Net Change			<u>\$326,340.00</u>
06/30/2022			Account Ending Balance			<u><u>\$326,340.00</u></u>
<b>210-7445-00</b>						
<b>Account: 210-7445-00 (Weed Abatement Services)</b>						
07/01/2021						Account Beginning Balance \$0.00
09/14/2021	4233-193	Accounts Payable	Waraner Brother-Tree work Keller Rdg, Miwok, Peacock Crk	\$11,400.00		
02/01/2022	4327-355	Accounts Payable	Environtech Ent-Weed abatement January 2022	\$9,500.00		
02/01/2022	4327-357	Accounts Payable	Environtech Ent-Weed abatement November-December 2021	\$11,400.00		
03/01/2022	4331-1	Accounts Payable	Environtech Ent-Weed abatement February 2022	\$11,600.00		
03/31/2022	4357-6	Journal Entry	Reallocate charges to LMD Project 2019-1		\$11,400.00	
04/19/2022	4363-138	Accounts Payable	Environtech Ent-Weed abatement Nov-Feb	\$11,900.00		
04/19/2022	4363-140	Accounts Payable	Environtech Ent-Weed abatement March 2022	\$20,600.00		
06/15/2022	4397-158	Accounts Payable	Waraner Brother-Fire Abatement work City of Clayton	\$66,681.81		
				<u>\$143,081.81</u>	<u>\$11,400.00</u>	
06/30/2022			Account Net Change			<u>\$131,681.81</u>
06/30/2022			Account Ending Balance			<u><u>\$131,681.81</u></u>
<b>210-7486-00</b>						
<b>Account: 210-7486-00 (CERF Charges/Depreciation)</b>						
07/01/2021						Account Beginning Balance \$0.00
01/01/2022	4349-27	Journal Entry	Record budgeted CERF charges	\$30,000.00		
				<u>\$30,000.00</u>	<u>\$0.00</u>	
06/30/2022			Account Net Change			<u>\$30,000.00</u>
06/30/2022			Account Ending Balance			<u><u>\$30,000.00</u></u>
<b>210-7520-00</b>						

# City of Clayton

## General Ledger Detail Report

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>Account: 210-7520-00 (Project Program Costs)</b>						
07/01/2021						
			<i>Account Beginning Balance</i>			\$0.00
10/18/2021	4255-153	Accounts Payable	Waraner Brother-Tree work in Open space	\$8,400.00		
10/18/2021	4255-155	Accounts Payable	Waraner Brother-Tree work Open space	\$5,400.00		
01/08/2022	4336-275	Accounts Payable	Environtech Ent-Install Native Species	\$12,500.00		
03/31/2022	4357-5	Journal Entry	Reallocate charges Waraner Bros Invoice 15742	\$11,400.00		
03/31/2022	4357-11	Journal Entry	Reallocate charges - Service to irrigation controller	\$260.00		
06/30/2022	4436-162	Accounts Payable	Site One Landsc-Irrigation controllers, parts	\$112,215.70		
				<u>\$150,175.70</u>	<u>\$0.00</u>	
06/30/2022			<i>Account Net Change</i>			<u>\$150,175.70</u>
06/30/2022			<i>Account Ending Balance</i>			<u><u>\$150,175.70</u></u>
07/01/2021						
06/30/2022				<i>Grand Total Beginning Balance</i>		\$0.00
06/30/2022				<i>Grand Total Net Change</i>		<u>\$1,154,190.73</u>
06/30/2022				<i>Grand Total Ending Balance</i>		<u><u>\$1,154,190.73</u></u>

Excludes salaries/benefits (\$396,634) and transfers (\$44,892). When added to the \$1,154,191 above, totals \$1,595,717 total for all expenditures.



# **TRAILS & LANDSCAPING COMMITTEE**

## **MAINTENANCE ACTIVITY REPORT**

**4/2/2021 to 3/2/2022**

- Shrub trimming was completed on Oakhurst Drive, Clayton Road, Old Marsh Creek Road, Marsh Creek Road, Keller Ridge Drive Eagle Peak drive.
- Irrigation mainlines were repaired on Oakhurst Drive, Clayton Road.
- Wood chips were placed in the median on Clayton Road to help keep weeds under control and also to help the soil retain moisture.
- The Clayton water feature vault flooded due to a main line break and equipment was damaged, the necessary repairs were made and the fountain is in working order again. A small retaining wall will be constructed to keep future water from going into the vault.
- Trees were trimmed on Oakhurst Drive, Clayton Road, old Marsh Creek Road and Marsh Creek Road.
- Trails were inspected on a monthly basis for obstructing brush.
- Fencing was repaired on the Cardinet trail in three different places.
- Graffiti has been removed in several different places along the trail and in the creek tunnels. The cities creeks were cleaned and debris was removed so the creeks can flow during heavy rains.
- The maintenance Division kept four seasonal employees for the duration of the winter due to COVID-19, normally we lay off seasonal employees during the winter time and bring back in the spring when the work load increases.



