



AGENDA

REGULAR MEETING

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CLAYTON CITY COUNCIL

* * *

TUESDAY, June 6, 2017

7:00 P.M.

*Hoyer Hall, Clayton Community Library
6125 Clayton Road, Clayton, CA 94517*

Mayor: Jim Diaz

Vice Mayor: Keith Haydon

Council Members

Julie K. Pierce

David T. Shuey

Tuija Catalano

- A complete packet of information containing staff reports and exhibits related to each public item is available for public review in City Hall located at 6000 Heritage Trail and on the City's Website at least 72 hours prior to the Council meeting.
- Agendas are posted at: 1) City Hall, 6000 Heritage Trail; 2) Library, 6125 Clayton Road; 3) Ohm's Bulletin Board, 1028 Diablo Street, Clayton; and 4) City Website at www.ci.clayton.ca.us
- Any writings or documents provided to a majority of the City Council 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.

*** CITY COUNCIL ***

June 6, 2017

1. **CALL TO ORDER AND ROLL CALL** – Mayor Diaz.

2. **PLEDGE OF ALLEGIANCE** – led by Mayor Diaz.

3. **CONSENT CALENDAR**

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

(a) Approve the minutes of the City Council's regular meeting of May 16, 2017. ([View Here](#))

(b) Approve the Financial Demands and Obligations of the City. ([View Here](#))

(c) Adopt a Resolution finding the Clayton City Hall HVAC Replacement Project requires the use of specific products and materials for the satisfactory and timely completion of the Project, per Section 3400 (c) (2) of the CA Public Contract Code. ([View Here](#))

4. **RECOGNITIONS AND PRESENTATIONS**

(a) Certificates of Recognition to Clayton Police Cadets Kaleigh Finney and Jaden Shaw for dedicated service with the Clayton Police Department. ([View Here](#))

(b) Certificates of Recognition to “Do the Right Thing” public school students selected for exemplifying the character trait of “Courage” during May, June and July 2017. ([View Here](#))

5. **REPORTS**

(a) Planning Commission – No meeting held.

(b) Trails and Landscaping Committee – No meeting held.

(c) City Manager/Staff

(d) City Council - Reports from Council liaisons to Regional Committees, Commissions and Boards.

(e) Other

6. PUBLIC COMMENT ON NON - AGENDA ITEMS

Members of the public may address the City Council on items within the Council's jurisdiction, (which are not on the agenda) at this time. To facilitate the recordation of comments, it is requested each speaker complete a speaker card available on the Lobby table and submit it in advance to the City Clerk. To assure an orderly meeting and an equal opportunity for everyone, each speaker is limited to 3 minutes, enforced at the Mayor's discretion. When one's name is called or you are recognized by the Mayor as wishing to speak, the speaker shall approach 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 Council may respond to statements made or questions asked, or may at its discretion request Staff to report back at a future meeting concerning the matter.

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

7. PUBLIC HEARINGS – None.

8. ACTION ITEMS

- (a) Consider the Second Reading and Adoption of Ordinance No. 476 adding Section 17.22 – Residential Density Calculations for Residential Parcels with Sensitive Land Areas to Title 17 Zoning of the Clayton Municipal Code describing and determining how General Plan densities are calculated for proposed residential projects with sensitive land areas. ([View Here](#))
(Community Development Director)

Staff recommendations: **1)** Receive the staff report; **2)** Receive public comments; **3)** Subject to any changes, approve a motion to have the City Clerk read Ordinance No. 476 by title and number only and waive further reading; and **4)** Following the City Clerk's reading, by motion adopt Ordinance No. 476 adding Section 17.22 – Residential Density Calculations for Residential Parcels with Sensitive Land Areas to Title 17 Zoning of the Clayton Municipal Code describing and determining how General Plan densities are calculated for proposed residential projects with sensitive land areas, with the finding this Ordinance will result in activities less intense than those considered in the certified Clayton General Plan EIR and therefore its adoption is covered under the existing General Plan EIR which found all impacts could be mitigated to a less-than-significant level.

- (b) Consider the Introduction/Presentation of the proposed City of Clayton Budget for Fiscal Year 2017-18 and the proposed Capital Improvement Project (CIP) 5-Year Budget, and set the date of Tuesday, June 20, 2017 for a Public Hearing to review and adopt the proposed City Budget. ([View Here](#))
(Finance Manager)

Staff recommendation: Following presentation and public comments, that Council provide any modifications to the recommended City Budget and then by separate motion set Tuesday, June 20, 2017 at 7:00 pm in Hoyer Hall, 6125 Clayton Road, as the date, time and location of a Public Hearing on the proposed FY 2017-18 City Budget.

- (c) City Council discussion of canceling any regularly scheduled Council meetings in July, August and/or September 2017 relative to quorum availability and summer vacation plans. ([View Here](#))
(City Manager)

Staff recommendation: That Council provide direction by motion regarding the cancellation of any regularly scheduled City Council meetings in July, August and/or September 2017.

9. **COUNCIL ITEMS** – limited to requests and directives for future meetings.

10. **CLOSED SESSION** – None.

11. **ADJOURNMENT**

The next regularly scheduled meeting of the City Council will be on June 20, 2017.

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**MINUTES
OF THE
REGULAR MEETING
CLAYTON CITY COUNCIL**

TUESDAY, May 16, 2017

Agenda Date: 6-16-2017

Agenda Item: 3a

1. **CALL TO ORDER & ROLL CALL** – The meeting was called to order at 7:00 p.m. by Mayor Diaz in Hoyer Hall, Clayton Community Library, 6125 Clayton Road, Clayton, CA. Councilmembers present: Mayor Diaz, Vice Mayor Haydon and Councilmembers Catalano, Pierce and Shuey. Councilmembers absent: None. Staff present: City Manager Gary Napper, City Attorney Mala Subramanian, Community Development Director Mindy Gentry and City Clerk/HR Manager Janet Brown.

2. **PLEDGE OF ALLEGIANCE** – led by Mayor Diaz.

3. **CONSENT CALENDAR**

It was moved by Vice Mayor Haydon, seconded by Councilmember Pierce, to approve the Consent Calendar as submitted. (Passed; 5-0 vote).

- (a) Approved the minutes of the City Council's regular meeting of May 2, 2017.
- (b) Approved the Financial Demands and Obligations of the City.
- (c) Adopted Resolution No. 12-2017 approving the Engineer's Report and declaring intent to levy and collect real property tax assessments for the Diablo Estates at Clayton Benefit Assessment District (BAD) in FY 2017-18, and setting July 18, 2017 at or about 7:00 p.m. as the date and time for a noticed Public Hearing on the proposed fiscal year tax assessment levies.
- (d) Adopted Resolution No. 13-2017 demonstrating City compliance with the State of California's Surplus Land Act – Government Code Section 54220, et. seq. (CDD-06-17)

4. **RECOGNITIONS AND PRESENTATIONS**

- (a) Recognition to Merle Hufford in grateful appreciation for dedicated civic service as Clayton City Treasurer from October 1997 through March 2017. -

Mayor Diaz presented Mr. Hufford with a plaque of appreciation for his dedicated service as City Treasurer with the City of Clayton from October 1997 to March 2017.

Councilmembers thanked Merle for his many years of service, his availability to sign checks when a councilmember was not available, and his long-term uncompensated service to his city.

- (b) Proclamation declaring May 21-27, 2017 as “Emergency Medical Services Week”.

Mayor Diaz read the Proclamation declaring the week of May 21 – 27, 2017 as “Emergency Medical Services Week” and presented a signed proclamation to Roger Harless, Captain/Paramedic Station 11; to Marshal Bennett, Contra Costa Health Services Prehospital Care Coordinator; and to Kacey Hansen, Chairperson of the Emergency Medical Care Committee, Contra Costa County.

5. **REPORTS**

- (a) Planning Commission – No meeting held.
- (b) Trails and Landscaping Committee – No meeting held.
- (c) City Manager/Staff – No Report.
- (d) City Council - Reports from Council liaisons to Regional Committees, Commissions and Boards.

Councilmember Tuija Catalano attended the annual Urban Land Institute Conference, the Contra Costa County Mayors’ Conference in Walnut Creek, and several local school performances.

Vice Mayor Haydon attended the Contra Costa County Mayors’ Conference, Clayton Historical Society’s Annual Gardens Tour, and the first 2017 Saturday “Concerts in The Grove.”

Councilmember Pierce attended the Association of Bay Area Governments’ Regional Planning meeting, the Contra Costa County Mayors’ Conference, several Metropolitan Transportation Commission meetings, the Plan Bay Area 2040 Open House, the Bay Area Council Economic Institute meeting, the Saturday “Concerts in The Grove”, and the Pacific Coast Farmers’ Market in Clayton. She also announced the 4th of July Committee is seeking volunteers for upcoming Independence Day Parade.

Mayor Diaz attended the County Connection Board meeting, the Contra Costa County Mayors’ Conference, a Sunrise/Concord Rotary Club breakfast, the Pacific Coast Farmers’ Market in Clayton, and the first 2017 Saturday “Concert in The Grove.”

- (e) Other – None.

6. **PUBLIC COMMENT ON NON - AGENDA ITEMS**

Robert Lutzow, Battalion Chief with the Contra Costa County Fire Protection District at Fire Station No. 11 in Clayton, provided a brief history of the beginnings of ambulance service and where ambulance services are today. Chief Lutzow also provided a report of recent calls Station No. 11 has responded to and noted with upcoming higher seasonal temperatures, fire and medical problems increase. He also asked the community to do its part by conducting appropriate weed abatement on real property, and he requested the City to repaint the curbs red on either side of the fire access road at the end of Regency Drive.

7. PUBLIC HEARINGS

- (a) Public Hearing to consider the Introduction and First Reading of a proposed City-initiated Ordinance No. 475 updating the Clayton Municipal Code, Title 15 Building & Construction, Section 15.08 – Sign Provisions, to comply with the United States Supreme Court's recent decision in *Reed vs. Town of Gilbert, AZ*, to prohibit mobile billboards, and to incorporate other best practices.

Mindy Gentry, Community Development Director, presented the report noting the United States Supreme Court recently ruled in the case *Reed vs. Town of Gilbert, Arizona* the provisions of a municipality's sign code must be content-neutral. Portions of the Town of Gilbert's sign code was struck down by the U.S. Supreme Court due to its sign code subjecting ideological, political, and directional signs to size, location, and length of display time regulations. The court was clear that, as long as the regulation is not based on a sign's message, local governments may regulate the size, lighting, location, timing, and number of signs.

The majority of the proposed sign code changes are definitions in order to clarify and create regulations that do not distinguish between sign content such as ideological, political, or directional. Staff also recommends prohibition of mobile billboards; although this has not been an issue locally, prohibition is in the interest of the public for the safe movement of vehicular traffic, reduction of air pollution, and to maintain the aesthetic appearance of the City. Staff further recommends some clean-up language to the addition and deletion of zoning districts that have been removed or added since the last Sign Code update; consistency in height for monument signs, pole signs, commercial entry signs and noncommercial signs; and consistency with the prohibition of all signs in the public rights of way, with the exception of City-sponsored events.

Councilmember Pierce recalled last time the Sign Ordinance was updated there was a long drawn-out discussion about the size of what is now termed "temporary noncommercial signs," i.e., political signs, and others that are posted around town. Councilmember Pierce noted the proposed Ordinance has changed the size limit to thirty (30) square feet, whereas previously it was restricted to three (3) square feet. If the size of these signs is increased for posting on residential and non-commercial properties, there will be a public outrage as Clayton's current size restrictions are widely supported and admirably differentiate this city from others during election times.

Ms. Gentry responded that type of provision must be applied across the board severely restricting other types of signage by community organizations. She also noted thirty (30) square feet was a policy decision staff recommended pursuant to legal counsel advice that eighty (80) square feet was upheld in the courts; however, it is still possible the City Council has the ability to make a policy decision in terms of the square footage.

Councilmember Pierce indicated she would like to restrict that sign size, perhaps to four (4) feet at a maximum. Councilmember Shuey also recalled that historical discussion and would like to make a policy decision to reduce that sign size maximum, even though he noted it could be a legal risk. City Attorney Mala Subramanian advised the proposed reduction in sign size could be considered too small.

Councilmember Catalano inquired if banner sizes were also included in the proposed Sign Code Ordinance. Ms. Subramanian confirmed that banners are exempt in this section and covered under another section of the Clayton Municipal Code. She further indicated that a size modification suggested from 80 sq. ft. to 3-4 sq. ft. is a significant change to the proposed Ordinance, and therefore the Ordinance must go back to the Planning Commission for its review of the proposed modification as the provision is a part of the Zoning Code; the Commission can then make its recommendations to the City Council.

Councilmember Pierce added during a campaign season, Councilmembers receive a number of phone calls inquiring on where signs can be placed; she noted the current process of obtaining permits for the rights of way signs appear to be working.

Mayor Diaz opened the Public Hearing for public comment.

Dan Hummer, Stranahan resident, agrees with limiting the size of political signs.

Russ Remoy, 1843 Yolanda Circle, shared his concerns about high-density housing changing the character of Clayton. Mayor Diaz advised him those concerns would be allowed during the next item on the agenda.

Mayor Diaz closed the Public Hearing.

It was moved by Councilmember Pierce, seconded by Councilmember Shuey, to refer this item back to the Planning Commission for its further review on the sign size limit change to retain the existing 3 sq. ft. aggregate limitation in the Sign Provisions Ordinance (Passed; 5-0 vote).

- (b) Public Hearing to consider a proposed City-initiated General Plan Amendment to modify the determination of residential developable acreage and density calculations and to not require a minimum density on residentially designated property with sensitive land areas and the Introduction and First Reading of Ordinance No. 476 adding Section 17.22 – Residential Density Calculations for Residential with Sensitive Land Areas to Title 17 Zoning of the Clayton Municipal Code describing and determining how General Plan densities are calculated for proposed residential projects with sensitive land areas.

Community Development Director Mindy Gentry presented the staff report noting as a real life example, the proposed Silver Oak Estates subdivision project will be discussed tonight as to why these amendments are being proposed. However, she noted that project is not on the agenda therefore staff recommends the ensuing discussion not focus on the merits or details of that project; it is merely a real-world example to illustrate the beneficial necessity of the proposed amendments.

Ms. Gentry advised the proposed Silver Oaks Estates project consists of 59 units which are comprised of seven single family homes, 28 town homes and 24 “Green Courts” in the terminus of Lydia Lane. The currently proposed project has been through various stages in the entitlement process since 2010. Due to City staff attrition and cursory review of the project, in 2016 it became apparent the proposed townhomes and green courts were not in conformance with the City’s General Plan. The General Plan designation for the property is Single Family Medium Density which calls for 3.1 to 5 units per acre with a product type of single family detached homes. Consequently, the current General Plan would allow 43 to 70 units on the property. Although the proposed 59 units fits within that overall allowed density, the various single family detached product types do not; therefore, the proposed attached product type would only fit within one of three Multifamily General Plan land use designations. If the project applicant wanted to further pursue the proposed product type, a General Plan Amendment to multifamily low density would be required, resulting in a minimum unit count of 106 units, an increase of 47 units on the property above the proposed 59 units. Alternatively, if the project applicant tried to fit the proposed single family detached homes on the site resulting in a small lot single-family development of detached homes, it would likely occur with a zero lot line and/or minimal setbacks. Given the physical constraints of the property, it is questionable whether the parcel is large enough to even fit a detached

single-family product type in the density range prescribed by the current General Plan. The proposed Silver Oak Estates project land contains large physical constraints or sensitive land areas such as slopping topography and Mt. Diablo Creek. Specifically, the Habitat Conservation Easement is 6.53 acres, including a minimum 50-foot required setback from the top of the bank of Mt. Diablo Creek; this constraint removes almost half of the developable acreage of the site making it nearly impossible to fit within the parameters of the General Plan.

This issue is occurring because the General Plan bases the density range on legal or gross acreage of the parcel, regardless of whether there are physical constraints or sensitive land uses on the property. Another way to categorize the issue would be trying to fit unwarranted density on a site that is really much smaller given the constraints that exist. By not providing the option of using the net acreage by subtracting the constrained property, this could result in a less desirable project for the city. The General Plan requirement for density on the legal or gross acreage of the parcel fits for those properties that are flat and/or minimally constrained; however, this requirement does not appropriately apply to those properties that are limited in their developable land due to large physical constraints.

The city of Clayton is approximately 98-percent built-out and many of the available properties left to develop are marginal or more difficult, particularly properties with site constraints such as slopes or creeks. The proposed changes would allow density calculations to be determined based on the net developable acreage of the parcel as well as not require the minimum density to be met for sites that have sensitive land areas. The overall intent of these amendments would be to prevent unwarranted density on a site that is functionally much smaller, given the constraints that exist, and to provide the City with the opportunity for more desirable developments rather than applying a singular approach in regards to the determination of density.

Ms. Gentry further noted this proposed change will allow constrained lots containing sensitive areas to meet both the prescribed General Plan product type and density range, particularly for the single family residentially designated parcels. Given the community's lack of interest and tolerance for higher density housing developments and the General Plan's support of lower density developments, these proposed amendments would apply to and be required of all qualifying properties and not optional.

She indicated the proposed amendment captures the intent and vision as discussed in the goals of the General Plan. The amendment would decrease the overall density to help retain the rural character of Clayton, while balancing a variety of housing types and densities. The amendment will also help to preserve natural features, ecology, and scenic vistas by decreasing the overall required density on a property that has sensitive land areas such as creeks and rock outcroppings. The City has a total Regional Housing Needs Assessment obligation of 141 units and an estimated capacity of 272 housing units giving the City an estimated housing surplus of 131 units. The proposed amendment would only affect parcels with sensitive land uses or areas. It is anticipated the net decrease in density will still result in adequate housing capacity to accommodate the City's RHNA obligation given its large surplus of 131 units. The proposed zoning changes would further define and determine the calculation of residential density when there are sensitive land areas on the property. The Ordinance sets the perimeters of determining developable acreage as well as what sensitive lands areas are to be considered excluded from the gross or legal acreage of the parcel. The sensitive land areas that being identified are features that are clearly definable and constitute areas that cannot be developed, should avoid being developed, or should be preserved due to its environmental value such as floodplains, creeks and wetlands.

For illustrative purposes, if a developer has a property that is ten legal or gross acres in size and the property has a General Plan designation of Single Family Medium Density

General Plan 3.1 to 5 units per acre, it would result in a density range of 31 to 50 units. However if the property happens to contain sensitive land areas, such as 1.3 acres of land within the 100-year floodplain and 0.7 acres with a slope that exceeds 26%, then those combined two acres would need to be subtracted from the gross or legal acreage to determine the developable acreage. By exclusion of these sensitive areas, the calculation results in eight developable acres which creates a new density range of 24.8 to 40 units per acre. This proposed methodology results in lowering the overall density on residential parcels with sensitive land areas.

Ms. Gentry concluded by noting on the Council dais is an email from Mr. Bill Jordan indicating his support of the amendments; however he requests exclusion of his potential housing project which would be on a vacant piece of land on High Street behind the U.S. Post Office.

Councilmember Pierce summarized this Amendment is having the effect of looking carefully at the sensitive habitat within our community and eliminating those acres from the calculation for allowable buildings, thereby reducing the number of possible buildings on those properties; which is significant improvement with much lower development then previously allowed.

Vice Mayor Haydon reiterated the proposed Silver Oaks Project was just an example and not for discussion this evening.

Mayor Diaz opened the Public Hearing for public comment.

Brian Buddell, 2 year resident of Clayton in the Peacock Creek Subdivision, remarked some of the things that drew his family to this area are its rural nature, beautiful vistas, the sense of community and community pride. Clayton did not have many apartments, town homes or overcrowded parking lots like surrounding communities. Mr. Buddell indicated these amendments do not prevent a large condominium complex to be built, and carries a fatal flaw of it being based on a 1985 Environmental Impact Report; there have been a lot of changes in the community since that Report which may bring potential legal challenges and raises questions if this has been properly evaluated. In fact, he will look into a lawsuit if it is passed, and he is opposed to it.

David Nieman, 5903 Cardinet Drive, indicated the location of his home is desirable as it is very close to the mentioned creek and he spent his childhood running through the creek every Saturday and after school, knee deep in water. He moved his family from Boston to Clayton so they could have similar childhood experiences. Mr. Nieman advised it is a confusing proposal and he wanted to clarify if it constricts the number of developable acres that are considered, but then increases the number of units that can be built? Ms. Gentry clarified this item decreases the overall developable acreage, which concurrently decreases the number of units that may be built on one particular site that has sensitive land areas. To meet the General Plan density range and product type this would take into consideration sensitive land areas and reduce the overall developable acreage, the density range would still remain the same. An applicant would have to request a General Plan amendment to change the designation from single-family to multi-family units.

Mark Ventura, Tara Court resident, understands the amendment removes the minimum density requirements in sensitive land areas, what about non-sensitive land areas? If a developer or land owner has property with a slope of 26%, what prevents a retaining wall to be built pushing the slope further away and expand the developable land area? Ms. Gentry advised the 26% slope refers to existing topography on the site, prior to a developer seeking entitlements from the City to alter it; the area will be mapped out with identifiable areas that can be developed. Ms. Gentry added the General Plan identifies designated density ranges with a minimum and maximum.

Dan Hummer, had a question about Mr. Jordan's property and the exclusion request in regards to the minimum density, with the existing slope would his property be affected by the proposed amendments and reduce the number of possible units? Ms. Gentry responded the City has not received any detailed documents showing the existing grades on his property.

Russ Remoy, Yolanda Circle, expressed concerns about possible traffic issues that may arise on the building of additional housing units and he would prefer more open space to improve the quality of life in Clayton. It is all about greed, money, and more taxes. Councilmember Shuey remarked the City does not own the land parcels and private citizens that own the land have rights to develop their land. Councilmember Shuey also reiterated the proposed amendment actually reduces the number of required housing units allowed when developing in sensitive land areas. City Manager Napper added the proposed Silver Oaks Estates project was used only as an example this evening; for those concerned about the higher density in town, the status quo is far worse than the proposed Amendment. He noted the City of Clayton receives only 6.9% of one's property tax bill paid on a home's assessed valuation, which places Clayton into the category of Low Property Tax Cities. If it was about chasing money and tax revenues, the lands in town would be converted by the City to commercial designations which create more local tax revenues than residential properties.

Mayor Diaz closed the Public Hearing.

1. **It was moved by Councilmember Pierce, seconded by Councilmember Catalano, to adopt Resolution No. 14-2017 amending the Clayton General Plan Land Use Element to modify the calculation of residential densities and not require a minimum density for residential parcels with sensitive land areas. (Passed; 5-0 vote).**
2. **It was moved by Councilmember Pierce, seconded by Councilmember Catalano, to have the City Clerk read Ordinance No. 476, by title and number only and waive further reading. (Passed; 5-0 vote).**

The City Clerk read Ordinance No. 476 by title and number only.

3. **It was moved by Councilmember Pierce, seconded by Councilmember Catalano, to approve Ordinance No. 476 for Introduction with the finding adding Section 17.22 – Residential Density Calculations for Residential Parcels with Sensitive Land Areas to the Clayton Municipal Code describing and determining how General Plan residential densities are calculated for proposed residential projects on parcels with sensitive land areas will result in activities less intense than assumed in the previously-certified EIR for the City's General Plan adopted by the City Council on July 18, 1985. (Passed; 5-0 vote).**

8. ACTION ITEMS

- (a) Update report and continued discussion on whether the City of Clayton should participate in a Community Choice Energy (CCE) Program, plus a further presentation from MCE Clean Energy (MCE) with the offer to join its Joint Powers Authority (JPA).

Community Development Director Mindy Gentry presented the staff report noting in October 2015 the Board of Supervisors directed County staff to research the possibility

of forming a Contra Costa County Community Choice Energy (CCE) program and to reach out to the cities to determine the willingness to jointly participate in a technical study. The County received adequate support and interest from a number of cities, including Clayton, to conduct and share the cost of a technical study analyzing four (4) possible options: 1. No change to the status quo and remain solely with PG&E; 2. Form a new CCE partnership among the cities within Contra Costa along with the County itself; 3. Partner with Alameda County (and its cities) to form a new CCE program; or 4. Join the existing MCE Clean Energy Program.

The City of Clayton was first presented with the concept of Community Choice Energy at its meeting in January 2016. At this meeting the City Council authorized Contra Costa County to obtain the PG&E load data for all customer classes within our city for the purposes of studying a local Contra Costa County Community Choice Energy program, confirming the City's preliminary interest. In January 2017, the Council received a presentation of the draft technical study, and staff requested preliminary policy direction and Council requested more specific information prior to making a decision. Following the release of the draft Technical Study, the Board of Supervisors indicated to County staff and the public its strong preference to join one of the existing CCE programs, either MCE or EBCE, rather than create a new joint powers authority. Just recently, the Board of Supervisors decided to join MCE, eliminating the option of forming a Contra Costa County CCE due to its lack of feasibility.

City staff invited PG&E to present publicly tonight but it declined; EBCE's invitation went unacknowledged, and MCE staff is available this evening to answer any questions. MCE was launched in 2010 as the first CCE program in the State of California and is offering a no-cost membership inclusion period until June 30, 2017. The default service for MCE is to provide 50% renewable energy, with an option of 100% renewable energy through an additional cost to subscribers. If all remaining cities in the county join MCE, Contra Costa County would have an overall voting share of 62% with Clayton having a 1.5% share. Employees of MCE are not a part of the CalPERS retirement system; rather, the JPA employs a 401k pension system instead. Ms. Gentry advised some of the benefits of a CCE noting local control, increase use of renewable and alternative energy, and increase in competition. She noted there are some risks of joining a JPA which can only be funded by program revenues and the City also would assume its portion of any debt incurred by the JPA. Another possible risk is a CCE cannot compete effectively against PG&E by not providing competitive rates with those offered by PG&E. Ms. Gentry then introduced representatives of MCE.

Alexandra McGee, MCE Community Power Organizer, introduced herself and then turned MCE's presentation over to Jenna Famular, MCE Community Affairs Coordinator, as she has been the liaison with the City.

Ms. Famular presented a general overview of MCE, a local not-for-profit electricity provider. MCE generates the electrical energy, with PG&E still providing delivery, line maintenance, and bill generation of energy to the consumer. The MCE consumer has the choice of where their energy comes from. Ms. Famular explained the renewable energy options provided by MCE as a standard 50% Renewable MCE Light Green, and an optional 100% Renewable MCE Deep Green energy at an additional cost. She also indicated that MCE is an opt-out program; if Clayton decided to join, residents and businesses would automatically be enrolled in MCE's standard 50% renewable energy program if the consumer did not opt-out after the first 60 days of the program. A small opt-out fee does apply. The MCE Community Outreach Team begins their program outreach to new communities approximately 6 months in advance to provide its potential consumers time to decide if they wish to remain with MCE or opt-out of the program and stay with PG&E.

Councilmember Catalano inquired if consumers will have the ability to switch between PG&E and MCE programs? Ms. Famular advised if the consumer opts-out after the first 60 days of service, a one-time fee will be applied from MCE. However, with PG&E's terms and conditions, a consumer must remain with PG&E for at least one-year prior to switching back to MCE with no re-entrance fee.

Vice Mayor Haydon inquired if the exit fee is permanent? Ms. McGee advised the exit-fee is intended to be linked with energy contract lengths which could be 10 to 25 years in length, which would expire over that period of time and billed as a monthly charge. Vice Mayor Haydon asked if the fee would increase as more consumers exit PG&E? Ms. McGee advised the fee is billed proportionately in one's service area, which matter is currently under discussion with the California Public Utilities Commission as the CCE program is taking off in the state with an anticipation of 60% of consumers remaining with CCE programs for the next thirty (30) years.

Ms. Famular continued her presentation by providing examples of the differences between the programs and a sample monthly energy statement provided by PG&E and one with MCE service, noting the MCE bill provides a detailed break-down of energy service. Ms. Famular offered some benefits of joining MCE including long-term contracts, established credit profile, and \$50 million in reserves. In four (4) years MCE customers eliminated 122,102 metric tons of greenhouse gas emission from 2010-2014. Governance of MCE in Contra Costa County currently includes the City of Walnut Creek as the largest Board vote, followed by the City of Richmond, based on electrical loads. If every city in Contra Costa joined, Contra Costa County would be the largest board vote followed by the city of Concord. If the city of Clayton were to join MCE, it would be the 6th smallest community overall in the weighted Board vote. MCE offers a solar cash-out to solar customers that have roof-top or carport solar panels beyond what PG&E offers with excess energy generation at retail plus one penny per kilowatt hour. MCE also offers a Feed-In Tariff Program with a standard 20 year contract offered to small scale solar providers, with less than one megawatt, MCE pays higher than retail rates for this energy which helps stimulate local economic renewable energy development. Ms. Famular continued noting MCE will be conducting 43 community outreach events in Contra Costa County from January to April 2017 by providing education about the program and answering questions the communities may have.

Councilmember Shuey inquired if MCE has provided lower electricity rates than PG&E since it launched in 2010? Ms. McGee advised the PG&E's energy rates go before the California Public Utilities Commission in December for consideration and go into effect in January, not providing much time for MCE to respond to comparative rate increases. Therefore, in the first quarter of each year, MCE will be more expensive than PG&E; typically in April each year the MCE Board takes a vote on how to adjust its MCE rates and it has usually been to decrease MCE rates going forward.

Councilmember Shuey inquired if the City of Clayton chooses not to join during the inclusion period, what could we expect the membership fee to be? Ms. Famular responded it could be approximately a \$15,000.00 one-time fee. Councilmember Shuey inquired on the size of the JPA MCE staff. Ms. Famular advised MCE has 40 employees in offices currently located in San Rafael however they are looking to open a second location in the East Bay as their work load would be doubled and they would need to hire additional staff; MCE has about a 4% overhead for staff costs.

Councilmember Catalano inquired on risk incurred by the JPA would the city also be responsible? Ms. Famular advised there is a firewall between MCE and its members eliminating any potential debt to a city member; currently, MCE does not have any debt. If in the future the city decided to leave the JPA a fee would occur as energy contracts were entered into on the City's behalf of electrical load. Ms. McGee noted in the JPA

contract there is a withdrawal provision for a member community leaving the JPA; however, she emphasized a decision to join MCE is intended to be a long-term commitment for renewable energy sources, and to date no community has voted yet to leave its CCE.

Mayor Diaz opened the item to public comment.

Mark Ventura recommended the Council to take no action on this item as the topic needs to be studied a little more and in consideration of upcoming state legislation requiring 100% renewable energy. Mr. Ventura also wondered where all the renewable power is coming from as MCE does not own any power?

Dan Hummer asked where is all the energy generation coming from? How is the actual migration over to MCE service and how is MCE able to provide energy to all the cities that are signing up? If MCE cannot provide the energy needed is it buying back from PG&E?

Ms. Famular responded all of MCE's contracts are sources located in the Pacific Northwest; however, it tries to procure as much renewable energy as it can in the State of California. Any projects located inside of the MCE service area are considered "local", while projects located within a 100 miles of MCE service areas are considered "nearby". MCE is currently in the process of building MCE Solar 1 in the city of Richmond; it is a 10.5 megawatt facility that is partnered with RichmondBUILD, providing 350 jobs and a local hire requirements. The Richmond project will be purchased back from the developer in 6-10 years.

Vice Mayor Haydon inquired with neighboring communities recently signing up for MCE; how soon will they be online to provide their MCE service? Ms. Famular advised they are looking how to properly phase in the new communities expecting the enrollment process to start in approximately one year.

Mayor Diaz closed public comments.

City Manager Napper clarified if the City Council wishes to join MCE the process is by ordinance introduction then adoption of the ordinance at a subsequent meeting as opposed to the Resolution process indicated in the staff report.

Councilmember Pierce remarked when this subject first came up it was a great idea; however, this program is for electricity only and does not address natural gas usage. Councilmember Pierce researched PG&E's website and found it is already meeting the requirements for the state to have 1/3 of its energy in renewable resources by 2020. Due to its size, PG&E will still be able to get the best prices on energy and contracts for renewable energy. Councilmember Pierce expressed concerns with the unknown exit costs if the City decides to withdraw from the MCE program.

Councilmember Shuey commented he likes the idea of the renewable energy program, however he has concerns of joining a JPA and would prefer to monitor MCE's program, review it again in a year or two yet take no action this evening. The \$15,000 membership is not a huge burden and it is likely MCE will offer another no-fee incentive in the future.

Vice Mayor Haydon added MCE has a good track record at this time, but it is a fairly new company and is adding a lot of new customers very quickly; he is concerned with possible over-commitment in being able to serve all of the new customers.

Councilmember Catalano is attracted to having renewable energy options; however there is uncertainty in the costs, potential consequences and not enough information at this time.

Mayor Diaz shared similar concerns with joining the MCE at this time.

No action was taken; staff was instructed to return the CCE policy item to the City Council in about one year's time.

9. COUNCIL ITEMS – limited to requests and directives for future meetings.

Councilmember Pierce inquired about the status of changes required in local housing laws, such as inclusion of accessory dwellings units and new regulations. Councilmember Pierce suggested looking into how the city wanted to facilitate these issues within our own community, and look at maximum lot coverages again.

Community Development Director Mindy Gentry responded City staff is in the process of drafting an Ordinance to addressing those housing issues.

10. CLOSED SESSION

Mayor Diaz announced the City Council will adjourn into Closed Session (9:33 pm) for the following noticed items:

- (a) *Government Code Section 54956.8, Conference with Real Property Negotiator. Instructions to the City's Negotiators concerning price and terms of payment. Real Property: 222 Stranahan Circle (APN 119-620-012). Real Property Owner: Dean Wilkinson. City Negotiators: Gary Napper, City Manager; and Mindy Gentry, Community Development Director.*
- (b) *Government Code Section 54956.8, Conference with Real Property Negotiator. Real Properties: 6005 Main Street (APNs 119-011-002-1; 118-560-010-1; 118-370-041-6). Instructions to City Negotiators: Council Members Pierce and Shuey and Ed Del Beccaro, Managing Director, Transwestern, concerning price and terms of payment. Negotiating Parties:
1. Pacific Union Land Investors, LLC (Joshua Reed, Chris Garwood); and
2. Avesta Development Group (Mohammad Javanbakht, Managing Partner).*

Report out of Closed Session (10:02 pm)

Mayor Diaz reported City Council received information from staff and its property negotiators and gave directions. However, there is no public information to report.

11. ADJOURNMENT– on call by Mayor Diaz, the City Council adjourned its meeting at 10:02 pm.

The next regularly scheduled meeting of the City Council will be June 6, 2017.

#

Respectfully submitted,

Janet Brown, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL

Jim Diaz, Mayor

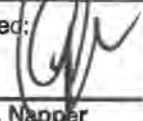
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Agenda Date 6/6/2017

Agenda Item: 3b

STAFF REPORT

Approved: 
Gary A. Napper
City Manager

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: Kevin Mizuno, FINANCE MANAGER 
DATE: 06/06/2017
SUBJECT: INVOICE SUMMARY

RECOMMENDATION:

Approve the following Invoices:

06/02/2017	Cash Requirements	\$ 342,981.62
05/19/2017	Paid Invoice, Clean Street (catch-up)	\$ 28,000.00
05/23/2017	ADP Payroll week 21, PPE 05/21/17	\$ 85,245.93

Total \$ 456,227.55

Attachments:

Cash Requirements Report dated 6/2/2017 (6 pages)
Copy of check for Clean Street (1 page)
ADP payroll report for week 21 (1 page)

City of Dayton

Cash Requirements Report

Vendor Name	Due Date	Invoice Date	Invoice Number	Invoice Description	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due
AAUW								
AAUW	6/6/2017	6/6/2017	050317	Deposit & AP refund for EH 5/03/17	\$441.00	\$0.00		\$441.00
				<i>Totals for AAUW:</i>	<u>\$441.00</u>	<u>\$0.00</u>		<u>\$441.00</u>
ADP, LLC								
ADP, LLC	6/6/2017	6/6/2017	493396821	Payroll fees, PPE 5/7/17	\$167.61	\$0.00		\$167.61
ADP, LLC	6/6/2017	6/6/2017	494046381	Payroll fees PPE 5/21/17	\$152.11	\$0.00		\$152.11
				<i>Totals for ADP, LLC:</i>	<u>\$319.72</u>	<u>\$0.00</u>		<u>\$319.72</u>
All City Management Services, Inc.								
All City Management Services, Inc.	6/6/2017	6/6/2017	48874	School crossing guard svcs 4/23-5/6/17	\$509.10	\$0.00		\$509.10
				<i>Totals for All City Management Services, Inc.:</i>	<u>\$509.10</u>	<u>\$0.00</u>		<u>\$509.10</u>
Alpine Awards & Imprinted Sportswear, Inc								
Alpine Awards & Imprinted Sportswear,	6/6/2017	6/6/2017	5517300	New plates for benches in The Grove	\$27.19	\$0.00		\$27.19
				<i>Totals for Alpine Awards & Imprinted Sportswear, Inc:</i>	<u>\$27.19</u>	<u>\$0.00</u>		<u>\$27.19</u>
Aqua Dream Pools								
Aqua Dream Pools	6/6/2017	6/6/2017	CAP0240	C&D Refund for 645 Mt Duncan Dr	\$2,000.00	\$0.00		\$2,000.00
				<i>Totals for Aqua Dream Pools:</i>	<u>\$2,000.00</u>	<u>\$0.00</u>		<u>\$2,000.00</u>
AT&T (CalNet3)								
AT&T (CalNet3)	6/6/2017	6/6/2017	9727234	Phone 4/22/17-5/21/17	\$1,622.83	\$0.00		\$1,622.83
				<i>Totals for AT&T (CalNet3):</i>	<u>\$1,622.83</u>	<u>\$0.00</u>		<u>\$1,622.83</u>
Bay Area Barricade Serv.								
Bay Area Barricade Serv.	6/6/2017	6/6/2017	0345592-IN	Driving gloves, safety glasses	\$327.06	\$0.00		\$327.06
				<i>Totals for Bay Area Barricade Serv.:</i>	<u>\$327.06</u>	<u>\$0.00</u>		<u>\$327.06</u>
Best Best & Kreiger LLP								
Best Best & Kreiger LLP	6/6/2017	6/6/2017	795488	Legal services for April	\$8,500.00	\$0.00		\$8,500.00
Best Best & Kreiger LLP	6/6/2017	6/6/2017	795489	Legal services for April	\$2,421.00	\$0.00		\$2,421.00
Best Best & Kreiger LLP	6/6/2017	6/6/2017	798490	Legal services for April	\$177.00	\$0.00		\$177.00
				<i>Totals for Best Best & Kreiger LLP:</i>	<u>\$11,098.00</u>	<u>\$0.00</u>		<u>\$11,098.00</u>
CA Police Chiefs Association								
CA Police Chiefs Association	6/6/2017	6/6/2017	7424	Chief Member dues through 6/30/18	\$331.00	\$0.00		\$331.00
				<i>Totals for CA Police Chiefs Association:</i>	<u>\$331.00</u>	<u>\$0.00</u>		<u>\$331.00</u>
Call Roofs								
Call Roofs	6/6/2017	6/6/2017	CAP0237	Deposit refund for 1330 El Camino Dr	\$1,928.41	\$0.00		\$1,928.41
				<i>Totals for Call Roofs:</i>	<u>\$1,928.41</u>	<u>\$0.00</u>		<u>\$1,928.41</u>
CalPERS Health								
CalPERS Health	6/6/2017	6/6/2017	14960164	Health for June	\$30,641.78	\$0.00		\$30,641.78
				<i>Totals for CalPERS Health:</i>	<u>\$30,641.78</u>	<u>\$0.00</u>		<u>\$30,641.78</u>

City of Clayton

Cash Requirements Report

Vendor Name	Due Date	Invoice Date	Invoice Number	Invoice Description	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due
CalPERS Retirement								
CalPERS Retirement	6/6/2017	6/6/2017	CC 052417	City Council retirement ending 5/24/17	\$146.40	\$0.00		\$146.40
CalPERS Retirement	6/6/2017	6/6/2017	05212017	Retirement PPE 5/21/17	\$13,730.13	\$0.00		\$13,730.13
CalPERS Retirement	6/6/2017	6/6/2017	June 17 UAL	June UAL	\$31,062.01	\$0.00		\$31,062.01
				<i>Totals for CalPERS Retirement:</i>	<i>\$44,938.54</i>	<i>\$0.00</i>		<i>\$44,938.54</i>
Cole Supply Company								
Cole Supply Company	6/6/2017	6/6/2017	171983-1	Trash liners	\$483.23	\$0.00		\$483.23
Cole Supply Company	6/6/2017	6/6/2017	171983-3	Trash liners	\$2,150.82	\$0.00		\$2,150.82
				<i>Totals for Cole Supply Company:</i>	<i>\$2,634.05</i>	<i>\$0.00</i>		<i>\$2,634.05</i>
Concord Garden Equipment								
Concord Garden Equipment	6/6/2017	6/6/2017	544750	Edger	\$1,071.18	\$0.00		\$1,071.18
				<i>Totals for Concord Garden Equipment:</i>	<i>\$1,071.18</i>	<i>\$0.00</i>		<i>\$1,071.18</i>
Contra Costa County Public Works Dept								
Contra Costa County Public Works Dept	6/6/2017	6/6/2017	701072	Traffic signal maintenance for April	\$2,916.93	\$0.00		\$2,916.93
				<i>Totals for Contra Costa County Public Works Dept:</i>	<i>\$2,916.93</i>	<i>\$0.00</i>		<i>\$2,916.93</i>
Crime Scene Cleaners Inc.								
Crime Scene Cleaners Inc.	6/6/2017	6/6/2017	20170014	Clean up rat droppings	\$60.00	\$0.00		\$60.00
				<i>Totals for Crime Scene Cleaners Inc.:</i>	<i>\$60.00</i>	<i>\$0.00</i>		<i>\$60.00</i>
CSI Forensic Supply								
CSI Forensic Supply	6/6/2017	6/6/2017	58076A	PD Supplies	\$179.37	\$0.00		\$179.37
				<i>Totals for CSI Forensic Supply:</i>	<i>\$179.37</i>	<i>\$0.00</i>		<i>\$179.37</i>
De Lage Landen Financial Services, Inc.								
De Lage Landen Financial Services, Inc.	6/6/2017	6/6/2017	54638989	Copier lease 5/15-6/14/17	\$304.59	\$0.00		\$304.59
				<i>Totals for De Lage Landen Financial Services, Inc.:</i>	<i>\$304.59</i>	<i>\$0.00</i>		<i>\$304.59</i>
Dig & Demo								
Dig & Demo	6/6/2017	6/6/2017	CAP0242	Deposit refund for 41 Mt Rushmore Pl	\$1,809.10	\$0.00		\$1,809.10
				<i>Totals for Dig & Demo:</i>	<i>\$1,809.10</i>	<i>\$0.00</i>		<i>\$1,809.10</i>
Dillon Electric Inc								
Dillon Electric Inc	6/6/2017	6/6/2017	3515	Street light repairs	\$776.14	\$0.00		\$776.14
				<i>Totals for Dillon Electric Inc:</i>	<i>\$776.14</i>	<i>\$0.00</i>		<i>\$776.14</i>
Entenmann-Rovin Co								
Entenmann-Rovin Co	6/6/2017	6/6/2017	0126744-IN	PD 154-R C Dome Badge for Chief	\$110.89	\$0.00		\$110.89
				<i>Totals for Entenmann-Rovin Co:</i>	<i>\$110.89</i>	<i>\$0.00</i>		<i>\$110.89</i>
Flash Commercial Detection Systems, Inc								
Flash Commercial Detection Systems, In	6/6/2017	6/6/2017	3301	Emergency light inspection/service, Library	\$900.00	\$0.00		\$900.00
Flash Commercial Detection Systems, In	6/6/2017	6/6/2017	3300	Emergency light inspection/service, City Hall	\$2,950.00	\$0.00		\$2,950.00
Flash Commercial Detection Systems, In	6/6/2017	6/6/2017	3299	Emergency light inspection/service, EH	\$1,880.00	\$0.00		\$1,880.00

