



AGENDA

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TRAILS AND LANDSCAPING COMMITTEE [CITIZENS OVERSIGHT COMMITTEE]

Tuesday November 27, 2018

3:00 p.m.

Hoyer Hall

Clayton Community Library City Hall

*6125 Clayton Road
Clayton, CA 94517*

COMMITTEE MEMBERS

Maryann Carroll-Moser
Carin Kaplan
Ted Sudderth
William Wiggins

Howard Kaplan, Chair
Nancy Morgan
Doris Ward

*Vice Mayor David Shuey
(Ex-Officio)*

*Councilmember Tuija Catalano
(Ex-Officio Alternate)*

Staff: Laura Hoffmeister, Asst. to the City Manager
Jim Warburton, Maintenance Supervisor

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

* TRAILS AND LANDSCAPING COMMITTEE *

November 27, 2018 3:00 p.m.

1. CALL TO ORDER & ROLL CALL – Chair Howard Kaplan

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) None

4. BUSINESS ITEMS

(a) Discussion and direction on the preparation of the Annual Report from the TLC as the Citizens Oversight Committee for FY 17-18 (ie: Report format and information to include).

(Chair Howard Kaplan)

Recommended Action: Provide comments, input and direction to the Chair and the Annual Report Ad Hoc subcommittee.

5. Verbal update of Maintenance District activities.

(Asst. to the City Manager Hoffmeister/ Supervisor Warburton)

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

None

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

- December 10 – TLC meeting at 7:00 pm – review of draft Annual Report FY 17-18
- Dec/Jan. 2019 – City Council meeting -TLC Annual Report FY 17-18 submittal
- **February 2019 – TLC meeting** for FY 2018-19 mid-year LMD budget review
- **May 20, 2019 – TLC meeting** for review of proposed LMD FY 19-20 Budget introduction to City Council June 4, 2019; and City Council adoption of budget June 18, 2019)

- (c) Committee Member communications – general information not requiring any action by the TLC
- (d) Staff Communications/Announcements – general information not requiring any action by the TLC –

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

The Committee's next regularly-scheduled meeting is will be called as needed. At 7:00 p.m. in Hoyer Hall, Clayton Community Library. Please contact the City Clerk at 673-7300 to verify actual date/and location.