# **TRAILS & LANDSCAPING COMMITTEE**

## **MAINTENANCE ACTIVITY REPORT**

**3/3/2022 to 4/29/2022**

- An irrigation mainline was repaired on Marsh Creek Road. Additional research and troubleshooting are needed for two other Marsh Creek Road locations – one a leak, the other lack of water.
- A small retaining wall construction has been completed around the Clayton Water feature to keep future water from going into the fountain vault.
- Trees were Pruned to horticulture standards including raising, thinning, safety pruning, and dead wooding on Oakhurst Drive, Clayton Road, old Marsh Creek Road and Marsh Creek Road.
- Trails were inspected this month for obstructing brush.
- Weeds were cut along the sides of all trails.
- Weed abatement services for fire breaks have started and are expected to be completed by the end of the month. Additional weed cutting along major trails will also occur.
- Graffiti continues to be problem citywide including areas in the Landscape District, requiring additional Maintenance Department time to remove. Previously the City had not experienced much graffiti. Unfortunately it appears that all cities, including Clayton, are experience na increase in graffiti over prior times.
- Two additional seasonal employees are beign hired, bringing the total to four seasonal for the spring to summer months.

# Memo



**To:** Trail and Landscape Committee  
**From:** Maintenance Supervisor, Jim Warburton  
**Date:** March 7, 2022  
**Re:** Landscape Maintenance District Project Updates

---

- Clayton Rd. Median replanting improvement (4 Median sections \$150,000)  
---On Hold due to continuing extreme drought conditions (\$150,000)
- LMD 2021-22 Irrigation Control upgrades/replacement (apx. 6 remaining \$90,000)  
---In process
- Native Planting project in open space to reduce invasive - First year pilot project of 10 acres (Envirotech outside contractor \$12,500)  
---In process
- Lift and trim tree canopy's between Keller Ridge/Blue Oak open space for fire prevention (every 10 years on average \$100,000)  
--- Completed
- The Peacock Creek Trail repairs/ renovation (\$100,000)  
--- delayed due to limited staff availability
- Repaving of asphalt trail from Cardinet Trail up adjacent to Golf Course (11<sup>th</sup> Fairway) to Oakhurst Blvd. (\$185,000 estimate only)  
--- This is being coordinated by City Engineer with street repaving project delayed to summer/fall 2022
- Repair degraded asphalt trail entry at end of O'Hara temporary repair was made  
--- Permanent repair will be coordinated by City Engineer with street repaving project delayed to summer/fall 2022.

LMD 2019-5 - Clayton Rd. Median Improvement <b>(4 Median sections)</b> on hold due to extreme drought conditions	150,000	On hold
LMD 2020-1 (2020 Irrigation Controller Upgrade x2)	-	
LMD 2021-1 (2020 Irrigation Control Upgrade controllers	-	
LMD 2021-22 Irrigation Control upgrades/replacement (apx 6 remaining )	90,000	Jim has status will need to get from him
Irrigation Computer Replacement	-	
Native Planting project in open space to reduce invasive - 1st year pilot 10 acres (Envirotech )	12,500	In process
Lift and trim tree canopy's between Keller Ridge/Blue Oak open space for fire prevention (every 10 years on average)	100,000	I think completed

# Memo



**To:** Trail and Landscape Committee  
**From:** Maintenance Supervisor, Jim Warburton  
**Date:** May 9, 2022  
**Re:** Landscape Maintenance District Project Updates

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- Clayton Rd. Median replanting improvement (4 Median sections \$150,000)  
---On Hold due to continuing extreme drought conditions (\$150,000)
- LMD 2021-22 Irrigation Control upgrades/replacement (apx. 6 remaining \$90,000)  
---In process, target completed by the end of the fiscal year.
- Native Planting project in open space to reduce invasive - First year pilot project of 10 acres (Envirotech outside contractor \$12,500)  
---Completed
- Lift and trim tree canopy's between Keller Ridge/Blue Oak open space for fire prevention (every 10 years on average \$100,000)  
--- Completed
- The Peacock Creek Trail repairs/ renovation (\$100,000)  
--- delayed due to limited staff availability, likely need to contract out.
- Repaving of asphalt trail from Cardinet Trail up adjacent to Golf Course (11<sup>th</sup> Fairway) to Oakhurst Blvd. (\$185,000 estimate only)  
--- This is being coordinated by City Engineer with street repaving project delayed to summer/fall 2022
- Repair degraded asphalt trail entry at end of O'Hara temporary repair was made  
--- Permanent repair will be coordinated by City Engineer with street repaving project delayed to summer/fall 2022.