City of Dayton

Cash Requirements Report

Vendor Name	Due Date	Invoice Date	Invoice Number	Invoice Description	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due
<i>Totals for Flash Commercial Detection Systems, Inc:</i>					\$5,730.00	\$0.00		\$5,730.00
Future Auto Center of Concord								
Future Auto Center of Concord	6/6/2017	6/6/2017	0519	2017 Ford Utility 1FM5K8AR4HGC86302	\$33,727.00	\$0.00		\$33,727.00
<i>Totals for Future Auto Center of Concord:</i>					\$33,727.00	\$0.00		\$33,727.00
Globalstar LLC								
Globalstar LLC	6/6/2017	6/6/2017	100000008337428	Sat phone 4/16/17-5/15/17	\$69.47	\$0.00		\$69.47
<i>Totals for Globalstar LLC:</i>					\$69.47	\$0.00		\$69.47
Hammons Supply Company								
Hammons Supply Company	6/6/2017	6/6/2017	98157	CCP Janitorial supplies	\$53.40	\$0.00		\$53.40
Hammons Supply Company	6/6/2017	6/6/2017	98087	CCP Janitorial supplies	\$363.87	\$0.00		\$363.87
Hammons Supply Company	6/6/2017	6/6/2017	98086	The Grove Janitorial supplies	\$273.31	\$0.00		\$273.31
Hammons Supply Company	6/6/2017	6/6/2017	98085	CH Janitorial supplies	\$480.45	\$0.00		\$480.45
<i>Totals for Hammons Supply Company:</i>					\$1,171.03	\$0.00		\$1,171.03
Health Care Dental Trust								
Health Care Dental Trust	6/6/2017	6/6/2017	227379	July Dental	\$2,486.19	\$0.00		\$2,486.19
<i>Totals for Health Care Dental Trust:</i>					\$2,486.19	\$0.00		\$2,486.19
Hyde Printing Inc								
Hyde Printing Inc	6/6/2017	6/6/2017	75251	Concert banners	\$313.92	\$0.00		\$313.92
<i>Totals for Hyde Printing Inc:</i>					\$313.92	\$0.00		\$313.92
International Dateline Concrete								
International Dateline Concrete	6/6/2017	6/6/2017	1112	Guard rail replacement @ Regency/MCR	\$10,692.00	\$0.00		\$10,692.00
<i>Totals for International Dateline Concrete:</i>					\$10,692.00	\$0.00		\$10,692.00
J&R Floor Services								
J&R Floor Services	6/6/2017	6/6/2017	17-05062	Cleaning of vandalism at High Street Bridge	\$1,500.00	\$0.00		\$1,500.00
J&R Floor Services	6/6/2017	6/6/2017	Special Services	CCP restroom floor restoration	\$2,450.00	\$0.00		\$2,450.00
J&R Floor Services	6/6/2017	6/6/2017	Five 2017	Janitorial for May	\$4,940.00	\$0.00		\$4,940.00
<i>Totals for J&R Floor Services:</i>					\$8,890.00	\$0.00		\$8,890.00
Ken Joiret								
Ken Joiret	6/6/2017	6/6/2017	061017	Sound for Concert 6/10/17	\$700.00	\$0.00		\$700.00
<i>Totals for Ken Joiret:</i>					\$700.00	\$0.00		\$700.00
Landscape Pest Control Services, Inc								
Landscape Pest Control Services, Inc	6/6/2017	6/6/2017	96071	Gopher maint, Parks, March	\$700.00	\$0.00		\$700.00
Landscape Pest Control Services, Inc	6/6/2017	6/6/2017	96254	Gopher maint, Parks, April	\$700.00	\$0.00		\$700.00
<i>Totals for Landscape Pest Control Services, Inc:</i>					\$1,400.00	\$0.00		\$1,400.00
LarryLogic Productions								
LarryLogic Productions	6/6/2017	6/6/2017	1657	City Council Meeting production 5/16/17	\$375.00	\$0.00		\$375.00
<i>Totals for LarryLogic Productions:</i>					\$375.00	\$0.00		\$375.00

City of Clayton

Cash Requirements Report

Vendor Name	Due Date	Invoice Date	Invoice Number	Invoice Description	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due
Marken Mechanical Services Inc								
Marken Mechanical Services Inc	6/6/2017	6/6/2017	4057	Service call, CH, no hot water	\$475.00	\$0.00		\$475.00
<i>Totals for Marken Mechanical Services Inc:</i>					<u>\$475.00</u>	<u>\$0.00</u>		<u>\$475.00</u>
Andrew Miller								
Andrew Miller	6/6/2017	6/6/2017	CAP0202	C&D refund for 18 Seminary Ridge Place	\$2,000.00	\$0.00		\$2,000.00
<i>Totals for Andrew Miller:</i>					<u>\$2,000.00</u>	<u>\$0.00</u>		<u>\$2,000.00</u>
Miracle Play Systems, Inc								
Miracle Play Systems, Inc	6/6/2017	6/6/2017	F2017-0340	Playground repairs	\$622.33	\$0.00		\$622.33
<i>Totals for Miracle Play Systems, Inc:</i>					<u>\$622.33</u>	<u>\$0.00</u>		<u>\$622.33</u>
MPA								
MPA	6/6/2017	6/6/2017	May 2017	Life/LTD for May	\$1,704.29	\$0.00		\$1,704.29
MPA	6/6/2017	6/6/2017	June 2017	Life/LTD for June	\$1,701.92	\$0.00		\$1,701.92
<i>Totals for MPA:</i>					<u>\$3,406.21</u>	<u>\$0.00</u>		<u>\$3,406.21</u>
NBS Govt. Finance Group								
NBS Govt. Finance Group	6/6/2017	6/6/2017	41700167	Delinquency management services	\$414.66	\$0.00		\$414.66
<i>Totals for NBS Govt. Finance Group:</i>					<u>\$414.66</u>	<u>\$0.00</u>		<u>\$414.66</u>
Neopost (add postage)								
Neopost (add postage)	6/6/2017	6/6/2017	052517	Postage added 5/25/17	\$300.00	\$0.00		\$300.00
<i>Totals for Neopost (add postage):</i>					<u>\$300.00</u>	<u>\$0.00</u>		<u>\$300.00</u>
Pacific Telemanagement Svc								
Pacific Telemanagement Svc	6/6/2017	6/6/2017	920369	Courtyard pay phone for June	\$73.00	\$0.00		\$73.00
<i>Totals for Pacific Telemanagement Svc:</i>					<u>\$73.00</u>	<u>\$0.00</u>		<u>\$73.00</u>
Pacific Union Land Company								
Pacific Union Land Company	6/6/2017	6/6/2017	Clayton ENA	100% Refund of ENA Deposit	\$100,000.00	\$0.00		\$100,000.00
<i>Totals for Pacific Union Land Company:</i>					<u>\$100,000.00</u>	<u>\$0.00</u>		<u>\$100,000.00</u>
PERMCO, Inc.								
PERMCO, Inc.	6/6/2017	6/6/2017	10765	Prep reports for Diablo Estates BAD	\$1,125.00	\$0.00		\$1,125.00
PERMCO, Inc.	6/6/2017	6/6/2017	10766	Prep of plans, bid pkg for Caltrans, Collector S	\$797.50	\$0.00		\$797.50
PERMCO, Inc.	6/6/2017	6/6/2017	10768	Insp/contract admin, Arterial rehab	\$8,291.50	\$0.00		\$8,291.50
PERMCO, Inc.	6/6/2017	6/6/2017	10769	Prep rebid, readvertise, El Portal Dr restorati	\$616.80	\$0.00		\$616.80
PERMCO, Inc.	6/6/2017	6/6/2017	10770	Obtain bids, Haz mat survey for building dem	\$994.88	\$0.00		\$994.88
PERMCO, Inc.	6/6/2017	6/6/2017	10762	Engineering services 5/6/17-5/26/17	\$7,459.50	\$0.00		\$7,459.50
PERMCO, Inc.	6/6/2017	6/6/2017	10763	CCWD Inspection, Encroachment Permit	\$83.00	\$0.00		\$83.00
PERMCO, Inc.	6/6/2017	6/6/2017	10764	CAP Inspections 5/6/17-5/26/17	\$269.75	\$0.00		\$269.75
PERMCO, Inc.	6/6/2017	6/6/2017	10767	Plan check, map & plans, St John's	\$1,575.00	\$0.00		\$1,575.00
<i>Totals for PERMCO, Inc.:</i>					<u>\$21,212.93</u>	<u>\$0.00</u>		<u>\$21,212.93</u>
PG&E								

City of Dayton Cash Requirements Report

Vendor Name	Due Date	Invoice Date	Invoice Number	Invoice Description	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due
PG&E	6/6/2017	6/6/2017	051617	Electricity 4/17/17-5/15/17	\$3,365.01	\$0.00		\$3,365.01
PG&E	6/6/2017	6/6/2017	051617	Electricity/Gas 4/17/17-5/15/17	\$19,961.59	\$0.00		\$19,961.59
<i>Totals for PG&E:</i>					<u>\$23,326.60</u>	<u>\$0.00</u>		<u>\$23,326.60</u>
Pond M Solutions								
Pond M Solutions	6/6/2017	6/6/2017	150	Fountain maintenance	\$650.00	\$0.00		\$650.00
<i>Totals for Pond M Solutions:</i>					<u>\$650.00</u>	<u>\$0.00</u>		<u>\$650.00</u>
Psychological Resources Inc.								
Psychological Resources Inc.	6/6/2017	6/6/2017	8030	Pre-employment screening	\$475.00	\$0.00		\$475.00
<i>Totals for Psychological Resources Inc.:</i>					<u>\$475.00</u>	<u>\$0.00</u>		<u>\$475.00</u>
Pure Roofing								
Pure Roofing	6/6/2017	6/6/2017	CAP0244	Deposit refund for 5887 Mt Zion Dr	\$500.00	\$0.00		\$500.00
<i>Totals for Pure Roofing:</i>					<u>\$500.00</u>	<u>\$0.00</u>		<u>\$500.00</u>
Rex Lock & Safe, Inc.								
Rex Lock & Safe, Inc.	6/6/2017	6/6/2017	115895	Labor to temp repair outside trim to door. EH	\$200.00	\$0.00		\$200.00
Rex Lock & Safe, Inc.	6/6/2017	6/6/2017	115900	Repairs to restroom doors in The Grove	\$2,922.19	\$0.00		\$2,922.19
<i>Totals for Rex Lock & Safe, Inc.:</i>					<u>\$3,122.19</u>	<u>\$0.00</u>		<u>\$3,122.19</u>
Riso Products of Sacramento								
Riso Products of Sacramento	6/6/2017	6/6/2017	170936	Copier billing, color printing	\$8.89	\$0.00		\$8.89
<i>Totals for Riso Products of Sacramento:</i>					<u>\$8.89</u>	<u>\$0.00</u>		<u>\$8.89</u>
Roto-Rooter Sewer/Drain Service								
Roto-Rooter Sewer/Drain Service	6/6/2017	6/6/2017	E-179-17	Install new toilet in men's restroom	\$1,477.18	\$0.00		\$1,477.18
<i>Totals for Roto-Rooter Sewer/Drain Service:</i>					<u>\$1,477.18</u>	<u>\$0.00</u>		<u>\$1,477.18</u>
Site One Landscape Supply, LLC								
Site One Landscape Supply, LLC	6/6/2017	6/6/2017	80287635	Irrigation parts	\$1,211.41	\$0.00		\$1,211.41
Site One Landscape Supply, LLC	6/6/2017	6/6/2017	80528945	Irrigation parts	\$878.12	\$0.00		\$878.12
Site One Landscape Supply, LLC	6/6/2017	6/6/2017	80395451	Irrigation parts	\$407.50	\$0.00		\$407.50
<i>Totals for Site One Landscape Supply, LLC:</i>					<u>\$2,497.03</u>	<u>\$0.00</u>		<u>\$2,497.03</u>
Sprint Comm (PD)								
Sprint Comm (PD)	6/6/2017	6/6/2017	703335311-186	Cell phones 4/26-5/25/17	\$270.97	\$0.00		\$270.97
<i>Totals for Sprint Comm (PD):</i>					<u>\$270.97</u>	<u>\$0.00</u>		<u>\$270.97</u>
Stericycle Inc								
Stericycle Inc	6/6/2017	6/6/2017	3003859932	Medical waste disposal	\$101.44	\$0.00		\$101.44
<i>Totals for Stericycle Inc:</i>					<u>\$101.44</u>	<u>\$0.00</u>		<u>\$101.44</u>
The Sourcing Group, LLC								
The Sourcing Group, LLC	6/6/2017	6/6/2017	1401589	72 Hour detention	\$82.27	\$0.00		\$82.27
The Sourcing Group, LLC	6/6/2017	6/6/2017	1402462	72 hour detention	\$82.27	\$0.00		\$82.27
<i>Totals for The Sourcing Group, LLC:</i>					<u>\$164.54</u>	<u>\$0.00</u>		<u>\$164.54</u>

City of Clayton

Cash Requirements Report

Vendor Name	Due Date	Invoice Date	Invoice Number	Invoice Description	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due
Verizon Wireless								
Verizon Wireless	6/6/2017	6/6/2017	9784876740	Cell service 4/2-5/1/17, equipment	\$293.46	\$0.00		\$293.46
				<i>Totals for Verizon Wireless:</i>	<u>\$293.46</u>	<u>\$0.00</u>		<u>\$293.46</u>
Warner Brothers Tree Service								
Warner Brothers Tree Service	6/6/2017	6/6/2017	13701	Clean up willow tree blocking v ditch	\$650.00	\$0.00		\$650.00
Warner Brothers Tree Service	6/6/2017	6/6/2017	13699	Clean up fallen trees near creek	\$1,800.00	\$0.00		\$1,800.00
Warner Brothers Tree Service	6/6/2017	6/6/2017	13698	Cleaned up split oak tree	\$540.00	\$0.00		\$540.00
				<i>Totals for Warner Brothers Tree Service:</i>	<u>\$2,990.00</u>	<u>\$0.00</u>		<u>\$2,990.00</u>
Joanne Wasak								
Joanne Wasak	6/6/2017	6/6/2017	050117	Deposit refund for EH 5/1/17	\$384.00	\$0.00		\$384.00
				<i>Totals for Joanne Wasak:</i>	<u>\$384.00</u>	<u>\$0.00</u>		<u>\$384.00</u>
Western Exterminator								
Western Exterminator	6/6/2017	6/6/2017	5030871,5100969	Pest Control, April & May 2016	\$740.00	\$0.00		\$740.00
				<i>Totals for Western Exterminator:</i>	<u>\$740.00</u>	<u>\$0.00</u>		<u>\$740.00</u>
James Williamson								
James Williamson	6/6/2017	6/6/2017	061017	Concert in The Grove 6/10/17	\$2,000.00	\$0.00		\$2,000.00
				<i>Totals for James Williamson:</i>	<u>\$2,000.00</u>	<u>\$0.00</u>		<u>\$2,000.00</u>
Workers.com								
Workers.com	6/6/2017	6/6/2017	0000118864	Seasonal workers week end 5/7/17	\$5,874.70	\$0.00		\$5,874.70
				<i>Totals for Workers.com:</i>	<u>\$5,874.70</u>	<u>\$0.00</u>		<u>\$5,874.70</u>
				GRAND TOTALS:	\$342,981.62	\$0.00		\$342,981.62

5/19/2017

Clean Street
1937 West 169th Street
Gardena, CA 90247 5254

83755	6/6/2017	Street Sweeping for September 2016	\$3,500.00	\$0.00	\$3,500.00
84088	6/6/2017	Street Sweeping for October 2016	\$3,500.00	\$0.00	\$3,500.00
84481	6/6/2017	Street Sweeping for November 2016	\$3,500.00	\$0.00	\$3,500.00
84847	6/6/2017	Street Sweeping for December 2016	\$3,500.00	\$0.00	\$3,500.00
85156	6/6/2017	Street Sweeping for January 2017	\$3,500.00	\$0.00	\$3,500.00
85524	6/6/2017	Street Sweeping for February 2017	\$3,500.00	\$0.00	\$3,500.00
85915	6/6/2017	Street Sweeping for March 2017	\$3,500.00	\$0.00	\$3,500.00
86232	6/6/2017	Street Sweeping for April 2017	\$3,500.00	\$0.00	\$3,500.00
		Totals:	\$28,000.00	\$0.00	\$28,000.00

5/19/2017

33042

Twenty eight thousand and 00/100 Dollars

\$** 28,000.00

Clean Street
1937 West 169th Street
Gardena, CA 90247 5254

WEEK 21 BATCH 8660 30 PAYS
0 Employees With Overflow Statement
0 Overflow Statement 1 Total Statement
Tot Cks/Vchrs:00000000030 Tot Docs in all:00000000033
First No. Last No. Total
Checks: ADPCHECK ADPCHECK 00000000004
/ouchers: 00000210001 00000210026 00000000026

Earnings Statement

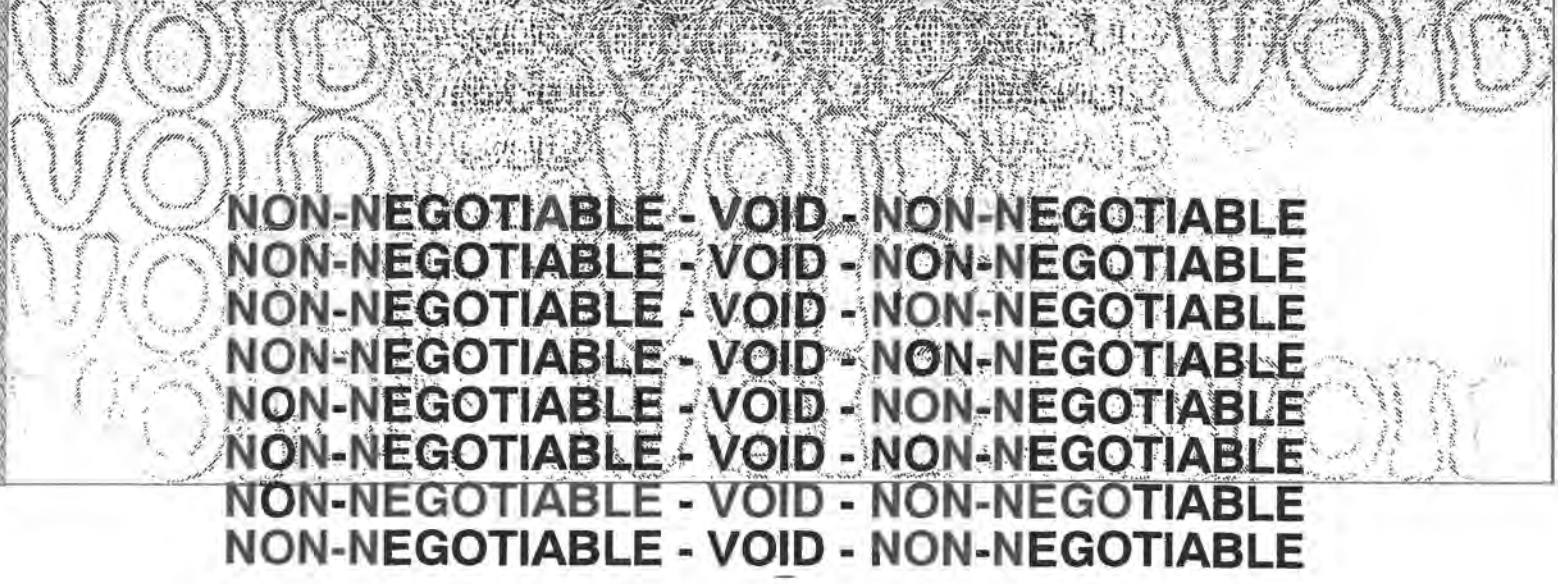
Z7L TOTAL DOCUMENT
CITY OF CLAYTON
LOCATION 0001

CHECK STUFFING, RECONCILIATION

85245.93 GROSS
60383.99 NET PAY (INCLUDING ALL DEPOSITS)
9916.62 FEDERAL TAX
73.29 SOCIAL SECURITY
1175.62 MEDICARE
.00 MEDICARE SURTAX
.00 SUI TAX
3069.51 STATE TAX
.00 LOCAL TAX
66551.04 DEDUCTIONS
4459.85 NET CHECK

COMPANY CODE Z7L
CITY OF CLAYTON
TOTAL DOCUMENT
LOCATION 0001

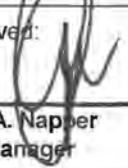
VERIFY DOCUMENT AUTHENTICITY - COLORED AREA MUST CHANGE IN TONE GRADUALLY AND EVENLY FROM DARK AT TOP TO LIGHTER AT BOTTOM





Agenda Date: 6-06-2017

Agenda Item: 3c

Approved: 

Gary A. Napper
City Manager

STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: RICK ANGRISANI, CITY ENGINEER

DATE: JUNE 6, 2017

SUBJECT: CONSIDER A RESOLUTION FINDING THAT THE CITY HALL HVAC REPLACEMENT PROJECT REQUIRES THE USE OF SPECIFIC PRODUCTS AND MATERIALS FOR THE SATISFACTORY AND TIMELY COMPLETION OF THE PROJECT.

RECOMMENDATION

Approve attached Resolution.

BACKGROUND

The City contracted with Diseno Group ("Diseno") for the design of a replacement system for the cooling and heating of City Hall. After evaluating the existing system, Diseno specified certain manufacturers and equipment models which they felt would work best with the portions of the existing systems that would remain for continued use (electrical connections, duct sizes and location, etc.)

Section 3400 of the Public Contract Code requires that any products or suppliers specified by name on the construction plans must include the phrase, "or equal". The general purpose of this provision is to encourage contractors and manufacturers to develop and implement new materials, products and services. Contractors are allowed up to 7 weeks to submit a request for substitution of materials and products.

Staff has two concerns with this issue when confronted with the existing City Hall HVAC. Firstly, the replacement system must be able to utilize the portions of the existing systems that are not to be removed. Secondly, the allowance of substitution requests would increase the length of time without air conditioning for 2 months during the hottest portion of the year. Without air conditioning, City Hall would become virtually unusable for City staff, police personnel on 2nd Floor, and the general public.

Subject: City Hall HVAC Replacement – Materials

Date: June 6, 2017

Page 2 of 2

Fortunately, Section 3400 (c) (2) allows relief from this portion of the Public Contract Code if the City Council makes a finding the specified materials are necessary to match or be compatible with other products currently in use on a particular public improvement.

The attached Resolution specifies the required finding and staff recommends its approval by the City Council.

FISCAL IMPACT

None.

Attachment: City Resolution [1 pg.]

RESOLUTION NO. -2017

A RESOLUTION MAKING A FINDING AS REQUIRED BY SECTION 3200 (C) (2) OF THE PUBLIC CONTRACT CODE TO PROHIBIT THE SUBSTITUTION OF ANY MANUFACTURERS AND/OR EQUIPMENT AS SPECIFIED ON THE PLANS FOR THE REPLACEMENT OF THE HVAC SYSTEM AT CITY HALL.

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

WHEREAS, the City contracted with Diseno Group (“Diseno”) for the design of a new HVAC system for City Hall; and

WHEREAS, Diseno specified certain manufacturers and equipment models it felt would be the most compatible with the portions of the existing HVAC system that were being retained and not being removed or replaced; and

WHEREAS, Section 3200 of the Public Contract Code requires that contractors be given the option of substituting equal materials unless the awarding agency makes a certain finding showing that the substitution of materials would be detrimental to the completion of the project;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Clayton, California does hereby find that, per Section 3200 (c) (2) of the Public Contract Code, it is necessary to prohibit the substitution of the specified materials and equipment in order to be able to match other products which are currently a part of and remain as part of the existing City Hall HVAC system.

PASSED, APPROVED and ADOPTED by the City Council of Clayton, California at a regular public meeting thereof held on the 6th day of June 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

THE CITY COUNCIL OF CLAYTON, CA

James Diaz, Mayor

ATTEST:

Janet Brown, City Clerk

I hereby certify that the foregoing resolution was duly and regularly passed by the City Council of the City of Clayton at a regular public meeting held on June 6, 2017.

Janet Brown, City Clerk

KALEIGH FINNEY
Clayton Police Cadet
for
dedicated service
with the
Clayton Police Department
June 2017

Agenda Date: 6-06-2017

Agenda Item: 4a

JADEN SHAW
Clayton Police Cadet
for
dedicated service
with the
Clayton Police Department
June 2017

ANGELA DORIA
for
"Doing the Right Thing"
at
Diablo View Middle School
by exemplifying great "Courage"
May, June and July 2017

Agenda Date: 6-06-2017

Agenda Item: 4D

SAM MUDRIYAN
for
"Doing the Right Thing"
at
Diablo View Middle School
by exemplifying great "Courage"
May, June and July 2017

MASON OAKLEY
for
"Doing the Right Thing"
at
Diablo View Middle School
by exemplifying great "Courage"
May, June and July 2017

NATALIE PURSCHE
for
"Doing the Right Thing"
at
Diablo View Middle School
by exemplifying great "Courage"
May, June and July 2017



Agenda Date: 6-06-2017

Agenda Item: 8a

Approved:

Gary A. Napper
City Manager

STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MINDY GENTRY, COMMUNITY DEVELOPMENT DIRECTOR *MGS*

DATE: JUNE 6, 2017

SUBJECT: SECOND READING AND ADOPTION OF AN ORDINANCE ADDING CHAPTER 17.22 – RESIDENTIAL DENSITY CALCULATIONS FOR RESIDENTIAL PARCELS WITH SENSITIVE LAND AREAS TO THE CLAYTON MUNICIPAL CODE (ZOA-03-17)

RECOMMENDATIONS

It is recommended the City Council consider all information provided and submitted, receive and consider any public testimony, and, if determined to be appropriate, take the following actions:

1. Motion to have a Second Reading of Ordinance No. 476 by title and number only and waive further reading; and
2. Following the Clerk's reading; by motion adopt Ordinance No. 476 to amend Title 17, "Zoning", by adding Chapter 17.22 – Residential Density Calculations for Residential Parcels with Sensitive Land Areas to the Clayton Municipal Code pertaining to residential density calculations on residential parcels with sensitive land areas with the finding this Ordinance will result in activities less intense than those considered in the certified Clayton General Plan EIR. Therefore, adoption of this Ordinance is covered under the existing General Plan EIR, which found all impacts could be mitigated to a less-than-significant level (ZOA-03-17) (**Attachment 1**).

BACKGROUND

On May 16, 2017 at a duly-noticed public hearing, the City Council introduced the subject ordinance, which proposes to amend Title 17, "Zoning" by adding Chapter 17.22 - Residential Density Calculations for Residential Parcels with Sensitive Land Areas to the Clayton Municipal Code for the purposes of describing and determining how General Plan

residential densities are calculated for proposed residential projects on parcels with sensitive land areas (ZOA-03-17) (**Attachment 2**). No changes were made to the Ordinance at the end of the May 16, 2017 hearing.

ENVIRONMENTAL DETERMINATION

Pursuant to CEQA Guideline Section 15166, the Environmental Impact Report (EIR) was included as part of the City's General Plan, which provided an analysis of the potential significant effects that may occur as a result of the General Plan implementation. The EIR was certified by the Clayton City Council on July 18, 1985 with the finding the impacts associated with the implementation of the General Plan can be mitigated to a less-than-significant level. Adoption of this Ordinance will result in activities less intense [i.e., less housing density] than assumed in the Clayton City Council certified original EIR; therefore, these activities would be covered under the existing General Plan EIR.

FISCAL IMPACT

Due to fewer parcels that would be created, the proposed action could lead to a possible nominal reduction in future overall property tax revenue to the City and the school district.

ATTACHMENTS

1. Ordinance No. 476 with the attachment [5 pp.]:
Exhibit A – Chapter 17.22 – Residential Density Calculations for Residential Parcels with Sensitive Land Areas
2. Excerpt of the Staff Report and the Minutes from the May 16, 2017 City Council Meeting [10 pp.]

ATTACHMENT 1

ORDINANCE NO. 476

AN ORDINANCE AMENDING TITLE 17, "ZONING", BY ADDING CHAPTER 17.22 TO THE CLAYTON MUNICIPAL CODE REGARDING RESIDENTIAL DENSITY CALCULATIONS FOR RESIDENTIAL PARCELS WITH SENSITIVE LAND AREAS

THE CITY COUNCIL City of Clayton, California

THE CITY COUNCIL OF THE CITY OF CLAYTON DOES HEREBY FIND AS FOLLOWS:

WHEREAS, the city of Clayton is ninety-eight (98) percent built-out and the majority of properties available to develop are marginal or more difficult due to sensitive land areas such as slopes or creeks; and

WHEREAS, the City of Clayton wishes to create the opportunity for more desirable developments rather than applying a singular approach in regards to the determination of density; and

WHEREAS, the City of Clayton wishes to protect sensitive land areas in a manner that such areas would be excluded from the gross or legal acreage of a developable residential parcel; and

WHEREAS, the City has a total Regional Housing Needs Allocation (RHNA) obligation of 141 units and there is a total of 272 available units identified in the City's certified 2015-2023 Housing Element, which provides a surplus of 131 units; and

WHEREAS, the proposed amendments to the Clayton Municipal Code will still provide the City with adequate capacity to accommodate its Regional Housing Needs Allocation (RHNA) obligation; and

WHEREAS, the proposed amendments to the Clayton Municipal Code do not conflict and are in conformance with the City of Clayton General Plan because an amendment to the General Plan has been brought simultaneously to modify the calculations of residential densities and not require a minimum density for residential properties with sensitive land uses; and

WHEREAS, the Clayton Planning Commission held a duly-noticed public hearing on April 25, 2017, at which it adopted Resolution No. 01-17 recommending City Council approval of the proposed Ordinance to amend Title 17 of the Clayton Municipal Code, by adding Chapter 17.22 – Residential Density Calculations for Residential Parcels with Sensitive Land Areas; and

WHEREAS, proper notice of the public hearing on this Ordinance for this time and date was given in all respects as required by law; and

WHEREAS, the Clayton City Council has reviewed all written evidence and oral testimony presented to date on this matter.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLAYTON DOES ORDAIN AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are hereby incorporated into this Ordinance.

Section 2. Amendment. Chapter 17.22 of the Clayton Municipal Code is hereby added to read in full as set forth in Exhibit A, attached and incorporated by this reference.

Section 3. Severability. If any section, subsection, sentence, clause, or phrase of this Ordinance, or the application thereof to any person or circumstances, is held to be unconstitutional or to be otherwise invalid by any court competent jurisdiction, such invalidity shall not affect other provisions or clauses of this Ordinance or application thereof which can be implemented without the invalid provisions, clause, or application, and to this end such provisions and clauses of the Ordinance are declared to be severable.

Section 4. CEQA. The City Council hereby determines, pursuant to CEQA Guideline Section 15166, the Environmental Impact Report (EIR) was included as part of the City's General Plan, which provided an analysis of the potential significant effects that may occur as a result of the General Plan implementation. The EIR was certified by the Clayton City Council on July 18, 1985 with the finding the impacts associated with the implementation of the General Plan can be mitigated to a less-than-significant level. Adoption of this General Plan amendment and Ordinance will result in activities less intense than assumed in the Clayton City Council adopted EIR; therefore these activities would be covered under the existing General Plan EIR.

Section 5. Conflicting Ordinances Repealed. Any ordinance or part thereof, or regulations in conflict with the provisions of this Ordinance, are hereby repealed. The provisions of this Ordinance shall control with regard to any provision of the Clayton Municipal Code that may be inconsistent with the provisions of this Ordinance.

Section 6. Effective Date and Publication. This Ordinance shall become effective thirty (30) days from and after its passage. Within fifteen (15) days after the passage of the Ordinance, the City Clerk shall cause it to be posted in three (3) public places heretofore designated by resolution of the City Council for the posting of ordinances and public notices. Further, the City Clerk is directed to cause Section 2 of this Ordinance to be entered into the City of Clayton Municipal Code.

The foregoing Ordinance was introduced at a regular public meeting of the City Council of the City of Clayton held on May 16, 2017.

Passed, adopted, and ordered posted by the City Council of the City of Clayton, California at a regular public meeting thereof held on June 6, 2017, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

THE CITY COUNCIL OF CLAYTON, CA

Jim Diaz, Mayor

ATTEST

Janet Brown, City Clerk

APPROVED AS TO FORM

APPROVED BY ADMINISTRATION

Malathy Subramanian, City Attorney

Gary A. Napper, City Manager

I hereby certify that the foregoing Ordinance was duly introduced at a regular public meeting of the City Council of the City of Clayton held on May 16, 2017, and was duly adopted, passed, and ordered posted at a regular public meeting of the City Council held on June 6, 2017.

Janet Brown, City Clerk

EXHIBIT A

Chapter 17.22

RESIDENTIAL DENSITY CALCULATIONS FOR RESIDENTIAL PARCELS WITH SENSITIVE LAND AREAS

Sections:

17.22.010	Purpose
17.22.020	Calculating Density for Residential Parcels with Sensitive Land Areas
17.22.030	Determining Capacity
17.22.040	Density Calculation
17.22.050	Constraints Map

17.22.010 Purpose. The purpose of this section is to describe and determine how General Plan residential densities are calculated for proposed residential projects when sensitive land areas exist on a residential parcel.

17.22.020 Calculating Density for Residential Parcels with Sensitive Land Areas. The General Plan establishes minimum and maximum densities for all residentially designated uses within the City. Residential density is a computation expressing the number of dwelling units per acre based on the developable acreage of the land. The developable acreage shall not include sensitive land areas for purposes of calculating the permitted subdivision capacity (density) on a parcel or parcels of land. Because of the constraints due to sensitive land areas, residential parcels with sensitive land areas shall fall within a not to exceed maximum density for developable acreage and shall not have a minimum density requirement.

Public rights-of-way and utility easements are to be considered as part of the developable acreage.

17.22.030 Determining Capacity. Developable acreage shall be determined by excluding the following sensitive land area(s) from the gross or legal acreage of a parcel(s):

- 1) Land within the 100-year floodplain;
- 2) Land or slopes exceeding 26 percent;
- 3) Creeks, streams, and the associated setback provisions as set forth in the East Contra Costa County Habitat Conservation Plan/Natural Community Conservation Plan as implemented by City Ordinance No. 412;
- 4) Rock outcroppings; and
- 5) Wetlands as defined and determined by the East Contra Costa County Habitat Conservation Plan/Natural Community Conservation Plan;
- 6) Land containing species of endangered plants that have been identified as a no-take species as defined and determined by the East Contra Costa County Habitat Conservation Plan/Natural Community Conservation Plan; and

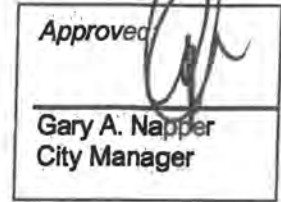
7) Any other similar features as determined by the Planning Commission.

17.22.040 Density Calculation. To calculate the numerical maximum range of housing units; exclude the identified sensitive land areas from the legal or gross acreage and then multiply the remaining acreage by the highest number in the density range for the applicable residential General Plan land use designation for the maximum density.

17.22.050 Constraints Map. Prior to permitting any request for a subdivision or parcel map allowing for the construction of any residential units, a constraints map shall be submitted analyzing the developable and non-developable acreage of the property.


ATTACHMENT 2

Agenda Date: 5-16-2017
Agenda Item: 7b



STAFF REPORT

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: MINDY GENTRY, COMMUNITY DEVELOPMENT DIRECTOR 

DATE: MAY 16, 2017

SUBJECT: PUBLIC HEARING TO CONSIDER A GENERAL PLAN AMENDMENT TO THE LAND USE ELEMENT AND THE INTRODUCTION OF AN ORDINANCE TO MODIFY THE CALCULATION OF RESIDENTIAL DENSITY ON PARCELS WITH SENSITIVE LAND USES (GPA-03-16 AND ZOA-03-17)

RECOMMENDATIONS

It is recommended the City Council consider all information provided and submitted, open the Public Hearing and consider all public testimony and, if determined to be appropriate, take the following actions:

1. Following closure of the public hearing, subject to any changes by the City Council, motion to approve the Resolution amending the Land Use Element of the General Plan to modify the determination of residential developable acreage and density calculations and not require a minimum density on parcels with sensitive land areas (GPA-03-16) (**Attachment 1**).
- 2a. Motion to have the City Clerk read the Ordinance No. 476 by title and number only and waive further reading; and
- 2b. Following the City Clerk's reading, by motion approve Ordinance No. 476 for Introduction, adding Section 17.22 – Residential Density Calculations for Residential Parcels with Sensitive Land Areas to the *Clayton Municipal Code* describing and determining how General Plan residential densities are calculated for proposed residential projects on parcels with sensitive land areas (**Attachment 2**).

BACKGROUND

SILVER OAK ESTATES GENERAL PLAN CONFORMANCE ISSUE

A proposed Silver Oak Estates project consists of 59 units which are comprised of seven (7) single-family homes, 28 townhomes, and 24 "Green Courts" located on approximately 5.37 acres; a neighborhood swimming pool and cabana on 0.59 acres; roadways on 2.10 acres; and open space on 7.84 acres. The project is to be sited on the 13.96-acre Hurd Ranch property located between the northerly terminus of Lydia Lane and south of Oakhurst Drive in Clayton. The currently proposed project has been in various stages of the City's entitlement process since approximately 2010, which has included the completion of a draft Initial Study/Mitigated Negative Declaration and the start of the process to undertake an Environmental Impact Report.

Due to staff attrition and following this staff's cursory review of the project in 2016, it became apparent the attached product type (e.g. townhomes) being proposed by the applicant, the 28 townhomes and 24 "Green Courts", were not in conformance with the City's General Plan. The General Plan designation for the property is Single Family Medium Density (MD) (3.1 to 5 units per acre) which is described in the General Plan as being "intended for and allows planned unit development (PUD) and single-family subdivisions. Development will range from a standard single-family subdivision to a zero lot line or single-family home." The current General Plan designation would allow for 43 to 70 units on the subject property. While the proposed number of units, 59, fits within the overall allowed density, the General Plan land use designation of Single Family Medium Density (MD) is reserved for various single-family detached product types; therefore, the proposed attached product type would not fit within the Single Family Medium Density designation and would only fit within one of the three Multifamily General Plan land use designations, Multifamily Low, Multifamily Medium, or Multifamily High Density.

In light of the proposed product type only fitting into the three multifamily land use designations, another issue arises because these designations require a higher density with more units to the acre. When applied to the subject site it would force additional units being required in order to fit the General Plan density range, a result of which the subject property really cannot manage given the physical constraints—the creek and sloping topography—located on the site. If the project applicant wanted to further pursue the proposed product type, a General Plan amendment to Multifamily Low Density would result in a minimum unit count 106 units (7.6 units/acre), which would be an overall increase of 47 units on the property from the proposed 59 units.

Further, if the applicant were to try and fit the prescribed product type, detached single family homes, on the subject site it would result in a small lot single-family development of detached homes more than likely with a zero lot line and/or minimal setbacks. Given the physical constraints or sensitive land uses on the property, it is questionable whether the parcel is large enough to even fit a detached single-family product type in the density range prescribed by the General Plan.

For example, the subject site for the Silver Oak Estates project contains large physical constraints or sensitive land areas such as sloping topography and Mount Diablo

Creek (**Attachment 3**). Specifically, the Habitat Conservation Easement is 6.53 acres, which includes a minimum 50-foot required setback from the top of bank of Mount Diablo Creek. This constraint alone removes almost half, 47%, of the developable acreage of the site, making it nearly impossible for a development project to fit within the parameters of the General Plan as it pertains to development intensity and allowed product type. Further, the topography on the property additionally restricts the number of units due the slope and required grading.