Fund 210

Row Labels	Description	Sum of Budget	Sum of Actual	Sum of Prct
0		1,862,077	775,654	41.7%
7111	Regular Salaries	238,989	166,968	69.9%
7113	Overtime	2,000	4,392	219.6%
7218	Long/Short Term Disability Insurance	4,254	709	16.7%
7220	PERS Retirement-Normal Cost	23,439	6,842	29.2%
7221	PERS Retirement - Unfunded Liability	33,031	30,523	92.4%
7231	Workers' Compensation	10,223	11,051	108.1%
7232	Unemployment Compensation	529	0	0.0%
7233	FICA Taxes	3,815	2,530	66.3%
7246	Benefit Insurance	47,291	19,794	41.9%
7301	Recruitment/Pre-employment	250	0	0.0%
7306	Trail Fixture Repairs/Replacement	290,000	0	0.0%
7307	Irrigation Supplies and Materials	10,000	4,378	43.8%
7308	Weed Abatement Supplies and Materials	15,000	0	0.0%
7309	Plant Nutrition Supplies and Materials	12,500	1,070	8.6%
7311	General Supplies	4,500	1,816	40.4%
7335	Gas & Electric Services	30,000	16,995	56.6%
7338	Water Services	230,000	151,329	65.8%
7340	Traffic Safety Supplies	1,000	0	0.0%
7341	Buildings/Grounds Maintenance	26,200	5,787	22.1%
7342	Machinery/Equipment Maintenan	26,550	7,723	29.1%
7343	Vehicle Maintenance	20,000	6,626	33.1%
7344	Vehicle Gas, Oil, and Supplies	14,000	6,287	44.9%
7381	Property Tax Admin. Costs	4,100	2,064	50.3%
7419	Other Professional Services	37,500	3,634	9.7%
7429	Animal/Pest Control Services	51,000	23,751	46.6%
7435	Contract Seasonal Labor	125,000	91,136	72.9%
7440	Tree Trimming Services	200,000	196,300	98.2%
7445	Weed Abatement Services	212,000	12,500	5.9%
7486	CERF Charges/Depreciation	30,000	0	0.0%
7520	Project Program Costs	112,000	(1,728)	-1.5%
7615	CCC Property Tax	3,030	3,176	104.8%
8101	Transfer To General Fund	42,713	0	0.0%
8113	Transfer to Stormwater Fund	1,164	0	0.0%
<b>Grand Total</b>		<b>1,862,077</b>	<b>775,654</b>	<b>41.7%</b>