These physical constraints on the project site provide limited developable land in order to fit the required number of units and to provide the identified product type, detached single-family home. This issue is occurring because the General Plan bases the density range on legal or gross acreage of the parcel whether or not there are physical constraints or sensitive land uses on the property. Another way to categorize the issue would be trying to fit unwarranted density on a site that is really much smaller given the constraints that exist. By not providing the option of using the net acreage by subtracting the constrained property, this could result in a less desirable project given that the site may not necessarily have a proper land use designation due to the constraints and the resulting development intensity would not correspond given its location and surroundings.

Staff's purpose for sharing some details of the proposed Silver Oaks Estate Project is not to trigger the City Council's discussion of this specific proposed project, but rather to use the unintended consequence of applying this existing General Plan Land Use Element requirement as the reason for staff's submittal of an amendment to produce projects more befitting of the current character of Clayton's residential neighborhoods. In fact, staff respectfully requests the City Council not discuss the merits or details of the proposed Silver Oaks Estate Project except to the extent it is a real-world example supporting a beneficial necessity to modify this Land Use Element requirement.

PLANNING COMMISSION REVIEW

A Planning Commission study session was held on October 25, 2016 (**Attachment 4**) considering and discussing the aforementioned predicament and whether there would be support to address this issue by allowing a net density calculation to occur in situations where there are physical constraints or sensitive land uses on a residentially designated site in order to meet the density range and product type as identified by the General Plan. The Planning Commission was supportive of this idea and directed staff to proceed with drafting a proposal utilizing net density when there are physical constraints or sensitive land uses on residentially designated parcels.

The Planning Commission held a duly-noticed public hearing on April 18, 2017 (**Attachment 5**) considering the proposed amendment to the Land Use Element of the General Plan and the associated Ordinance to make changes to the *Clayton Municipal Code*. Due to some initial social media confusion regarding the intent of the proposed General Plan amendment and Ordinance, members of the public appeared speaking against this proposal. However, once the true purpose of these proposed changes was clearly explained and staff was able to respond to specific questions on how this

would apply and matriculate to future development projects and affect development within the City, the public sentiment morphed to one of support. The Planning Commission also expressed support for this Amendment and Ordinance because it will create the opportunity for more desirable developments and prevent unwarranted density on constrained sites.

DISCUSSION

The General Plan has established minimum and maximum densities for all residentially designated uses within the City and gross acreage and net acreage are commonly used measurements of land area. The General Plan residential density ranges or developable areas are currently calculated from the legal or gross acreage of the parcel, which is considered to be all land including easements and rights-of-way. Net acreage would be any developable acreage following any required subtractions which could include open space or public rights-of-way, amongst others.

Further, the General Plan requirement for density on the legal or gross acreage of the parcel fits for those properties that are flat and/or minimally constrained; however this requirement does not appropriately apply to those properties that are limited in their developable land due large physical site constraints. The city of Clayton is approximately 98 percent built-out and many of the available properties left to develop are marginal or more difficult, particularly properties with site constraints such as slopes or creeks. The overall intent of these amendments would be to prevent unwarranted density on a site that is really much smaller, given the constraints that exist, and to provide the City with the opportunity for more desirable developments rather than applying a singular approach in regards to the determination of density.

GENERAL PLAN AMENDMENT

The proposed language changes to the Land Use Element are contained within one paragraph at the beginning of the discussion on Residential Designations, located on Page II-5 of the General Plan (**Attachment 6**). These proposed changes would allow density calculations to be determined from the net developable acreage of the parcel as well as not require the minimum density to be met for sites that have sensitive land areas. The intent of the proposed change will allow developers with constrained lots containing sensitive areas to meet both the prescribed General Plan density range and product type. Further, given the community's general lack of support for higher density housing developments and the General Plan's support of lower density developments, these amendments would apply to and be required for all qualifying property and therefore not optional.

The City of Clayton's General Plan Land Use Element contains the following goals:

- To maintain the rural character that has been the pride and distinction of Clayton.
- To encourage a balance of housing types and densities consistent with the rural character of Clayton.
- To preserve natural features, ecology, and scenic vistas of the Clayton area.

The proposed amendment captures the intent and vision as discussed in the goals of the General Plan. The amendment would decrease the overall density on certain eligible properties to help retain the rural character of Clayton, while balancing a variety of housing types and densities. The amendment will also help to preserve natural features, ecology, and scenic vistas by decreasing the overall required density on a property that has sensitive land uses such as creeks and rock outcroppings.

In addition, the General Plan Land Use Element, under Objective 1, identifies a policy of establishing density designations based on terrain, circulation, adjacent uses, and area characteristics. This proposed change in density calculations would help to fulfill this General Plan policy because as outlined in the proposed Ordinance, any slopes over 26% would be subtracted from the developable acreage thereby better fitting the density to the terrain and would retain sensitive land areas, which would result in developments better tailored to the area characteristics.

Housing Element Compliance

The City has a total Regional Housing Needs Assessment (RHNA) obligation of 141 units for the 2014-2022 planning period. The City's certified Housing Element, after taking into consideration a subsequently approved General Plan Amendment, has an estimated capacity of 272 housing units, which results in a housing surplus of 131 units. The subject General Plan Amendment may reduce the overall residential density capacity of the assumed and identified housing units within the Housing Element. However, the Housing Element did assume some known constraints, such as slopes, on particular properties, which were taken into account when determining the realistic capacity, but not all constraints were documented on vacant or underdeveloped properties. Given that the City has an estimated housing surplus of 131 units and this proposed amendment would only impact parcels with sensitive land areas, it is anticipated the decrease in density will still result in adequate capacity to accommodate its RHNA obligation give the large surplus of housing units. Even after taking the largest parcel available for development, 13.96 acres (Silver Oak Estates), into consideration, its application would still result in a surplus of 104 to 108 units.

ZONING ORDINANCE

As referenced in the language of the General Plan amendment, the calculation of residential densities is to be further defined and described in the *Clayton Municipal Code*. The proposed addition of Chapter 17.22 - Residential Density Calculations for Residential Parcels with Sensitive Land Areas in the *Clayton Municipal Code* would provide those details on how to calculate residential densities when sensitive land areas exist on a residential parcel (**Exhibit A of Attachment 2**). The Ordinance sets the parameters for determining developable acreage as well as what sensitive land areas are considered to be excluded from the gross or legal acreage of the parcel. The sensitive land areas that were identified were features that were clearly definable and constituted areas that cannot be developed, should avoid being developed, or should be preserved due to their environmental value such as floodplains, creeks, and wetlands.

For illustrative purposes, if a developer has a property that is ten legal or gross acres in size and the property has a General Plan designation of Single Family Medium Density General Plan (3.1 to 5 units per acre) it would result in a density range of 31 to 50 units. However if the property happens to contain sensitive land areas, such as 1.3 acres of land within the 100-year floodplain and 0.7 acres with a slope that exceeds 26%, then those combined two acres would need to be subtracted from the gross or legal acreage to determine the developable acreage. Following the exclusion of these sensitive areas, it would result in eight developable acres, which would create a lesser density range of 24.8 to 40 units per acre. This calculation results in lowering the overall density on residential parcels with sensitive land areas.

ENVIRONMENTAL

Pursuant to CEQA Guideline Section 15166, the Environmental Impact Report (EIR) was included as part of the City's General Plan, which provided an analysis of the potential significant effects that may occur as a result of the General Plan implementation. The EIR was adopted by the Clayton City Council on July 18, 1985 with the finding the impacts associated with the implementation of the General Plan can be mitigated to a less-than-significant level. Adoption of this General Plan amendment and Ordinance will result in activities less intense than assumed in the Clayton City Council adopted EIR; therefore these activities would be covered under the existing General Plan EIR.

FISCAL IMPACT

Due to fewer parcels that would be created, the proposed action could lead to a possible nominal reduction in future overall property tax revenue to the City.

ATTACHMENTS

1. Resolution No. -2017 [3 pp.]
2. Ordinance No. 476 [2 pp.] with the attachment:
Exhibit A – Chapter 17.22 – Residential Density Calculations for Residential Parcels with Sensitive Land Areas
3. Sample Constraints Map [1 pp.]
4. Excerpt of the Staff Report and Minutes from the October 25, 2016 Planning Commission Study Session [4 pp.]
5. Excerpt of the Staff Report and Minutes from the April 18, 2017 Planning Commission [9 pp.]
6. Redline Changes to the Land Use Element of the General Plan [1 pp.]

Councilmember Pierce added during a campaign season, Councilmembers receive a number of phone calls inquiring on where signs can be placed; she noted the current process of obtaining permits for the rights of way signs appear to be working.

Mayor Diaz opened the Public Hearing for public comment.

Dan Hummer, Stranahan resident, agrees with limiting the size of political signs.

Russ Remoy, 1843 Yolanda Circle, shared his concerns about high-density housing changing the character of Clayton. Mayor Diaz advised him those concerns would be allowed during the next item on the agenda.

Mayor Diaz closed the Public Hearing.

It was moved by Councilmember Pierce, seconded by Councilmember Shuey, to refer this item back to the Planning Commission for its further review on the sign size limit change to retain the existing 3 sq. ft. aggregate limitation in the Sign Provisions Ordinance (Passed; 5-0 vote).

- (b) Public Hearing to consider a proposed City-initiated General Plan Amendment to modify the determination of residential developable acreage and density calculations and to not require a minimum density on residentially designated property with sensitive land areas and the Introduction and First Reading of Ordinance No. 476 adding Section 17.22 – Residential Density Calculations for Residential with Sensitive Land Areas to Title 17 Zoning of the Clayton Municipal Code describing and determining how General Plan densities are calculated for proposed residential projects with sensitive land areas.

Community Development Director Mindy Gentry presented the staff report noting as a real life example, the proposed Silver Oak Estates subdivision project will be discussed tonight as to why these amendments are being proposed. However, she noted that project is not on the agenda therefore staff recommends the ensuing discussion not focus on the merits or details of that project; it is merely a real-world example to illustrate the beneficial necessity of the proposed amendments.

Ms. Gentry advised the proposed Silver Oaks Estates project consists of 59 units which are comprised of seven single family homes, 28 town homes and 24 "Green Courts" in the terminus of Lydia Lane. The currently proposed project has been through various stages in the entitlement process since 2010. Due to City staff attrition and cursory review of the project, in 2016 it became apparent the proposed townhomes and green courts were not in conformance with the City's General Plan. The General Plan designation for the property is Single Family Medium Density which calls for 3.1 to 5 units per acre with a product type of single family detached homes. Consequently, the current General Plan would allow 43 to 70 units on the property. Although the proposed 59 units fits within that overall allowed density, the various single family detached product types do not; therefore, the proposed attached product type would only fit within one of three Multifamily General Plan land use designations. If the project applicant wanted to further pursue the proposed product type, a General Plan Amendment to multifamily low density would be required, resulting in a minimum unit count of 106 units, an increase of 47 units on the property above the proposed 59 units. Alternatively, if the project applicant tried to fit the proposed single family detached homes on the site resulting in a small lot single-family development of detached homes, it would likely occur with a zero lot line and/or minimal setbacks. Given the physical constraints of the property, it is questionable whether the parcel is large enough to even fit a detached

single-family product type in the density range prescribed by the current General Plan. The proposed Silver Oak Estates project land contains large physical constraints or sensitive land areas such as sloping topography and Mt. Diablo Creek. Specifically, the Habitat Conservation Easement is 6.53 acres, including a minimum 50-foot required setback from the top of the bank of Mt. Diablo Creek; this constraint removes almost half of the developable acreage of the site making it nearly impossible to fit within the parameters of the General Plan.

This issue is occurring because the General Plan bases the density range on legal or gross acreage of the parcel, regardless of whether there are physical constraints or sensitive land uses on the property. Another way to categorize the issue would be trying to fit unwarranted density on a site that is really much smaller given the constraints that exist. By not providing the option of using the net acreage by subtracting the constrained property, this could result in a less desirable project for the city. The General Plan requirement for density on the legal or gross acreage of the parcel fits for those properties that are flat and/or minimally constrained; however, this requirement does not appropriately apply to those properties that are limited in their developable land due to large physical constraints.

The city of Clayton is approximately 98-percent built-out and many of the available properties left to develop are marginal or more difficult, particularly properties with site constraints such as slopes or creeks. The proposed changes would allow density calculations to be determined based on the net developable acreage of the parcel as well as not require the minimum density to be met for sites that have sensitive land areas. The overall intent of these amendments would be to prevent unwarranted density on a site that is functionally much smaller, given the constraints that exist, and to provide the City with the opportunity for more desirable developments rather than applying a singular approach in regards to the determination of density.

Ms. Gentry further noted this proposed change will allow constrained lots containing sensitive areas to meet both the prescribed General Plan product type and density range, particularly for the single family residentially designated parcels. Given the community's lack of interest and tolerance for higher density housing developments and the General Plan's support of lower density developments, these proposed amendments would apply to and be required of all qualifying properties and not optional.

She indicated the proposed amendment captures the intent and vision as discussed in the goals of the General Plan. The amendment would decrease the overall density to help retain the rural character of Clayton, while balancing a variety of housing types and densities. The amendment will also help to preserve natural features, ecology, and scenic vistas by decreasing the overall required density on a property that has sensitive land areas such as creeks and rock outcroppings. The City has a total Regional Housing Needs Assessment obligation of 141 units and an estimated capacity of 272 housing units giving the City an estimated housing surplus of 131 units. The proposed amendment would only affect parcels with sensitive land uses or areas. It is anticipated the net decrease in density will still result in adequate housing capacity to accommodate the City's RHNA obligation given its large surplus of 131 units. The proposed zoning changes would further define and determine the calculation of residential density when there are sensitive land areas on the property. The Ordinance sets the perimeters of determining developable acreage as well as what sensitive lands areas are to be considered excluded from the gross or legal acreage of the parcel. The sensitive land areas that being identified are features that are clearly definable and constitute areas that cannot be developed, should avoid being developed, or should be preserved due to its environmental value such as floodplains, creeks and wetlands.

For illustrative purposes, if a developer has a property that is ten legal or gross acres in size and the property has a General Plan designation of Single Family Medium Density

General Plan 3.1 to 5 units per acre, it would result in a density range of 31 to 50 units. However if the property happens to contain sensitive land areas, such as 1.3 acres of land within the 100-year floodplain and 0.7 acres with a slope that exceeds 26%, then those combined two acres would need to be subtracted from the gross or legal acreage to determine the developable acreage. By exclusion of these sensitive areas, the calculation results in eight developable acres which creates a new density range of 24.8 to 40 units per acre. This proposed methodology results in lowering the overall density on residential parcels with sensitive land areas.

Ms. Gentry concluded by noting on the Council dais is an email from Mr. Bill Jordan indicating his support of the amendments; however he requests exclusion of his potential housing project which would be on a vacant piece of land on High Street behind the U.S. Post Office.

Councilmember Pierce summarized this Amendment is having the effect of looking carefully at the sensitive habitat within our community and eliminating those acres from the calculation for allowable buildings, thereby reducing the number of possible buildings on those properties; which is significant improvement with much lower development then previously allowed.

Vice Mayor Haydon reiterated the proposed Silver Oaks Project was just an example and not for discussion this evening.

Mayor Diaz opened the Public Hearing for public comment.

Brian Buddell, 2 year resident of Clayton in the Peacock Creek Subdivision, remarked some of the things that drew his family to this area are its rural nature, beautiful vistas, the sense of community and community pride. Clayton did not have many apartments, town homes or overcrowded parking lots like surrounding communities. Mr. Buddell indicated these amendments do not prevent a large condominium complex to be built, and carries a fatal flaw of it being based on a 1985 Environmental Impact Report; there have been a lot of changes in the community since that Report which may bring potential legal challenges and raises questions if this has been properly evaluated. In fact, he will look into a lawsuit if it is passed, and he is opposed to it.

David Nieman, 5903 Cardinet Drive, indicated the location of his home is desirable as it is very close to the mentioned creek and he spent his childhood running through the creek every Saturday and after school, knee deep in water. He moved his family from Boston to Clayton so they could have similar childhood experiences. Mr. Nieman advised it is a confusing proposal and he wanted to clarify if it constricts the number of developable acres that are considered, but then increases the number of units that can be built? Ms. Gentry clarified this item decreases the overall developable acreage, which concurrently decreases the number of units that may be built on one particular site that has sensitive land areas. To meet the General Plan density range and product type this would take into consideration sensitive land areas and reduce the overall developable acreage, the density range would still remain the same. An applicant would have to request a General Plan amendment to change the designation from single-family to multi-family units.

Mark Ventura, Tara Court resident, understands the amendment removes the minimum density requirements in sensitive land areas, what about non-sensitive land areas? If a developer or land owner has property with a slope of 26%, what prevents a retaining wall to be built pushing the slope further away and expand the developable land area? Ms. Gentry advised the 26% slope refers to existing topography on the site, prior to a developer seeking entitlements from the City to alter it; the area will be mapped out with identifiable areas that can be developed. Ms. Gentry added the General Plan identifies designated density ranges with a minimum and maximum.

Dan Hummer, had a question about Mr. Jordan's property and the exclusion request in regards to the minimum density, with the existing slope would his property be affected by the proposed amendments and reduce the number of possible units? Ms. Gentry responded the City has not received any detailed documents showing the existing grades on his property.

Russ Remoy, Yolanda Circle, expressed concerns about possible traffic issues that may arise on the building of additional housing units and he would prefer more open space to improve the quality of life in Clayton. It is all about greed, money, and more taxes. Councilmember Shuey remarked the City does not own the land parcels and private citizens that own the land have rights to develop their land. Councilmember Shuey also reiterated the proposed amendment actually reduces the number of required housing units allowed when developing in sensitive land areas. City Manager Napper added the proposed Silver Oaks Estates project was used only as an example this evening; for those concerned about the higher density in town, the status quo is far worse than the proposed Amendment. He noted the City of Clayton receives only 6.9% of one's property tax bill paid on a home's assessed valuation, which places Clayton into the category of Low Property Tax Cities. If it was about chasing money and tax revenues, the lands in town would be converted by the City to commercial designations which create more local tax revenues than residential properties.

Mayor Diaz closed the Public Hearing.

1. **It was moved by Councilmember Pierce, seconded by Councilmember Catalano, to adopt Resolution No. 14-2017 amending the Clayton General Plan Land Use Element to modify the calculation of residential densities and not require a minimum density for residential parcels with sensitive land areas. (Passed; 5-0 vote).**
2. **It was moved by Councilmember Pierce, seconded by Councilmember Catalano, to have the City Clerk read Ordinance No. 476, by title and number only and waive further reading. (Passed; 5-0 vote).**

The City Clerk read Ordinance No. 476 by title and number only.

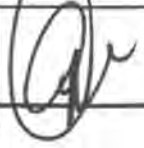
3. **It was moved by Councilmember Pierce, seconded by Councilmember Catalano, to approve Ordinance No. 476 for Introduction with the finding adding Section 17.22 – Residential Density Calculations for Residential Parcels with Sensitive Land Areas to the Clayton Municipal Code describing and determining how General Plan residential densities are calculated for proposed residential projects on parcels with sensitive land areas will result in activities less intense than assumed in the previously-certified EIR for the City's General Plan adopted by the City Council on July 18, 1985. (Passed; 5-0 vote).**

B. ACTION ITEMS

- (a) Update report and continued discussion on whether the City of Clayton should participate in a Community Choice Energy (CCE) Program, plus a further presentation from MCE Clean Energy (MCE) with the offer to join its Joint Powers Authority (JPA).

Community Development Director Mindy Gentry presented the staff report noting in October 2015 the Board of Supervisors directed County staff to research the possibility



Approved: 

Gary A. Napper
City Manager

STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KEVIN MIZUNO, FINANCE MANAGER, CPA

DATE: June 6, 2017

**SUBJECT: PROPOSED CITY, SPECIAL FUNDS, AND CIP BUDGETS
FISCAL YEAR 2017-2018**

RECOMMENDATION

Following introduction and presentation of the proposed operations and capital improvements budgets for the fiscal year ending June 30, 2018 (FY 2017-18) and receipt of public comments, it is recommended the City Council provide any policy direction and amendments accordingly, and then by motion set Tuesday, June 20, 2016 at 7:00 pm in Hoyer Hall as the date, time, and location of a public hearing on the proposed City Budgets.

BACKGROUND

On an annual basis, the City Council adopts a budget with the goal of matching the various needs of the community with the limited financial resources required to provide those services. This City Council also adopts a Capital Improvement Program (CIP) that appropriates funds for various capital projects based on priority. City staff has prepared the attached City of Clayton FY 2017-18 Proposed Budget, which includes the operational budgets for the City's General Fund, Special Funds, and Fiduciary Funds as well as the five year rolling CIP budget.

The Council-appointed budget sub-committee of Vice Mayor Haydon and Council Member Catalano met with the City Manager and the Finance Manager on May 19, 2016 to review and critique the assembled budget information and available materials. The budget figures discussed have the approval of the sub-committee for submittal to the City Council, which have been incorporated into the attached Proposed Budget.

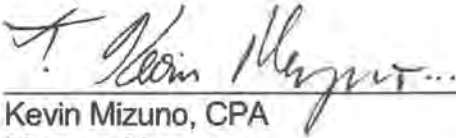
DISCUSSION

A substantive discussion of the contents of the Proposed Budget begins on page 1 (Budget Message) of the attached Proposed Budget.

FISCAL IMPACT

The fiscal impact of the Proposed Budget is detailed in the attached budget document.

Respectfully submitted,



Kevin Mizuno, CPA
Finance Manager

Attachments: Proposed FY 2017-2018 City Budget and 5-Year CIP Budget

PROPOSED BUDGET

2017 - 2018

THE CITY COUNCIL

JIM DIAZ, MAYOR
KEITH HAYDON, VICE MAYOR
TUIJIA CATALANO, COUNCILMEMBER
JULIE K. PIERCE, COUNCILMEMBER
DAVID T. SHUEY, COUNCILMEMBER

* * *

RECOMMENDED BY:

GARY A. NAPPER, CITY MANAGER

* * * * *

PREPARED AND PRESENTED BY:

KEVIN MIZUNO, FINANCE MANAGER, CPA

CITY OF CLAYTON, CALIFORNIA
94517
www.ci.clayton.ca.us

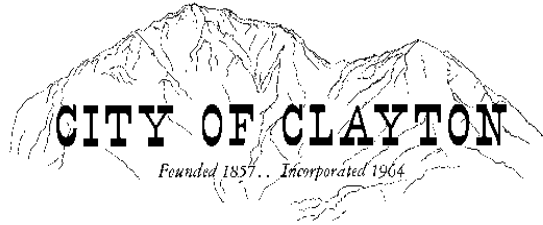


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**BACKGROUND
INFORMATION
2017-18**

OUR MISSION

To be of exemplary service to the Clayton community with an emphasis on:

- Health and safety
- Responsive customer service
- Highly trained team of employees
- A cooperative work environment

OUR VALUES

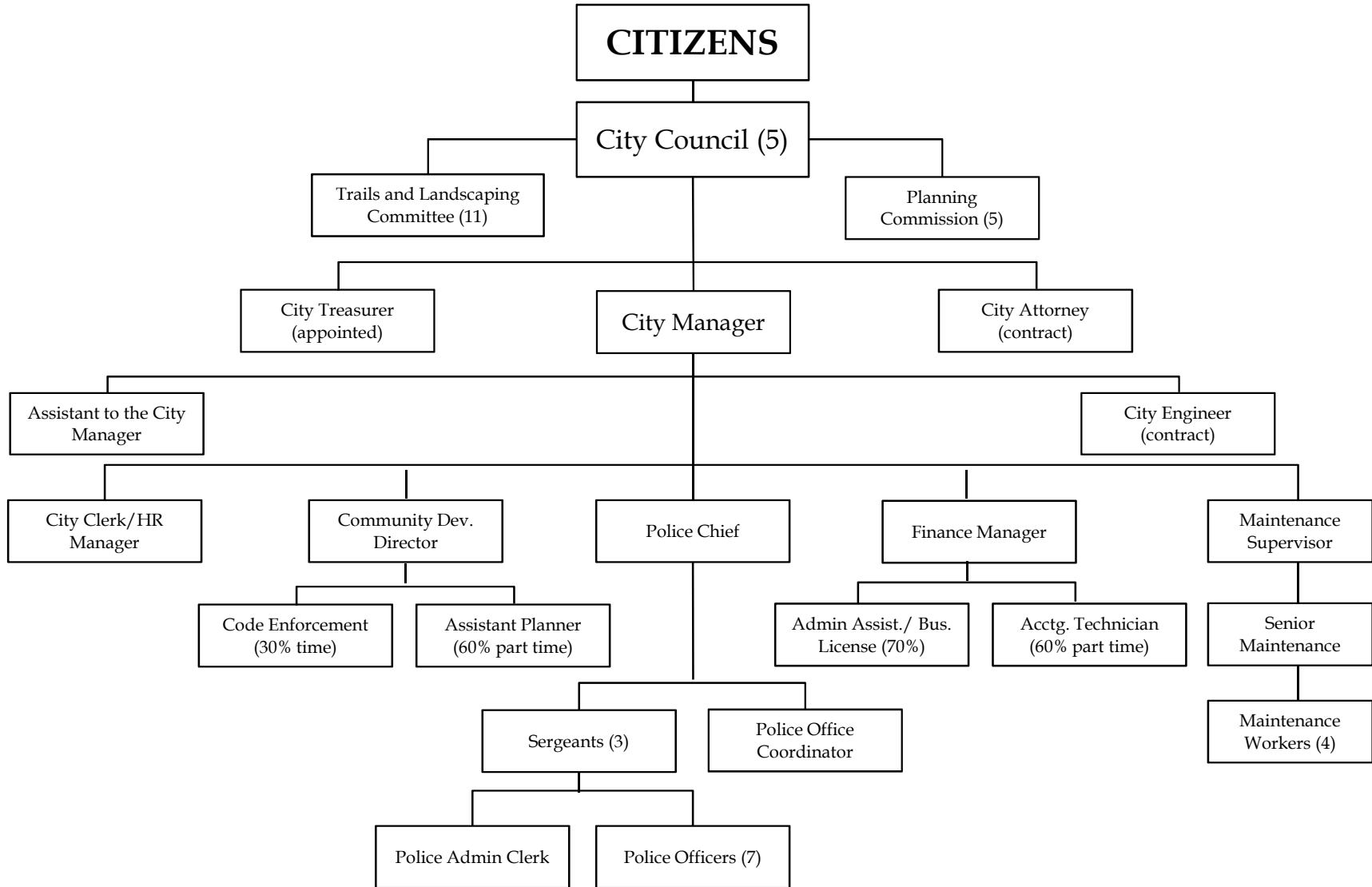
- Courtesy
- Creativity
- Diversity
- Employee participation
- Ethical behavior
- Fiscal responsibility
- Inclusiveness
- Informed risk taking
- Open communication
- Professionalism
- Trustworthiness

OUR VISION

The City of Clayton organization will be recognized as a premier small city. Customer service will be our hallmark; organizational processes will be a model of efficiency and effectiveness; innovation will be common place; and excellence of work product will be the norm. The employees will enjoy their work environment, and each will be a valued and respected member in his or her field of work. All residents and the City Council will be proud of their City government.

CITY OF CLAYTON ORGANIZATIONAL CHART

II:



DIRECTORY OF OFFICIALS AND ADVISORY BODIES

CITY COUNCIL

Jim Diaz, Mayor
Keith Haydon, Vice Mayor
Tuija Catalano, Councilmember
Julie Pierce, Councilmember
David T. Shuey, Councilmember

COMMISSIONS

Planning Commission

COMMITTEES

Trails and Landscaping Committee

APPOINTED OFFICIALS AND DEPARTMENT HEADS

Gary A. Napper	City Manager
Malathy Subramanian	City Attorney (contract)
Laura Hoffmeister	Assistant to the City Manager
Chris Wenzel	Chief of Police
Janet Brown	City Clerk / HR Manager
Kevin Mizuno	Finance Manager
Mindy Gentry	Community Development Director
Rick Angrisani	City Engineer (contract)
Hank Stratford	City Treasurer
Mark Janney	Maintenance Supervisor



Demographics and Economic Characteristics

Date of Incorporation	March 18, 1964
Form of Government (General Law)	Council-Manager
Number of authorized City positions	26

Population:

Population	11,284
Median age	47.5
Median household income	\$136,352
Registered voters	7,901
Area in square miles	4.3

Miles of Streets:

Lane miles	44.9
Pavement Condition Index (PCI)	85 ["Very Good" rating]

Fire Protection: (Contra Costa County Fire Protection District)

Number of stations (Station No. 11)	1
-------------------------------------	---

Police Protection:

Number of stations	1
Number of vehicles	12
Number of sworn personnel	11

Public Education:

Elementary School	1
Mt Diablo Elementary	
Middle School	1
Diablo View Middle School	

Library: (Contra Costa County Library System)

Number of branch libraries	1
----------------------------	---

Parks & Community Facilities:

Park sites	7
Park acreage	19.07
Open space acreage	515.51
Open space trail miles	20
Creekside trail miles	7
Endeavor Hall	1
Hoyer Hall (in the library)	1
City Hall Conference Room	1

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BUDGET MESSAGE

2017-18

BUDGET MESSAGE

BUDGET SUMMARY

Presented herein for public review and consideration is the City’s proposed budgets for FY 2017-18. It is an annually balanced budget as required by law, and the General Fund displays a balanced budget of projected revenues exceeding expenditures resulting in a planned operating surplus of **\$10,830** (0.24%).

The chart below captures a five (5) year history of our City’s overall expenditure budgets:

CITY OF CLAYTON BUDGETS					
<u>BUDGET AREA</u>	<u>FY 2017-18</u>	<u>FY 2016-17</u>	<u>FY 2015-16</u>	<u>FY 2014-15</u>	<u>FY 2013-14</u>
GENERAL FUND	\$ 4,455,050	\$ 4,261,720	\$ 4,095,928	\$ 3,852,275	\$ 3,649,122
OTHER FUNDS*	4,817,118	5,689,924	4,377,355	4,077,244	3,444,246
CIP	2,471,246	2,919,565	1,696,863	772,525	427,822
SUCCESSOR AGENCY	711,957	1,125,996	676,521	725,805	991,506
TOTAL	\$ 12,455,371	\$ 13,997,205	\$ 10,846,667	\$ 9,427,849	\$ 8,512,696

*Includes the City's special revenue (11), internal service (2), enterprise (1), and fiduciary funds (8 excluding the RDA Successor Agency shown separately here).

The combined financial program proposed for the General Fund, the City’s Other Funds, the Capital Improvement Program (CIP), and the Successor Agency is \$12,455,426, an overall decrease of approximately \$1,541,834 (11.02%) from last year’s adopted total budget. This decrease results from a reduction in non-recurring appropriations in the Measure J, CIP, and Successor Agency budgets. The decrease in proposed expenditures in the Measure J and CIP budgets results from capital project expenditures in the CIP fund and corresponding reimbursing inter-fund transfers from the Measure J fund for the 2016 Arterial Street Rehabilitation Project occurring in FY 2016-17. The Successor Agency’s decrease in expenditures is attributable to the repayment of the 1999 Fire Station Note (\$475,000) to the City General Fund occurring in FY 2016-17 after final authorization by the California Department of Finance.

Consistent with the FY 2016-17 adopted General Fund budget, the proposed fiscal plan for the upcoming FY 2017-18 suggests steady restoration and growth in the local share of real property tax revenues arising from a steadily strengthening economy. Clayton’s base economy of desirable family-friendly residential real estate continued to gain ground in FY 2016-17 demonstrated by the overall increase of 4.36% last fiscal year in real property assessed valuations by the County Assessor’s office.

**City of Clayton
Budget Message
General Fund Revenues**

GENERAL FUND REVENUES

FY 2016-17 Revenue Projections

Although the current fiscal year has not closed at the time of the budget preparation for the upcoming year, sufficient information is available to project what year-end FY 2016-17 revenues will look like. At this time, General Fund revenue is expected to total approximately **\$4,431,703** by the close of FY 2016-17. This projection reflects a favorable variance of **\$131,083** (3.0%) greater than projected revenues adopted in the General Fund budget for FY 2016-17.

It is estimated that 89.7%, or \$117,598, of this favorable variance is a result of better than projected results from four of the City's ordinary and recurring operational revenue sources. Specifically, in order of relative significance, these four operational revenue sources accounting for this favorable variance are: (1) the City's share of the Redevelopment Property Tax Trust Fund (RPTTF) residual balance; (2) secured property taxes; (3) pooled interest earnings; and (4) property taxes in-lieu of vehicle license fees (VLF in-lieu) from the state.

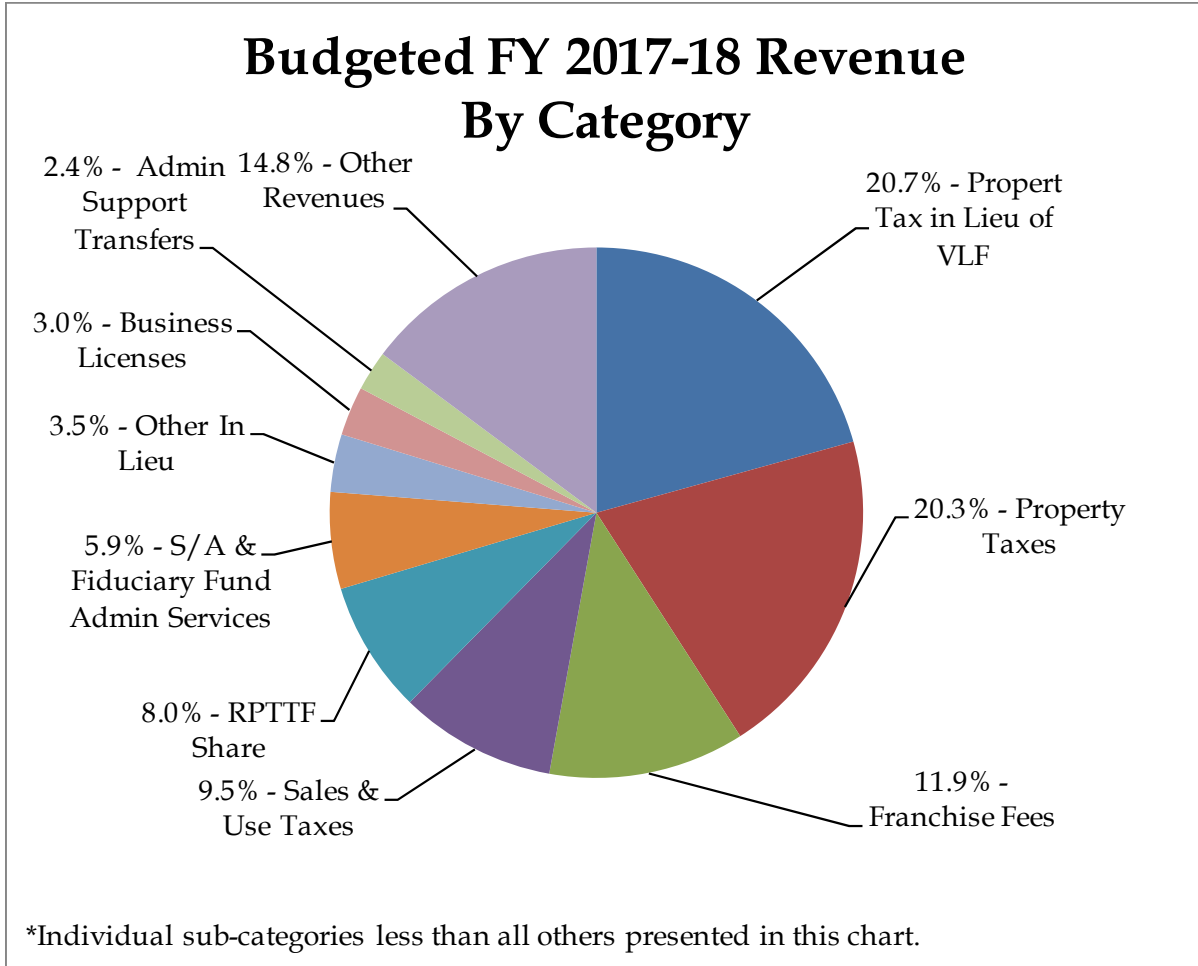
The City's share of revenues from the RPTTF residual balance exceeded projections in FY 2016-17 due to the higher than anticipated growth in RPTTF property taxes as well as the California Department of Finance's (DOF) unexpected disallowance of the Supplemental Education Revenue Augmentation Fund (SERAF) loan repayment. The reduction in enforceable obligations on the 2017 Recognized Obligation Payment Schedule (ROPS) caused by this disallowance resulted in a higher RPTTF residual balance shared amongst the taxing entities. The positive variances in secured property taxes as well as VLF in-lieu taxes is explained by actual assessed property values growing by 4.36%, which exceeded the City's cautious projection of 2.0%. The FY 2016-17 assessment roll was not published by the Contra Costa County Assessor's Office until June 30, 2016, after the adoption of the City's FY 2016-17 budget. General Fund pooled interest earnings were also far better than projected. This positive outcome did not arise from increasing yields in the financial market, but rather as a direct result of the General Fund making up a larger share of the City-wide investment pool following the Clayton Successor Agency's payment of residual balances to the County Auditor-Controller's Office during FY 2016-17.

FY 2017-18 Revenue Projections

The FY 2017-18 proposed budgeted projects total General Fund revenues of **\$4,465,360**. This is an increase of **3.83%** over the prior year adopted budget, reflecting continued confidence in steady growth for local and regional economy. This growth projection is supported by actual operational revenue results to-date and continues to be encouraging news for the City after years of declining real property taxes, dismal sales

**City of Clayton
Budget Message
General Fund Revenues**

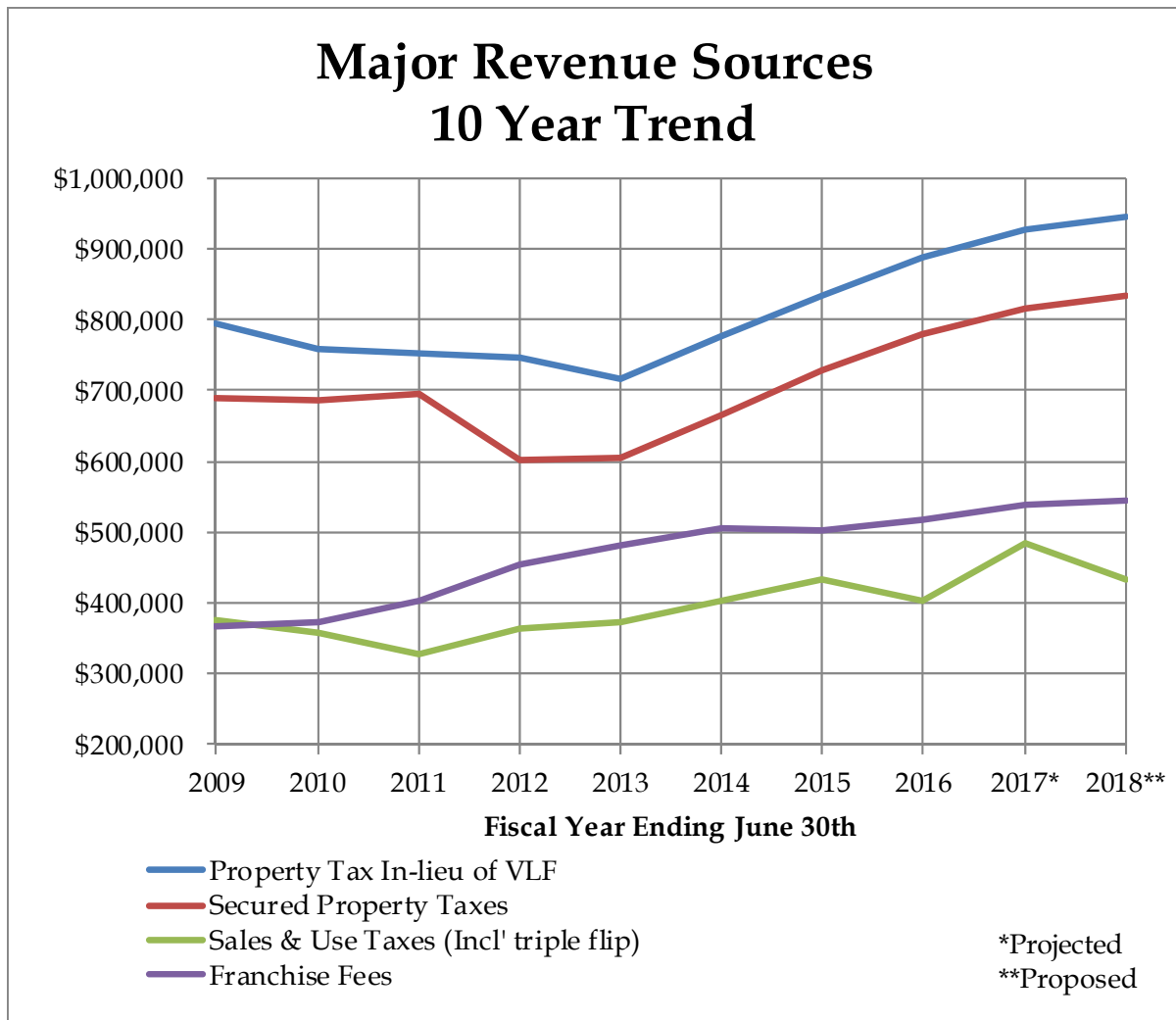
tax generation, and plummeting interest earnings. The chart below depicts the proportional share of each major revenue category of the General Fund for FY 2017-18:



As illustrated in the pie chart, a noteworthy portion, or approximately 62.3%, of General Fund revenues is concentrated in four different sources. In order of significance these sources include: property tax in-lieu of vehicle license fees (VLF), property taxes, sales and use taxes, and franchise fees.

**City of Clayton
Budget Message
General Fund Revenues**

The following chart illustrates the ten year trend of these four major revenue sources for the City:



The previous trend analysis chart illustrates the improvement of the local economy since the “Great Recession” in 2008. Revenue sources with delayed downturns arising from the recession (i.e. property tax in-lieu of VLF and general property taxes) have made a comeback and exceeded the pre-recession levels.