# City of Clayton

## General Ledger

07/01/2022-06/30/2023

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>210-7307-00</b>						
<b>Account:</b>	<b>210-7307-00 (Irrigation Supplies and Materials)</b>					
07/01/2022			<i>Account Beginning Balance</i>			\$0.00
07/01/2022	4485-54	Journal Entry	<Reversal> Irrigation main line repair OUTDOOR SUPPLY CLAYTON		\$21.93	
08/22/2022	4547-61	Accounts Payable	US Bank CalCard-OUTDOOR SUPPLY CLAYTON Main line repair parts	\$24.65		
08/22/2022	4547-69	Accounts Payable	US Bank CalCard-AMAZON.COM*FK77Z5733 Rayovac 9V Batteries, 9 Vo	\$19.29		
08/31/2022	4491-58	Accounts Payable	Site One Landsc-Irrigation parts	\$314.96		
09/15/2022	4547-167	Accounts Payable	Site One Landsc-Irrigation parts	\$618.74		
09/22/2022	4541-806	Accounts Payable	US Bank CalCard-Irrigation supplies EWING IRRIGATION PRD 04	\$44.92		
09/22/2022	4541-808	Accounts Payable	US Bank CalCard-Irrigation supplies OUTDOOR SUPPLY CLAYTON	\$9.61		
09/22/2022	4541-810	Accounts Payable	US Bank CalCard-Irrigation supplies EWING IRRIGATION PRD 04	\$419.05		
09/22/2022	4541-816	Accounts Payable	US Bank CalCard-GARDNER BENDER EGB-2 NON-C AMAZON.COM*1F62	\$39.49		
09/22/2022	4541-822	Accounts Payable	US Bank CalCard-Irrigation parts EWING IRRIGATION PRD 04	\$119.13		
11/30/2022	4571-282	Accounts Payable	US Bank CalCard-CalCard charges ending 10/24/22	\$750.30		
12/15/2022	4578-148	Accounts Payable	Site One Landsc-Irrigation parts	\$113.99		
12/15/2022	4578-182	Accounts Payable	Site One Landsc-Irrigation parts	\$90.96		
12/15/2022	4578-206	Accounts Payable	US Bank CalCard-CalCard charges ending 11/22/22	\$183.26		
12/30/2022	4578-820	Accounts Payable	Site One Landsc-Irrigation parts	\$84.84		
12/30/2022	4578-822	Accounts Payable	Site One Landsc-Irrigation parts	\$1,566.69		
				\$4,399.88	\$21.93	
06/30/2023			<i>Account Net Change</i>			\$4,377.95
06/30/2023			<i>Account Ending Balance</i>			\$4,377.95
<b>210-7309-00</b>						
<b>Account:</b>	<b>210-7309-00 (Plant Nutrition Supplies and Materials)</b>					
07/01/2022			<i>Account Beginning Balance</i>			\$0.00
08/31/2022	4491-169	Accounts Payable	Nutrien Aq Solu-Landscape chemicals	\$1,070.10		
				\$1,070.10	\$0.00	
06/30/2023			<i>Account Net Change</i>			\$1,070.10
06/30/2023			<i>Account Ending Balance</i>			\$1,070.10
<b>210-7311-00</b>						
<b>Account:</b>	<b>210-7311-00 (General Supplies)</b>					
07/01/2022			<i>Account Beginning Balance</i>			\$0.00
07/01/2022	4485-55	Journal Entry	<Reversal> American Flags for Outside AMZN MKTP US*1X7FE8X11		\$184.80	
07/01/2022	4485-56	Journal Entry	<Reversal> California flags AMZN MKTP US*1R66Q1XZ2		\$28.26	
07/01/2022	4485-57	Journal Entry	<Reversal> POZOY Double Sided California flags AMZN MKTP US*1R2ZJ8QB0		\$20.65	
07/01/2022	4485-58	Journal Entry	<Reversal> Parts to hang flags OUTDOOR SUPPLY CLAYTON		\$12.54	
07/01/2022	4485-59	Journal Entry	<Reversal> Spray gloves AMZN MKTP US*JV3O427N3		\$48.48	
07/01/2022	4485-60	Journal Entry	<Reversal> HOUNDSCOOP 800 Count Pull- AMZN MKTP US*HQ53V24Z3		\$156.56	
07/01/2022	4485-61	Journal Entry	<Reversal> Cable ties for banners OUTDOOR SUPPLY CLAYTON		\$65.78	
08/15/2022	4477-91	Accounts Payable	US Bank CalCard-WORK GLOVES - 12 PAIR (Lar AMZN MKTP US*ZN3BA2	\$48.38		
08/15/2022	4477-97	Accounts Payable	US Bank CalCard-12 Pair X Large Leather Wo AMZN MKTP US*1H4VY7F9:	\$48.38		
08/15/2022	4477-107	Accounts Payable	US Bank CalCard-Spray gloves AMZN MKTP US*HA2GW7JL3 AM	\$44.32		
08/15/2022	4477-121	Accounts Payable	US Bank CalCard-072222		\$48.48	
08/22/2022	4547-59	Accounts Payable	US Bank CalCard-AMAZON.COM*9P8D14CS3 AMZN MAGID SAFETY IHP:	\$96.38		
08/22/2022	4547-81	Accounts Payable	US Bank CalCard-AMZN MKTP US*ES6YZ31L3 Safety Vest 10 Pack Bulk-A	\$52.18		
08/31/2022	4491-184	Accounts Payable	Site One Landsc-Irrigation parts	\$712.72		
08/31/2022	4491-37	Accounts Payable	Site One Landsc-Irrigation parts	\$441.59		
12/15/2022	4578-146	Accounts Payable	Site One Landsc-Sand	\$937.67		