**City of Clayton
Budget Message
General Fund Revenues**

The following section provides background and analysis of the City's major revenue sources.

Property Tax in Lieu of Vehicle License Fees

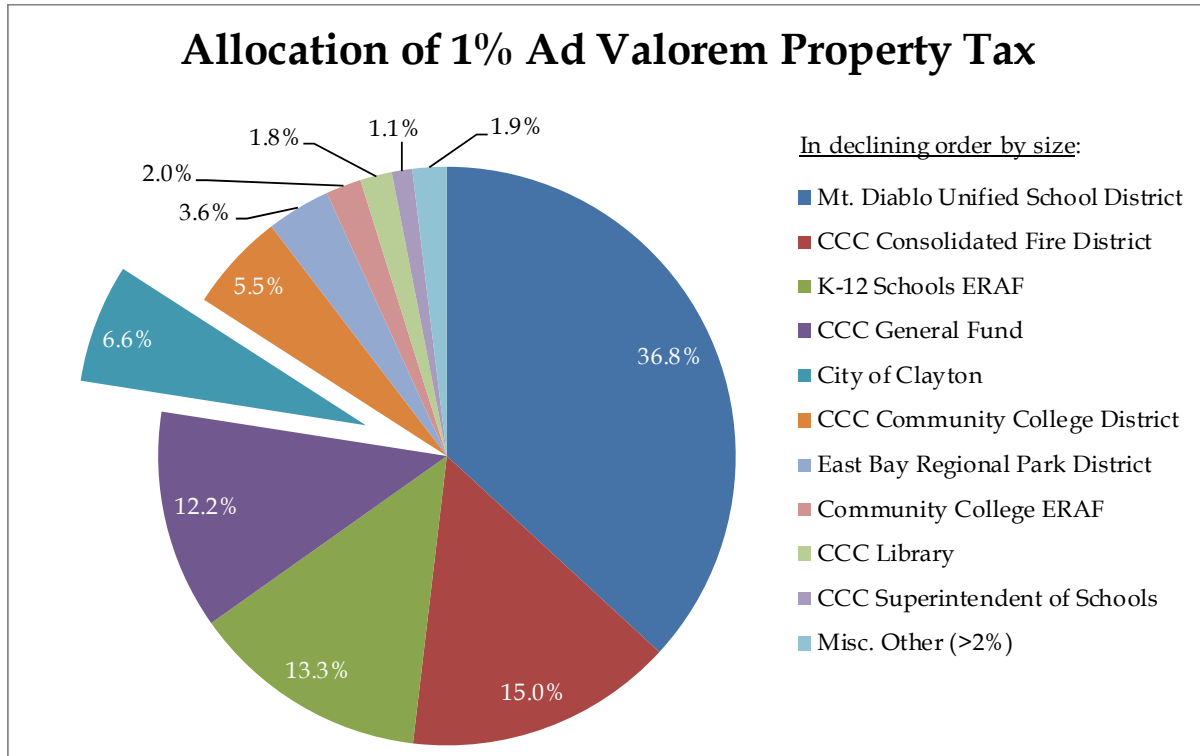
The largest revenue source making up 20.7% of General Fund budgeted revenues for FY 2017-18 is property tax in lieu of vehicle license fees (VLF). The VLF is an annual value tax on the ownership of registered vehicles collected by the California Department of Motor Vehicles and then distributed to cities and counties. In 2004, the California State Legislature permanently reduced the tax rate from 2.0% to 0.65% of a vehicle's current market value. The reduction in VLF revenue to cities and counties was offset by an increased transfer of "Property tax in lieu of VLF." The City is projecting revenue of \$946,600 in FY 2017-18, which is an increase of 2.0% above projected actuals for FY 2016-17, and is a reflection of the steady economic growth following the Great Recession.

Property Taxes

The second largest revenue source making up 20.3% of General Fund budgeted revenues for FY 2017-18 is the City's share of the local AV property taxes. Property taxes are an ad valorem (AV) tax imposed on real property (land and permanently attached improvements) and tangible personal property (movable property). Proposition 13 (1978) limits the real property tax rate to 1% of a property's assessed value for ad valorem tax purposes. The amount of the tax is based on an annually determined assessed valuation calculated by the County Assessor's Office and is paid by property owners to the county tax collector. The County Auditor-Controller then allocates this to local taxing agencies pursuant to a statutory allocation formula applicable to the tax rate area (TRA) the underlying parcel is located within. The City of Clayton has ten (10) TRAs, with the largest TRA by current assessed value returning only 6.63% of the full one percent tax back to the General Fund. Comparatively, the City remains a low property tax city stemming from the original implementation of Proposition 13 in 1978. For FY 2016-17, the City's share of secured and unsecured property tax revenues are projected at \$927,200, which is an increase of 2.0% over projected actuals for FY 2016-17.

**City of Clayton
Budget Message
General Fund Revenues**

The following illustration summarizes the statutory allocation of the 1% general ad valorem property tax to each taxing entity:



Franchise Fees

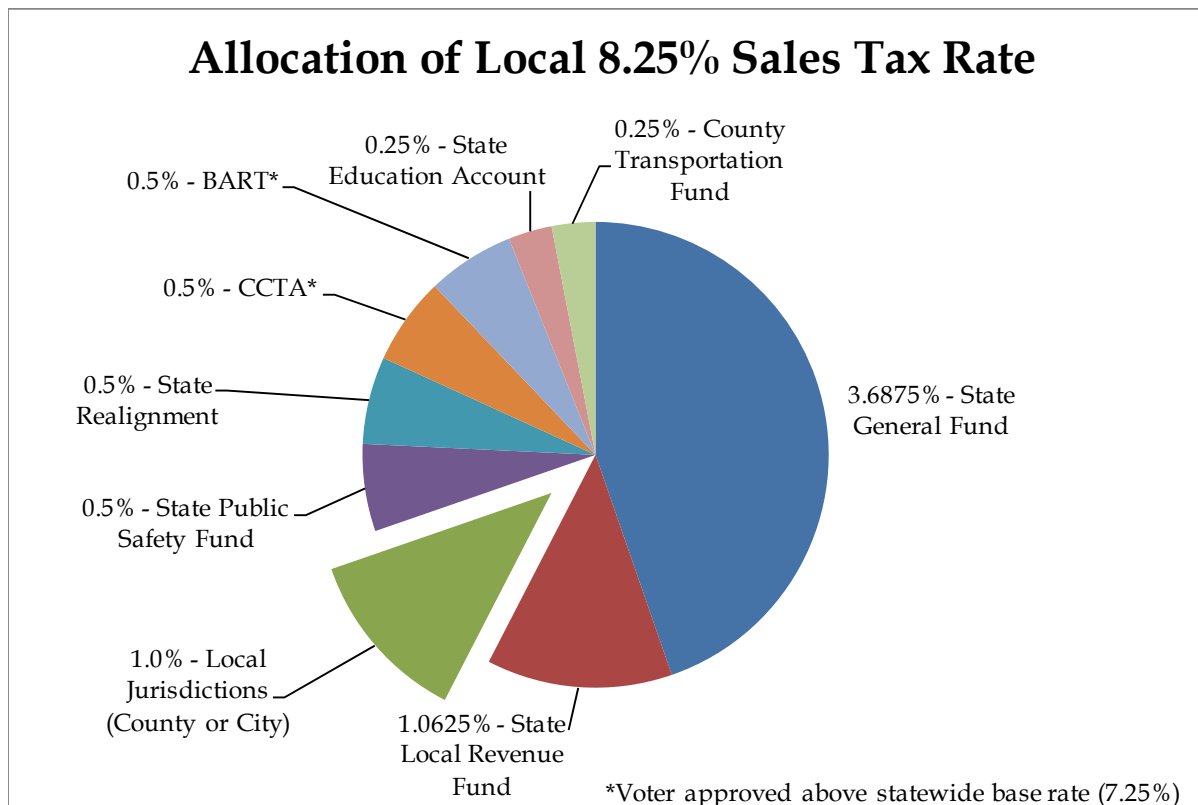
The third largest revenue source making up 11.9% of General Fund budgeted revenues for FY 2017-18 is franchise fees. Franchise fees are rent paid by utilities or other businesses for the privilege of using the City’s right of way (i.e. streets, sidewalks, etc.) to locate utility lines, operate vehicles, and/or conduct private business for profit. The City collects a 1.0% franchise fee from Pacific Gas & Electric and a 5.0% franchise fee from cable operators (i.e. Comcast and AT&T/Pacific Bell). In addition, the City collects a 10.0% franchise fee from Republic Services for its collection, transportation, disposal and diversion of solid waste and recyclable materials. It is expected that franchise fee revenues will remain relatively consistent growing by approximately 1.1% in FY 2017-18 to a total of \$544,550, although the emergence of wireless operations will negatively affect this revenue source to local governments.

**City of Clayton
Budget Message
General Fund Revenues**

Sales & Use Taxes (Including “Triple Flip”)

The fourth largest revenue source making up 9.5% of General Fund budgeted revenues for FY 2017-18 is sales & use taxes. This is a tax imposed on the total retail price of any tangible personal property (unless specifically exempt by the CA Board of Equalization) and the use or storage of such property when sales tax is not paid. Although the unadjusted general state-wide sales tax rate applied to transactions is 7.25%, the basic local Bradley-Burns rate returned to local agencies (i.e. City of Clayton) is 1.0%. This local portion is unrestricted and must be received into the General Fund. In the City of Clayton, the applicable sales tax rate is currently 8.25% resulting from a combination of other additional local and regional voter approved measures.

Below is a chart depicting the current allocation of the 8.25% sales tax rate applied to all taxable transactions in the City of Clayton:



**City of Clayton
Budget Message
General Fund Revenues**

Following the approval of Proposition 57 in 2004, one quarter of the 1.0% Bradley-Burns local rate was temporarily shifted to the State General Fund to create “new” revenues to secure the repayment of Economic Recovery Bonds necessary to close the state’s operating budget deficit. Cities and counties were reimbursed for the reduction to sales and use tax revenue with transfers of local property tax revenues that would have otherwise gone to schools. This state-imposed financing mechanism was known as the “Triple Flip.” On January 1, 2016, the State’s Triple Flip effectively came to a close with the local rate reverting back to the full 1.0%. As such, during FY 2016-17 the City received one final true-up allocation of Triple Flip payments. For FY 2017-18, sales & use tax revenues are projected to be \$434,400, which is an increase of approximately 2.0% over projected actuals for FY 2016-17.

Redevelopment Property Tax Trust Fund Revenue

The fifth largest revenue source making up 8.0% of General Fund budgeted revenues for FY 2017-18 is the City’s share of the Redevelopment Property Tax Trust Fund (RPTTF) residual balance. Pursuant to Assembly Bill 1 26x, with the Clayton Redevelopment Agency (RDA) dissolution as of February 2012 (FY 2011-12), the Clayton “Successor Agency” became the heir to the RDA. The Successor Agency receives funds through the RPTTF sufficient to pay/retire the debt service and enforceable obligations of the former RDA as requested through the semi-annual “Recognized Obligation Payment Schedule” (ROPS) process, which is subject to the approval of the State Department of Finance (DOF). Prior to the City of Clayton receiving its share of RPTTF taxes levied by the County, monies are first used to pay County administrative fees, required tax sharing payments (i.e. pass through payments), and approved enforceable obligations on the Successor Agency’s ROPS. Thereafter, the residual balance of the County RPTTF is distributed by the County to the school entities, city, county, and special districts based on their proportionate share of property tax revenues. The City of Clayton’s share of this residual balance is approximately 6.96%. The amount of RPTTF residual balance allocated to the City is negatively correlated with the amount of state-approved obligations included in each ROPS.

For FY 2017-18, after incorporating the state-approved ROPS and pass-through payments, it is expected the City will receive approximately \$368,000 in RPTTF revenues, representing an 8.2% increase over projected actuals for FY 2016-17. This revenue stream ceases at such time the debt obligations of the Successor Agency are fully retired, at which time the revenue reverts to normal distribution of the 1.0% local property tax source to underlying taxing entities (including the City).

**City of Clayton
Budget Message
General Fund Revenues**

Successor Agency & Fiduciary Fund Administrative Service Charges

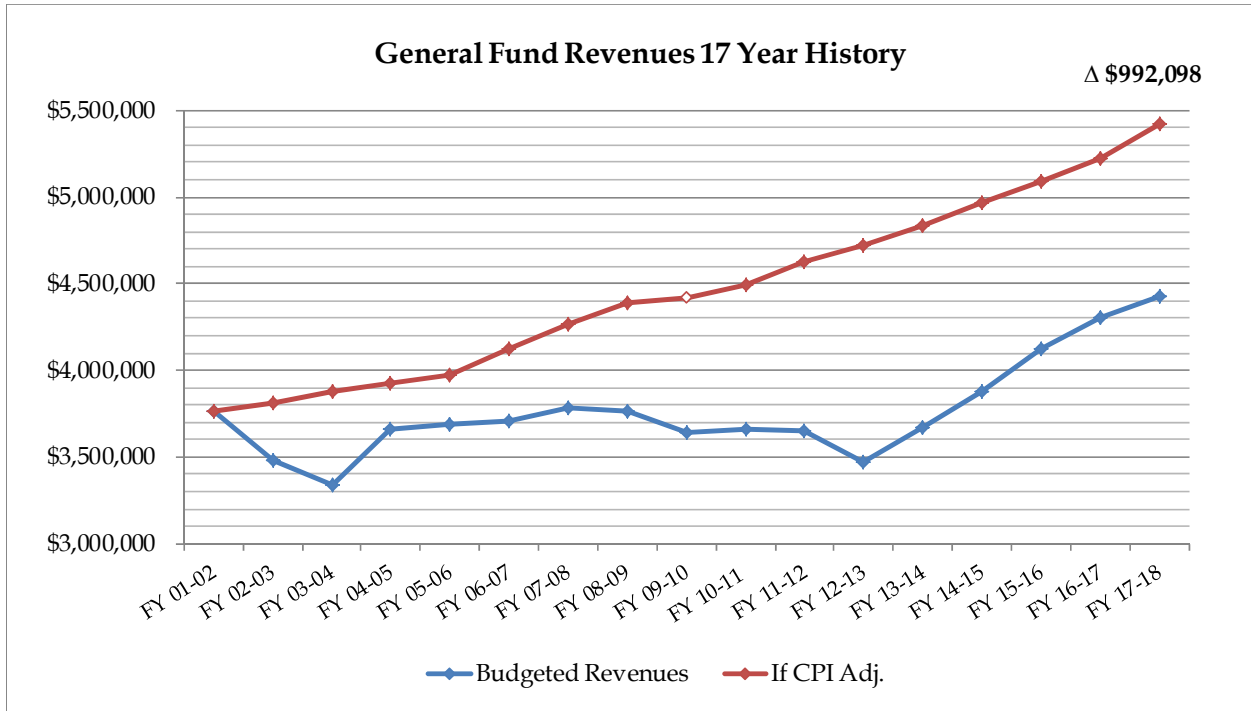
The sixth largest revenue source making up 5.9% of General Fund budgeted revenues for FY 2017-18 is derived from administrative support charges from the Successor Agency and other fiduciary funds of the City. Since the creation of the Successor Agency in 2012, the City has received \$250,000 on an annual basis for administrative support services in accordance with *California Health & Safety Code* Section 34171(b). However, the Governor's May 2015 trailer bill (AB 113) placed additional restrictions on the administrative allowance and administering agency may receive, potentially resulting in a cap substantially less than the previous \$250,000 floor amount. The most detrimental impact this trailer bill was to apply an administrative allowance cap of 50% to RPTTF monies actually "received" in the prior year, rather than to the total amount of "approved" enforceable obligations. Accordingly, following these new rules, the City received only \$231,915 in administrative support revenues in FY 2016-17.

With the California Department of Finance (DOF) now ordering the Clayton Successor Agency to pay enforceable obligations with bond proceeds in lieu of receiving RPTTF monies, the City will experience a substantial decline in the administrative allowance in future years. Following the new state restrictions, it is projected the administrative allowance for FY 2018-19 will be approximately \$198,100, and fluctuate annually between \$196,000 to \$233,000 thereafter until the dissolution of the Successor Agency with the maturity of the bonds in FY 2025-26. For next year, however, Successor Agency & fiduciary fund administrative services are expected to remain relatively steady at \$269,690. This is a 6.8% increase from projected actuals for FY 2016-17 incorporating figures from the DOF's March 17, 2017 determination letter approving the 2017-18 ROPS.

Overall, the principal sources of General Fund operating revenue are growing steadily, suggesting the local economy is healthy. However, when looking at a seventeen (17) year history of General Fund budgeted revenues, actual revenue growth has clearly not kept pace with inflation.

**City of Clayton
Budget Message
General Fund Revenues**

The following line chart illustrates the growing difference between actual General Fund budgeted revenues versus FY 2001-02 base year revenues adjusted for annual changes in the Consumer Price Index (CPI; San Francisco - Bay Area), with the difference in FY 2017-18 being \$992,098:



**City of Clayton
Budget Message
General Fund Expenditures**

GENERAL FUND EXPENDITURES

The proposed FY 2017-18 budget incorporates total appropriations of **\$4,455,050**, which reflects an overall increase of **4.54%** in General Fund operations compared to the prior year adopted budget.

FY 2016-17 Expenditure Projections

A good starting point for developing next year’s budget is forecasting current year results and analyzing how actual results compare to the budgetary projections. General Fund operational expenditures are expected to total approximately **\$4,092,824** by the close of FY 2016-17. This projection would result in a favorable budgetary variance with operational expenditures coming in **\$168,896** less than the adopted FY 2016-17 General Fund budget of \$4,261,720.

The bulk of this favorable expenditure variance is attributable to savings in the Police Department, where expenditures are projected to fall short of authorized appropriations by 7.36%. Unfortunately, due to above average attrition of the police officer workforce, the City operated with only ten sworn officers for a majority of the FY 2016-17. Consequently, this resulted in notable savings in the salary and benefits line items of the Police Department as the adopted budget incorporated eleven benefited full-time sworn officers. The Police Department has been actively addressing this issue through extensive recruiting efforts and hopes to hire its eleventh sworn office prior to the start of next fiscal year. Accordingly, the proposed FY 2017-18 budget continues to plan for a full workforce of eleven full-time benefited sworn police officers.

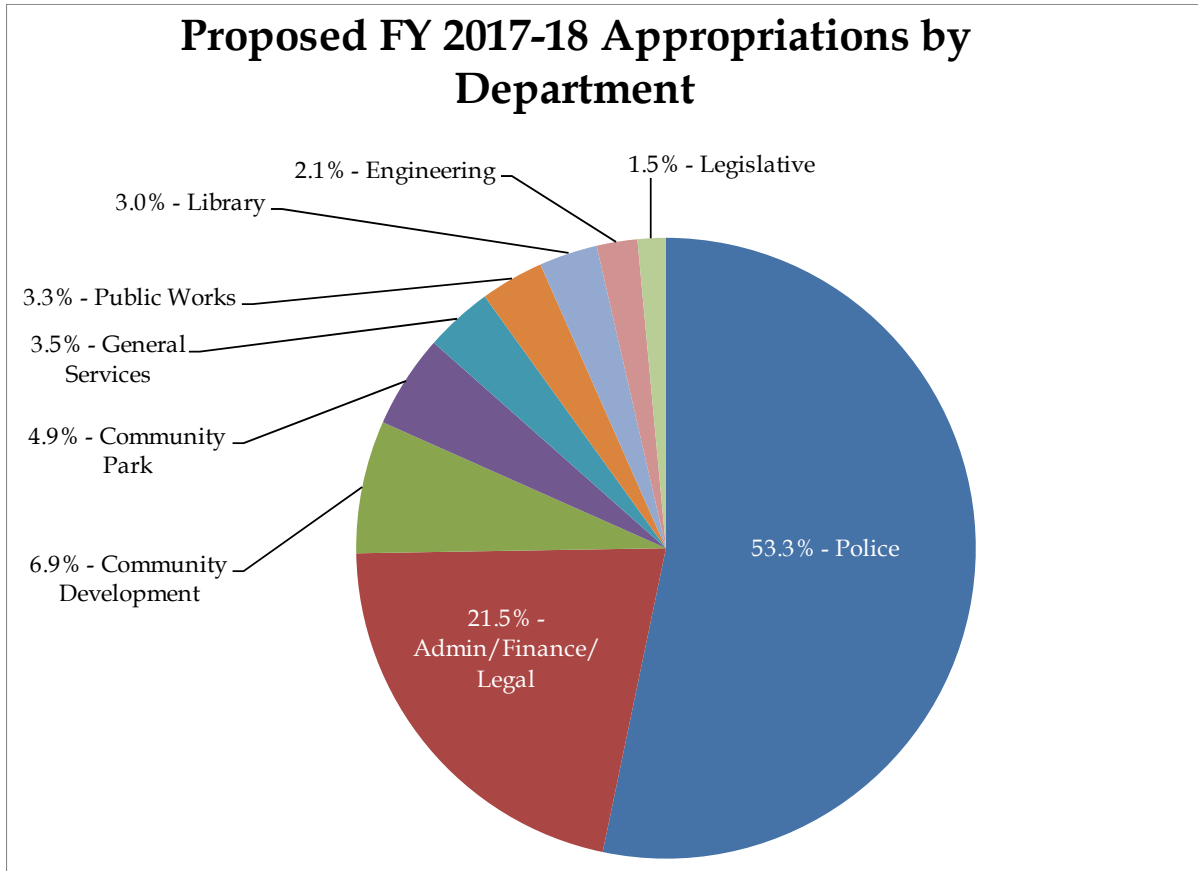
FY 2017-18 Proposed Appropriations

The following table provides a year-to-year comparison of proposed General Fund appropriations at the department level:

GENERAL FUND DEPARTMENTS			
DEPARTMENT	FY 2017-18	FY 2016-17	% CHANGE
LEGISLATIVE	\$ 65,650	\$ 74,540	-11.93%
ADMIN / FINANCE / LEGAL	956,090	932,750	2.50%
PUBLIC WORKS	147,180	159,080	-7.48%
COMMUNITY DEVELOPMENT	308,040	296,420	3.92%
GENERAL SERVICES	157,800	140,060	12.67%
POLICE	2,373,460	2,247,670	5.60%
LIBRARY	135,550	132,200	2.53%
ENGINEERING	94,600	92,200	2.60%
COMMUNITY PARK	216,680	186,800	16.00%
TOTAL	\$ 4,455,050	\$ 4,261,720	4.54%

**City of Clayton
Budget Message
General Fund Expenditures**

In the aggregate, total proposed appropriations for FY 2017-18 are 4.54% higher than those of the prior year adopted budget. This increase is nearly entirely attributable to unavoidable fixed cost increases and continuing to provide the same level of services to the community. The following pie chart illustrates each department's proportionate share of total proposed General Fund appropriations for FY 2017-18:



The order of departmental appropriations in size is consistent with the prior year adopted budget with the exception of the General Services Department budget exceeding that of the Public Works Department in FY 2017-18. The Police Department's slice of the General Fund operational budget pie increased slightly by 0.6% to a total share of 53.3% in FY 2017-18. This statistic means that of every \$1.00 paid by taxpayers as general tax revenue to the City, slightly over one-half of the tax monies (53.3¢ of every \$1) is used to provide local law enforcement services to the community.

**City of Clayton
Budget Message
General Fund Expenditures**

As a service-provider organization it is expected the expense for personnel services comprises the bulk of General Fund appropriations. The proportion of expenditures related to personnel services increased slightly by 0.1% to a total of approximately 69.2% of the overall proposed General Fund budget. Overall the proportion of General Fund appropriations attributable to labor-related costs has remained relatively steady over the past few years at 69.1%, 69.8%, and 67.3% in FY 2016-17, FY 2015-16, and FY 2014-15 respectively. One impact felt departmental-wide is an unavoidable increase to the fixed dollar surcharge imposed by CalPERS to reduce the City's unfunded actuarial liability (UAL) annually. The background of this issue is covered in depth in the CalPERS Retirement Pension System section of the Budget Message. The following section provides background and analysis of the City's nine General Fund departments.

Legislative Department (No. 01)

This is the smallest General Fund department making up 1.5% of proposed budgeted expenditures. Services funded by this department include but are not limited to: City Council members to set policy goals and objectives for the community, regular and special meetings of the City Council and recordings thereof, administering elections, and steering City promotional activities. Proposed appropriations reflect a decrease of 11.93% as there is not a general municipal election occurring next year as in was the case in the prior year.

Admin / Finance / Legal Department (No. 02)

This department makes up 21.5% of proposed budgeted expenditures. By its nature, the Admin/Finance/Legal Department provides essential administrative, oversight, and support for all of the City's direct-cost programs including: police, community development, parks and landscape maintenance services, capital improvements, etc. Several specific functions funded by this department include but are not limited to: executive management and policy execution, legal counsel, human resources, financial reporting and budget, treasury/investment, payroll/benefits administration, disbursements, revenue collection, records retention management, and facility rentals. Proposed appropriations are expected to remain relatively steady with an increase of 2.5% over the prior year adopted budget. One explanation for this minor increase is the prior year budget incorporated status quo labor agreements for the miscellaneous group and next year's budget reflects the terms of the latest miscellaneous employee agreement. The second explanation is next year's proposed budget reflects a 10% increase in the Admin/Finance/Legal Department's estimated proportional share of the City Attorney retainer from 50% in FY 2016-17 to 60% in FY 2017-18, which is a better reflection of actual FY 2016-17 results.

**City of Clayton
Budget Message
General Fund Expenditures**

Public Works Department (No. 03)

This department makes up 3.0% of proposed budgeted expenditures. Services funded by the Public Works Department include, but are not limited to, the maintenance of city hall and other facilities, grounds, and buildings as well as maintenance of the City's five neighborhood parks (El Molino, Lydia Lane, North Valley, Stranahan, Westwood). Proposed appropriations of this department reflect a decrease of 7.48% attributable to the implementation of a new policy to improve the allocation costs associated with vehicle maintenance, gas, oil and supplies to other City departments and funds for the public works function.

The FY 2017-18 proposed budget also incorporates important changes to the Maintenance Department workforce structure. Following the retirement of one of the City's two Maintenance Supervisors during FY 2016-17, next year's budget proposes to leave the second Maintenance Supervisor position unfilled. Additionally, the proposed budget incorporates the elevation of the City's two experienced Maintenance Worker I employees to Maintenance Worker II positions, resulting in a 5% increase in compensation and opportunities for future growth for these employees. Finally, the budget includes a renaming of the Maintenance Lead Worker to "Senior Maintenance Worker" with the goal of emphasizing a second in command position for the Maintenance Supervisor to help oversee fieldwork. The goal of these structural changes is twofold; firstly to recognize journeyman skills and boost the morale of the City's dedicated and tenured Maintenance Department workforce as well as improve departmental efficiency by establishing a more evident line of hierarchy below the Maintenance Supervisor position.

Given the nature of the Maintenance Department providing services to five (5) other funds in addition to departments of the General Fund (i.e. Public Works, Library and Community Park), the additional costs associated with this workforce growth have been distributed amongst these funds based on actual historical departmental payroll results.

Community Development Department (No. 04)

This department makes up 6.9% of proposed budgeted expenditures. Services funded by the Community Development Department include but are not limited to: long-range planning and special studies (i.e. transportation, housing, zoning, etc.), ensure compliance of land development and private party design proposals with local, state and federal regulations, municipal code enforcement, and administration of the city's low-moderate income housing program. Proposed appropriations reflect an increase of 3.92% over the prior year adopted budget. Beyond hikes imposed by CalPERS on the fixed dollar UAL contribution

**City of Clayton
Budget Message
General Fund Expenditures**

impacting having City-wide impacts, another explanation for this increase is the prior year budget incorporated status quo labor agreements for the miscellaneous group and next year's budget reflects the terms of the latest miscellaneous employee agreement.

General Services Department (No. 05)

This department makes up 3.5% of proposed budgeted expenditures. By its nature, the General Services Department tracks essential support costs shared amongst all of the City's departments and funds. Several specific functions funded by this department include but are not limited to: city-wide risk management/insurance premiums, computer, software, and network technology supporting all functions, office supplies, and shared printer/copy/scanning costs. Proposed appropriations for this department are expected to increase by 12.67%. This increase is primarily attributable to several factors including: technology improvement related costs for a new web-based business application for the business licenses and facility rental processes, enhanced internet speed, and general city-wide information technology support.

Police Department (No. 06)

This is the largest General Fund department making up 53.3% of proposed budgeted expenditures. Services funded by the Police Department include but are not limited to: traffic enforcement, vehicle collision and crime investigation, contract animal control and dispatch services, and police records management. Proposed appropriations reflect an increase of 5.60% over the prior year adopted budget. Beyond hikes imposed by CalPERS on the fixed dollar UAL contribution impacting having City-wide impacts, a second explanation is an increase in salaries costs reflecting merit step increases for eligible employees of this department as a 4% cost of living adjustment specified in the Police Officers Association labor agreement. The third largest contributing factor for this increase is a scheduled increase in the annual cost for contracted dispatch services from the City of Concord.

Library Department (No. 07)

This department makes up 3.0% of proposed budgeted expenditures. Services funded by the Library Department include, but are not limited to, maintenance of the City-owned Clayton Community Library building, grounds and equipment, and funding Sunday and weekday staffing hours beyond the County's base of 35 hours a week. Proposed appropriations are relatively steady and only reflect an increase of 2.53%.

**City of Clayton
Budget Message
General Fund Expenditures**

Engineering Department (No. 08)

This department makes up 2.1% of proposed budgeted expenditures. The City contracts with PERMCO Engineering to serve as its City Engineer. Services funded by the Engineering Department include, but are not limited to: administration of the City's capital improvement program, plan check and review of construction/development plans, administration of the City's encroachment permit program and management of various benefit assessment districts. Proposed appropriations are relatively flat-lined reflecting a modest increase of only 2.60% to account for the Engineering Department's estimated 2.5% share of the City Attorney retainer, the first time cost breakout better reflecting historical actuals.

Clayton Community Park Department (No. 09)

This department makes up 4.9% of proposed budgeted expenditures. Services funded by the Clayton Community Park Department include, but are not limited to: landscaping of the Clayton Community Park grounds, maintenance of recreational sporting fields and related equipment/facilities, repairs and maintenance of water irrigation network, and trash removal. Proposed appropriations reflect an upsurge of 16.00% to reflect an increase in projected time spent by maintenance personnel on Clayton Community Park tasks based on prior year actual results.

**City of Clayton
Budget Message
General Fund Reserves**

GENERAL FUND RESERVES

FY 2016-17 Projected Operational Surplus

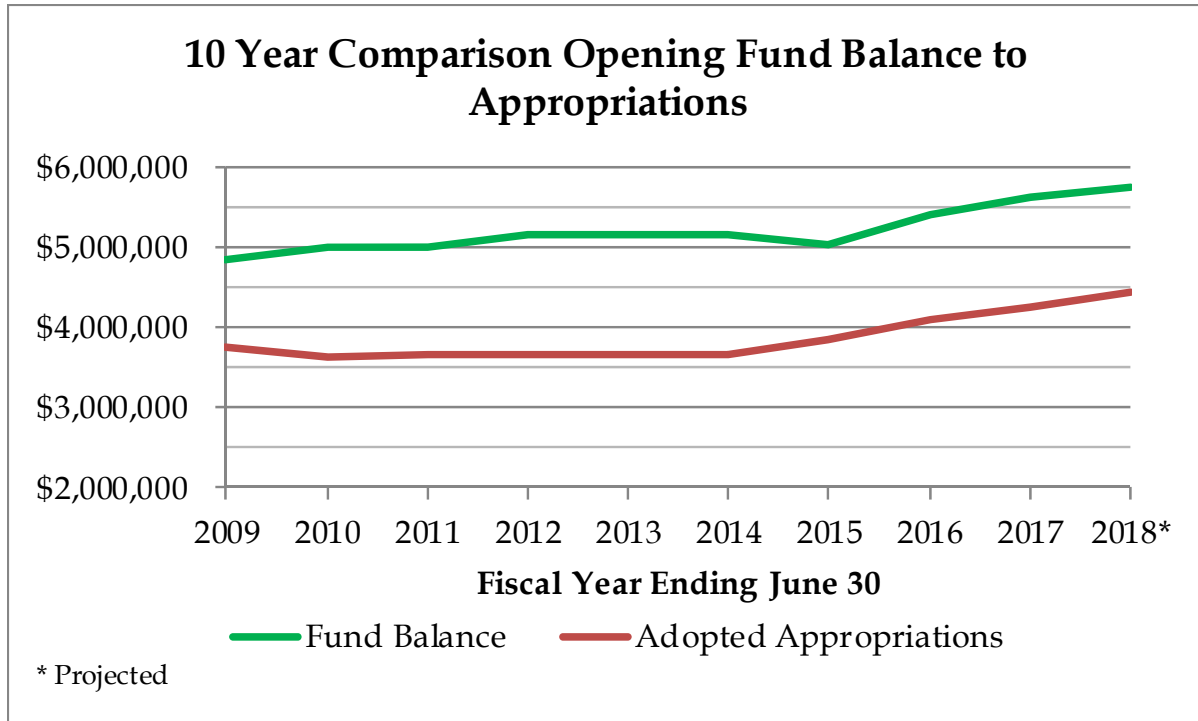
The prior year adopted City Budget forecast a surplus resulting from operations of \$38,900. Due to favorable revenue and expenditure budgetary variances, it is projected that FY 2016-17 will close with an operational surplus of **\$338,879**. The favorable revenue variance arose from better than estimated outcomes in ordinary operational revenue line items as described in the FY 2016-17 Revenue Projections section previously. As outlined in the FY 2016-17 Expenditure Projections section previously, actual FY 2016-17 operational expenditures are expected to fall well short of appropriations due to unplanned and undesired low staffing levels of the City's police workforce resulting from attrition.

General Fund Reserve Earmarks Authorized by the City Council

At the close of FY 2014-15, the audited financial statements of the City reported a General Fund "unassigned" reserve balance of \$4,509,255 and an increase in fund balance of \$389,895. This reserve balance amount exceeded the FY 2015-16 General Fund operating budget by 1.10 times. This is an exceptional feat when making a comparison to some other small cities of Contra Costa County. In comparison, the ratio of unassigned fund balance June 30, 2015 to the FY 2015-16 General Fund Budget for Lafayette, Moraga and Orinda is 0.74, 0.33, and 0.66 respectively. This means that unlike the City of Clayton, none of these fine neighboring cities would be able to operate for one fiscal year entirely on reserves alone. Given the healthy position of the City of Clayton's reserves and the growing urgency to address non-recurring operational needs of the City, the City Council has twice now directed staff to utilize recent General Fund surpluses for specific purposes. Some specific critical technological, infrastructural, and operational needs identified include, but are not limited to: purchase of a mini-excavator for the Maintenance Department; repainting, concrete, and flooring improvements for Endeavor Hall; replacement of outdoor grills and concrete improvements at Clayton Community Park; re-designing the City's website to accept applications and payments online; etc. Since the specific needs approved by the City Council would not be sustainable in an ordinary balanced operating budget, the utilization of recent surpluses is a responsible use of built-up reserves presuming there remains a sufficient balance to cover next year's General Fund operational budget in an emergency situation.

**City of Clayton
Budget Message
General Fund Reserves**

The following is a ten year trend of the status of total fund balance of the General Fund compared to the General Fund appropriations of the same fiscal year:



Categorized as being non-recurring in nature, expenditures pertaining to the completion of these authorized projects are not reported as part of the operational budget but tracked separately. The following is a summary of previous actions taken by the City Council to earmark the General Fund surpluses for specific purposes:

Earmark of FY 2014-15 General Fund Surplus

During FY 2015-16, on February 3, 2016, the City Council took action to utilize the General Fund surplus (\$389,895) reported in the FY 2014-15 audited financial statements to address pressing one-time needs of the City. As reported in the City’s audited FY 2015-16 comprehensive annual financial report (CAFR), \$278,853 of the General Fund’s fund balance was reported as “assigned,” which represented the unspent balance the reserve balance earmarked by the City Council on February 3, 2016. Accordingly, this unspent balance was carried forward into FY 2016-17 to address the remaining specifically identified one-time needs identified by the City Council. By June 30, 2017, it is projected that eleven of the fourteen original projects approved by the City Council will have been completed by City staff, leaving a projected residual balance of **\$68,091** rolling into FY 2017-18 for completion.

**City of Clayton
Budget Message
General Fund Reserves**

The following table summarizes the projected status of each of the one-time projects authorized by the City Council on February 2, 2016 is summarized as follows:

Project Description	Original Amount Authorized	Amount Rolled to FY 2016-17 to Complete	Amount Rolled to FY 2017-18 to Complete
1. Exterior repaint of City Hall	\$ 6,900	\$ -	\$ -
2. Exterior/interior repaint of Endeavor Hall	12,240	-	-
3. Refinish oak wood floor at Endeavor Hall	5,473	-	-
4. Reseal Endeavor Hall concrete walkway	1,250	1,250	-
5. Ten (10) additional trash receptacles at CCP	18,322	-	-
6. Replace three (3) grills at CCP	1,724	-	-
7. Clean/reseal two (2) restroom floors at CCP	4,900	4,900	-
8. Purchase new public works mini-excavator	46,243	-	-
9. Keller outhouse demolition	20,000	18,668	-
10. Police cameras at City entry/exit points	132,983	132,817	14,754
11. Police labor overlap and training for attrition	38,237	20,881	-
12. Upgrade City website and IT services	47,000	47,000	-
13. Electronic records management (laserfiche)	48,337	48,337	48,337
14. Searchable online municipal code	5,000	5,000	5,000
	<u>\$ 388,609</u>	<u>\$ 278,853</u>	<u>\$ 68,091</u>

Earmark of FY 2015-16 General Fund Surplus

During FY 2016-17, on February 21, 2017, the City Council took action to utilize the General Fund surplus (\$203,325) reported in the FY 2015-16 audited CAFR to address an updated list of pressing one-time needs of the City. Of the four needs identified and approved by the City Council, none are expected to be completed by June 30, 2017. Accordingly, it is projected the full earmarked balance of **\$203,325** will roll into FY 2017-18 for completion.

The following table summarizes the projected status of each of the one-time projects authorized by the City Council on February 21, 2017 is summarized as follows:

Project Description	Original Amount Authorized	Amount Rolled to FY 2017-18 to Complete
1. Successor Agency Admin Fee Gap	\$ 110,000	\$ 110,000
2. Bid Specifications and HVAC Drawing	7,950	7,950
3. Replace AC Unit at City Hall	61,500	61,500
4. Replace Heater Unit at City Hall	23,875	23,875
	<u>\$ 203,325</u>	<u>\$ 203,325</u>

**City of Clayton
Budget Message
General Fund Reserves**

FY 2017-18 General Fund Reserves Status

As presented in the City's most recent audited CAFR, General Fund's total reserve fund balance was \$5,618,059 at June 30, 2016. Of this balance, the unrestricted reserve balance (presented as "unassigned fund balance" on the financial statements) was \$5,031,142 on June 30, 2016. This reserve balance is a healthy **1.18 times** the size of the FY 2016-17 adopted General Fund budget.

The City Council has directed an absolute minimum reserve of \$250,000 as its never-to-be-expended "catastrophic reserve". In practice this is implemented and easily complied with, indicating perhaps this floor requirement should be elevated in the future. However, the standing Policy Goal of the City Council is to establish and retain an undesignated reserve of 50% relative to the annual General Fund Budget. When incorporating projections on how FY 2016-17 will close, the total opening General Fund reserve balance will have increased to \$5,764,845 to start FY 2017-18.

As noted previously, during FY 2015-16 and FY 2016-17 the City Council took action to utilize the prior year General Fund surpluses to address urgent one-time needs of the City's. When backing out these earmarked portions of fund balance, the unrestricted General Fund reserve is **\$5,493,429** to start FY 2017-18, or 1.23 times the proposed General Fund appropriations for FY 2017-18. Subtracting the "untouchable" \$250,000 reserve lowers our true reserve equity to a position of **1.18 times** (\$5,243,429). This measurement demonstrates the effectiveness of the City's fiscal policies.

**City of Clayton
Budget Message
Special Revenue Funds**

SPECIAL REVENUE FUNDS

An appendage to the General Fund operations of the City, the City Council and staff are charged with stewardship over the provision of public services employing restricted-use monies accounted for in *special revenue funds*. In accordance with the Government Accounting Standards Board (GASB), special revenue funds are governmental funds used to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes. In total, the City currently has eleven (11) such special revenue funds that account for such restricted use monies. Strict controls and regulations are placed on the City's special revenue funds' express purpose and expenditure. These funds are in essence self-contained operations yet form a critical portion of the overall City Budget as these funds underwrite much of the public service and improvement mission of the City. The following section provides a discussion of the fiscal status of each of these special revenue funds.

A. Gas Tax Fund - No. 201

Derived from layers of state transportation taxes on the sale of gasoline [Street and Highway Code, Sections 2105, 2106, 2107 and 2107.5; voter-approved Proposition 42 "Traffic Congestion Relief Act" monies], this group of revenues is collectively referred to as our "Gas Tax Fund". Local gas tax funds in the past have been a reliable source of funding for cities since the 1970s and are universally used to fund local road maintenance and repairs. Our City uses these monies to perform annual street re-striping and safety re-markings, traffic regulation and warning signs and replacements, resealing of street cracks, sidewalk and gutter repairs, replacement of street name signs, operation and repair of arterial street lights, and traffic signal maintenance.

Due to the City's pattern of heavy reinvestment of Gas Tax funds into maintenance and repair of local streets and roads, our City has been successful in its upkeep of this infrastructure, investing approximately **\$1.6 million** in Gas Tax monies over the last 10 years (since FY 2007-08) into street repaving and improvements. This accomplishment has enabled Clayton to consistently place in the Top 5 best overall street conditions within Contra Costa County, currently tied at No. 1 in Contra Costa County (the Bay Area average Pavement Condition Index is 66 PCI). Our City's last-rated PCI was 85 (year 2016), which positioned our aggregate street conditions in the industry standard category of "Very Good", the highest category; "Excellent" is 100 PCI, a newly paved street.

At this time total Gas Tax fund revenues are estimated to be \$355,303 for FY 2017-18. The increase from FY 2016-17 gas tax revenues is primarily attributable to in infusion of two new revenue sources. The first new line item, the State Gasoline Section 2030 Road Maintenance and Rehabilitation Account (RMRA) was created from the passage of Senate Bill 1 (Beal), or the "Road Repair and Accountability Act of 2017 (SB1). SB1 also stipulated the repayment of \$706 million by the state General Fund to transportation

**City of Clayton
Budget Message
Special Revenue Funds**

funds over the next three fiscal years (FY 2017-18 – FY 2019-20). These repayments, reported under the new “State Gasoline Loan Repayments” line item in the FY 2017-18 Gas Tax fund budget, will be allocated half to cities and half to counties with the city funds allocated among cities on a per capita basis.

The City’s Gas Tax Fund is projected to open FY 2017-18 with projected positive reserve balance of \$168,038. This balance was earmarked for the 2016 Arterial Rehabilitation Project during FY 2016-17. However, as all costs incurred for the 2016 Arterial Rehabilitation Project during FY 2016-17 were covered by a Measure J grant, the unused balance of previously earmarked Gas Tax fund reserves totaling \$233,029 rolled into FY 2017-18 for re-appropriation into the same project. Of these unspent Gas Tax fund reserves, \$150,000 is proposed to address additional costs associated with an expanded scope of the Collector Street Rehabilitation Project (Keller Ridge Drive) up through Kelok Way.

After allocation of monies for basic transportation maintenance and operation expenses (e.g. electricity for arterial street lights and traffic signals at \$52,100; traffic signal maintenance performed by the County at \$26,300; City Maintenance personnel compensation of \$22,500 for street maintenance tasks and traffic sign replacements; general street maintenance supplies at \$12,000), it is proposed to appropriate gas tax transfers of \$370,778 (70.85% of total appropriations) to the City’s Capital Improvement Project Budget for the following street improvements and repairs:

ADA Sidewalk/Parking Improvements	\$	6,000	CIP 10394A (annual)
Collector Street Rehabilitation		150,000	CIP 10425
2018 Neighborhood Street Repave		214,788	CIP 10436
Total		\$ 370,788	

Consistent with the prior year plan in order to use existing Gas Tax fund reserves for eligible City streets projects, the proposed budget plans to draw down all available reserves and end FY 2017-18 with a zero fund balance.

B. 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 Facility District 2007-1 (LMD). This annual 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 weed abatement

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Special Revenue Funds**

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 special revenue fund.

Measure B, the 2007 ballot measure, expires June 30, 2017. Given this is 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 elected (77.1% positive vote) to extend the LMD special parcel tax for an additional 10 years.

Maintenance of City Parks *is not* included as an authorized expense under the LMD Act; park maintenance obligations fall to the City’s General Fund. *Citywide public landscaping services have always been funded by a special revenue tax levied on private properties throughout the City.* The LMD has now completed its last year of a 10 year approved operation (Measure B), and this upcoming fiscal year will begin its first year of the new 10 year approved operation under Measure H. The Landscape Maintenance District has a trails and landscaping citizens’ oversight committee (TLC) that meets periodically to ensure the promised maintenance standards and efficiencies are achieved and reviews the budget ensuring these special-purpose tax revenues are used for their intended purpose as established under the previous ballot measure for the LMD.

Pursuant to the terms of voter-approved Measures B and H, the special tax rate may be modified annually by the change in the CPI from April to April. In no event shall the tax rate be increased by more than 3.0% each year. Given the CPI change (from April 2016 to April 2017) posted at 3.78%, the special parcel tax growth factor must be capped at 3.0% for FY 2017-18. Accordingly, the LMD’S projected revenues have been increased by 3.0% to a total of \$1,089,277 for FY 2017-18. This results in a modest increase to LMD revenues of \$31,727 over the prior year adopted budget. The capped CPI growth adjustment will result in an increase of \$7.24 per residential parcel over the prior year rate (last year’s single family rate was \$241.18; including the capped CPI adjustment factor the new single-family parcel rate will be \$248.42).

Since 2008, the LMD has used approximately \$954,711 of these special tax funds for public landscape and irrigation and trail system improvements. When including an additional \$278,000 of prior-approved projects rolled forward into FY 2017-18, the LMD will have invested over \$1.4 million into landscape related capital improvements in addition to maintaining current landscaping.

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For FY 2017-18, the LMD has budgeted to fund the following prior-approved landscape improvement projects:

Downtown Planters Replacement Project	\$	270,000
Removal of 18 Eucalyptus Trees in Open Space Hills		185,000
Replace Irrigation System Centra Control Field Panel		20,000
Jeffrey Ranch Median Island Re-landscaping Project		6,000
Subtotal		481,000
Subdivision/City Entry Sign Replacement Contingency		2,000
Grand Total	\$	483,000

The proposed LMD budget is a balanced operational budget, utilizing fund balance to undertake non-annual 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. The budget expenses are primarily adjusted for increased costs from outside agencies as well as for fuel, fertilizer, water, etc. For FY 2017-18 the LMD will be adding one new project at an estimated cost of \$185,000 to remove 18 eucalyptus trees in open space hills.

An enormous impact on LMD operations over the past five fiscal years has been 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. While homeowners were placed under a 25% reduction plan, city and commercial irrigation water consumers were set at a massive 45% mandatory water reduction order. With irrigation cutbacks of that magnitude the LMD suspended irrigation water to turn and bushes, reserving restricted water supplies to irrigate public trees. The LMD also halted all operation of the Clayton Fountain (even though it is a recirculating fountain) and reduced outside watering to two days per week. This action plan impacted some of the water intensive landscape in order to sustain the more valuable plants and mature signature trees in the LMD. Capital improvement projects engaged during the drought were hardscape-only oriented.

Although the state of California and CCWD recently announced a relaxation of the water restrictions, allowing more additional outdoor water irrigation uses than in the prior year, there are still reductions needed to balance against water cost increases. The proposed budget for LMD water irrigation supply service incorporates a large projected water cost increase of \$24,900 over the prior year budget, bringing the total budgeted

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water supply expenditure to \$130,000. Given the prior year's budgeted water service cost incorporated drought restrictions, the sizable increase in FY 2017-18 is actually a normalization of water irrigation costs back to pre-drought periods. The increase also captures additional irrigation consumption associated with new tree installations in the prior year as well as the planned completion of the new downtown planter boxes in FY 2017-18.

Personnel services for this labor-intensive work effort account for 31.75% of the LMD budget in FY 2017-18 (\$476,000). This is higher than the prior year's labor requirements ratio of 28.65% resulting from increased labor demands connected with the installation of new landscaping and irrigation systems as well as a newly-proposed twenty week landscape replanting project. Whenever possible, tasks within the LMD are assigned to temporary seasonal personnel that are less expensive labor (e.g. trimming), allowing full-time permanent City maintenance personnel (typically four) to focus on tasks requiring journeyman-level experience (e.g. irrigation line and system repairs).

As approved by Measure H voters, the LMD'S budget includes a recurring line item (account 7316) for the purchase of replacement plants, budgeted at \$40,000 in FY 2017-18. 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 \$14,500 in FY 2017-18. An expense of \$36,095 (3.28% of annual LMD revenue) is transferred to the City's General Fund to pay for the LMD's share of administrative and overhead activities provided by the City (e.g. telephones; payroll processing; accounts payable; management).

With all of these actions, the LMD's ending fund balance on June 30, 2018 is projected to be **\$713,835**. The LMD's healthy reserve position is evidence the City does not siphon "surplus" monies into its General Fund but uses the special tax revenues for its intended voter purposes. Its monetary existence will be crucial once the drought is over and the LMD re-examines priorities to replace landscape lost (including adding in more hardscape treatments) from the extreme water conservation measures. The TLC will hold a meeting prior to City Council's final adoption of the proposed LMD budget for FY 2017-18.

C. The Grove Park Fund - No. 211

The Grove Park officially opened to the community on January 12, 2008 and on May 29, 2008, City Maintenance Department assumed full responsibility for the care and maintenance of The Grove Park. On Opening Day, the public park immediately became the signature statement of our community, and ever since it has been the popular gathering place for residents and visitors to the Clayton Town Center. Voters originally approved the special parcel tax in November 2006 to maintain the park for 10 years (levy first collected in FY 2007-08) with FY 2016-17 constituting the 10th year of the

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special parcel tax's existence. In November 2014, the voters overwhelmingly elected to extend The Grove Park special parcel tax for an additional 20 years through the passage of Measure P (81.3% positive vote). Operations for The Grove Park are separately accounted for by the City in a restricted special revenue fund.

Pursuant to the terms of voter-approved Measure P, the special parcel tax rate may be modified annually by the change in the CPI from April to April. However, in no event shall the tax rate be increased by more than 3.0% each year. Given the CPI change (from April 2016 to April 2017) posted at 3.78%, the special parcel tax growth factor will be capped at 3.0% for FY 2017-18. Accordingly, The Grove Park's projected revenues have been increased by 3.0% to a total of \$130,285 for FY 2017-18. This results in a modest increase to The Grove Park revenues of \$3,795 over the prior year adopted budget. The capped CPI growth adjustment will result in an increase of \$0.59 per residential parcel over the prior year rate (last year's single family rate was \$20.09; including the capped CPI adjustment factor the new rate will be \$20.68). Furthermore, in FY 2016-17 The Grove Park fund received its 10th and final installment of the generous \$10,000 annual donation from Endashian, Inc., developers and landowners of the CVS/Pharmacy store site (formerly Longs Drugs Store).

Bolstered by these revenues and interest earnings, The Grove Park fund maintains a positive fund balance expected to be approximately \$291,566 by the end of FY 2016-17 with equity slightly increasing to **\$293,324** at the close of FY 2017-18. Of this projected FY 2017-18 ending fund balance amount, \$100,202 sits in the asset replacement reserve approved in the adoption of Measure O, \$55,000 in the unallocated stabilization reserve (increasing by \$5,000 annually), and \$138,122 in unrestricted fund balance. As this park's apparatus and infrastructure ages following 10 years of high public use, these reserves will be key assets to maintain this public gem.

For FY 2016-17, it is projected total expenditures of The Grove Park will be approximately \$140,231 offset by revenues totaling \$143,140, resulting in an operating surplus of \$2,909. This projected surplus is actually far less than anticipated, due to the higher than anticipated costs of water consumption for The Grove Park's newly modified water play feature as no historical information was available for FY 2016-17 budget projection purposes. The Grove Park's new water play feature was activated for the first time in FY 2016-17, which led to substantially higher water consumption over prior years due to its immense popularity with the public. In future years it is projected The Grove Park fund will be able to sustain the increased water consumption costs associated with operation of the water play feature in a balanced budget. However it is currently uncertain whether The Grove Park can sustain annual set-asides of \$18,000 and \$5,000 for the asset replacement and unallocated stabilization reserves prospectively. At the conclusion of FY 2017-18, staff will be able to better determine what water play feature use-restrictions, if any, will be necessary to sustain the annual reserve set-aside goals established by the ballot

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measure. Until then, as The Grove Park has built up a healthy unrestricted fund balance, any increases to the asset replacement and stabilization reserves not sustainable from fund surpluses must be taken from the unrestricted fund balance.

As The Grove Park continues to mature and its public attraction increases, more City Maintenance Department personnel time may be necessary to keep it in a condition worthy of the City's signature piece. During the summer and on Saturday Concert Series weekends, a part-time seasonal maintenance worker is assigned to perform routine maintenance and oversight tasks at The Grove Park to ensure this highly-visible asset shines for our community. The nearby municipal well provides the irrigation and non-potable water needs of The Grove Park, which saves considerable taxpayers' monies compared to the metered water prices of Contra Costa Water District.

To continue to meet the operational objectives of The Grove Park, appropriations of \$133,627 are proposed for FY 2017-18 incorporating additional costs associated with operating and maintaining the new water play feature for daily public use. This results in a planned surplus of **\$1,758**. As this projected surplus is less than what is required for the annual replenishment of the asset replacement and unallocated stabilization reserves (\$23,000 total), it results in an unavoidable allocation of \$21,242 from the unrestricted fund balance to meet the reserve set-aside requirements for FY 2017-18. Nevertheless, The Grove Park fund's total reserves remain sufficient beyond its normal yearly operations. The City Council may take action after the adoption of the budget to utilize these reserves for additional capital improvements at The Grove Park.

D. Oakhurst Geological Hazard Abatement District - Fund No. 212

Formed by the City Council during the construction of the Oakhurst Development Project, this benefit assessment district encompasses all of the lots and open spaces within the Oakhurst [residential] Development. The Oakhurst Geological Hazard Abatement District (GHAD) has the authority but not the obligation to perform repairs to public, or authorized private, properties caused by certain geologic hazards such as landslides within this area. In order to fund any such operations, the GHAD Board of Directors (City Council) is required by state law to receive affirmative vote by real property owners within the district for any increase in the assessment rate. Insufficient assessment revenues have always existed to perform much of the identified or speculated hillside repairs; property owners within this district have rejected any assessment increase three (3) times in the past. The GHAD Manager (the contract City Engineer) manages the district and provides a separate budget and annual report to the Board of Directors in June of each year.

Due to the restricted amount of voter-approved assessments, the GHAD levies an annual assessment that generally produces the same amount of revenue each year for general geologic hazard abatement purposes within the Oakhurst Development. For FY

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2017-18, assessment revenue is projected to be approximately \$39,841, which incorporates an April 2016 to April 2017 consumer price index (CPI) inflationary increase of 3.78%; it is unlikely property owners within the district would approve a significant rate increase sufficient to arrest or mitigate hillside movements. Interest earnings are essentially non-existent for this Fund (\$200), which operates for most of the 12 months in a cash-flow deficit. The assessment revenues are not received by the GHAD [City as its fiduciary agent] until property owners pay their property tax bills in December and again in April each year.

Nominal management expenses proposed for the GHAD this year include \$5,000 for City Engineering services (District Manager) and \$1,000 allocated for specialized legal services. Although litigation has been settled, the GHAD is still internally assessed a share of the City's general liability insurance premium increases which were historically propelled by the Oakhurst hillside movement litigation, which served lawsuits against the GHAD as well as the City. This annual expenditure (\$7,000 in FY 2017-18) must remain for several years following settlement of the litigation as those defenses pertaining to the GHAD's share of General Fund insurance premium expenses still impact the annual calculation of the City's general liability insurance premium for that prospective time period. However, this year's insurance premium reflects a notable decrease of \$9,110 (56.5%) from the prior year given the length of time elapsed since prior hillside movement claims.

A base transfer of \$7,244 to the City's General Fund for general administrative and clerical support services is standard procedure necessary to sustain the bare existence of the District (18.2% of annual assessment). County administration fees to levy, collect and disburse the District's property tax bill assessment are estimated at \$1,200.

The annual projected surplus of **\$12,447** arises largely as a result of the decrease in both insurance premiums as well as project costs planned for FY 2017-18. This surplus will assist in addressing project costs such as inclinometer monitoring and roadway crack sealing in future years. The GHAD is projected to end FY 2017-18 with a positive reserve balance of **\$36,333**.

No capital projects are proposed in the GHAD budget for the coming fiscal year due to lack of further fiscal resources authorized by vote of the district's real property owners'. Clearly, no geologic hazards can be abated in exchange for \$39,841 per year. The GHAD maintains its legal life with the foresight and wisdom that affected property owners might someday wish, or need, to proactively utilize this legal instrument to address hillside movement remediation.

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E. Presley GHAD Settlement Fund - No. 213

In 2003 the City and GHAD settled its lawsuit against Presley regarding damages to City infrastructures in the Kelok Way area of the Oakhurst Development. After reimbursement to the City of advanced legal expenses, proceeds from the settlement were retained in a separate fund for use to clean V-ditches in the area, monitor hillside movement and explore mitigation options to protect public infrastructures in the Development. During FY 2010-11, funds were appropriated from this reserve (\$110,000) to perform road resurfacings in the Development in conjunction with an annual Neighborhood Street Project (CIP No. 10409).

No monies from this restricted use fund were expended in FY 2016-17 and none are expected in the upcoming FY 2017-18. After the inclusion of projected interest earnings to this fund of approximately \$1,600 it is projected this fund will end FY 2017-18 with a positive reserve balance of **\$125,583**. These monies may yet be tapped for further area repairs to damaged public infrastructure and/or arrest hillside movement in the future, as well as deficit operations of the GHAD fund.

F. Neighborhood Street Light Fund - No. 214

This fund accounts for the operations of the Clayton streetlight benefit assessment district. This restricted-use street light assessment is collected through the real property tax bill on Clayton residential properties [current assessment ranges from \$8.34 - \$43.54 per residential unit per year]. Since 1996-97 (for 20 consecutive years), the City **has not requested or increased the rate charged to real property owners** for the public street lights in their neighborhoods. These assessments are restricted for public street light operations and maintenance *within residential neighborhoods*. We expect to realize approximately the same amount in revenues as last year (\$125,991) since this assessment can only be increased by affirmative vote of the assessed property owners (Proposition 218 voter requirements). A 10-year trend analysis of our operational experience with these residential street lights reveals the actual cost of electricity and maintenance expenses fluctuates slightly with a nominal excess or shortfall in revenue, which the Neighborhood Street Light Fund's reserve adequately covers in the latter event.

In order to continue providing current services within the existing assessment rate, consistent with recent years a slight draw on existing reserves is expected in FY 2017-18 by approximately **\$17,379**. Recurring causes for this functioning deficit are electrical rate increases prompted by PG&E's field audit 9 years ago as to correct tariff categories, in-house labor, electrical parts and supplies, and direct charges for preparation of the Engineer's Report (Engineering).

With a projected opening positive reserve balance of \$110,450 to start FY 2017-18, there is no justification to approach voters to increase this tax assessment. With the projected

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utilization of fund balance reserves in FY 2017-18, the fund is projected to close FY 2017-18 with a reserve balance of **\$93,071**. At the current rate of reserve use, this fund has 5.35 years of operational monies before additional assessment monies are required.

It has been 21 years since neighborhood street light benefit assessment rates were raised, and the law is clear voter approval is mandatory to do so. Conversely, should the annual assessment be lowered by City Council action (under a public policy theory that plentiful reserves should become a pseudo rebate to taxpayers), the lowered street light rate is then locked in and cannot return to its higher rate in the next or subsequent years without an affirmative two-thirds vote of the property owners (Proposition 218). It is further noted the reserve position of this fund does not incorporate an amortization program for replacement of aging or deteriorated street light poles, an issue that has been identified by staff requiring replacement of many of the wooden street light poles in FY 2017-18.

G. Stormwater Fund – No. 216

This account manages the special parcel tax (labeled “ERUs” for Equivalent Runoff Units) levied locally to assist the City in compliance with unfunded State-mandated regulations through our National Pollution Discharge Elimination System (NPDES) Permit. It has been confirmed by case law (previously challenged and lost by southern California cities) that Regional Water Quality Control Boards do indeed have authority to levy unfunded mandates against pollution discharges (cities and counties) by virtue of the federal Clean Water Act and the California Porter-Cologne Water Quality Control Act.

By previous Council action long ago, this real property tax levy was maximized at its allowable cap in year 2000 currently netting the City \$82,473 for local use in FY 2017-18. In reality, the parcel tax generates higher gross revenues (\$127,145). However, the following purposes snag portions of the City’s local levy before ever touching our local coffers:

Contra Costa [Cities] Clean Water Program	\$	26,872	
Commercial Building Inspections by Sanitary District		8,000	
County Auditor-Controller Administrative Fee		3,800	
Reserve Fund for the Clean Water Program		3,000	
Flood Control District Management Expense		3,000	
Total Revenue Offsets:		\$ 44,672	35.28%

In addition the City must pay an annual NPDES Regional Discharger Fee to the State projected to be approximately \$10,000, further dipping into the local assessment levied for the City.

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The City's 5-year Stormwater Permit (MRP) is issued by the San Francisco Regional Water Quality Control Board. Public agencies, including Clayton, are now under requirements to elevate enforcement, monitoring measures, and treatment projects each year to ensure cleaner stormwaters. This permit, called MRP 2.0, was reissued in November 2015. The permit contains additional and enhanced requirements for cities such as: managing litter that can get into its drainage and creeks from private commercial properties; PCB and Mercury pollutant testing/monitoring; maintenance and enforcement activities; "green infrastructure" which would set forth standards for cities to redirect existing storm drainage water from streets, sidewalks and parking lots and buildings into landscape areas; and enhanced IPM policies, practices and mandatory training and certifications. These additional permit terms will continue to impact the Stormwater fund's equity. As other cities in the state are experiencing similar funding constraints, legislation has been introduced and approved by the Senate (SB 231) which would amend and clarify existing state laws to specifically include stormwater treatment and stormwater harvest and reuse being subject to majority protest. Majority protest is currently explicitly allowed for water and sewer treatment and conveyance. If approved by the State Assembly and signed into law, this amendment would allow increased fees or assessments for mandated stormwater to be voted on locally or regionally by majority protest, consistent with the method currently allowed for sewer and water treatment and conveyance which are also subject to Water Board unfunded mandate permit requirements.

MRP 2.0 requires information to be disclosed by June 30, 2017 to elected officials of the Green Infrastructure (GI) requirements. MRP 2.0 defines GI as *"Infrastructure that uses vegetation, soils, and natural processes to manage water and create healthier urban environments..., green infrastructure refers to stormwater management systems that mimic nature by soaking up and storing water."* GI is designed to capture and reduce existing PCB including background levels, and Mercury. The second objective of GI is to recharge runoff into the ground creating more filtering and more natural infiltration into creeks and waterways. The permit mandates that retrofitting existing impervious surfaces with Green Infrastructure be evaluated, analyzed, planned for, costed and reported on.

The GI has two main elements to be implemented:

- Preparation of a Green Infrastructure Plan for the inclusion of bioswale/landscape planter (LID) drainage design into existing storm drain infrastructure, including streets, roads, storm drains, etc.
- Early implementation of Green Infrastructure Projects Green Infrastructure Plan

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The Green Infrastructure Plan requirements and deadlines are:

- Prepare a framework or workplan to be approved by the Permittee's governing body or city manager, and submitted to the SF Regional Board with its 2016-17 Annual Report in October 2017.
- Prepare and show estimated costs/budget for a Green Infrastructure Plan and submit it to the SF Regional Water Board with the 2019 Annual Report.

The permit requires that beginning with the 2015-16 Annual Report, and annually thereafter, each Permittee review current infrastructure (capital improvement) projects, prepare a list of infrastructure projects planned for implementation that have potential for green infrastructure measures, possible potential, or no potential, and submit that list with each Annual Report, including:

... a summary of how each public infrastructure project with green infrastructure potential will include green infrastructure measures to the maximum extent practical during the permit term. For any public infrastructure project where implementation of green infrastructure measures is not practicable, submit a brief description for the project and the reasons green infrastructure measures were impracticable to implement.

City staff reviewed and compiled a list of its Council approved CIP budget projects and submitted its initial list with its 2015-16 Annual Report. Additional analysis and detail information and plans to implement this list and subsequent annual updates, is required under the permit over the next two years from 2017 to 2019. City staff has constituted its working group also required under the permit. The working group consists of the Stormwater Manager/Asst. to the City Manager, City Engineer, and Community Development Director.

The Green Infrastructure Plans are intended to describe how each jurisdiction will, in the coming decades, shift their impervious surfaces and storm drain infrastructure from gray, or conventional, storm drain infrastructure where runoff flows directly into the storm drain and then to creeks and the Bay, to a more resilient, sustainable system that slows runoff by dispersing it to vegetated areas, harvests and uses runoff, promotes infiltration and evapotranspiration, and uses bioretention to detain, retain, and treat stormwater.

Cities will also be tasked to review and update as necessary their standard engineering designs and planning policies/ordinances to incorporate Green Infrastructure. The Contra Costa Clean Water Program (CCCWP) will provide guidance to cities for reviewing capital improvement programs and projects, identifying green infrastructure potential, advancing planning and design of potential green infrastructure features, and documenting decisions regarding implementation of green infrastructure.

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As noted previously, the current permit contains mandated trash reduction requirements which are met through the implementation of the full trash capture devices. Our City has installed and maintains 25 devices in its four Trash Management Areas. Through this effort we have been able to achieve 100% reduction in trash load baseline, and permit compliance. The City of Clayton is one of only a few cities to have already achieved this goal. However, recent refinements by the SF Regional Water Board to this requirement may mandate the installation and maintenance of additional full trash capture devices to remain in compliance.

The new permit also requires the use of GIS for database mapping and public viewing availability. The Clean Water Program has begun the establishment of a cloud-based GIS mapping program as a group funded effort for all cities. Each city will have its own section for stormwater mapping with the ability to have additional data layers as it desires. Therefore no additional City funds are needed at this time for GIS program.

Such permit conditions necessitate ever-increasing expenditures which will eventually consume current levy revenues. Initial staff analyses reveal an additional \$225,000 to \$515,000 in annual costs could someday impact the City's fiscal operations for this state-mandated purpose alone. Currently under Proposition 218 increases in the levied rates require voter approval. The failure of the Clean Water Coalition's Proposition 218 ballot in FY 2012-13 to raise levy revenues turned aside a potential \$93,700 for use in meeting state unfunded mandates for cleaner stormwaters. Since the City reached its parcel levy cap 17 years ago there have been approximately 512 additional permit requirements mandated by the SF Regional Water Board with no increase in revenue to offset the associated costs, thus resulting in the reduction of the City's Stormwater fund's reserves.

In the FY 2017-18 budget, the City's stormwater costs under the permit regulations are projected to exceed available revenues by approximately \$70,936, although the close of FY 2016-17 is expected to incur a lesser annual deficit of **\$49,664**. Fortunately at the moment there is estimated to be a reserve balance of approximately **\$71,939** at the start of FY 2017-18 in this restricted-use special revenue fund, which is sufficient to cover the projected FY 2017-18 annual shortfall. The erosion of the Stormwater fund's reserve balance over past several years is directly a result of added permit requirements imposed by the Regional Board starting in 1996 (referred to as "C-3 amendments"), MRP 1.0 (issued in 2010), and the current MRP 2.0 (issued in November 2015). All of these were statutory "unfunded mandates."

Labor-related expenditures from this Fund in FY 2017-18 (\$55,220) cover public works' labor for the City's municipal storm drain system, annual debris clearance of creeks and V-ditches, and proactive measures for the prevention of pollutants into these waters, which ultimately emerge into the San Francisco - Oakland Bay. Educational materials

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and supplies are also part of the Stormwater fund's budget, along with our membership in the Contra Costa County Clean Water Program. Recoverable expenses include that portion of City staff time when working on clean water issues, programs, while Regional Water Quality Control Board directives target specific programs (e.g. "diaper" inserts in storm drain inlets) and local enforcement (e.g. fines). City administrative staff (Assistant to the City Manager) expends an inordinate portion of time (approximately one-third or more) engaged in the management, administration and implementation of this federal and state mandated program for cleaner runoff waters. As such, the proposed budgeted transfer of \$37,247 to the City's General Fund to partially offset this incurred staff time is reasonable and essential.

As noted previously, the fund is projected to open FY 2018 with approximately \$71,939 in reserves, and projects a year-end fund balance of \$1,003 on June 30, 2018, a 98.6% loss in reserves. At this rate, the Stormwater fund will become depleted during or immediately following FY 2018-19 as feared, with the only sources of discretionary funds to patch the mandated gap are General Fund operational monies or use of General Fund reserves. Absent a new or increased funding source, the first course of action would likely result in either a reduction of permit compliance potentially resulting in non-compliance and triggering SF Regional Board action of fines of up to \$10,000 per day, reduction in other non-mandated city services, or use of city general fund reserves.

The monthly street sweeping contract totaling an estimated \$46,400 in FY 2017-18 is paid through this fund as a program component of cleaner stormwater from street gutters. To clarify a common misconception, public streets and gutters are swept monthly to mitigate roadway pollutants from entering the storm drain system, not for street aesthetics or as the substitute broom for an abutting property owner's sweeping/clearance of leaves and debris from the curbs of one's property. Offsetting revenue is tendered by real property owners through their trash bills which is projected to be an equal and offsetting \$46,400. This offsetting revenue estimate could potentially be lower due to the revolving number of vacant homes in Clayton (closed accounts) as well as various delinquent and non-paying accounts slicing away at the revenue stream.

Required annual expenditures are absorbed in this fund for engineering services (\$2,000) and other professional services (\$24,810). Necessary engineering services will assist in providing the City's response to the state-mandate to perform additional drainage/green infrastructure analysis, evaluation and annual reporting of our mapped "trash management areas", and PCB analysis. The other professional services line item captures costs associated with state-mandated programs involving drainage inlet insert cleanings (\$10,000), drainage inlet confined space cleaning (\$10,000), and drainage inlet inspections and reports (\$3,000) and bio-swale inspections and reports for City properties (\$1,500). New private construction activities and newer private

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developments with on-site stormwater treatment have been addressed by the City Council to provide methods that are self-supported or cost recovery through the City charges for fees and services, homeowners association and/or benefit assessment districts, and therefore do not impact the Stormwater fund or the City's General Fund.

H. Measure "J" Fund - No. 220

This special revenue fund originated by revenues from the ½ cent sales tax levy approved by County voters in 1988 (Measure C) to provide regional and local transportation and street improvements, a growth management process, and a regional planning process to address quality of life issues. One of the program components of the Measure is its "Return to Local Source" monies wherein cities fully complying with the Measure's Growth Management Program (GMP) Checklist are eligible to receive an annual allocation of monies for local streets and roads maintenance. Disbursement of these monies hinges on a city earning and maintaining a certified Housing Element (either by the California Department of Housing and Community Development [HCD] or via self-certification), and filing a biennial Compliance Checklist. The Contra Costa Transportation Authority (CCTA), cities, and the Contra Costa County were successful in 2004 in obtaining voter approval of Measure J, which extended the authorization of the current sales tax in the County for an additional 25 years beyond Measure C's expiration on March 31, 2009. Accordingly, Measure J is now in effect.

A letter to our City from HCD dated December 11, 2014 stated *"The Department is pleased to find the adopted housing element in full compliance with State housing element law"*. This letter effectively covers the City's compliance with housing element requirements for eight (8) years from the date of issuance. In addition, with CCTA's acceptance of the City's 2016 Compliance Checklist covering 2014 and 2015, the City is eligible to receive its full Measure J "Return to Local Source" funds for FY 2017-18. The next biennial CCTA Compliance Checklist will be due in June 2018 covering 2016 and 2017. For FY 2017-18 the City projects to receive "Return to Local Source" funds in an amount totaling \$280,000. This revenue, which is typically disbursed after the close of the earned fiscal year in the fall, has been earmarked in the FY 2017-18 to fund the 2018 Neighborhood Streets Project in the City's Capital Improvement Program (CIP) Budget.

In addition to this funding, on October 7, 2014 the City signed a cooperative agreement with CCTA and its member cities to receive Program 28a grant funding for Sub-regional Transportation Needs. The grant agreement stipulated that funds will be allocated starting in January 2015, and then each November until 2034 using a 50/50 population and road miles split formula. In FY 2017-18 the City is set to receive an additional \$31,500 per the co-operative agreement, which has also been budgeted for the 2018 Neighborhood Streets Project in the City's Capital Improvement Program (CIP) Budget.

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It is projected that the Measure J fund will open FY 2017-18 with a positive reserve balance of \$393,762, composed of both “Local Source” and “Co-operative agreement” funds. A large portion of this projected opening reserve (\$230,000) is pre-committed to completing the El Portal Drive Restoration Project (CIP 10439), rolling over from FY 2016-17. In addition to new FY 2017-18 Local Source and Co-operative projected revenues totaling \$311,500, the unallocated balance opening reserves is being recommended for appropriation for the 2018 Neighborhood Streets Project (CIP 10432), with a relatively small total of \$29,494 being used for ongoing operational costs. [Refer to the CIP Fund Budget Narrative section for further details on capital projects planned for FY 2017-18 and a description of their funding sources.] Consistent with the prior year budgetary plan, in order to use existing Measure J fund reserves for eligible City streets projects, the proposed budget plans to draw down all available reserves and end FY 2017-18 with a zero fund balance.

I. Restricted Grants Fund - No. 230

This fund is the repository for State and other subvention grants restricted by law or the underlying grant agreement for specific purposes. This fund accounts for several restricted funding sources from external parties for specific program costs including. The following is a summary of the City’s more significant grant-funded programs in the Grants Fund budget:

1. SLESF / COPS Grant Program

The “Supplemental Law Enforcement Services Funds” (SLESF) or “Citizen’s Option for Public Safety” (COPS) grant is funded by a portion of the formerly-local Vehicle License Fees (VLF) and is passed through from the State to Contra Costa County, and then to the City of Clayton. This revenue is passed through from the County to the City on a monthly basis in varying increments that reflect sales tax allocation fluctuations from the state. SLESF/COPS funds are allocated among cities and counties and special districts that provide law enforcement services in proportion to population, except that a) county populations are the populations in unincorporated areas; and b) each agency is to be allocated a minimum of \$100,000. The City of Clayton receives the minimum funding annually. Pursuant to state legislation the use of these funds is restricted to “front-line law enforcement purposes.” Although previously required, following a letter from the State Controller’s Office dated August 17, 2012, annual reporting on the use of these funds is no longer necessary.

The proposed FY 2017-18 budget projects the City will receive the minimum SLESF funding of \$100,000. This FY 2017-18 revenue, in addition to a projected opening SLESF/COPS grant reserve balance of \$67,508 will be utilized to continue underwriting costs associated with the City’s 11th sworn police officer working patrol in the community as well as to cover costs associated with

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maintaining the state-mandated secure line for the Police Department and other related front-line public safety costs. In addition to helping to defray these ongoing costs, \$25,000 of the SLESF/COPS grant will be used for the purchase and installation of new patrol unit video cameras. After proposed grant appropriations of \$145,570, the SLESF/COPS grant is projected to close FY 2017-18 with a positive balance of **\$21,938**.

2. Other Grant Funds

Augmenting the SLESF/COPS grant monies, the Grants Fund expects receipt of \$15,500 in annual revenue from the City's cable communications franchise company (Comcast) for restricted use in Public, Education & Government (PEG) broadcast services and equipment. The City also anticipates being eligible for \$2,000 in Avoid the 25 grant funds from the County to reimburse police labor costs associated with DUI checkpoint enforcement and \$2,712 in Department of Justice grant funds for reimbursement of 50% of the replacement cost of body armor for our police officers.

On the expenditure side of the ledger, \$15,000 is needed for the City's share of the PEG broadcast channel on which our City broadcasts taped meetings of the Clayton City Council and displays other public/community information (Comcast Channel 26). The Avoid the 25 grant operates on a reimbursement basis and revenues received in FY 2017-18 will reflect actual costs incurred. The FY 2017-18 proposed budget incorporates the full utilization of the Comcast Technology grant balance for much needed technology improvements including the boost of internet speed and implementation of a cloud-based business license renewal and payment solution.

In total, the Grants Fund is projected to close FY 2017-18 with a fund balance of **\$207,607**. After the utilization of grant reserves and new revenue during FY 2017-18 for their restricted purposes, year-end reserves are projected to be primarily composed of the Comcast PEG grant (\$173,000) and the SLESF/COPS grant (\$22,000).

J. Development Impact Fees Fund - No. 304

This restricted-use special revenue fund holds the impact fees the City has collected from new developments within the community. Revenues are private development driven and restricted for use on the purpose of the impact fee. Although it is unknown exactly when any proposed development comes "on-line" thereby triggering the payment of these impact fees, staff does not wish to budget for new development to occur and not be realized.

In FY 2016-17 the City collected \$2,082 in offsite arterial improvement, fire protection, and community facilities fees pertaining to a second dwelling unit project on Easley

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Drive. At this time, no additional development impact fees are projected to be received next fiscal year. The sole revenue source budgeted in FY 2017-18 is from interest earnings projected to total \$8,500, which is allocated on a quarterly basis to each respective impact fee account proportionally.

It is estimated police impact fees totaling \$30,000 will be utilized by the Police Department by the close of FY 2016-17 to address eligible police officer labor-related costs in accordance with the adopted budget. This leaves a residual balance of approximately \$30,000 in police impact fees planned for full utilization in FY2017-18 for the same police office labor-related purposes. An additional \$45,000 in proposed appropriations are planned in FY 2017-18 to fully utilize the balance of Childcare

Impact Fees for eligible local childcare grants overseen by the Community Development Department. To address eligible active open space improvement and remediation needs at the North Valley neighborhood park, the proposed Development Impact Fee Fund budget also includes a transfer of \$142,000 from to the Open Space In-Lieu fee account to the CIP Fund (CIP Project No. 10439).

New community development may result in the collection of additional fees, and trigger the necessity to plan new projects to mitigate the increased City costs associated with development expansion. That being said, it is reasonably possible amendments may be required during FY 2017-18 to appropriately reflect new projects to address the demands of more development. The FY 2017-18 budget projects a decrease in fund balance of **\$208,500** reflecting the utilization of developer fee reserves for eligible purposes yet still results in an ending projected fund balance of **\$383,496**.

K. Successor Housing Agency - Fund No. 616

This restricted-use special revenue fund was created as a result of the dissolution of the City's former redevelopment agency (former RDA) pursuant to state law (AB1x 26). Through the adoption of Resolution 03-2012 the City Council elected to retain the affordable housing assets of the former RDA in accordance with Section 34176 of the California Health and Safety Code.

All monies in the former RDA's Low and Moderate Income (LMI) Housing Fund were transferred on the dissolution date (February 1, 2012) to the City's Successor Housing Agency Fund (No. 616). In accordance with the law, the Successor Housing Agency is separate and distinct from all other funds and accounts of the City, to hold, administer and spend the monies in originating from the former RDA's LMI Housing Fund to perform housing functions consistent with the Dissolution Act.

On April 24, 2015, the California Department of Finance (DOF) issued its Final Determination Letter approving the Low-Moderate Fund Due Diligence Review Report.

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This report, performed by an independent accountant in accordance with the law (AB 1484), was also approved via Resolution by the Oversight Board to the Successor Agency and authorized payment to be remitted to the County Auditor-Controller's Office totaling \$3,679,225, representing the "unencumbered balance" of Low-Moderate RDA funds. In accordance with the order letter from the DOF, this payment was remitted shortly thereafter on May 1, 2015. Furthermore, on December 30, 2015, the City received its Finding of Completion from the DOF, formally concluding the AB 1484 RDA dissolution and audit process.

With the pilfering of the City's LMI housing fund pursuant to AB1484, the City's housing functions have now been largely reduced to loan transactions initiated by residents of low and moderate income housing units within the City's current inventory. In FY 2017-18 this fund is projected to incur expenditures totaling only \$10,500 in relation to special legal services involved in the Stranahan subdivision affordable housing loan administration program. Total revenues for FY 2017-18 are projected to come in at \$96,400, pertaining primarily to the \$91,400 loan repayments from Diamond Terrace, maturing in FY 2030-31. At the close of FY 2017-18, it is projected the Successor Housing Agency will report a positive reserve balance of **\$905,060** restricted for future program activities of the City's low-moderate housing program.

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PROPRIETARY FUNDS

A further expansion to the General Fund operations of the City, the City Council has established certain funds that meet the requirements of “proprietary funds.” There are two types of proprietary funds: internal service and enterprise funds. Internal service funds are used to report activities providing goods or services to other funds or departments on a cost-reimbursement basis. The City maintains two (2) internal service funds to account for the City-wide shared costs associated with self-insurance and capital equipment replacement activities. Enterprise funds are used to report any activity for which a fee is charged to external users for goods or services. The City maintains one (1) enterprise fund to account for the Endeavor Hall facility rental activities. The following section provides a discussion of the fiscal status of each of these proprietary funds.

A. Self-Insurance (Internal Service) Fund – No. 501

This internal-service fund manages the fiscal obligations of the City’s self-insured program for our retention deductible (\$5,000 per claim) on initial claims filed against the City for general liability and workers’ compensation as well as deductibles for property, auto, and other insured losses incurred by the City. Pursuant to our membership in the Municipal Pooling Authority of northern California (“MPA”; a municipal self-insured/pooled risk excess coverage joint powers authority [JPA]), our City is responsible for payment of the first \$5,000 in expense and/or damage on each filed claim. This fund also handles other periodic legal expenses to defend the City’s interest in related cases. A recurring expense incurred by this fund is the annual premium (approximately \$1,250) to cover an Employee Assistance Program (EAP), a shared public entity consortium for City employee good-health counseling and wellness services benefiting our permanent organization.

Since there is no recurring or systematic replenishing source of revenue for this fund, the City Council must periodically authorize one-time transfers of General Fund surplus funds to replenish the internal service fund’s reserve balance. The most recent source of such funding was made in FY 2013-14, when the City Council authorized a transfer of \$54,154 from General Fund surplus supported by the audited FY 2011-12 financial statements. This transfer assisted in replenishing losses arising from legal expenses on the Oakhurst Hillside litigation cases beginning in FY 2008-09. With total proposed FY 2017-18 expenditures of \$7,252, this fund is projected to utilize \$6,552 in reserves and close the fiscal year with a positive net position of **\$42,883**. The option to make “replenishment” transfers into the Self-Insurance Fund can be re-considered annually by the City Council once General Fund operational results become available after the close of the fiscal year; however, no request by staff is proposed at this time.

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B. Capital Equipment Replacement (Internal Service) Fund - No. 502

This fund serves to track depreciation and finance the replacement of City-owned vehicles, computers and other capital equipment used in operations. The Capital Equipment Replacement Fund (CERF) is projected to open FY 2017-18 with a positive reserve balance of \$451,477. Of this projected opening balance, only \$127,087 pertains to available cash reserves, with the remainder pertaining to equity resulting from the fund's non-liquid net investment in capital assets.