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
				\$2,381.62	\$565.55	
06/30/2023			Account Net Change			\$1,816.07
06/30/2023			Account Ending Balance			\$1,816.07
<b>210-7335-00</b>						
<b>Account: 210-7335-00 (Gas &amp; Electric Services)</b>						
07/01/2022			Account Beginning Balance			\$0.00
08/01/2022	4460-173	Accounts Payable	PG&E-Energy 6/22/22-7/18/22	\$362.13		
08/15/2022	4477-262	Accounts Payable	PG&E-Energy 6/16/22-7/18/22	\$662.46		
08/15/2022	4477-272	Accounts Payable	PG&E-Energy 6/14/22-7/14/22	\$3,386.93		
09/15/2022	4547-159	Accounts Payable	PG&E-Energy for irrigation	\$42.78		
12/15/2022	4578-118	Accounts Payable	PG&E-Energy 7/19/22-11/15/22	\$9,707.60		
12/30/2022	4578-800	Accounts Payable	PG&E-Energy 11/16/22-12/13/22	\$2,832.90		
				\$16,994.80	\$0.00	
06/30/2023			Account Net Change			\$16,994.80
06/30/2023			Account Ending Balance			\$16,994.80
<b>210-7338-00</b>						
<b>Account: 210-7338-00 (Water Services)</b>						
07/01/2022			Account Beginning Balance			\$0.00
07/01/2022	4488-89	Journal Entry	Water 5/4/22-7/5/22	\$13,193.51		
07/31/2022	4560-26	Journal Entry	correct duplication		\$13,193.51	
08/01/2022	4460-114	Accounts Payable	CCWD-Water 5/3/22-7/4/22	\$13,193.51		
08/01/2022	4583-34	Journal Entry	<Reversal> CCWD Water - June 2022		\$20,944.32	
08/31/2022	4491-122	Accounts Payable	CCWD-Water 6/2/22-8/1/22	\$41,888.64		
09/30/2022	4541-83	Accounts Payable	CCWD-Water 7/3/22-9/4/22	\$15,305.94		
11/15/2022	4564-26	Accounts Payable	CCWD-Irrigation 8/2/22-10/3/22	\$54,660.12		
11/30/2022	4571-120	Accounts Payable	CCWD-Water 9/3/22-11/1/22	\$13,040.47		
12/30/2022	4578-704	Accounts Payable	CCWD-Water 10/4/22-12/6/22	\$34,184.28		
				\$185,466.47	\$34,137.83	
06/30/2023			Account Net Change			\$151,328.64
06/30/2023			Account Ending Balance			\$151,328.64
<b>210-7341-00</b>						
<b>Account: 210-7341-00 (Buildings/Grounds Maintenance)</b>						
07/01/2022			Account Beginning Balance			\$0.00
07/01/2022	4488-13	Journal Entry	Fountain Maintenance June 2022		\$650.00	
07/01/2022	4485-62	Journal Entry	<Reversal> Rollers for grafitti cover OUTDOOR SUPPLY CLAYTON		\$29.60	
07/01/2022	4485-63	Journal Entry	<Reversal> Grafitti removal OUTDOOR SUPPLY CLAYTON		\$29.59	
07/01/2022	4485-64	Journal Entry	<Reversal> Grafitti removal OUTDOOR SUPPLY CLAYTON		\$15.34	
07/01/2022	4485-65	Journal Entry	<Reversal> Grafitti removal AMAZON.COM*C185Z1CG3		\$164.67	
08/22/2022	4547-79	Accounts Payable	US Bank CalCard-LOWES #02604* PROJECT SOURCE 3-IN BRUSH	\$55.23		
08/31/2022	4491-29	Accounts Payable	Pond M Solution-Fountain maintenance August 2022	\$650.00		
08/31/2022	4491-31	Accounts Payable	Pond M Solution-Replace burned out motor, fountain	\$1,320.00		
08/31/2022	4491-33	Accounts Payable	Pond M Solution-Fountain maintenance June 2022	\$650.00		
08/31/2022	4491-35	Accounts Payable	Pond M Solution-Fountain maintenance July 2022	\$650.00		
09/22/2022	4541-812	Accounts Payable	US Bank CalCard-Graffiti removal;PURDY 9 1/2-IN MARTHN 3-CT LOWES	\$173.64		
09/22/2022	4541-820	Accounts Payable	US Bank CalCard-Cleaning suppl., tarps OUTDOOR SUPPLY CLAYTON	\$136.02		
10/15/2022	4547-277	Accounts Payable	Pond M Solution-Fountain maintenance September 2022	\$650.00		
11/30/2022	4571-284	Accounts Payable	US Bank CalCard-CalCard charges ending 10/24/22	\$78.98		
12/15/2022	4578-134	Accounts Payable	Pond M Solution-Fountain maintenance October 2022	\$650.00		
12/15/2022	4578-136	Accounts Payable	Pond M Solution-Fountain maintenance November 2022	\$650.00		
12/15/2022	4578-208	Accounts Payable	US Bank CalCard-CalCard charges ending 11/22/22	\$361.87		
12/30/2022	4578-810	Accounts Payable	Pond M Solution-Fountain maintenance December 2022	\$650.00		
				\$6,675.74	\$889.20	
06/30/2023			Account Net Change			\$5,786.54
06/30/2023			Account Ending Balance			\$5,786.54

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>210-7342-00</b>						
<b>Account:</b>		<b>210-7342-00 (Machinery/Equipment Maintenanc</b>				
07/01/2022				Account Beginning Balance		\$0.00
08/15/2022	4477-111	Accounts Payable	US Bank CalCard-Sharpen chain saw OUTDOOR SUPPLY CLAYTON	\$15.89		
08/22/2022	4547-73	Accounts Payable	US Bank CalCard-FURBER SAW INC Chain saw	\$482.89		
08/22/2022	4547-75	Accounts Payable	US Bank CalCard-FURBER SAW INC Equipment supplies	\$317.23		
08/22/2022	4547-83	Accounts Payable	US Bank CalCard-OUTDOOR SUPPLY CLAYTON Drill bits, saw blades	\$32.90		
08/22/2022	4547-85	Accounts Payable	US Bank CalCard-FURBER SAW INC Mower repair	\$516.61		
08/22/2022	4547-87	Accounts Payable	US Bank CalCard-LOWES #02604* LNX 6-IN 18TPI RECIP BLD Saw	\$595.37		
08/22/2022	4547-89	Accounts Payable	US Bank CalCard-AMAZON.COM*6B7Q5723 Batteries 4 Pack CR-P2	\$41.51		
11/15/2022	4564-128	Accounts Payable	Swenson's Mobil-PW vehicle svcs, destination fee	\$4,549.07		
11/30/2022	4571-181	Accounts Payable	McMaster-Carr S-Timing belt	\$81.34		
11/30/2022	4571-223	Accounts Payable	Site One Landsc-Equipment repair	\$375.61		
11/30/2022	4571-231	Accounts Payable	Swenson's Mobil-PW svc to trailer	\$112.00		
11/30/2022	4571-285	Accounts Payable	US Bank CalCard-CalCard charges ending 10/24/22	\$538.89		
12/15/2022	4578-209	Accounts Payable	US Bank CalCard-CalCard charges ending 11/22/22	\$63.74		
				\$7,723.05	\$0.00	
06/30/2023				Account Net Change		\$7,723.05
06/30/2023				Account Ending Balance		\$7,723.05
<b>210-7343-00</b>						
<b>Account:</b>		<b>210-7343-00 (Vehicle Maintenance)</b>				
07/01/2022				Account Beginning Balance		\$0.00
09/30/2022	4539-28	Journal Entry	PW Vehicle maintenance Re-allocation Q1 FY 23	\$6,625.65		
				\$6,625.65	\$0.00	
06/30/2023				Account Net Change		\$6,625.65
06/30/2023				Account Ending Balance		\$6,625.65
<b>210-7344-00</b>						
<b>Account:</b>		<b>210-7344-00 (Vehicle Gas, Oil, and Supplies)</b>				
07/01/2022				Account Beginning Balance		\$0.00
09/30/2022	4539-19	Journal Entry	PW Fuel Re-allocation Q1 FY 23	\$6,287.30		
				\$6,287.30	\$0.00	
06/30/2023				Account Net Change		\$6,287.30
06/30/2023				Account Ending Balance		\$6,287.30
<b>210-7381-00</b>						
<b>Account:</b>		<b>210-7381-00 (Property Tax Admin. Costs)</b>				
07/01/2022				Account Beginning Balance		\$0.00
12/19/2022	4579-134	Cash Receipts	Deposit 3991 - Summarized Cash Receipts Receipt	\$2,063.74		
				\$2,063.74	\$0.00	
06/30/2023				Account Net Change		\$2,063.74
06/30/2023				Account Ending Balance		\$2,063.74
<b>210-7419-00</b>						
<b>Account:</b>		<b>210-7419-00 (Other Professional Services)</b>				
07/01/2022				Account Beginning Balance		\$0.00
07/01/2022	4438-26	Accounts Payable	NBS Govt. Finan-CFD Admin Q1 FY 23	\$1,164.85		
07/15/2022	4439-11	Accounts Payable	Rural Pig Manag-Pig control July 2022	\$3,000.00		
08/31/2022	4491-182	Accounts Payable	Rural Pig Manag-Pig control August 2022	\$3,000.00		
08/31/2022	4468-11	Journal Entry	Reallocate Rural Pig mgmt		\$6,000.00	
09/30/2022	4541-171	Accounts Payable	NBS Govt. Finan-CFD Admin Q2 FY 23	\$1,232.77		
12/30/2022	4578-778	Accounts Payable	NBS Govt. Finan-CFD Admin Q3 FY 23	\$1,236.87		
				\$9,634.49	\$6,000.00	
06/30/2023				Account Net Change		\$3,634.49
06/30/2023				Account Ending Balance		\$3,634.49
<b>210-7429-00</b>						