Based on the current annual depreciation expense presented in the City's audited FY 2015-16 financial statements, the annual depreciation expense of the CERF was \$108,781. In a "utopia," the CERF would recover its annual depreciation in the form of internal service fund service charges to the various department and funds using CERF assets in their respective operations. In robust fiscal years, the various departments of the General Fund (e.g. Police; Public Works, Admin/Finance/Legal, etc.) would incur an annual "CERF Charge" to replenish CERF reserves totaling approximately \$95,000.

Despite the CERF's funding needs, over the last ten budget cycles (including this one) the General Fund has had to cut back, and occasionally eliminate, its replenishment of the CERF sinking fund contribution due to budgetary constraints. During FY 2016-17, based on favorable projected General Fund operating results, CERF charges of \$25,000 were budgeted for and contributed by the General Fund.

Although this was higher than the average contribution of the General fund over the past 10 years, it still fell short of the annual depreciation match requirement of nearly \$109,000 in FY 2015-16. When looking at just the past 10 years, annual depreciation expense of the CERF has exceeded annual replenishments by \$473,600.

Prior to the enactment of Measure B (LMD) by the voters in June 2007, the General Fund of the City was the sole contributor to this vehicle and equipment depreciation schedule. Since the Landscape Maintenance District (LMD) now consumes approximately 59.48% of full-time Public Works' personnel time, voter-approved Measure B and H included a CERF expense in the public ballot measure to proportionately assist in the replacement of capital equipment and trucks used in the LMD. The FY 2017-18 CERF budget incorporates CERF charges of \$14,500 from the LMD, \$2,100 from The Grove Park fund, \$2,230 from the Gas Tax fund, and \$3,200 from the Stormwater fund. In addition, the FY 2017-18 proposed CERF budget incorporates a \$55,000 CERF Charge to the Police Department (General Fund), although this is only a portion (76%) of the depreciation on police vehicles/equipment incurred in FY 2015-16 alone.

On an annual basis the Police and Public Works Departments communicate their capital equipment replacement needs to the City Manager. Based on an analysis of funds

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available as well as the most up-to-date CERF depreciation schedule the feasibility of asset replacement is addressed. The proposed FY 2017-18 CERF budget includes plans to purchase a new Ford Interceptor SUV patrol unit at an estimated cost of \$48,000 to replace a fully depreciated patrol unit sedan currently in use. This will be the fourth SUV patrol unit added to the Police Department fleet, which is gradually replacing the old Crown Victoria sedans which are no longer manufactured. The CERF budget also plans for the purchase of a used heavy duty Ford F-350 truck at an estimated cost of \$40,000 to replace the fully depreciated 2000 Ford F-350 currently in use by the Public Works Department.

At the conclusion of FY 2017-18, after the purchase of asset replacements and CERF charges to the various funds and departments, it is projected the CERF will have a positive fund balance of \$421,007, of which **\$118,617** pertains to cash reserves.

C. Endeavor Hall (Enterprise) Fund - No. 702

This separate fund was established in the FY 2002-03 adopted budget to track specific revenues and expenses of the million dollar historic Endeavor Hall renovation project. More residents and local organizations continue to discover the advantages of Endeavor Hall for events, meetings, and special occasions. Additionally, the Clayton Theatre Company used the Hall for its 5th year of theatrical productions. Facility-use rental fees for FY 2016-17 are projected to land at approximately \$23,000, falling just short of the adopted budget by \$500.

Unfortunately, this positive news is offset by the fact that operational expenditures (excluding depreciation of the facility and improvements) are projected to exceed operational revenues by approximately \$8,489 by the close of FY 2016-17. Based on the Endeavor Hall's historical rental performance, we expect the operational shortfall (excluding depreciation expense) to be approximately **\$6,420** in FY 2017-18. As the average renter of Endeavor Hall generated approximately \$850 in rental income in FY 2016-17, all that is necessary for Endeavor Hall to break even in operation (excluding the impacts of depreciation expense) next year is approximately eight more rentals.

For FY 2017-18, minimal City maintenance labor (\$14,070) is projected for upkeep of the facility, and planted with annual color plants sufficient to keep it desirable for the rental community. Naturally, when vandalism occurs on the building and grounds, extra expenses are incurred to make the necessary repairs. Total proposed (non-labor) operational and maintenance expenses in FY 2017-18 are budgeted at \$17,050. Depreciation expense in this fund is projected to remain consistent at \$37,500 in FY 2017-18.

During FY 2015-16, action was taken by the City Council to earmark \$25,863 in General Fund FY 2014-15 surplus reserves for much needed facility repairs and replacements at

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Endeavor Hall. Specific activities funded by this action included: repainting of the exterior and interior walls, refinishing the oak wood flooring, and resealing the concrete walkway. These urgent improvements to the facility are a prime example of the periodic financial support needed from the General Fund for capital improvements/replacements as Endeavor Hall operations are not self-sustaining. As past rental experiences generate positive word of mouth promotion and expand the customer base, the City is hopeful Endeavor Hall operations will eventually become self-sustaining.

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FIDUCIARY FUNDS

Tracked by the City and included herein for reference, fiduciary funds of the City are not typically considered part of the budget of the primary government since the City essentially serves as a fiscal conduit (fiscal agent) for legally separate entities. Legally separate entities reported under this category include, but are not limited to several benefit assessment districts and Mello-Roos community facility districts. No underlying debt obligation of the City is assumed in administering the fiscal transactions of these funds. With secured sources of income, these funds are not held hostage to the volatility of general governmental purpose revenues or state government shenanigans. Fiduciary funds often operate with negative cash flow balances and therefore can have interest charges applied for temporary reliance on the use of pooled reserves to underwrite their annual operations.

A. High Street Bridge Benefit Assessment District- Fund No. 217

In 1998 the City Council ordered the formation of the High Street Permanent Road Division for the purpose of reconstructing and maintaining the High Street Bridge over Mitchell Creek. This annual assessment is levied against specified private property parcel owners within the High Street Bridge Benefit Assessment District in order to repay construction-related financing and for future maintenance of the bridge. The High Street Bridge debt is repaid over thirty (30) years with its ultimate maturity in FY 2028-29. The fund will continue to assess annual levies against covered parcels within the district until the underlying long-term obligation due to the RDA Successor Agency is fulfilled. After incorporating any pre-payments by district members, the outstanding liability (principal and interest) of the district will be approximately \$17,367 as of June 30, 2017. In FY 2017-18 the assessed levy is projected to be \$1,754 to cover debt service and contribute to the annual bridge maintenance reserve. This fund is projected to close FY 2017-18 with a positive reserve balance of **\$6,057** for future bridge maintenance of the district.

B. Oak Street Bridge Benefit Assessment District - Fund No. 218

In 1999 the City Council ordered the formation of the Oak Street Permanent Road Division for the purpose of reconstructing and maintaining the Oak Street Bridge over Mitchell Creek. This annual assessment is levied against specified private property parcel owners within the Oak Street Bridge Benefit Assessment District in order to repay construction-related financing and for future maintenance of the bridge. The Oak Street Bridge debt is repaid over twenty (20) years with its ultimate maturity in FY 2018-19. This fund incurs minimal annual expenses for its share of the County's property tax administration fees and includes property tax revenues levied on public property contained within the benefit assessment district. The fund will continue to assess annual levies against covered parcels within the district until the underlying long-term obligation due to the City is fulfilled. After incorporating any pre-payments by district members, the outstanding liability (principal and interest) of the district will be

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approximately \$3,958 as of June 30, 2017. During FY 2016-17 this fund contributed \$12,000 to the City's Arterial Rehabilitation Project (CIP No. 10437A) to help address pavement improvements needed in the District. In FY 2017-18 the assessed levy is projected to be \$6,150 to cover debt service, county property tax administrative costs, City administrative costs and to contribute to the annual bridge maintenance reserve. This fund is projected to close FY 2017-18 with a positive reserve balance of **\$16,790** for future bridge maintenance of the district.

C. Lydia Lane Sewer Benefit Assessment District - Fund No. 222

In 2002 the City Council ordered the formation of the Lydia Lane Sewer Assessment District along south Lydia Lane for the purpose of funding the construction of municipal sewer main line lateral connections to specified homes within the district plus an associated street overlay. The project was funded by the private property parcel owners since they "opted out" of inclusion in the original Project Area of the since-dissolved Redevelopment Agency (RDA). As a result of opting out of inclusion, they were ineligible to receive RDA funds to address public health and safety blight through the installation of a municipal sewer line to eliminate their private septic tank systems. The project was completed in 2003 with bonds issued by the City for repayment by the district over a thirty (30) year life maturing in FY 2032-33. This annual assessment is levied against specified private property parcel owners within the Lydia Lane Sewer Benefit Assessment District in order to repay construction-related financing and to address ongoing operational and administrative costs. This fund will continue to assess annual levies against covered parcels within the district until the underlying long-term obligation due to private bondholders is fulfilled. Parcel assessments are projected to produce \$17,050 in FY 2017-18. Debt service payments for FY 2017-18 total \$14,650 or 86% of the district's annual expenses. The principal balance of the bonds will be \$163,325 as of June 30, 2017. This fund is projected to close FY 2017-18 with a positive reserve balance of **\$79,564** for future sewer maintenance in the district.

D. Oak Street Sewer Benefit Assessment District - Fund No. 223

In 2002 the City Council ordered the formation of the Oak Street Sewer Assessment Division for the purpose of funding the construction of municipal sewer main line lateral connections to specified homes within the district. This neighborhood sewer project was completed in 2004. Under its mission to eliminate public health and safety concerns, the former RDA paid for a portion of the project (50%) and the adjacent real property owners agreed to annual parcel assessments for the balance of the capital expense. This annual assessment is levied against specified private property parcel owners within the Oak Street Sewer Benefit Assessment District in order to repay construction-related financing. The Oak Street Bridge debt is repaid over twenty (25) years with its ultimate maturity in FY 2027-28. This fund will continue to assess annual levies against covered parcels within the district until the underlying long-term obligation due to the RDA Successor Agency is fulfilled. After incorporating any pre-

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payments by district members, the outstanding liability (principal and interest) of the district will be approximately \$84,545 as of June 30, 2017. Annual parcel assessments are projected to produce \$11,309 in district revenue in FY 2017-18. Debt service payments for FY 2017-18 total \$9,809 or 86.7% of the district's budgeted expenses. The fund is projected close FY 2017-18 with a positive reserve balance of **\$3,025** for future sewer maintenance in the district.

E. Diablo Estates Benefit Assessment District - Fund No. 231

In 2012 at the request of the developer of Diablo Estates sub-division, the City Council formed the Diablo Estates Benefit Assessment District. The purpose of the district is to generate funds for the maintenance of various improvements constructed as part of the development to solely benefit the real property owners within the district. The duties specified in the original Engineer's Report included the maintenance of landscaping and irrigation, weed abatement, storm drainage facilities, and private street lighting, which are funded by an annual assessment levied against the 25 lot residential subdivision. The fund functions essentially as a depository account from which the City contracts with and pays for a property management company to actually perform and execute the subdivision maintenance and infrastructure repairs.

In FY 2017-18 the assessment revenue is projected to be approximately \$82,912. The primary FY 2017-18 expense of the district pertains to costs associated with the property management firm contract (\$54,390). The fund is projected to close FY 2017-18 with a positive reserve balance of approximately **\$95,259** primarily retained for future infrastructure replacements in the district.

F. Clayton Financing Authority - Fund No. 405

On December 4, 1990, the City Council of Clayton, California adopted Resolution No. 120-90, which created the Clayton Financing Authority (CFA) through a joint exercise of powers agreement. Consistent with most local financing authorities, the joint powers agreement established the City Council as the Board of Directors of the CFA. The CFA was initially established to allow redevelopment tax allocation bonds to be sold at a more favorable negotiation basis versus a public basis. The CFA is registered with the State of California Controller's Office and is subject to the laws pertaining to special districts. As a legal separate public entity, the CFA is required to file an Annual Report with the State of California in accordance with *California Government Code* Section 26909.

Arising from matters associated with the Oakhurst Development Project, the CFA held title to a 1-acre parcel located at the southwest corner of the Clayton Road-Oakhurst Drive-Center Street intersection. In October 2006, the CFA sold the real property for \$800,815 to a commercial developer (Endashiian, Inc.), which ultimately led to the construction and opening of the former Longs Drug Store at this location (now CVS/Pharmacy). A small portion of these monies was used in the 2008 park

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renovations at Clayton Community Park (tot lot and picnic facility improvements). In addition, during FY 2012-13, the CFA Board of Directors authorized the use of a portion of these discretionary funds to help finance the City's 2013 Neighborhood Street Project (CIP No. 10417). No expenditures were appropriated in the FY 2017-18 budget nor have been planned in the proposed FY 2017-18 budget.

The projected opening fund balance of \$724,188 is expected to be increased during FY 2017-18 by approximately \$9,000 resulting in an ending fund balance of **\$733,188** as of June 30 2018 (91.6% of original principal).

G. "Middle School" Community Facilities District No. 1990-1 - Fund No. 420

As its name implies, this fund manages the annual collection of the real property Mello-Roos special parcel tax that helped finance the construction of the Diablo View Middle School, a 2007 and 2013 recognized CA Distinguished School. During FY 2007-08 the outstanding district debt was refunded to obtain a lower interest rate on the remaining principal (see Fund No. 422). This was a City-initiated transaction which resulted in lower annual payments for the assessed real property owners of this district (Oakhurst Development properties). The remainder of district budgeted expenses pays for required debt administration costs.

Professional bond trustee administration fees are incurred to manage the retirement of the district's debt. In FY 2017-18 debt service payments on the 1997 local obligations total approximately \$402,952 after the application of a debt service credit from the CFA estimated to be \$84,000 after applying savings arising from the bond refunding. Without the application of the debt service levy credit, total regular scheduled debt service on the 1997 local obligations would be \$486,952 in FY 2017-18.

Consistent with past years, in FY 2017-18 the projected special parcel tax revenue of approximately \$397,802 is less than expenditures as it incorporates a levy reduction credit of approximately \$125,559 (\$84,000 CFA debt service credit and \$42,000 district reserves use). This levy reduction has been implemented annually to gradually apply savings resulting from the bond refunding. When compared to the prior year district special tax levy, FY 2017-18 reflects a levy reduction of \$4,000 to be shared amongst the district tax payers. The district is projected to close FY 2017-18 with a positive reserve balance of **\$326,017**.

H. CFA 2007 Refunding Bonds Agency Fund - Fund No. 422

In 1997 the Clayton Financing Authority (CFA) issued \$7.16 million in Special Tax Bonds to finance in part the construction of the Diablo View Middle School (see Fund No. 420). Approximately \$5.285 million remained outstanding on the debt carrying a final maturity date of 2022. In May 2007 the CFA's Board of Directors (City Council) determined it was financially advantageous to the Oakhurst Development real property

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owners for the CFA to refinance the outstanding debt to achieve savings in annual debt payments. Upon its issuance the refunding action captured a savings of \$600,000 to the Middle School Community Facilities District 1990-1 (CFD 1990-1) saving individual property taxpayers approximately \$20 - \$51 per year. Bond interest rates fell from the range of 5.25% - 5.90% down to 3.5% - 4.2%. As the CFA is the owner of the 1997 local obligations (debt of Fund No. 420), the 2007 Refunding Bonds are ultimately secured by the annual special parcel tax levy from CFD 1990-1 and the corresponding annual payment on the 1997 local obligations.

Debt service payments on the 2007 refunding bonds total \$433,291 in FY 2017-18. Payments received pertaining to the 1997 local obligations from CFD 1990-1 will be sufficient to meet the required 2007 refunding bonds debt service. Consistent with the prior year, the fund is projected to utilize reserves in order to apply a debt service credit to the FY 2017-18 "Middle School" CFD 1990-1 special parcel tax levy (See Fund No. 420). A systematic and gradual utilization of reserves (bond refunding savings) is planned through the maturity of the 2007 refunding bonds. The fund is projected to close FY 2017-18 with a positive reserve balance of **\$513,265**.

I. Successor Agency - Fund No. 615

On June 28, 2011 the California State Legislature adopted two pieces of legislation - AB 1X 26 and AB 1X 27 (the Bill) - which eliminated redevelopment agencies (RDAs) and provided cities with the opportunity to preserve one's RDA if they agreed to make certain payments to the County Auditor-Controller. On behalf of cities and redevelopment agencies throughout the State, the League of California Cities and California Redevelopment Association requested a stay on the implementation of both pieces of legislation and filed a lawsuit with the California Supreme Court challenging both pieces of legislation. The stay was rejected and on December 29, 2011, the Supreme Court validated AB 1X 26 and overturned AB 1X 27. Further, the Supreme Court indicated that all RDAs in the State of California were to be dissolved and cease operations as a legal entity as of February 1, 2012.

On January 11, 2012, the City Council elected to become the Successor Agency to the former RDA in accordance with AB IX 26 as part of City Resolution 03-2012. As a result of the restrictions placed on the assets and liabilities of the former RDA, the balances were transferred to a private purpose trust fund (Fund No. 615) on February 1, 2012.

Under the new law, Successor Agencies in the State of California cannot enter into new projects, obligations, or commitments. Subject to the control of a newly established Oversight Board, remaining assets can only be used to pay enforceable obligations in existence at the date of dissolution. Since FY 2011-12, Successor Agencies are only allocated revenue in the amount that is necessary to pay the estimated annual installment payments on enforceable obligations of the former redevelopment agency

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until all enforceable obligations of the prior RDA have been paid in full and all assets have been liquidated.

On an annual basis, in accordance with dissolution law, the Successor Agency prepares a Recognized Obligation Payment Schedule (ROPS) outlining all of the funding requirements for upcoming fiscal year. The ROPS must be approved by the Oversight Board to the Successor Agency via resolution and be submitted to the California Department of Finance (DOF) for approval. After a scrutinizing review by the DOF and its subsequent approval, funding for the obligations on the ROPS is received from the County Auditor Controllers office each January and June.

For FY 2017-18, the Successor Agency anticipates total expenditures of \$711,957, of which 64% pertains to annual debt service on the 2014 Refunding Tax Allocation Bonds (TABs). In the DOF's determination letter approving the 2017-18 ROPS dated March 17, 2017, the Supplemental Educational Revenue Augmentation Fund (SERAF) loan was finally approved for repayment to the Clayton Successor Housing Agency. The SERAF loan is scheduled for repayment in four equal installments of \$148,103 each year from FY 2017-18 through FY 2020-21. Through the ROPS process described above, it is projected that the Successor Agency will receive Redevelopment Property Tax Trust Fund (RPTTF) revenues totaling \$643,424 in FY 2017-18. This is insufficient to cover operational expenditures of the Successor Agency because the DOF has directed all interest payments and fiscal agent fees pertaining to the 2014 Refunding TABs be paid for using existing bond reserves, until such reserves are extinguished. Furthermore, subsequent to the approval of the All Other Funds Due Diligence Review (AB 1484) during FY 2015-16, the DOF has ordered the Successor Agency to first use any existing cash reserves before receiving additional ROPS funding for enforceable obligations. At the close of FY 2017-18, it is expected the Successor Agency will close with a positive reserve balance of approximately **\$839,262**, which is entirely restricted to future ROPS obligations. It is expected the DOF's mandated use of these Successor Agency reserves will result in the balance being nearly entirely diminished by the close of FY 2018-19.

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Capital Improvement Program**

CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET

With the demise of former RDA monies for capital improvement projects, the City now has limited financial capacity to complete key capital improvement projects. In more recent years, CIP projects have been primarily funded by gas tax, Measure J, as well as local, state and federal grant programs.

FY 2016-17 Capital Improvement Program Projections

The adopted FY 2016-17 CIP budget incorporated appropriations of \$2,919,565 split between six (6) different funded CIP projects. Following the adoption of the budget, however, new projects can be incorporated into the CIP budget and circumstances can arise requiring the deferral of planned projects into future fiscal years. The following CIP projects were underway or completed during FY 2016-17 which are projected to have invested **\$1,209,401** in capital improvements (including design costs) by the close of the fiscal year.

1. **ADA Compliance Program (CIP No. 10394A)**

Each fiscal year the City sets aside \$6,000 of its annual gas tax revenues to build up sufficient revenues to perform handicap ramp corner curb cuts on public sidewalks. In addition to installing these ADA ramps where none exist, federal standards on ramp specifications were modified in July 2008 requiring revamping of existing ramps when street or sidewalk projects are installed in the adjacent area. These monies may also be used to repaint and remark existing ADA public parking spaces to current standard. The City's Gas Tax Fund (No. 201) transferred \$6,000 to this CIP project account during FY 2016-17. During FY 2016-17 \$20,000 was transferred to fund a portion of the El Portal Drive Restoration Project's (CIP No. 10439) installation of eight (8) new handicap ramps. After interest earnings, the residual reserve balance of this project is estimated to be **\$3,200** as of June 30, 2017.

Projected Capital Related Expenditures in FY 2016-17: **None**

2. **Utility Undergrounding Project (CIP No. 10397)**

Each year, PG&E is required by the Public Utilities Commission to set aside funds for the undergrounding of overhead utility lines. The money set aside is distributed by PG&E to local agencies on a proportional basis. Since the cost of undergrounding is so high (minimum of \$1,000,000 for 300 feet or so), this project was created to accept and accumulate these funds until enough is available to undertake a project. Typically, PG&E will allocate \$21,000 to the City's Rule 20A project account annually. In addition to the annual allocation, the City is authorized to make a 5 year advance borrowing currently estimated to be \$103,660. Including a FY 2016-17 annual allocation estimate of \$21,000, total estimated reserves available for a utility undergrounding project will be

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approximately **\$424,072** as of June 30, 2017. No project expenditures were either planned or incurred during FY 2016-17.

Projected Capital Related Expenditures in FY 2016-17: **None**

3. El Molino Drive Sanitary Sewer Improvements Project (CIP No. 10422)
This project was originally established as part of the FY 2011-12 CIP budget to construct modifications to existing deficient sanitary sewer mains to prevent potential sewer overflows in areas adjacent to Mt. Diablo Creek. The project would entail pipe enlargement and construction of a bypass line in El Molino Drive. Total revised estimated project costs of \$552,000 are expected to be funded by a reimbursement agreement with the City of Concord from its joint sewer enterprise fund wherein property owner parcel assessments in Clayton are deposited. By the close of FY 2016-17, total project expenditures to-date for engineering, planning and design expenditures are projected to be approximately \$48,500. This total excludes initial costs incurred by the City for the Marsh Creek Road Sewer Survey Study of approximately \$63,566, which established the essential groundwork for the El Molino Drive Sanitary Sewer Improvements Project. Staff is hopeful to reach an agreement with the City of Concord to obtain reimbursement for these historical costs as well. This project is expected to transition from the engineering, planning and design phase to construction in FY 2017-18.

Projected Capital Related Expenditures in FY 2016-17: **\$35,000**

4. Keller Ridge Drive Collector Street Rehab Project (CIP No. 10425)
The scope of this project includes pavement resurfacing and treatment on various collector streets throughout the City, which entered the initial planning and design phase in FY 2014-15. This project is to be funded by federal Local Street and Road Shortfall Fund monies (STP monies) totaling \$385,000 expected to be received in FY 2017-18. This federal grant requires a local match of 11.5%, for which total gas tax monies were earmarked totaling \$45,000. The STP federal grant monies can only be used on a collector or arterial street (rather than on a residential neighborhood street). Preliminary internal plans envision Keller Ridge Drive since work on the previously contemplated street, Regency Drive, was completed in FY 2012-13. By the close of FY 2016-17, it is estimated total initial planning and design project costs from inception to-date will be \$54,000. Construction is projected to be underway in early FY 2017-18.

Projected Capital Related Expenditures in FY 2016-17: **\$20,000**

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5. 2016 Neighborhood Street Project (CIP No. 10432)

In the adopted FY 2016-17 adopted budget, it was projected there would be gas tax and Measure J funds of \$233,029 and \$791,236 respectively to help finance the 2016 Neighborhood Streets Program. As such, as a placeholder project, the adopted FY 2016-17 budget included appropriations for this project assuming the project would be completed by the end of FY 2016-17. However, on August 16, 2017, the City Council authorized the re-direction of these funds to the Arterial Street Rehabilitation Project (CIP No. 10437) for micro-surfacing treatment for Clayton Road, Marsh Creek Road, and Oakhurst Drive, the City's three main arterial roadways. Accordingly the 2016 Neighborhood Street Project was cancelled and did not incur expenditures during FY 2016-17.

Projected Capital Related Expenditures in FY 2016-17: **None**

6. Non-Grant Funded 2016 Arterial Street Rehab Project (CIP No. 10437)

On September 20, 2016 the City Council approved a resolution awarding a contract to Uretek USA Inc. in the amount of \$258,445 for the pavement stabilization and lifting portion of the 2016 Arterial Street Rehabilitation Project. Uretek holds patents for both the polymer formula used to stabilize soils and the deep injection method for stabilizing soils under the pavement and then injecting additional polymers to raise the surface improvements (pavement, curb, etc.) back to its original levels. This project was entirely funded with local Measure J monies (68.1% Local Streets Maintenance "Per Capita" and 31.9% Program 28a Co-Operative monies) and was deemed complete during FY 2016-17.

Projected Capital Related Expenditures in FY 2016-17: **\$326,801**

7. Measure J Grant-Funded 2016 Arterial Street Rehab Project (CIP No. 10437A)

This CIP project was established during FY 2015-16, subsequent to the adoption of the City's FY 2015-16 budget. The scope of this project is to make the most of a Measure J grant program providing up to \$1.2 million in transportation network improvements to the City. Given the continuously growing volume of commuter traffic the City has experienced on its arterial streets, an investment in the community on street widening, bike lanes, shoulders and pedestrian paths would be immensely beneficial for the City. In addition, given the length of time it would take to accumulate \$1.2 million in reserves from other ordinary revenue sources (i.e. gas tax and per-capital Measure J), this grant funding allowed the City to commence work on much needed transportation infrastructure improvements earlier. On December 6, 2016 the City Council approved a resolution awarding a contract to Intermountain Slurry Seal, Inc. in the amount of \$556,204 for the construction of the surface treatment portion of the 2016 Arterial Street Rehabilitation Project. The scope of this project was expanded out

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to east Diablo Parkway during its execution. This resulted in twice the amount of pavement being included in the scope of the project for additional estimated project costs of \$193,796. This project is expected to be completed by the close of FY 2016-17.

Projected Capital Related Expenditures in FY 2016-17: **\$775,000**

8. El Portal Restoration Project (CIP No. 10439)

In the initial stages of the 2016 Arterial Rehabilitation Project, significant voids in a portion of the El Portal street pavement were identified requiring urgent stabilization. This additional work was added as a change order to the scope of the 2016 Arterial Rehabilitation Project with total remedial El Portal stabilization costs of approximately \$54,000. On February 21, 2017 after the adoption of the FY 2016-17 budget the City Council added the El Portal Drive Restoration Project to the City's Capital Improvement Program. An analysis by the City Engineer concluded that while portions of the pavement on El Portal Drive were in good condition (PCI of 65), the first 900 feet east of Regency Drive had failed and needed to be reconstructed. In addition, the south side curbs and sidewalk have raised and settled creating an uneven sidewalk surface and an unprotected drop off to the adjacent creek bed.

Following stabilization of the El Portal subgrade, additional work was identified as being necessary to reconstruct the surface improvements, particularly the pavement and sidewalk areas. The total estimated cost of this additional work, including the construction of a safety rail along the back of the sidewalk where the ground drops steeply into the adjoining creek was estimated to be \$250,000, funded by Measure J Local Streets Maintenance monies. Since the entire width of this segment of the street is to be repaved, the City is also required by state ADA requirements to reconstruct the handicap ramps at each of the eight (8) intersections along the project length. This additional ADA compliance work would be funded by a \$20,000 transfer from the ADA Compliance account (CIP No. 10394A). This project is projected to still be in the preliminary planning and engineering phase by the close of FY 2016-17 and therefore roll into FY 2017-18 for construction and completion.

Projected Capital Related Expenditures in FY 2016-17: **\$50,000**

9. One Bay Area Grant [OBAG 2] (CIP No. 10441)

The One Bay Area Grant, or "OBAG 2," is a pass-through of federal funds from Contra Costa Transportation Authority for "local streets and roads preservation." As incorporated into the grant application, the scope of this project includes pavement rehabilitation of twenty-one (21) local neighborhood

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streets totaling 645,000 square feet of pavement with the Pavement Condition Index (PCI) of the proposed streets varying from 60 to 70. The work consists of crack sealing and base failure repairs prior to micro-surfacing of the pavement surface. The OBAG 2 grant will provide funding of up to \$308,000. A \$60,000 local match is required, which would be funded by Measure J Local Streets & Roads Maintenance monies. During FY 2016-17 this project entered the initial planning and development stage with construction expected to commence in FY 2017-18.

Projected Capital Related Expenditures in FY 2016-17: **\$2,600**

FY 2017-18 Capital Improvement Program Proposed Budget

Due to several projects previously summarized only entering the planning stages during FY 2016-17, any planned expenditures for these projects not incurred by year end are being rolled forward and re-appropriated into the FY 2017-18 CIP budget. Including these rolled-forward appropriations, the following projects are expected to be underway resulting in total projected expenditures of **\$2,471,256** in FY 2017-18.

1. **ADA Compliance Program (CIP No. 10394A)**

As noted previously, each fiscal year the City sets aside \$6,000 of its annual gas tax revenues to build up sufficient revenues to perform handicap ramp corner curb cuts on public sidewalks. In addition to installing these ADA ramps where none exist, federal standards on ramp specifications were modified in July 2008 requiring revamping of existing ramps when street or sidewalk projects are installed in the adjacent area. These monies may also be used to repaint and remark existing ADA public parking spaces to current standard. No project expenditures are planned yet for FY 2017-18 as the City intends to build upon reserves in this project account for greater projected future project costs. At the close of FY 2017-18, including the annual \$6,000 contribution from the Gas Tax fund, it is projected this project account will have a balance of approximately **\$9,800** as of June 30, 2018.

Projected Capital Related Expenditures in FY 2017-18: **None**

2. **Utility Undergrounding (CIP No. 10397)**

As noted previously, each year PG&E is required by the Public Utilities Commission to set aside funds for the undergrounding of overhead utility lines. The money set aside is distributed by PG&E to local agencies on a proportional basis. Since the cost of undergrounding is so high (minimum of \$1,000,000 for 300 feet or so), this project was created to accept and accumulate these funds until enough is available to undertake a project. Typically, PG&E will allocate \$21,000 to the City's Rule 20A project account annually. In addition to the

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annual allocation, the City is authorized to make a 5 year advance borrowing currently estimated to be \$103,660. Including a FY 2017-18 annual allocation estimate of \$21,000, total estimated reserves available for a utility undergrounding project will be approximately **\$445,072** as of June 30, 2018.

Projected Capital Related Expenditures in FY 2017-18: **None**

3. El Molino Drive Sanitary Sewer Improvements Project (CIP No. 10422)
This project was originally established as part of the FY 2011-12 CIP budget to construct modifications to existing deficient sanitary sewer mains to prevent potential sewer overflows in areas adjacent to Mt. Diablo Creek. The project would entail pipe enlargement and construction of a bypass line in El Molino Drive. Total revised estimated project costs of \$552,000 are expected to be funded by a reimbursement agreement with the City of Concord from its joint sewer enterprise fund wherein property owner parcel assessments in Clayton are deposited. This total excludes initial costs incurred by the City for the Marsh Creek Road Sewer Survey Study of approximately \$63,566, which established the essential groundwork for the El Molino Drive Sanitary Sewer Improvements Project. Staff is hopeful to reach an agreement with the City of Concord to obtain reimbursement for these historical costs as well. This project is expected to transition from the engineering, planning and design phase to construction in FY 2017-18. This project is expected to transition from the engineering, planning and design phase to construction and be completed in FY 2017-18.

Projected Capital Related Expenditures in FY 2017-18: **\$503,500**

4. Keller Ridge Drive Collector Street Rehab Project (CIP No. 10425)
As discussed previously, the scope of this project includes pavement resurfacing and treatment on various collector streets throughout the City, which entered the initial planning and design phase in FY 2014-15. This project is to be funded by federal Local Street and Road Shortfall Fund monies (STP monies) totaling \$385,000 expected to be received in FY 2017-18. This federal grant requires a local match of 11.5%, for which total gas tax monies were earmarked totaling \$45,000. The STP federal grant monies can only be used on a collector or arterial street (rather than on a residential neighborhood street). Preliminary internal plans envision Keller Ridge Drive since work on the previously contemplated street, Regency Drive, was completed in FY 2012-13. By the close of FY 2016-17, it is estimated total initial planning and design project costs from inception to-date will be \$54,000. Construction is projected to be underway in FY 2017-18.

It is projected an additional \$141,000 in gas tax funds will be necessary during FY 2017-18 to complete the rigorous design and bid requirements of the federal

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grant application process, resulting in a total of \$195,000 local gas tax monies being allocated to this project. The Collector Street Rehabilitation project is expected to be completed during FY 2017-18. It is expected Keller Ridge Drive can be repaved from Eagle Peak Avenue up to Golden Eagle Way; and perhaps further depending on favorable unit bid pricing. Additional costs to extent the repave project through Kelok Way are projected to be an additional \$150,000 to be funded by Gas Tax fund reserves. As such the FY 2017-18 proposed budget includes \$535,000 in appropriations for this project bringing total project costs to an estimated \$580,000.

Projected Capital Related Expenditures in FY 2017-18: **\$526,000**

5. 2018 Neighborhood Street Rehabilitation (CIP No. 10436)

As noted previously, the FY 2017-18 Proposed Budget includes projections on ending fund balances for both the Gas Tax (201) and Measure J (220) funds as of June 30, 2017, as well as corresponding fund revenue projections for the upcoming fiscal year. It is projected there will be unallocated Gas Tax and Measure J monies of approximately \$223,788 and \$386,768 respectively. The combination of sources results in funding of \$601,556 available for the 2018 Neighborhood Streets project. Accordingly, as a placeholder project, the proposed budget includes appropriations for this project and assumes the project will be completed by the end of the fiscal year.

Projected Capital Related Expenditures in FY 2017-18: **\$610,556**

6. El Portal Restoration Project (CIP No. 10439)

As discussed previously, the initial stages of the 2016 Arterial Rehabilitation Project, significant voids under a portion of the El Portal street pavement were identified requiring urgent stabilization. This additional work was added as a change order to the scope of the 2016 Arterial Rehabilitation Project with total remedial El Portal stabilization costs of approximately \$54,000. On February 21, 2017 after the adoption of the FY 2016-17 budget the City Council added the El Portal Drive Restoration Project to the City's Capital Improvement Program. An analysis by the City Engineer concluded that while portions of the pavement on El Portal Drive were in good condition (PCI of 65), the first 900 feet east of Regency Drive had failed and needed to be reconstructed. In addition, the south side curbs and sidewalk have raised and settled creating an uneven sidewalk surface and an unprotected drop off to the adjacent creek bed.

Following stabilization of the El Portal subgrade, additional work was identified as being necessary to reconstruct the surface improvements, particularly the pavement and sidewalk areas. The total estimated cost of this additional work,

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including the construction of a safety rail along the back of the sidewalk where the ground drops steeply into the adjoining creek was estimated to be \$250,000, funded by Measure J Local Streets Maintenance monies. Since the entire width of this segment of the street is to be repaved, the City is also required by state ADA requirements to reconstruct the handicap ramps at each of the eight (8) intersections along the project length. This additional ADA compliance work would be funded by a \$20,000 transfer from the ADA Compliance account (CIP No. 10394A). This project is projected to be completed during FY 2017-18 with total estimated project costs of \$300,000.

Projected Capital Related Expenditures in FY 2017-18: **\$250,000**

7. Clayton Community Park Lower Field Rehabilitation (CIP No. 10440)

In response to feedback from soccer and baseball groups and an on-site assessment of the premises, a rehabilitation of the lower baseball/softball field (Field #1) of Clayton Community Park is planned in FY 2017-18. The Maintenance Department estimates cost of the rehabilitation project will be approximately \$50,000, which will be funded by unallocated CIP fund interest earnings. The City anticipates this project to commence and be completed during FY 2017-18.

Projected Capital Related Expenditures in FY 2017-18: **\$50,000**

8. One Bay Area Grant [OBAG 2] (CIP No. 10441)

As noted previously, the One Bay Area Grant, or "OBAG 2," is a pass-through of federal funds from Contra Costa Transportation Authority for "local streets and roads preservation." As incorporated into the grant application, the scope of this project includes pavement rehabilitation of twenty-one (21) local neighborhood streets totaling 645,000 square feet of pavement with the Pavement Condition Index (PCI) of the proposed streets varying from 60 to 70. The work consists of crack sealing and base failure repairs prior to micro-surfacing of the pavement surface. The OBAG 2 grant will provide funding of up to \$308,000. A \$60,000 local match is required, which would be funded by Measure J local monies. The City anticipates this project to be completed in FY 2017-18.

Projected Capital Related Expenditures in FY 2017-18: **\$365,400**

9. North Valley Playground Rehabilitation (CIP No. 10442)

In response to feedback from residents in the community and an on-site assessment of the premises, a rehabilitation of the North Valley neighborhood park tot lot and surrounding premises is planned in FY 2017-18. Replacement of the resilient play surface, originally completed in FY 2000-01, is estimated to cost \$50,000, with the cost of equipment, freight and installation of the new play

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apparatus estimated to cost \$79,500. Projected to cost \$36,300, the installation of three (3) shade structures similar to those at the Clayton Community Park Picnic Area #5 will provide much needed shelter from the sun given the absence of mature shade-providing trees in the park. This brings the total cost of the rehabilitation project to \$165,800. The North Valley Playground Rehabilitation project will be funded from two sources. The Open Space In-Lieu impact fee balance designated for “active areas” will provide \$142,000 in funding for the project, with the remaining \$23,800 in funding coming from unallocated CIP interest earnings. The City anticipates this project to commence and be completed during FY 2017-18.

Projected Capital Related Expenditures in FY 2017-18: **\$165,800**

**City of Clayton
Budget Message
Public Employees Retirement Pension System**

PUBLIC EMPLOYEES RETIREMENT PENSION SYSTEM

A Brief History

Eleven years after its incorporation as a municipality in 1964, the City of Clayton joined the California Public Employees Retirement System (CalPERS) to establish a pension system for its public employees (June 1975). At that time it contracted for a retirement system plan of 2% at age 55 for its sworn law enforcement officers and 2% at age 60 for its general (miscellaneous) employees. Each enrolled plan was the least costly “defined benefit” plan offered by CalPERS. For the next 40 years and continuing today, permanent employees of the City are members of CalPERS for retirement pension purposes. The City organization does not belong to Social Security; therefore, its employees rely on this public pension system as the primary retirement program.

A plan change occurred in 1997 when the City moved its law enforcement employees from the CalPERS 2% at 55 Plan to a 2% at age 50 Plan; miscellaneous employees were kept on the 2% at age 60 Plan. Presumably at that time the City elevated the retirement benefits of its Police Department in order to attract and retain quality sworn personnel in the competitive public sector market. In early 2001 the retirement plans were again modified (through the collective bargaining process) to the existing “Classic” contracts of 3% at age 55 for Public Safety (sworn law enforcement) and 2% at age 55 for the Miscellaneous Unit (civilian). CalPERS also initiated unilateral action to eliminate small-employer public agency members from consideration as independent agencies and “pooled” them together to share some of the pension risk. These new pooled plans (in effect today) are referred to as *Multiple-Employer “Cost-Sharing” Defined Benefit Plans*. Although cost sharing plans are designed to bundle employer pension expenses of several employer plans that provide identical benefits, plans that had super- or under-funded statuses carried forward their positive or negative balances into the new plan in what is referred to as a “Side-Fund”. Thus, this CalPERS action caused several of the small employers (including Clayton) to suddenly have a side-fund “unfunded liability” which Clayton has now been reducing over time within its annual Employer contribution pension rates.

In recent years, coinciding with the abrupt downturn in the national and local economies and the wave of retiring Baby Boomers (born 1946 - 1964), the press and the public have waged a vigorous debate and exposé concerning the amount and scope of unfunded liabilities of governments [taxpayers] for the CalPERS defined benefit retirement plan. Public pension policies have been attacked, modified, reformed and threatened over the course of this examination and it continues today in the form of state legislation reform bills, statewide initiatives and disparaging editorial opinions. The state of California enacted its own Public Employee Pension Reform Act (PEPRA) effective January 2013 creating a new defined benefit pension system for newly-enrolled CalPERS-covered employees.

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Budget Message
Public Employees Retirement Pension System

Acting in advance of PEPRA and most public agencies, the City created a Tier 2 Plan for employees new to the City commencing January 2011 for all new hires of the City. To further mitigate its unfunded liability exposure, the Clayton City Council took action in March 2012 to prohibit all future local elected officials (e.g. city council members) from becoming members of the CalPERS pension plan. In FY 2017-18, three (3) of the five (5) Clayton City Council Members are not members of CalPERS and therefore participate solely in the Social Security federal program.

Categories of Pension Plans and Composition

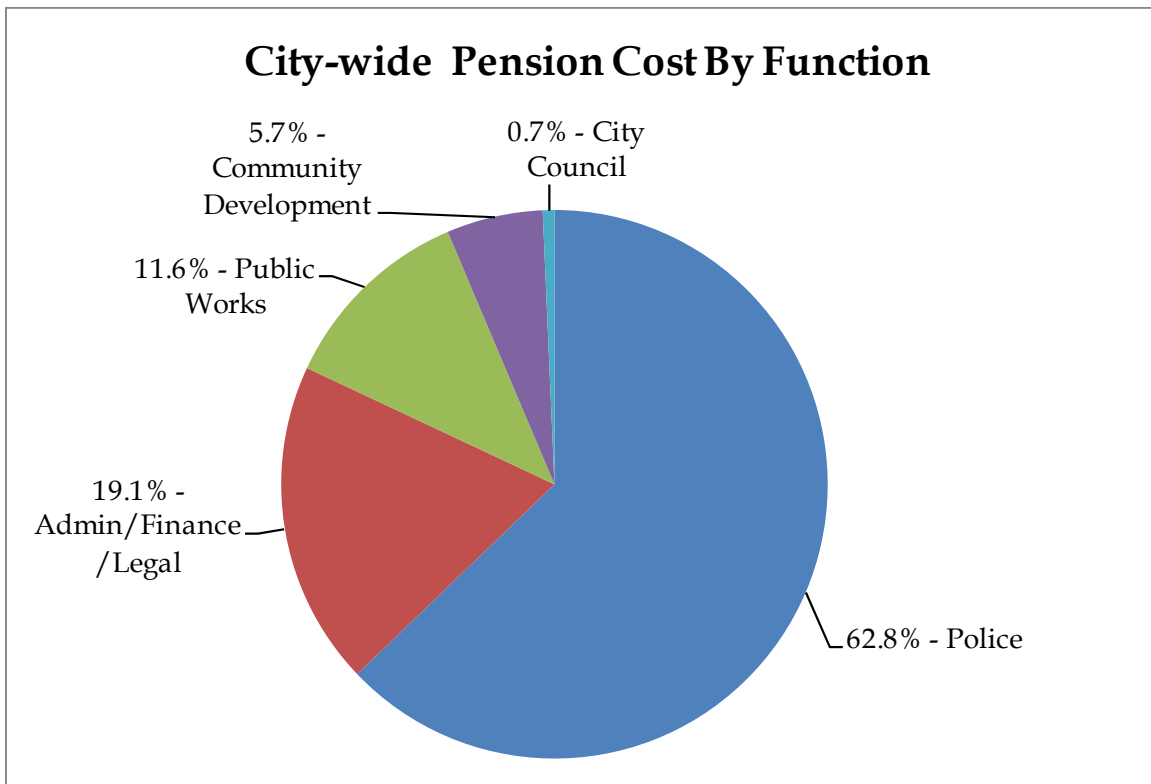
As a consequence of the actions taken as described above, the City of Clayton now has three (3) separate CalPERS pension plans for its employees:

1. **Tier 1 “Classic”** – This plan covers existing City employees prior to January 2011. No future employee of the City can ever become a Tier 1 Plan enrollee; this pool of existing employees will shrink in number as these employees move to other employment or retire from the City. The benefit formula for Public Safety Tier 1 members is 3% @ 55 and the benefit formula for Miscellaneous Tier 1 members is 2% @ 55. The City makes employee contributions on behalf of Tier I employees, which are classified as *Employer Paid Member Contributions* or “EPMC” by CalPERS. In accordance with labor agreements currently in place, for FY 2016-17 the City pays the EPMC 7% for Miscellaneous Plan Members. As part of the most recent Police Officers Association labor agreement currently in effect, the previous 9% City-paid EPMC for Public Safety Tier I members was gradually phased out over three (3) years with its full elimination in the upcoming FY 2017-18 budget. This phase-out was offset by 4% annual cost of living adjustments for all sworn officers. In FY 2017-18 employer contribution rates (excluding EPMC) for Tier 1 employees will be 16.842% and 8.418% for Public Safety and Miscellaneous Plan Members, respectively.
2. **Tier 2 “Classic”** – This Plan covers City employees hired during January 2011 through December 2012, plus any new employee to our City that comes from an employer enrolled in a CalPERS pension system (without a break in service longer than 6 months). The benefit formula for Public Safety Tier 2 members is 2% @ 50 and the benefit formula for Miscellaneous Tier 2 members is 2% @ 60. Employees are responsible for paying 100% of their employee contribution, which is 9% for Public Safety plan members, and 7% for Miscellaneous Plan Members. In FY 2017-18 employer contribution rates for Tier 2 employees will be 14.971% and 7.200% for Public Safety and Miscellaneous Plan Members, respectively
3. **Tier 3 “PEPRA”** – This plan (aka the “Brown Plan” named after its originator, Governor Jerry Brown) automatically covers any new employee to our City not

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Public Employees Retirement Pension System**

previously a member of CalPERS. The benefit formula for Public Safety Tier 3 members is 2.7% @ 57 and the benefit formula for Miscellaneous Tier 3 members is 2% @ 62. In FY 2017-18 employer contribution rates for Tier 3 employees will be 11.990% and 6.533% for Public Safety and Miscellaneous Plan Members, respectively

The following chart summarizes the organization-wide spread of the City's pension cost projected for FY 2017-18:

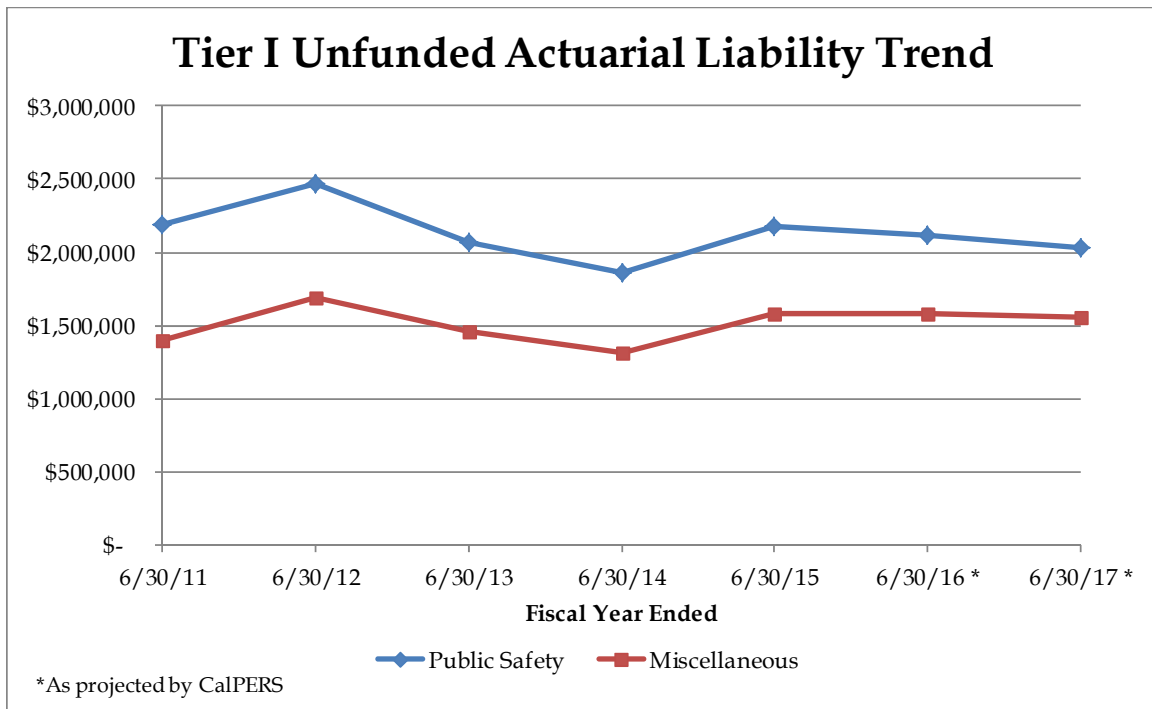


Status of the City's Unfunded Liability

"Unfunded liability" is the difference between the liability estimated to pay future benefits and the market value of assets accumulated to pay those benefits. If assets are greater, a plan is overfunded and if the liability is greater, a plan is underfunded, creating an unfunded liability. An unfunded liability is an estimate that changes with each valuation depending upon changes in market value of assets, investment earnings and actual results of the plan as compared to assumptions made by actuaries. Unfunded liabilities are not amounts that are actually due today but are estimates of what actuaries believe will be needed to pay future benefits. The funding policies established by CalPERS are intended to provide for full funding of the pension plan by the time employees retire.

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The following is a line chart summarizing the City's unfunded actuarial liabilities (UALs) for each Tier I employee plan over the past 5 years (since CalPERS began publishing this information in the actuarial reports) and projections for the upcoming actuarial reports for the years ending June 30, 2016 and June 30, 2017 which have not yet been released by CalPERS:



From the City's most recent CalPERS actuarial report issued in August 2016 for June 30, 2015, the unfunded liability of the Tier I Public Safety and Miscellaneous employee groups was \$2,179,040 (76.1% funded) and \$1,577,391 (77.5% funded) respectively. The unanticipated decline in funded status (and corresponding increase in the UAL) from FY 2013-14 to FY 2014-15 was a result of the relatively poor performance of the capital markets in FY 2015-16 and CalPERS not meeting the actuarially assumed 7.5% discount rate. The 2016 Annual Review of Funding Levels and Risks published by CalPERS on September 20, 2016 reported that recent economic conditions have increased the risk associated with achieving a 7.5% rate of return over the medium term (10 years or so). With this in mind, action was taken by the CalPERS Board to re-address the viability of the actuarially assumed discount rate for future years with the goal of increasing funded status of pension plans.

CalPERS Board Discount Rate Change

On December 21, 2016 the CalPERS Board voted to lower its discount rate from 7.5% to 7.0% over the next three years, with the hope the incremental lowering of the rate would give employers more time to prepare for the changes in contribution costs. The

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Public Employees Retirement Pension System**

first year of pension contributions increases resulting from lowering the discount rate will be felt in FY 2018-19, or two (2) fiscal years from now. The following is a summary of impacts to the City’s Normal Cost (percentage of payroll) rate and fixed dollar UAL contributions resulting from CalPERS Board action on its discount rate:

Valuation Date	Fiscal Year Impact	Normal Cost		UAL Payments	
		Misc Plans.	Safety Plans	Misc. Plan	Safety Plans
6/30/2016	2018-19	0.25% - 0.75%	0.5% - 1.25%	2% - 3%	2% - 3%
6/30/2017	2019-20	0.5% - 1.5%	1.0% - 2.5%	4% - 6%	4% - 6%
6/30/2018	2020-21	1.0% - 3.0%	2.0% - 5.0%	10% - 15%	10% - 15%
6/30/2019	2021-22	1.0% - 3.0%	2.0% - 5.0%	15% - 20%	15% - 20%
6/30/2020	2022-23	1.0% - 3.0%	2.0% - 5.0%	20% - 25%	20% - 25%
6/30/2021	2023-24	1.0% - 3.0%	2.0% - 5.0%	25% - 30%	25% - 30%
6/30/2022	2014-25	1.0% - 3.0%	2.0% - 5.0%	30% - 40%	30% - 40%

These projected increases are not compounding, but represent percentage increases to existing contribution projections for the Normal Cost and fixed dollar UAL contributions previously published by CalPERS. The annual dollar impact of the increases caused by the change in actuarial assumption is illustrated in the Employer Pension Cost Trend Analysis table later in this section.

Status of the City’s Side Funds

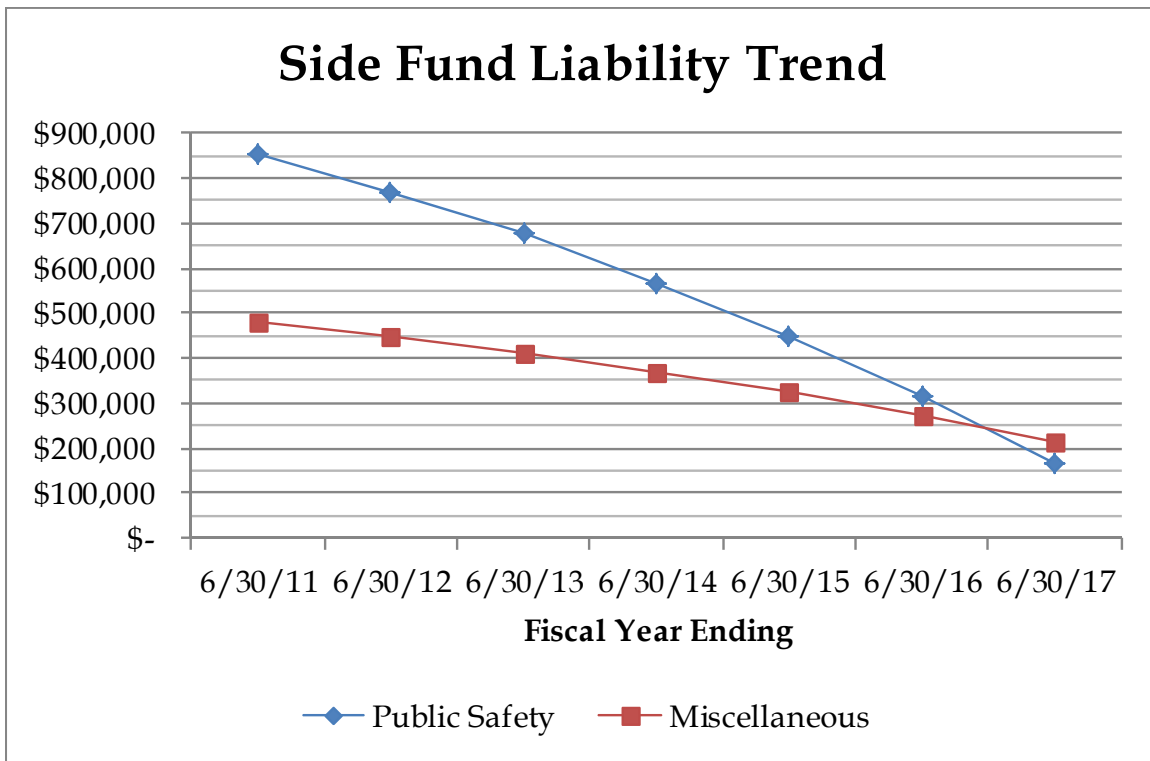
The Side-Fund unfunded liability is the amount the City’s CalPERS actuary annually determines is owed in addition to current payments. The City’s Side-Funds have gradually reduced over the past several years. In the aggregate (Safety and Miscellaneous), the liability is being amortized (paid down at approximately \$207,000+ per year as of FY 2016-17) following the new fixed dollar billing policy CalPERS implemented in FY 2015-16 discussed in the following section.

Actuarial projections show the City’s Side Funds will be eliminated over the next few years, which will be accompanied subsequently by decreases in fixed dollar UAL employer pension contributions. Specifically, per the latest CalPERS actuary report available (June 30, 2015 providing the FY 2017-18 required contributions), the Miscellaneous Side-Fund had a remaining amortization period of 3 years, and the Safety Side Fund had a remaining amortization period of 1 year. As a result of these remaining amortization periods, the actuarial reports project substantial drops in the Miscellaneous and Safety employer pension contributions starting in FY 2020-21 and FY 2018-19 respectively. The one-time decrease in employer pension contributions in FY 2018-19 is clearly visible in the multi-year pension cost trend analysis on the following page. It is important to note that while this is good news in the short term, changes in

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actuarial assumptions can still drastically impact future employer pension contribution requirements.

To provide a more in-depth analysis of a significant driver of the UAL, the following chart is offered summarizing the historical trend of the City's unfunded "side-fund" liability, which is included as part of the total UAL discussed previously. This trend analysis was prepared using the most current actuarial data supplied to the City by CalPERS in the annual funding actuarial reports:



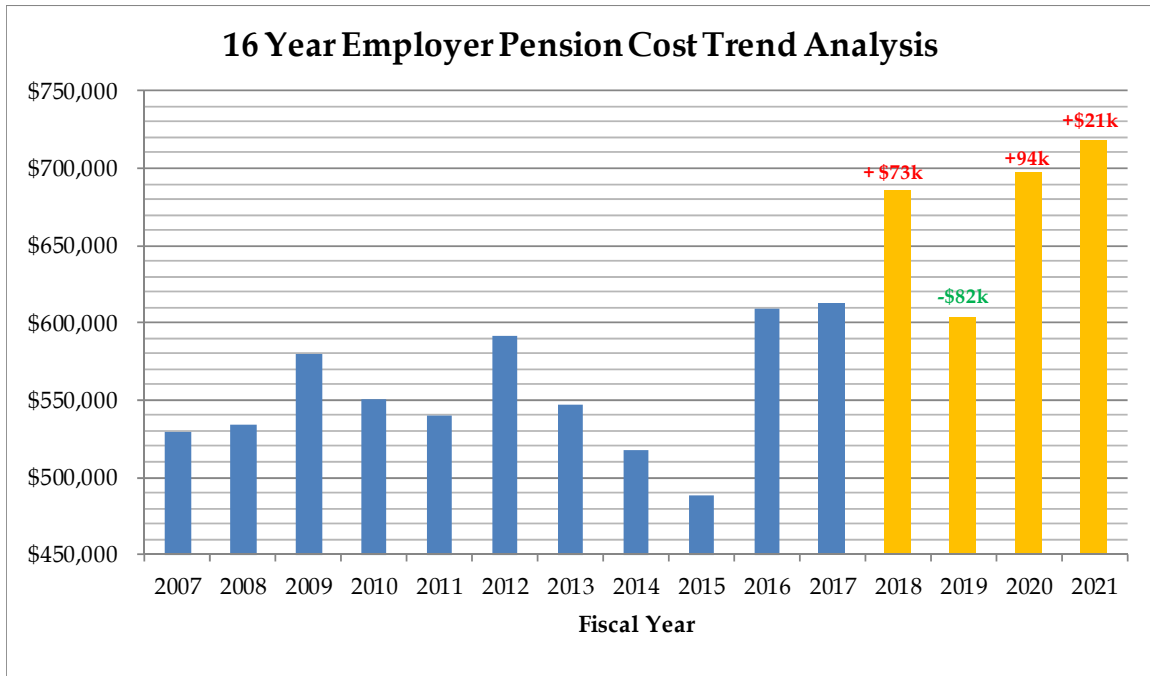
Impacts of Statutory Pension Reform - Short and Long-term

As described in the General Fund Expenditures section previously, since the adoption of PEPRA and due to measures taken by the City in 2011 to create second retirement tier prior to PEPRA, noteworthy savings were realized by the City in the three (3) year timeframe from FY 2012-13 through FY 2014-15. Ultimately, these savings were realized by the City through the gradual attrition of several Tier 1 "Classic" employees with less expensive Tier 2 and Tier 3 (PEPRA) enrolled employees.

However, commencing in FY 2015-16, in an attempt to "re-capture" these savings realized by the City and numerous other participating agencies, CalPERS began billing for the unfunded portion of the City's Tier 1 pension liabilities as a fixed dollar amount as opposed to the "percentage of payroll" method use in all prior years up leading up to FY 2015-16, which prior methodology greatly benefited our City.

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The following chart summarizes the trends in employer pension cost for the past eleven years and projections for the next four years:



Note: This chart incorporates the existing Public Safety and Miscellaneous employee labor agreements which expire on July 1, 2018 and July 1, 2019 respectively.

This chart illustrates actual pension costs from FY 2006-07 through FY 2015-16 and projections for FY 2016-17 (currently in progress) through FY 2020-21. The sizable increase projected for next fiscal year (FY 2017-18) is primarily due to unavoidable increases in the CalPERS fixed dollar unfunded liability contribution requirements as well as expanding the City’s full-time workforce from 25 to 26 by adding another Maintenance Worker 1 to the Public Works Department.

The significant drop in pension cost in FY 2018-19 is attributable to the full amortization of the Safety Tier 1 Side Fund. The total amount of monies in the proposed budget projected to be required to pay CalPERS retirement contributions in FY 2017-18 is \$685,508 across all City funds (\$73,000 increase). Of this amount, over **60.8%** pertains to CalPERS fixed dollar billings for the unfunded liability. This means for every one dollar spent on employer pension contributions, nearly 61¢ is to address the buildup of the unfunded liability reported by CalPERS actuaries and not to address future retirement benefits of the current workforce.

The chart also incorporates the impact of the CalPERS Board decreasing the assumed discount rate in December 2016, which first causes increases to the employer pension

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contribution rate as a percentage of employee payroll as well as increases to the fixed dollar unfunded liability contributions beginning in FY 2018-19. Despite pension contribution spikes caused by the discount rate reduction, the City still sees substantial savings in FY 2018-19 resulting from the maturity of the Public Safety side-fund in FY 2018-19. However, this good news is offset by the reality of these savings being immediately necessary to address the projected pension contribution spike in FY 2019-20. More alarmingly still is that pension contributions remain relatively flat lined from FY 2019-20 to FY 2020-21 despite savings previously estimated to be realized with the payoff of the City's Miscellaneous Side Fund.

On a positive note, the City's proposed FY 2017-18 budget is balanced, it absorbed the \$73,000 increase in employer pension contributions, and is able to sustain the 12% spike in employer pension contributions over the prior year. In addition, the increases projected in FY 2019-20 and FY 2020-21 are only 1.9% and 4.8% higher than anticipated contributions in next year's budget. Finally, the implementation of the new Tier 2 and Tier 3 plans have provided a permanent solution to the problem of continuously escalating employer pension costs faced in prior years. Increases to the

Recommended Establishment of a Pension Rate Stabilization Fund

Given the current alarm surrounding CalPERS unfunded pension liabilities and the ever-growing list of factors beyond the City's control that can significantly and adversely impact the City's annual pension contribution expense, staff recommends the City Council consider the establishment of a new Pension Rate Stabilization Fund. The Pension Rate Stabilization Fund would be an internal service fund, with the goal of smoothing out major fluctuations in annual pension costs driven by market factors and actuarial changes. As noted in the pension analysis previously, over the past two years (FY 2015-16 and FY 2016-17) the City's operating budget had to overcome the burden of large hikes in employer pension contributions due to fluctuations in its unfunded liability. As it appears these hikes will continue into the foreseeable future, the Pension Rate Stabilization fund will act as a hedging tool to stabilize future (FY 2018-19 and thereafter) General Fund operating budgets.

As noted previously in the General Fund Reserves section, on February 21, 2017 the City Council took action to utilize the General Fund surplus (\$203,325) reported in the FY 2015-16 audited CAFR to address an updated list of pressing one-time needs of the City. Pursuant to recommendation from the City Manager, \$110,000 of reserves build up from the FY 2015-16 General Fund surplus was earmarked by the City Council to address a large expectant revenue gap in Successor Agency administration revenue expected in FY 2017-18, which ordinarily brings in \$250,000 in operational revenue. Fortunately for the City, the California Department of Finance's March 17, 2017 Determination Letter approving the Clayton Successor Agency's 2017-18 Recognized Obligation Payment Schedule awarded the full \$250,000 and the anticipated revenue gap did not materialize. Therefore, the \$110,000 previously set aside by the City Council is eligible to be re-directed, and the City Manager

**City of Clayton
Budget Message
Public Employees Retirement Pension System**

requests it become seed monies to the new Pension Rate Stabilization Fund. Also, as noted in the General Fund Reserves section, staff projects the General Fund will close FY 2016-17 with an operating surplus of approximately \$338,879. The combination of allocating these two monies would result in almost \$450,000 set-aside to address growing CalPERS pension obligations of the City. While staff will continue to work on absorbing the pension obligations within the annual operating budget, the enormities and unknowns associated with that policy objective may frankly escape the monetary impact. The chart of page 65 denotes an additional \$115,000 will be required of the City for its UAL through FY 2020-21, and a Pension Rate Stabilization Fund will greatly aid the City's mission to maintain and sustain current public services to our community.

In addition to these two potential sources of seed monies, as a stand-alone fund separate and distinct from the City's General Fund, the Pension Rate Stabilization Fund would continue to generate interest earnings from its share in the City's Investment Pool. Beyond ongoing allocations of interest earnings, future revenue sources could come from one-time transfers of General Fund excess reserves authorized by the City Council or budgeted charges to the City's various governmental funds that utilize City staff.

Contributions to this fund would not result in a decrease to the City's unfunded pension liability, as that could only be achieved from direct contributions to a CalPERS-administered trust, which is not being recommended at this time. However, much like the City's already established Capital Equipment Replacement and Self Insurance internal service funds, this new fund would create a useful tool for the City to mitigate the risk of fluctuations in future pension contribution requirements to the City's ongoing General Fund operating budget.

Summary of Pension Analysis

The purpose of this information published annually is not to diminish or dismiss the seriousness of the unfunded liability retirement debate, and certainly the City's current amount of side fund unfunded pension liability is not insignificant. Acknowledging the importance of curbing the growth of unfunded liabilities action was taken by the City Council to mitigate the issue prospectively by reorganizing the retirement groups. As a result of this restructuring and annual payments made by the City towards the unfunded liability, the City's unfunded status has been largely trending downward, not upward, over the past several years. What is critical to incorporate into the discussion is the acknowledgement that not every city or local government is in the same precarious predicament, and not every city or local government has the "Cadillac" retirement plan that is offered through CalPERS. Caution is suggested so as not to cast all public pension plans, pensioners, cities and public employees into the same cauldron to burn while gnawing on the most egregious examples of compensation spiking and retirement pay.

BUDGET SCHEDULES

2017-18

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**General Fund
Revenues
2017-18**

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**CITY OF CLAYTON ADOPTED GENERAL FUND REVENUE BUDGET
2016-17 BUDGETED VS 2017-18 PROPOSED BUDGETED REVENUE**

Description	Account Number	Prior Year Actual Revenue 2015-16	Budgeted Revenue 2015-16	Projected Revenue 2016-17	Budgeted Revenue 2016-17	Proposed Revenue 2017-18	Change from 2016-17 Budget (%)
Secured Property Taxes:							
Property Taxes - Secured	4101	779,395	755,400	817,000	793,000	833,300	5.1%
VLF Backfill by State	4101	889,268	867,200	928,098	907,000	946,600	4.4%
Sales Tax In-Lieu (Triple Flip)	4101	28,238	107,700	58,402	56,000	-	-100.0%
True Up VLF & Sales Tax	4101	2,101	6,810	-	-	-	0.0%
RPTTF Distribution	4108	305,195	290,000	340,000	290,000	368,000	26.9%
RPTTF One-Time DDR Distribution	4108	87,393	-	-	-	-	0.0%
Total Secured Property Taxes		2,091,590	2,027,110	2,143,500	2,046,000	2,147,900	5.0%
Unsecured Property Taxes:							
Property Taxes - Unsecured	4102	38,660	42,300	39,800	40,690	39,800	-2.2%
Property Taxes - Unitary Tax	4103	13,651	12,570	13,900	13,920	14,100	1.3%
Property Taxes - Supplemental	4104	28,688	21,400	29,000	24,270	29,500	21.5%
Property Taxes - Other	4106	10,154	11,000	10,300	10,460	10,500	0.4%
Sales and Use Tax	4301	372,706	330,300	426,000	464,400	434,500	-6.4%
Real Property Transfer Tax	4502	74,038	71,500	82,000	78,000	83,000	6.4%
Business Licenses	5101	133,943	135,200	136,000	136,000	137,000	0.7%
CCC Building Permit Remit Fees	5103	55,857	48,900	57,000	55,000	58,100	5.6%
Engineering Service Fees	5106	6,978	4,080	8,000	7,800	8,100	3.8%
Stormwater Permit Fees	5109	-	3,880	-	-	-	0.0%
Public Safety Allocation	5201	79,123	80,500	81,000	82,600	82,900	0.4%
Abandoned Veh Abate (AVA)	5202	3,621	4,590	5,200	4,800	5,300	10.4%
Motor Vehicle In Lieu	5203	4,554	4,680	5,021	4,600	5,100	10.9%
Other In Lieu	5205	154,852	154,852	157,949	157,950	161,110	2.0%
Post Reimbursements	5214	1,095	500	1,500	1,000	1,000	0.0%
State Mandated Cost Reimbursement	5217	167,281	-	5,062	-	-	0.0%
Planning Service Fees	5301	14,423	6,660	14,000	12,200	14,280	17.0%
Police Services	5302	17,293	13,260	15,400	15,300	15,700	2.6%
City Hall Rental Fees	5303	150	-	565	200	200	0.0%
Planning Service Charges	5304	23,354	20,000	32,000	20,000	25,000	25.0%
Well Water Usage Charge	5306	29,114	37,500	27,400	27,940	27,940	0.0%
Misc. City Services	5319	7,110	495	500	500	500	0.0%
Fiduciary Fund Administration	5322	274,367	274,901	252,568	252,560	269,690	6.8%
Franchises - Comcast Cable	5401	210,504	204,000	218,200	211,000	220,300	4.4%
Franchises - Garbage Fees	5402	179,738	190,900	185,900	178,900	187,700	4.9%
Franchises - PG&E	5403	112,602	108,400	120,690	113,000	121,800	7.8%
Franchises - Equilon Pipe	5404	13,648	13,350	14,168	14,010	14,550	3.9%
AT&T Mobility Franchise Fees	5405	115	50	200	100	200	100.0%
Fines and Forfeitures	5501	27,317	23,660	26,700	26,000	27,200	4.6%
Interest	5601	70,323	38,000	82,500	60,000	80,000	33.3%
Park Use Fee	5602	43,539	49,900	38,400	43,900	39,100	-10.9%
Meeting Room Fee	5603	4,459	3,000	4,700	4,300	4,500	4.7%
Unrealized Inv. Gain/Loss	5606	33,694	-	-	-	-	0.0%
Cattle Grazing Lease Rent	5608	9,602	9,602	9,787	9,780	9,970	1.9%
SBA Communications Lease Rent	5609	33,400	34,000	33,660	34,040	34,330	0.9%
Fountain Use Fee	5609	-	-	377	-	-	0.0%
Clayton Community Gymnasium Rent	5613	28,200	28,200	30,000	30,000	31,800	6.0%
Reimbursements/Refunds	5701	5,514	5,100	7,510	5,500	5,500	0.0%
Other Revenues	5790	9,346	4,040	6,586	4,900	4,990	1.8%
Overhead Cost Recovery	5791	1,663	1,500	1,260	1,600	1,260	-21.3%
Admin Expense Recovery:							
Measure J Fund Transfer	6002	4,212	4,212	4,330	4,330	4,494	3.8%
Gas Tax Fund Transfer	6004	7,042	7,042	7,230	7,230	7,503	3.8%
Street Lights Fund Transfer	6005	10,826	10,826	11,120	11,120	11,540	3.8%
GHAD Fund Transfer	6006	6,798	6,797	6,980	6,980	7,244	3.8%
Landscape Mtnc. Fund Transfer	6007	33,863	33,863	34,780	34,780	36,095	3.8%
The Grove Park Fund Transfer	6011	6,880	6,880	7,070	7,070	7,337	3.8%
Stormwater Asses. Fund Transfer	6016	34,944	34,944	35,890	35,890	37,247	3.8%
Total Revenues		4,490,831	4,124,444	4,431,703	4,300,620	4,465,880	3.84%

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**General Fund
Expenditures
2017-18**

CITY OF CLAYTON GENERAL FUND EXPENDITURE AND FUND BALANCE SUMMARY
FISCAL YEAR 2017-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	1,629,439	1,740,700	1,682,400	1,847,400
7112	Temporary Help	15,605	18,610	22,400	16,800
7113	Overtime	87,234	82,000	80,400	92,000
7115	Council/Commission Comp	27,840	30,600	30,955	35,400
7116	Part-time Salaries	3,726	4,200	4,200	4,500
7218	LTD Insurance	13,380	17,240	14,880	31,810
7219	Deferred Compensation Retirement	1,691	2,730	2,730	2,730
7220	PERS Retirement	529,533	231,760	219,090	229,550
7221	PERS Retirement - Unfunded Liability	-	344,280	344,874	385,100
7231	Workers Comp Insurance	69,951	93,630	82,106	79,820
7232	Unemployment Insurance	12,921	11,760	11,649	12,170
7233	FICA Taxes	27,144	29,250	28,607	31,360
7241	Auto Allowance/Mileage	18,477	19,420	19,400	19,420
7242	Uniform Allowance	13,639	9,000	8,100	9,000
7246	Benefit Insurance	297,784	301,300	250,360	274,600
7247	OPEB Expense	7,680	8,500	9,040	11,500
7301	Recruitment/Pre-employment	14,415	6,500	5,550	6,500
7311	General Supplies	37,460	28,600	33,170	31,000
7312	Office supplies	11,065	9,500	11,100	12,500
7313	Small Tools and Equipment	68	-	-	-
7314	Postage	5,345	5,000	4,400	5,000
7321	Printing and Binding	-	1,000	1,250	1,000
7323	Books/Periodicals	92	500	450	450
7324	Dues and Subscriptions	17,697	23,680	21,938	25,550
7325	EBRCSA system user fee	8,900	9,000	8,900	9,000
7331	Rentals/Leases	11,982	11,500	12,120	12,600
7332	Telecommunications	19,568	27,600	24,250	27,700
7335	Gas & Electric Serv.	80,438	83,800	86,110	88,800
7338	Water Service	76,345	86,900	86,200	90,600
7341	Buildings & Grounds Mtn	30,782	28,100	29,300	31,700
7342	Machinery/ Equip Maint.	1,242	6,500	4,600	5,500
7343	Vehicle Maintenance	14,551	26,500	32,173	29,940
7344	Vehicle Gas, Oil, and Supplies	33,607	41,000	29,150	34,360
7345	Office Equip. Maint. & Repairs	2,134	2,200	1,700	2,200
7346	HVAC Mtn & Repairs	9,535	22,900	19,900	18,000
7351	Insurance Premiums	68,892	78,500	78,920	84,920
7362	City Promotional Activity	4,936	5,000	5,000	4,500
7363	Business Expense	165	400	350	700
7364	Employee Recognition	3,025	3,000	2,710	3,000
7365	Volunteer Appreciation	152	500	250	500
7371	Travel	13	200	300	200
7372	Conference	387	2,400	2,132	1,600
7373	Education and Training	9,640	15,000	14,000	15,550
7381	Property Tax Admin Cost	8,191	8,000	8,100	8,400
7382	Election Services	-	15,000	7,605	-
7384	Legal Notices	927	2,500	2,500	2,500
7408	Crossing Guard Services	9,571	10,000	9,600	10,000
7410	Professional Engineering Services	91,162	90,000	94,700	90,000

**CITY OF CLAYTON GENERAL FUND EXPENDITURE AND FUND BALANCE SUMMARY
FISCAL YEAR 2017-18**

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7411	Legal Services Retainer	84,173	102,000	100,800	102,000
7412	Engineering Inspection	500	800	200	500
7413	Special Legal Services	19,023	11,000	4,500	8,500
7414	Auditing Services	27,200	27,000	27,615	23,800
7415	Computer Services	13,800	17,200	13,505	17,500
7417	Janitorial Services	53,853	56,900	53,155	55,000
7419	Other Prof. Services	32,472	33,310	33,157	32,900
7420	Merchant Fees	2,036	2,600	1,800	3,180
7423	Extra & Sunday Operating Hours	14,628	11,600	11,400	13,900
7424	Dispatch Services	241,074	241,100	241,080	253,140
7425	Lab Fees	33,284	30,000	12,000	25,000
7426	Jail Booking Fee	7,332	2,300	5,000	5,500
7427	Cal ID Services	12,215	12,900	13,470	14,900
7429	Animal Control Services	64,160	73,150	80,973	83,300
7433	Integrated Justice System (ACCJIN-ARIES)	11,306	11,600	11,900	12,500
7440	Tree Trimming Services	-	7,000	7,650	11,000
7486	CERF Charges/Depreciation	-	25,000	25,000	55,000

Total Operational Expenditures	3,945,387	4,261,720	4,092,824	4,455,050
Total Revenues	4,490,831	4,300,620	4,431,703	4,465,880
Operational Surplus	545,444	38,900	338,879	10,830

Non-Operational Expenditures Summary

Extraordinary Loss (AB 1484)	230,786	-	-	-
City Council Allocation of FY 2014-15 Surplus	109,756	278,853	192,093	68,091
City Council Allocation of FY 2015-16 Surplus	-	-	-	203,325

Net Increase/(Decrease) in Fund Balance	204,902	(239,953)	146,786	(260,586)
Beginning Fund Balance	5,413,157	5,618,059	5,618,059	5,764,845
Ending Fund Balance	5,618,059	5,378,106	5,764,845	5,504,259

City Council Department 01

Department Description

The five member City Council is the elected policy-making body for the City of Clayton. Members of the City Council are elected to four year overlapping terms at General Municipal elections held in November of even numbered years. The City Council receives a monthly stipend of \$470 for their services. The Mayor and Vice Mayor are selected annually by the Council from amongst its membership in December each year.

Services funded:

- Hold regular, twice monthly City Council meetings on Tuesday evenings, and special meetings on an as-needed basis; includes closed sessions as permitted by law.
- Set policy goals and objectives for all City service functions.
- Members serve on various ad-hoc subcommittees and inter-governmental boards to represent the community on critical local and regional issues.
- Appoint citizens to City boards and commissions, and advisory committees.
- Coordinate, attend and participate in community events such as the 4th of July Parade and the Concerts in The Grove park.
- Video City Council meetings for playback on the City Cable Channel 24 for public viewing.
- General Municipal Election costs and expenses every even-numbered year through contract with the County Elections Office.
- Hires the City Manager and the City Attorney, and appoints the City Treasurer

City of Clayton
 Budget Legislative Dept 01
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7115	City Council Comp	23,400	23,400	26,395	28,200
7220	PERS Retirement	4,377	1,830	1,610	1,350
7221	PERS Retirement - Unfunded Liability	-	2,610	2,604	3,400
7231	Workers Comp Insurance	929	1,220	1,057	1,190
7232	Unemployment Insurance	1,451	1,460	1,460	1,750
7233	FICA Taxes	852	920	1,207	1,460
7321	Printing and Binding	-	500	500	500
7324	Dues and Subscriptions	11,973	12,600	12,408	13,300
7362	City Promotional Activity	4,936	5,000	5,000	4,500
7363	Business Meeting Expense	155	200	250	500
7372	Conferences/Meetings	387	1,000	1,332	500
7382	Election Services	-	15,000	7,605	-
7419	Other Prof. Services	6,533	8,800	8,182	9,000
Total Expenditures		54,993	74,540	69,610	65,650

Administration/ Finance/ Legal Department 02

Department Description

City Manager

The City Manager functions as the chief executive officer of the municipal organization responsible for managing all departments of the City and carrying out City Council adopted policy. The department is comprised of three (3) full-time professional staff members (City Manager; Assistant to the City Manager; HR Manager/City Clerk).

Services funded:

- Provide leadership to professional staff and municipal employees.
- Advise and recommend policies to the City Council; receive and implement policy directions from the City Council.
- Act as lead negotiator for real property transactions and labor negotiations.
- Oversee the day to day operations of the City.
- Respond to general public inquiries.
- Research and analysis of municipal issues and special projects as assigned.
- Oversee and negotiate various franchise agreements.
- Prepare and distribute agenda packets and minutes.
- Administer contracts, coordinate staffing, and prepare administrative forms and permits for the City's large community and special events.
- Manage consultant contracts and lease agreements.
- Maintain and update the City's website.
- Coordinate all human resource functions responsible for recruitment, employee benefits, risk management, OSHA compliance, and workers' compensation administration.
- Oversee a citywide training plan for OSHA compliance and safety program.
- Research and respond to inquiries by citizens and press in compliance with the Public Records Act.
- Contract with Contra Costa County for municipal elections.
- Process general liability and workers' compensation claims filed against the City.
- Provide notary services.
- Coordinate the self-insured risk management tasks of the organization.

Finance

The City's Finance Department has one full time professional and utilizes two permanent part-time employees. The department is responsible for the City's budgetary, financial/accounting, treasury/investment, business licenses, and facilities rentals functions. The Department also includes the appointed City Treasurer (citizen), who provides auditing and investment oversight.

Services funded:

- Preparation and monitoring of annual budget
- Preparation of annually audited financial statements
- Manage general ledger and budgetary financial records
- Manage investments in accordance with City investment policy and California Government Code.
- Maintaining compliance with State of California, Contra Costa County and other regulatory agency financial reporting requirements.
- Management and preparation of Successor Agency Recognized Obligation Payment Schedule (ROPS) process.
- Administer and maintain records for the following operational cycles: payroll, employee benefits, cash receipts and disbursements.
- Administer business licenses.
- Manage rental of City-owned facilities and parks (Endeavor Hall, Library Meeting Room, Clayton Community Park, The Grove Park).

City Attorney

The City Attorney is selected and appointed by the City Council. Although this is the primary department the contracted City Attorney conducts work in, retainer time is also charged to other City departments where time is spent.

Services funded:

- Attend City Council meetings as the City's legal counsel.
- Draft and Review ordinances, resolutions, contracts, and other legal documents.
- Provide legal opinions and advise on matters of interest or concern to the City Council and City Staff
- Advice regarding land use issues.
- Oversee litigation involving the City.
- Assist the Council and staff in limiting litigation exposure and containing liability costs.
- Advise the City on changes to and impacts of state and federal laws, and case laws.

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City of Clayton
 Budget Admin/ Finance / Legal Dept 02
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	527,697	546,000	555,700	571,000
7218	LTD Insurance	4,546	5,400	5,080	9,500
7220	PERS Retirement	109,904	63,800	61,800	62,500
7221	PERS Retirement - Unfunded Liability	-	61,200	61,200	68,800
7231	Workers Comp Insurance	20,403	28,300	24,527	24,000
7232	Unemployment Insurance	2,693	2,700	2,700	2,700
7233	FICA Taxes	7,676	8,000	8,300	8,300
7241	Auto Allowance/Mileage	10,740	10,740	10,740	10,740
7246	Benefit Insurance	85,139	90,000	89,940	83,000
7311	General Supplies	46	-	-	-
7324	Dues and Subscriptions	1,835	2,000	2,000	2,000
7332	Telecommunications	6,594	7,800	6,800	7,300
7364	Employee Recognition	1,894	-	-	-
7371	Travel	13	100	100	100
7372	Conferences/Meetings	-	900	300	600
7373	Education and Training	897	2,000	700	1,550
7411	Legal Services Retainer	58,308	51,000	62,700	61,200
7413	Special Legal Services	5,368	6,000	2,000	3,500
7414	Auditing and Financial Reporting Services	27,200	27,000	27,615	23,800
7415	Computer/IT Services	13,800	14,200	10,505	9,500
7419	Other Prof. Services	5,750	5,610	9,510	6,000
Total Expenditures		890,503	932,750	942,217	956,090

Public Works

Department 03

Department Description

This department maintains City owned buildings and grounds; and provides maintenance for all non-special district facilities and land. The core employee unit of 5 permanent employees consists of two Maintenance Supervisors and three Maintenance Workers. Labor is augmented by temporary seasonal workers. Although the Public Works department serves as the “base” department for these maintenance employees, their direct labor costs are shared with various other departments and funds based on actual hours worked.