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
<b>Account:</b>	<b>210-7429-00 (Animal/Pest Control Services)</b>					
07/01/2022			<i>Account Beginning Balance</i>			\$0.00
08/31/2022	4468-10	Journal Entry	Rural Pig Mgmt July, August 2022	\$6,000.00		
09/30/2022	4541-193	Accounts Payable	Rural Pig Manag-Piq control September 2022	\$3,000.00		
10/15/2022	4547-283	Accounts Payable	Rural Pig Manag-Piq control October 2022	\$3,000.00		
11/15/2022	4564-116	Accounts Payable	Rural Pig Manag-Piq control November 2022	\$3,000.00		
12/15/2022	4578-180	Accounts Payable	Rural Pig Manag-Piq control December 2022	\$3,000.00		
12/15/2022	4578-215	Accounts Payable	US Bank CalCard-CalCard charges ending 11/22/22	\$2,750.57		
12/30/2022	4578-818	Accounts Payable	Rural Pig Manag-Piq control January 2023	\$3,000.00		
				<u>\$23,750.57</u>	<u>\$0.00</u>	
06/30/2023			<i>Account Net Change</i>			\$23,750.57
06/30/2023			<i>Account Ending Balance</i>			<u>\$23,750.57</u>
<b>210-7435-00</b>						
<b>Account:</b>	<b>210-7435-00 (Contract Seasonal Labor)</b>					
07/01/2022			<i>Account Beginning Balance</i>			\$0.00
07/15/2022	4439-55	Accounts Payable	Workers.com-Seasonal workers week end 7/3/22	\$3,271.82		
08/01/2022	4460-222	Accounts Payable	Workers.com-Seasonal workers week end 6/12/22	\$3,972.93		
08/01/2022	4460-224	Accounts Payable	Workers.com-Seasonal workers week end 7/10/22	\$2,804.40		
08/01/2022	4460-226	Accounts Payable	Workers.com-Seasonal workers week end 7/17/22	\$3,237.61		
08/15/2022	4477-301	Accounts Payable	Workers.com-Seasonal workers week end 7/24/22	\$4,167.11		
08/31/2022	4491-202	Accounts Payable	Workers.com-Seasonal workers week end 8/7/22	\$4,806.84		
08/31/2022	4491-65	Accounts Payable	Workers.com-Seasonal workers week end 8/21/22	\$3,365.32		
08/31/2022	4491-70	Accounts Payable	Workers.com-Seasonal workers week end 8/14/22	\$5,517.92		
09/15/2022	4547-179	Accounts Payable	Workers.com-Seasonal workers week end 8/28/22	\$5,047.96		
09/15/2022	4547-206	Accounts Payable	Workers.com-Seasonal workers week end 7/31/22	\$4,201.85		
09/15/2022	4547-212	Accounts Payable	Workers.com-Seasonal workers week end 9/4/22	\$5,648.16		
09/30/2022	4541-225	Accounts Payable	Workers.com-Seasonal workers week end 9/18/22	\$5,047.96		
09/30/2022	4541-231	Accounts Payable	Workers.com-Seasonal workers week end 9/11/22	\$3,218.91		
10/15/2022	4547-293	Accounts Payable	Workers.com-Seasonal workers week end 9/25/22	\$4,781.55		
10/15/2022	4547-298	Accounts Payable	Workers.com-Seasonal workers week end 10/2/22	\$4,806.85		
10/31/2022	4547-458	Accounts Payable	Workers.com-Seasonal workers week end 10/16/22	\$3,386.39		
10/31/2022	4547-464	Accounts Payable	Workers.com-Seasonal workers week end 10/9/22	\$3,295.60		
11/15/2022	4564-138	Accounts Payable	Workers.com-Seasonal workers week end 10/23/22	\$4,300.11		
11/15/2022	4564-147	Accounts Payable	Workers.com-Seasonal workers week end 10/30/22	\$3,128.47		
11/30/2022	4571-253	Accounts Payable	Workers.com-Seasonal workers week end 11/20/22	\$3,575.63		
11/30/2022	4571-259	Accounts Payable	Workers.com-Seasonal workers week end 11/13/22	\$2,317.55		
12/15/2022	4578-166	Accounts Payable	Workers.com-Seasonal workers week end 12/4/22	\$2,028.53		
12/15/2022	4578-172	Accounts Payable	Workers.com-Seasonal workers week end 11/27/22	\$2,524.00		
12/30/2022	4578-846	Accounts Payable	Workers.com-Seasonal workers week end 12/25/22	\$584.26		
12/30/2022	4578-850	Accounts Payable	Workers.com-Seasonal workers week end 12/11/22	\$1,682.66		
01/06/2023	0-412	Accounts Payable	Unposted Accounts Payable Invoice	\$415.49		
				<u>\$91,135.88</u>	<u>\$0.00</u>	
06/30/2023			<i>Account Net Change</i>			\$91,135.88
06/30/2023			<i>Account Ending Balance</i>			<u>\$91,135.88</u>
<b>210-7440-00</b>						
<b>Account:</b>	<b>210-7440-00 (Tree Trimming Services)</b>					
07/01/2022			<i>Account Beginning Balance</i>			\$0.00
07/01/2022	4488-94	Journal Entry	Waraner Bros, Tree work Downtown parking lot		\$8,100.00	
08/01/2022	4460-209	Accounts Payable	Waraner Brother-Tree work Oakhurst Dr median	\$27,360.00		
08/15/2022	4477-290	Accounts Payable	Waraner Brother-Tree work Oakhurst Dr outbound @ Yolanda Circles	\$9,000.00		
08/15/2022	4477-292	Accounts Payable	Waraner Brother-Tree work Oakhurst Dr outbound Eagle Peak & Yolanda	\$25,200.00		
08/31/2022	4491-198	Accounts Payable	Waraner Brother-Tree work Downtown parking lot area	\$8,100.00		
08/31/2022	4491-200	Accounts Payable	Waraner Brother-Tree work Clayton Rd median	\$22,320.00		
08/31/2022	4491-60	Accounts Payable	Waraner Brother-Tree work Clayton Rd median (Peacock Crk/Regency D	\$20,160.00		

Date	Trans.	Journal	Reference	Debit Amount	Credit Amount	Balance
09/15/2022	4547-177	Accounts Payable	Waraner Brother-Tree work Clayton Rd median (Duncan Dr-CH)	\$21,600.00		
09/30/2022	4541-214	Accounts Payable	Waraner Brother-Tree work Oakhurst Dr (Yolanda Cir/Indian Wells Dr	\$11,880.00		
09/30/2022	4541-216	Accounts Payable	Waraner Brother-Tree work Clifford Ct	\$360.00		
10/15/2022	4547-291	Accounts Payable	Waraner Brother-Creek Work, remove all brush and debris	\$48,960.00		
10/15/2022	4568-4	Journal Entry	Reallocate debris removal from creeks, Waraner		\$6,000.00	
10/31/2022	4547-404	Accounts Payable	Hamilton Tree S-Tree removal, fallen tree @ creek by Regency Dr	\$6,100.00		
10/31/2022	4547-447	Accounts Payable	Waraner Brother-Tree work - Pruning @ Lydia Lane Park	\$5,040.00		
11/15/2022	4564-132	Accounts Payable	Waraner Brother-Tree work Horse Trail near Stranahan, Semillion Ci	\$4,320.00		
				<u>\$210,400.00</u>	<u>\$14,100.00</u>	
06/30/2023			Account Net Change			\$196,300.00
06/30/2023			Account Ending Balance			<u>\$196,300.00</u>
<b>210-7445-00</b>						
<b>Account: 210-7445-00 (Weed Abatement Services)</b>						
07/01/2022			Account Beginning Balance			\$0.00
11/16/2022	4581-1	Accounts Payable	Environtech Ent-Weed abatement Nov-Feb 23	\$12,500.00		
				<u>\$12,500.00</u>	<u>\$0.00</u>	
06/30/2023			Account Net Change			\$12,500.00
06/30/2023			Account Ending Balance			<u>\$12,500.00</u>
<b>210-7520-00</b>						
<b>Account: 210-7520-00 (Project Program Costs)</b>						
07/01/2022			Account Beginning Balance			\$0.00
07/15/2022	4439-43	Accounts Payable	Site One Landsc-Irrigation controller remote receivers	\$10,134.63		
07/15/2022	4583-4	Journal Entry	<Reversal> Site One - Irrigation controllers		\$11,919.66	
08/31/2022	4491-39	Accounts Payable	Site One Landsc-Irrigation parts	\$57.46		
				<u>\$10,192.09</u>	<u>\$11,919.66</u>	
06/30/2023			Account Net Change			(\$1,727.57)
06/30/2023			Account Ending Balance			<u>(\$1,727.57)</u>
<b>210-7615-00</b>						
<b>Account: 210-7615-00 (CCC Property Tax)</b>						
07/01/2022			Account Beginning Balance			\$0.00
10/15/2022	4547-246	Accounts Payable	Contra Costa Co-Property taxes FY 2023	\$3,175.82		
				<u>\$3,175.82</u>	<u>\$0.00</u>	
06/30/2023			Account Net Change			\$3,175.82
06/30/2023			Account Ending Balance			<u>\$3,175.82</u>