Services funded:

- Provide routine maintenance for City building and grounds.
- Provide landscaping maintenance for all neighborhood parks in the City (Lydia Lane, North Valley Park, Westwood, Stranahan and El Molino).
- Contract janitorial services for City facilities and buildings.
- Tree trimming services contract supervision.
- Ensure fire inspection compliance of City owned buildings and facilities.
- HVAC system repairs contract supervision.
- Ensure compliance with elevator safety and inspection services.
- Pest extermination services contract supervision.
- Janitorial services contract supervision.

City of Clayton
 Budget Public Works Dept 03
 Projected Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	8,813	13,300	18,400	17,400
7112	Temporary Help	3,765	3,010	2,000	2,400
7218	LTD Insurance	97	140	120	310
7220	PERS Retirement	5,272	2,100	3,200	2,000
7221	PERS Retirement - Unfunded Liability	-	1,500	1,900	2,100
7231	Workers Comp Insurance	273	850	737	830
7232	Unemployment Insurance	220	200	220	220
7233	FICA Taxes	127	430	280	500
7246	Benefit Insurance	1,598	2,900	2,500	3,900
7301	Recruitment/Pre-employment	1,439	500	500	500
7311	General Supplies	4,343	4,600	5,600	5,000
7332	Telecommunications	945	2,500	1,200	2,000
7335	Gas & Electric Serv.	36,899	39,000	41,800	43,100
7338	Water Service	7,909	9,000	9,500	10,000
7341	Buildings & Grounds Mtn	11,432	13,700	13,000	14,000
7342	Machinery/ Equip Maint.	160	4,000	2,100	3,000
7343	Vehicle Maintenance	1,123	10,000	1,230	1,250
7344	Vehicle Gas, Oil, and Supplies	7,350	11,000	880	920
7346	HVAC Mtn & Repairs	4,504	14,000	12,000	10,000
7373	Education and Training	1,035	1,500	2,000	2,500
7411	Legal Services Retainer	306	10,200	500	2,550
7417	Janitorial Services	8,280	9,400	8,425	9,000
7419	Other Prof. Services	400	400	400	400
7429	Animal/Pest Control Services	-	1,850	7,300	7,300
7440	Tree Trimming Services	-	3,000	3,000	6,000
7486	CERF Charges/Depreciation	-	-	-	-
Total Expenditures		106,290	159,080	138,792	147,180

Community Development Department 04

Department Description

The Community Development Department is responsible for the general administration, development processing, zoning administration, architectural review, subdivision processing, Municipal Code and Zoning enforcement, General Plan administration, environmental review, housing, and special planning studies for the City, including associated staff support for the City Council and the Planning Commission. The Department provides guidance in the physical development of the City while protecting and maintaining the quality of its physical environment. The Department facilitates public participation and community involvement in planning issues. The Department consistently seeks to enhance the community's safety, welfare, economic opportunities and quality of life through land use controls. It consists of a Community Development Director, a part-time Assistant Planner and a part-time Code Enforcement Officer.

Services funded:

Long Range Planning and Special Studies Program

- Prepare and update *Town Center Specific Plan*, and the *Marsh Creek Road Specific Plan*, and state-mandated General Plan which includes the Housing Element.
- Prepare studies to update City policies in response to changes in State law, resource availability, and community goals.
- Facilitate public participation and community involvement in planning issues.
- Participate in development and review of regional studies prepared by ABAG, Contra Costa Transportation Authority, and TRANSPAC.
- Support City Council and City Manager in addressing regional governance and planning issues.

Development and Design Review Program

- Review, analyze, and provide recommendations on land development and design proposals by private property owners and governmental agencies.
- Provide support to City Council, Planning Commission, and City Manager.
- Reviews land development plans for compliance with City zoning requirements.
- Coordinate and oversee contract with County Building Inspection Department on building permits for construction projects.

- Administer environmental review process in compliance with the California Environmental Quality Act (CEQA).

Ordinance Information and Code Enforcement Program

- Provide zoning information and permit services at the City Hall public counter.
- Investigate and enforce zoning and land use complaints.
- Prepare amendments of zoning ordinance and zoning map.

Housing Program

- Administer the low-and moderate-income housing programs of the City.
- Ensure low-and moderate-income units remain available to qualified applicants upon sale of units.

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City of Clayton
 Budget Community Dev Dept 04
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	167,725	173,000	175,700	182,000
7115	Planning Commission Comp	4,440	7,200	4,560	7,200
7218	LTD Insurance	1,318	1,700	1,470	3,200
7220	PERS Retirement	22,069	16,400	17,180	17,200
7221	PERS Retirement - Unfunded Liability	-	19,600	19,600	21,900
7231	Workers Comp Insurance	6,537	9,000	7,800	7,700
7232	Unemployment Insurance	868	900	900	900
7233	FICA Taxes	2,063	2,500	2,110	2,700
7241	Auto Allowance/Mileage	4,322	4,240	4,200	4,240
7246	Benefit Insurance	34,627	35,000	27,220	34,400
7323	Books/Periodicals	92	500	200	200
7324	Dues and Subscriptions	565	680	685	700
7332	Telecommunications	657	700	700	700
7371	Travel	-	100	200	100
7372	Conferences/Meetings	-	500	500	500
7373	Education and Training	500	1,500	1,500	1,500
7384	Legal Notices	927	2,500	2,500	2,500
7411	Legal Services Retainer	15,033	20,400	25,900	20,400
7413	Special Legal Services	440	-	-	-
7419	Other Prof. Services	52	-	-	-
Total Expenditures		262,235	296,420	292,925	308,040

General Services

Department 05

Department Description

This department functions as the internal support service fund for expenses which aid the efficient and effective operation of the City organization. It has no assigned employees or revenue-generating capability.

Services funded:

- City-wide risk management (Clayton was one of the original members of the Municipal Pooling Authority of Northern California [MPA] Joint Powers Authority [JPA] for self-insured and risk pooled programs of general liability, workers compensation, and employee wellness).
- Copier and postage machine services for all departments.
- Office supplies for administration and general City functions.
- Information technology support for all departments as needed.
- Property tax administration fees levied by the (billed by County).
- Payroll and benefits administration software functions.
- Internet services for all departments.
- Provides funding for Other Post-Employment Benefits (OPEB) required of the City through contract with CalPERS medical insurance coverage.

City of Clayton
 Budget General Services Dept 05
 Projected Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7231	Workers Comp Insurance	1,576	960	1,790	-
7247	OPEB Expense	7,680	8,500	9,040	11,500
7301	Recruitment/Pre-employment	-	1,000	50	1,000
7312	Office Supplies	7,415	7,000	6,100	7,500
7314	Postage	5,166	4,500	4,200	4,500
7321	Printing and Binding	-	500	750	500
7331	Rentals/Leases	11,982	11,000	11,620	12,100
7332	Telecommunications	-	3,000	4,450	4,700
7351	Insurance Premiums	68,892	78,500	78,920	84,920
7364	Employee Recognition	-	1,500	1,710	1,500
7381	Property Tax Admin Cost	8,191	8,000	8,100	8,400
7415	Computer/IT Services	-	3,000	3,000	8,000
7419	Other Prof. Services	10,536	10,000	7,515	10,000
7420	Merchant Fees	2,036	2,600	1,800	3,180
Total Expenditures		123,474	140,060	139,045	157,800

Police Department Department 06

Department Description

The Clayton Police Department has a present authorized strength of 11 full-time sworn members (includes the Chief), 2 civilians, and active Police Reserve, VIPS, CERT, and Cadet programs. The Department is a generalist law enforcement agency with duties that include all aspects of local law enforcement. Sworn positions currently work on a 4-10/3-12 plan and may be assigned to specialized assignments such as field training officer, traffic accident investigator, bicycle patrol, and motorcycle patrol. The Department's employees take pride in their jobs and the community they serve and strive to perform their duties in a professional but sensitive, friendly, and positive manner. It subscribes to a community-oriented policing philosophy.

Services funded:

- Provide traffic enforcement and collision investigation throughout the City and on the Trails system.
- Investigate crimes and submit to the District Attorney for prosecution.
- Represent the City in meetings with community groups, civic organizations, and inter-agencies concerned with law enforcement problems and policies.
- Event Planning for various City sponsored events such as the 4th of July Parade, Concerts in The Grove, and many community sponsored events such as the Clayton Art and Wine and Oktoberfest.
- Facilitate the VIPS and CERT programs to serve the community.
- Participation in the East Bay Regional Interoperability Communications system.
- Contract for animal control services through Contra Costa County.
- Contract for police dispatch services and police records management through the City of Concord.

City of Clayton
 Budget Police Dept 06
 Projected Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	887,152	964,000	883,900	1,021,000
7113	Overtime	86,896	80,000	80,000	90,000
7116	Part-time Salaries	3,726	4,200	4,200	4,500
7218	LTD Insurance	7,066	9,500	7,760	17,800
7219	Deferred Compensation Retirement	1,691	2,730	2,730	2,730
7220	PERS Retirement	373,104	140,730	129,800	140,000
7221	PERS Retirement - Unfunded Liability	-	254,270	254,270	282,000
7231	Workers Comp Insurance	36,160	50,200	43,508	43,100
7232	Unemployment Insurance	6,920	5,600	5,600	5,600
7233	FICA Taxes	15,017	15,500	15,400	16,500
7241	Auto Allowance/Mileage	3,415	4,440	4,460	4,440
7242	Uniform Allowance	13,639	9,000	8,100	9,000
7246	Benefit Insurance	169,624	164,000	121,000	140,800
7301	Recruitment/Pre-employment	12,976	5,000	5,000	5,000
7311	General Supplies	18,015	10,000	14,000	12,000
7312	Office Supplies	3,650	2,500	5,000	5,000
7314	Postage	179	500	200	500
7323	Books and Periodicals	-	-	250	250
7324	Dues and Subscriptions	3,137	7,000	6,535	8,000
7325	EBRCSA system user fee	8,900	9,000	8,900	9,000
7332	Telecommunications	8,262	10,000	8,700	10,000
7342	Machinery/ Equip Maint.	1,082	2,500	2,500	2,500
7343	Vehicle Maintenance	13,428	16,500	26,313	24,000
7344	Vehicle Gas, Oil, and Supplies	26,257	30,000	25,000	30,000
7345	Office Equip. Maint. & Repairs	2,134	2,200	1,700	2,200
7363	Business Meeting Expense	10	200	100	200
7364	Employee Recognition	1,131	1,500	1,000	1,500
7365	Volunteer Appreciation	152	500	250	500
7373	Education and Training	7,208	10,000	9,800	10,000
7408	Crossing Guard Services	9,571	10,000	9,600	10,000
7411	Legal Services Retainer	10,526	20,400	9,000	15,300
7413	Special Legal Services	13,215	5,000	2,500	5,000
7417	Janitorial Services	2,711	3,000	2,800	3,000
7419	Other Prof. Services	4,755	8,500	7,550	7,500
7424	Dispatch Services	241,074	241,100	241,080	253,140
7425	Lab Fees	33,284	30,000	12,000	25,000
7426	Jail Booking Fee	7,332	2,300	5,000	5,500
7427	Cal ID Services	12,215	12,900	13,470	14,900
7429	Animal/Pest Control Services	63,772	66,300	66,293	68,500
7433	Integrated Justice System (ACCJIN + ARIES)	11,306	11,600	11,900	12,500
7486	CERF Charges/Depreciation	-	25,000	25,000	55,000
Total Expenditures		2,120,692	2,247,670	2,082,169	2,373,460

Library
Department 07

Department Description

The operation of the Clayton Community Library was the original model for other cities and is looked to as the example in County - City partnerships. While staffing of the Library is run by the County Library System, the City owns and maintains the building and grounds surrounding the Library at City expense.

Services funded:

- Payment of costs for Sunday and weekday operations (44 hours) at the Library beyond the County's base of 35 weekly hours.
- General maintenance of library facility and parking lot.
- Ensure fire inspection compliance of library facility.
- HVAC system repairs contract supervision.
- Pest extermination services contract supervision.
- Tree trimming services contract supervision.
- Janitorial services contract supervision.

City of Clayton
 Budget Library Dept 07
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	8,009	9,400	9,800	11,000
7112	Temporary Help	1,121	1,600	1,000	400
7218	LTD Insurance	70	100	90	200
7220	PERS Retirement	3,058	1,500	1,200	1,300
7221	PERS Retirement - Unfunded Liability	-	1,100	800	1,400
7231	Workers Comp Insurance	545	600	520	500
7232	Unemployment Insurance	159	200	159	100
7233	FICA Taxes	191	300	180	200
7246	Benefit Insurance	1,344	2,000	2,100	2,500
7332	Telecommunications	3,110	3,600	2,400	3,000
7335	Gas & Electric Serv.	42,107	43,100	42,700	44,000
7338	Water Service	1,681	1,800	1,700	1,800
7341	Buildings & Grounds Maintenance	10,100	12,000	12,000	12,700
7343	Vehicle Maintenance	-	-	940	950
7344	Vehicle Gas, Oil, and Supplies	-	-	660	700
7346	HVAC Mtn & Repairs	5,031	8,900	7,900	8,000
7417	Janitorial Services	29,062	31,000	28,930	29,500
7423	Extra & Sunday Operating Hours	14,628	11,600	11,400	13,900
7429	Animal/Pest Control Services	-	1,400	1,380	1,400
7440	Tree Trimming Services	-	2,000	2,000	2,000
Total Expenditures		120,216	132,200	127,859	135,550

Engineering Department 08

Department Description

The Department's duties can be divided into three basic categories: administrative, capital improvements, and land development. The City contracts with PERMCO Engineering for the performance of these services as the City Engineer.

Services funded:

Administrative

- Administer the City's encroachment permit program as well as the Geological Hazard Abatement District and various special Assessment Districts.
- Coordinate with the Maintenance Department regarding maintenance, operations and the repair of public transportation facilities (e.g. streets; sidewalks).
- Enforcement and continuous update of the City's Standard Plans and Specifications for design and construction.
- Represent the City's interests in regional transportation and funding issues.
- Response to flood zone information requests.
- Serve as the City Engineer.

Capital Improvements

- Administer the City's Capital Improvements Program, including coordination with the City Manager; evaluation and prioritization of Capital Improvement Projects; procurement of funds; right-of-way and land acquisition; and administration of the public bidding process.
- Administer the City's Pavement Management System.
- Supervision of the design and construction of all street and infrastructure projects, including sanitary sewer and storm drainage systems, local roads and traffic lights.

Land Development

- Coordinate with the Planning Department in the review and approval process for all land development projects.
- Plan check and review of construction plans, collection of fees, and construction inspection for all private development and improvements thereto.

City of Clayton
 Budget Engineering Dept 08
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7324	Dues and Subscriptions	187	1,400	310	1,550
7410	Professional Engineering Services	91,162	90,000	94,700	90,000
7411	Legal Services Retainer	-	-	2,700	2,550
7412	Engineering Inspection	500	800	200	500
Total Expenditures		91,849	92,200	97,910	94,600

Community Park Department 09

Department Description

In 2009 the Clayton Community Park was separated into its own department in order to capture the actual costs of maintaining this well used multi-sport and recreational public park.

Services funded:

- Mowing of the turf.
- Ball field turf and sports field grooming.
- Water irrigation supply to ball fields and surrounding vegetation
- Safety inspections of play equipment and apparatus.
- Trash removal and general park clean-up.
- Landscape pruning.
- Janitorial services contract supervision.
- Repairs to and maintenance of the irrigation system.
- Pest extermination services contract supervision.
- Tree trimming services contract supervision.
- All other general maintenance of park fields and facilities.

City of Clayton
 Budget Community Park Dept 09
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	30,043	35,000	38,900	45,000
7112	Temporary Help	10,719	14,000	19,400	14,000
7113	Overtime	338	2,000	400	2,000
7218	LTD Insurance	283	400	360	800
7220	PERS Retirement	11,749	5,400	4,300	5,200
7221	PERS Retirement - Unfunded Liability	-	4,000	4,500	5,500
7231	Workers Comp Insurance	3,528	2,500	2,167	2,500
7232	Unemployment Insurance	610	700	610	900
7233	FICA Taxes	1,218	1,600	1,130	1,700
7246	Benefit Insurance	5,452	7,400	7,600	10,000
7311	General Supplies	15,056	14,000	13,570	14,000
7331	Rentals/Leases	-	500	500	500
7335	Gas & Electric Serv.	1,432	1,700	1,610	1,700
7338	Water Service	66,755	76,100	75,000	78,800
7341	Buildings/Grounds Maintenance	9,250	2,400	4,300	5,000
7343	Vehicle Maintenance	-	-	3,690	3,740
7344	Vehicle Gas, Oil, and Supplies	-	-	2,610	2,740
7417	Janitorial Services	13,800	13,500	13,000	13,500
7419	Other Prof. Services	4,446	-	-	-
7429	Animal/Pest Control Services	388	3,600	6,000	6,100
7440	Tree Trimming Services	-	2,000	2,650	3,000
Total Expenditures		175,067	186,800	202,297	216,680

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**Special Revenue
Funds
2017-18**

City of Clayton
Gas Tax Fund 201
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	21,480	25,000	10,000	10,000
7112	Temporary Help	2,342	4,500	4,000	3,000
7113	Overtime	108	-	2,800	3,000
7218	LTD Insurance	170	300	80	200
7220	PERS Retirement	7,978	4,000	1,000	1,100
7221	PERS Retirement - Unfunded Liability	-	3,000	600	1,200
7231	Workers Comp Insurance	941	1,500	1,300	500
7232	Unemployment Insurance	423	400	400	200
7233	FICA Taxes	520	700	160	300
7246	Benefit Insurance	3,531	6,000	2,000	3,000
7311	General Supplies	18,737	12,000	12,000	12,000
7324	Dues & Subscriptions	1,500	1,500	-	1,500
7327	Arterial Street Light Supplies	1,424	1,500	-	1,500
7335	Gas & Electric Serv.	46,946	47,500	49,600	52,100
7340	Traffic Safety Supplies	199	500	500	500
7343	Vehicle Maintenance	-	-	870	880
7344	Vehicle Gas, Oil, and Supplies	-	-	610	650
7349	Traffic Signal Maintenance	9,729	15,000	25,500	26,300
7350	Pavement Repair/Maintenance	25,078	-	38,300	20,000
7381	Property Tax Admin Cost	283	300	300	350
7419	Other Prof. Services	4,200	4,440	5,740	4,540
7486	CERF Charges/Depreciation	9,900	1,900	1,900	2,230
8101	Fund Admin - Transfer to GF	7,042	7,230	7,230	7,503
8111	Transfer to CIP Fund	411,531	269,029	15,000	370,788
Total Expenditures		574,062	406,299	179,890	523,341
4607	Arterial S. Light Assessment	33,100	32,400	33,900	34,500
5209	State Gasoline 2105	57,841	70,501	66,424	65,149
5210	State Gasoline 2106	40,477	39,212	44,916	44,148
5211	State Gasoline 2107	75,037	97,902	85,802	84,164
5212	State Gasoline 2107.5	-	3,000	3,000	3,000
5216	State of CA Sec 2103 (Prop 42)	46,322	26,624	2,720	44,878
5218	State Gasoline 2030 (RMRA)	-	-	-	64,639
5219	State Gasoline Loan Repayments	-	-	-	12,825
5601	Interest	1,429	2,000	2,320	2,000
5606	Unrealized Inv. Gain/Loss	53	-	-	-
Total Revenue		254,259	271,639	239,082	355,303
Increase (Decrease) in Fund Balance		(319,803)	(134,660)	59,192	(168,038)
Beginning Fund Balance (Deficit)		428,649	134,660	108,846	168,038
Ending Fund Balance		108,846	-	168,038	-

City of Clayton
Landscape Mtn District CFD 2007-1 Fund 210
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	131,190	160,000	181,000	202,000
7112	Temporary Help	71,218	87,000	121,000	149,000
7113	Overtime	460	1,000	600	1,000
7218	LTD Insurance	1,147	1,600	1,650	3,500
7220	PERS Retirement	48,288	24,680	21,800	23,300
7221	PERS Retirement - Unfunded Liability	-	18,320	21,800	24,300
7231	Workers Comp Insurance	10,931	13,300	11,934	12,700
7232	Unemployment Insurance	2,562	4,200	4,200	5,000
7233	FICA Taxes	4,814	9,000	5,000	10,500
7246	Benefit Insurance	23,608	34,000	38,000	44,700
7301	Recruitment/Pre-employment	1,193	1,000	500	1,000
7311	General Supplies	31,901	49,100	47,600	50,100
7316	Landscape Replacement Material	1,127	20,000	18,000	40,000
7335	Gas & Electric Serv.	17,281	22,700	29,100	30,000
7338	Water Service	98,283	105,100	108,000	130,000
7341	Buildings/Grounds Maintenance	-	19,800	15,000	20,000
7342	Machinery/Equipment Maint.	11,199	21,900	15,900	19,000
7343	Vehicle Maintenance	13,424	17,400	18,000	18,000
7344	Vehicle Gas, Oil, and Supplies	10,140	11,300	13,000	13,000
7381	Property Tax Admin Cost	3,735	3,900	3,900	4,000
7382	Election Services	13,910	-	-	-
7389	Misc Expense	3,419	-	-	-
7411	Professional Services Retainer (Legal)	4,702	1,500	3,000	2,000
7419	Other Prof. Services	124,460	6,360	6,276	6,560
7429	Animal/Pest Control Services	-	5,000	5,000	5,000
7440	Tree Trimming Services	-	25,000	16,000	25,000
7445	Weed Abatement Services	-	107,000	111,000	122,000
7486	CERF Charges/Depreciation	13,500	14,500	14,500	14,500
7520	Project/Program costs	197,753	409,000	76,000	483,000
7615	Property Taxes	2,638	2,900	2,709	2,800
8101	Fund Admin - Transfer to GF	33,863	34,780	34,780	36,095
8111	Transfer to CIP Fund	891	-	-	-
8113	Transfer to Stormwater Fund	912	912	1,008	1,008
Total Expenditures		878,549	1,232,252	946,257	1,499,063
4604	Clayton LMD Special Parcel Tax	1,029,544	1,057,550	1,057,550	1,089,277
5601	Interest	11,533	6,000	13,560	12,000
5606	Unrealized Inv Gain/Loss	8,038	-	-	-
Total Revenue		1,049,115	1,063,550	1,071,110	1,101,277
Increase (Decrease) in Fund Balance		170,566	(168,702)	124,853	(397,786)
Beginning Fund Balance		816,202	961,970	986,768	1,111,621
Ending Fund Balance		986,768	793,268	1,111,621	713,835

City of Clayton
The Grove Park CFD 2006-1 Fund 211
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	13,355	20,000	19,000	20,000
7112	Temporary Help	9,932	17,000	13,000	10,000
7113	Overtime	69	-	-	500
7218	LTD Insurance	118	190	170	350
7220	PERS Retirement	5,108	3,000	2,100	2,300
7221	PERS Retirement - Unfunded Liability	-	2,200	3,300	2,400
7231	Workers Comp Insurance	2,123	1,900	1,647	1,300
7232	Unemployment Insurance	269	800	800	500
7233	FICA Taxes	883	1,567	690	1,000
7246	Benefit Insurance	2,354	4,100	4,000	4,500
7311	General Supplies	6,734	5,750	3,700	6,250
7331	Rentals/Leases	-	500	500	500
7335	Gas & Electric Serv.	1,581	1,900	1,780	1,800
7338	Water Service	7,622	7,500	35,600	36,700
7341	Buildings/Grounds Maintenance	-	5,860	4,300	5,860
7342	Machinery/Equipment Maint.	-	800	500	700
7343	Vehicle Maintenance	-	1,000	1,800	1,800
7344	Vehicle Gas, Oil, and Supplies	-	1,500	1,240	1,400
7381	Property Tax Admin Cost	3,738	3,820	3,740	3,800
7413	Special Legal Services	-	1,000	500	1,000
7417	Janitorial Services	13,122	13,400	14,400	14,000
7419	Other Prof. Services	6,020	4,530	4,349	4,530
7420	Other Outside Services	4,072	-	-	-
7429	Animal/Pest Control Services	-	1,000	500	1,000
7440	Tree Trimming Services	-	1,500	1,400	1,500
7485	Capital Outlay - Equipment & Machinery	390	-	11,563	-
7486	CERF Charges/Depreciation	2,700	2,100	2,100	2,100
7615	Property Taxes	470	510	482	500
8101	Fund Admin - Transfer to GF	6,880	7,070	7,070	7,337
Total Expenditures		87,540	110,497	140,231	133,627
4613	Downtown Park Special Parcel Tax - O&M	100,008	103,350	103,490	107,285
4613	Downtown Park Special Parcel Tax - Capital	18,000	18,000	18,000	18,000
4613	Downtown Park Special Parcel Tax - Restricted	5,000	5,000	5,000	5,000
5601	Interest	3,432	3,200	3,750	3,500
5602	Park Use Fee	1,612	1,000	2,900	1,600
5606	Unrealized Inv Gain/Loss	2,278	-	-	-
5701	Reimbursement/Refunds	1,834	-	-	-
5702	Donations & Contributions	10,000	10,000	10,000	-
Total Revenue		142,164	140,550	143,140	135,385
Increase (Decrease) in Fund Balance		54,624	30,053	2,909	1,758
Beginning Fund Balance		234,033	284,305	288,657	291,566
Ending Fund Balance		288,657	314,358	291,566	293,324

Ending Fund Balance Includes:

Unassigned Fund Balance	167,892	188,593	159,364	138,122
Asset Replacement Reserve	75,765	75,765	82,202	100,202
Unallocated Stabilization Reserve	45,000	50,000	50,000	55,000
Total Fund Balance	288,657	314,358	291,566	293,324

City of Clayton
GHAD Fund 212
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7314	Postage	600	700	700	750
7350	Pavement Repairs/Maintenenace	-	-	6,638	-
7351	Insurance Premiums	14,000	16,110	16,364	7,000
7381	Property Tax Admin Cost	1,090	1,200	1,200	1,200
7384	Legal Notices	-	100	100	100
7389	Misc. Expenses	321	270	200	300
7412	Engineering Services	992	3,000	7,800	5,000
7413	Special Legal Services	-	1,000	-	1,000
7419	Other Professional Services	2,043	-	-	-
7520	Project Costs	7,039	10,000	9,000	5,000
8101	Fund Admin - Transfer to GF	6,798	6,980	6,980	7,244
Total Expenditures		32,883	39,360	48,982	27,594
4606	GHAD Assessment	37,334	38,424	38,390	39,841
5601	Interest	300	250	240	200
5606	Unrealized Inv. Gain/Loss	290	-	-	-
Total Revenue		37,924	38,674	38,630	40,041
Increase (Decrease) in Fund Balance		5,041	(686)	(10,352)	12,447
Beginning Fund Balance		29,197	31,096	34,238	23,886
Ending Fund Balance		34,238	30,410	23,886	36,333

City of Clayton
 Presley GHAD Settlement Fund 213
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7520	Project Costs	-	-	-	-
	Total Expenditures	-	-	-	-
5601	Interest Income	1,635	1,500	1,700	1,600
5606	Unrealized Investment Gain/Loss GASB31	882	-	-	-
	Total Revenue	2,517	1,500	1,700	1,600
	Increase in Fund Balance	2,517	1,500	1,700	1,600
	Beginning Fund Balance	120,583	122,283	122,283	123,983
	Ending Fund Balance	123,100	123,783	123,983	125,583

City of Clayton
Street Light Fund 214
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7113	Overtime	12,882	14,000	9,500	-
7311	General Supplies	2,659	4,000	1,000	1,000
7335	Gas & Electric Serv.	107,847	108,700	115,200	112,000
7381	Property Tax Admin Cost	3,394	3,680	3,600	3,700
7389	Misc. Expenses	321	330	330	330
7412	Engineering/Inspection Service	-	1,200	-	1,000
7419	Other Prof. Services	4,097	200	200	200
7450	Street Light Maintenance	-	-	500	15,000
8101	Fund Admin - Transfer to GF	10,826	11,120	11,120	11,540
Total Expenditures		142,026	143,230	141,450	144,770
4607	Street Light Assessment	125,807	125,991	125,991	125,991
5601	Interest	1,782	1,800	1,500	1,400
5606	Unrealized Inv. Gain/Loss	855	-	-	-
Total Revenue		128,444	127,791	127,491	127,391
Increase (Decrease) in Fund Balance		(13,582)	(15,439)	(13,959)	(17,379)
Beginning Fund Balance		137,992	122,540	124,409	110,450
Ending Fund Balance		124,409	107,100	110,450	93,071

City of Clayton
Stormwater Fund 216
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Projected Budget
7111	Salaries/Regular	30,317	35,500	33,100	28,420
7112	Temporary Help	5,618	10,930	17,700	9,840
7218	LTD Insurance	228	350	300	500
7220	PERS Retirement	11,331	5,500	4,100	3,280
7221	PERS Retirement - Unfunded Liability	-	4,100	2,030	3,430
7231	Workers Comp Insurance	1,977	2,410	2,089	1,610
7232	Unemployment Insurance	613	640	640	660
7233	FICA Taxes	923	1,350	640	1,170
7246	Benefit Insurance	4,592	7,500	5,900	6,310
7311	General Supplies	4,685	8,600	2,500	9,000
7341	Buildings/Grounds Maintenance	-	-	-	10,500
7343	Vehicle Maintenance	-	-	3,000	3,000
7344	Vehicle Gas, Oil, and Supplies	-	-	2,200	2,300
7373	Education and Training	-	500	-	500
7389	Misc. Expenses	165	500	16	-
7409	Street Sweeping Services	42,000	44,100	44,100	46,400
7411	Professional Services Retainer (Legal)	386	-	-	-
7412	Engineering Services	1,159	5,000	1,160	2,000
7419	Other Prof. Services	18,791	36,510	8,960	24,810
7481	State Regional Annual Discharge Fee	6,869	10,000	8,980	10,000
7486	CERF Charges/Depreciation	-	2,900	2,900	3,200
7520	Project/Program Costs - Outreach	54	4,500	1,000	2,000
8101	Fund Admin - Transfer to GF	34,944	35,890	35,890	37,247
Total Expenditures		164,652	216,780	177,205	206,177
Stormwater Assessment ERU Gross		127,145	126,615	127,145	127,145
NPDES Group Program costs		(25,842)	(26,872)	(26,872)	(26,872)
Commercial Insp by Central San		(3,944)	(8,000)	(8,000)	(8,000)
Flood Control Dist Fiscal Mgmt Cost		(2,358)	(3,000)	(3,000)	(3,000)
County Auditor/Controller Costs		(3,638)	(3,800)	(3,800)	(3,800)
Mandatory Retention		(3,000)	(3,000)	(3,000)	(3,000)
4602	Net Assessment Revenue	88,363	81,943	82,473	82,473
4603	Stormwater O & M Annual Fee	2,376	2,376	4,060	4,060
5324	Street Sweeping Fees	38,550	38,310	38,700	46,400
5601	Interest	1,390	1,500	1,300	1,300
5606	Unrealized Inv. Gain/Loss	824	-	-	-
6007	Transfer from Landscape Maintenance Fund	912	912	1,008	1,008
Total Revenue		132,415	125,041	127,541	135,241
(Decrease) in Fund Balance		(32,237)	(91,739)	(49,664)	(70,936)
Beginning Fund Balance		153,840	99,608	121,603	71,939
Ending Fund Balance		121,603	7,869	71,939	1,003

City of Clayton
Measure J Fund 220
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7324	Dues and Subscriptions	-	-	1,200	2,000
7385	Transpac Fees	22,849	23,500	22,849	23,000
7419	Other Prof. Services	1,025	2,000	-	-
8101	Fund Admin - Transfer to GF	4,212	4,330	4,330	4,494
8111	Transfer to CIP Fund	377,152	1,991,236	413,129	676,768
Total Expenditures		405,238	2,021,066	441,508	706,262
5220	Restricted Grants (Arterial Rehabilitation)	-	1,200,000	-	-
5223	Measure J Tax (Local Streets)	305,952	277,995	280,466	280,000
5225	Measure J Program 28a (Co-op)	28,002	30,327	29,417	31,500
5601	Interest Income	2,095	750	3,700	1,000
5606	Unrealized Inv. Gain/Loss	1,864	-	-	-
6003	Transfer from CIP Fund	131,487	-	-	-
Total Revenue		469,400	1,509,072	313,583	312,500
Increase (Decrease) in Fund Balance		64,162	(511,994)	(127,925)	(393,762)
Beginning Fund Balance (Deficit)		457,525	511,994	521,687	393,762
Ending Fund Balance		521,687	-	393,762	-

Fund Balance Restricted for:

Local Streets Maintenance Program	412,920	-	370,313	-
Co-operative 28(a) Program	108,767	-	23,449	-
Total Fund Balance	521,687	-	393,762	-

City of Clayton
 Grants Fund 230
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	45,120	72,000	63,856	73,100
7113	Overtime	35,696	10,000	45,509	20,020
7218	LTD Insurance	391	700	520	1,270
7220	PERS Retirement	4,300	8,000	7,600	8,900
7231	Workers Comp Insurance	3,033	3,650	3,163	3,100
7232	Unemployment Insurance	-	440	-	440
7233	FICA Taxes	745	1,010	1,070	1,060
7242	Uniform Allowance	1,454	900	900	900
7246	Benefit Insurance	1,036	21,300	2,800	1,800
7311	General Supplies	1,430	-	4,153	6,139
7342	Machinery/Equipment Maintenance	-	-	5,912	-
7371	Travel	-	-	644	-
7373	Education & Training	-	-	1,856	-
7411	Professional Services Retainer	133	-	106	-
7420	Administrative Costs	-	-	72	-
7485	Capital Outlay - Equipment and Machinery	28,455	106,953	51,545	111,454
7424	Dispatch Services	50,000	-	-	-
7520	Project/Program costs	19,460	23,258	7,446	5,400
Total Expenditures		191,253	248,211	197,152	233,583
5220	Donations - Stratford	768	-	-	-
5220	Maddies Fund	1,000	-	-	-
5220	Motorcycle - Tesoro	22,725	-	-	-
5220	MPA Safety Awards	-	1,000	-	-
5220	Sewer System Management Plan	610	-	-	-
5222	Avoid the 25 Grant	961	2,000	2,000	2,000
5240	Recycling Grant	5,000	5,000	-	-
5250	PEG Fees	15,201	15,100	15,500	15,500
5260	SLESF - PD	114,618	100,000	120,000	100,000
5261	DOJ Body Armor Grant	-	-	-	2,712
5265	State Alcohol Beverage Control Grant	-	-	34,206	-
5270	Insurance Risk	-	-	15,000	-
5601	Interest Income	4,157	2,840	4,700	4,000
5606	Unrealized Inv. Gain/Loss	2,247	-	-	-
Total Revenue		167,287	125,940	191,406	124,212
Increase (Decrease) in Fund Balance		(23,966)	(122,271)	(5,746)	(109,371)
Beginning Fund Balance		346,690	301,985	322,724	316,978
Ending Fund Balance		322,724	179,714	316,978	207,607

City of Clayton
Development Impact Fund 304
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7313	Overtime - Police	-	30,000	30,000	30,000
7311	General Supplies	-	-	-	-
7313	Small Tools & Equipment	3,911	-	-	-
7485	Capital Outlay - Equipment & Machinery	-	45,000	-	45,000
7520	Projects	-	-	-	-
7612	Interest Expense	-	180	-	-
8111	Transfer to CIP Fund	-	-	-	142,000
Total Expenditures		3,911	75,180	30,000	217,000
5307	Childcare Facility Fees	-	-	-	-
5312	Open Space In-Lieu Fee	-	-	-	-
5313	Parkland Dedication Fee	-	-	-	-
5314	Offsite Arterial Improvement Fees	1,456	-	1,456	-
5317	Fire Protection Fee	134	-	176	-
5323	Community Facilities Fees	450	-	450	-
5325	Police Impact Fee	-	-	-	-
5601	Interest Income	8,164	8,000	8,700	8,500
5606	Unrealized Investment Gain/Loss GASB31	4,392	-	-	-
Total Revenue		14,596	8,000	10,782	8,500
Increase (Decrease) in Fund Balance		10,685	(67,180)	(19,218)	(208,500)
Beginning Fund Balance		600,529	575,034	611,214	591,996
Ending Fund Balance		611,214	507,854	591,996	383,496

City of Clayton
 Successor Housing Agency Fund 616
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7411	Professional Services Retainer (Legal)	575	-	500	500
7413	Special Legal Services	5,456	10,000	19,000	10,000
Total Expenditures		6,031	10,000	19,500	10,500
4110	Program Revenues (Loan Repayments)	81,400	86,400	86,400	91,400
5601	Interest	8,486	8,000	10,100	5,000
5606	Unrealized Inv. Gain/Loss	85,927	-	-	-
Total Revenue		175,813	94,400	96,500	96,400
Increase (Decrease) in Fund Balance		169,782	84,400	77,000	85,900
Beginning Fund Balance		572,378	657,478	742,160	819,160
Ending Fund Balance		742,160	741,878	819,160	905,060

Proprietary Funds

2017-18

City of Clayton
Self Insurance Fund 501
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7351	Insurance Premiums (EAP Plan)	1,248	1,250	1,248	1,252
7352	Insurance Claim Deductibles	10,428	10,000	4,139	6,000
7413	Special Legal Services	-	1,000	-	-
Total Expenses		11,676	12,250	5,387	7,252
5601	Interest	761	600	700	700
5606	Unrealized Inv. Gain/Loss	368	-	-	-
5790	Other Revenues	4,827	-	-	-
6001	Transfers From General Fund	-	-	-	-
Total Revenue		5,956	600	700	700
Increase (Decrease) in Net Position		(5,720)	(11,650)	(4,687)	(6,552)
Beginning Net Position		59,842	49,708	54,122	49,435
Ending Net Position		54,122	38,058	49,435	42,883

City of Clayton
 CERF Fund 502
 Projected Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7390	Depreciation Expense	108,781	110,000	110,000	110,000
7513	Computers/Software Upgrades	-	2,000	-	-
Total Expenses		108,781	112,000	110,000	110,000
5328	CERF Charges to Depts	26,450	46,400	47,215	77,030
5601	Interest	2,404	2,500	2,600	2,500
5606	Unrealized Inv. Gain/Loss	1,406	-	-	-
5801	Sale of Assets	792	500	-	-
6001	Transfers from General Fund	46,243	-	-	-
6003	Transfers from CIP Fund	105,000	-	-	-
6099	Capital Contributions	20,953	-	-	-
Total Revenue		203,248	49,400	49,815	79,530
Increase (Decrease) in Net Position		94,467	(62,600)	(60,185)	(30,470)
Beginning Net Position		417,195	508,091	511,662	451,477
Ending Net Position		511,662	445,491	451,477	421,007

Fixed Asset Purchases:

1503	Machinery, Vehicles & Equipment	-	45,000	100,243	88,000
Total Other Outflows		-	45,000	100,243	88,000

Net Position Composed of:

Net Investment in Capital Assets	334,147	313,210	324,390	302,390
Unrestricted Net Position	177,515	132,281	127,087	118,617
Total Net Position	511,662	445,491	451,477	421,007

City of Clayton
 Endeavor Hall Fund 702
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7111	Salaries/Regular	7,292	10,520	7,000	6,600
7112	Temporary Help	-	1,030	3,000	1,200
7113	Overtime	69	-	200	200
7116	Part-time salaries	1,434	1,900	1,000	1,900
7218	LTD Insurance	57	110	60	120
7220	PERS Retirement	2,645	1,800	700	750
7221	PERS Retirement - Unfunded Liability	-	1,100	600	790
7231	Workers Comp Insurance	481	700	607	430
7232	Unemployment Insurance	140	230	230	240
7233	FICA Taxes	139	380	130	340
7246	Benefit Insurance	1,084	2,230	2,000	1,500
7311	General Supplies	311	700	800	800
7332	Telecommunications	863	870	910	950
7335	Gas & Electric Serv.	3,053	3,400	2,930	3,100
7338	Water Service	776	1,640	1,120	1,200
7341	Buildings & Grounds Mtn	7,638	4,220	5,044	5,050
7343	Vehicle Maintenance	-	-	550	550
7344	Vehicle Gas, Oil, and Supplies	-	-	390	410
7346	HVAC Mtn & Repairs	1,633	1,890	990	1,500
7361	Advertising	223	800	223	500
7417	Janitorial Services	2,573	1,720	1,700	1,700
7429	Animal/Pest Control Services	-	1,240	1,290	1,290
Total Expenses Before Depreciation		30,411	36,480	31,474	31,120
5607	Rental Income	26,623	23,500	22,800	24,700
5611	Reserve for Endeavor Hall	630	750	185	-
Total Revenue		27,253	24,250	22,985	24,700
Increase (Decrease) in Net Position Before Depreciation		(3,158)	(12,230)	(8,489)	(6,420)
7390	Depreciation Expense	37,257	37,000	37,500	37,500
(Decrease) in Net Position After Depreciation		(40,415)	(49,230)	(45,989)	(43,920)
Beginning Net Position		1,206,109	1,158,577	1,165,694	1,119,705
Ending Net Position		1,165,694	1,109,347	1,119,705	1,075,785

Fixed Asset Purchases:

1504	Improvements other than Building	8,575	-	-	-
Total Other Outflows		8,575	-	-	-

Net Position Composed of:

Net investment in capital assets	1,221,999	1,172,858	1,180,307	1,142,807
Unrestricted net position resulting from:				
<i>Due to the General Fund</i>	(49,613)	(58,511)	(58,102)	(64,522)
<i>Refundable Deposits Payable</i>	(3,500)	(5,000)	(2,500)	(2,500)
<i>General accounts payable</i>	(3,192)	-	-	-
Total Net Position	1,165,694	1,109,347	1,119,705	1,075,785

Fiduciary Funds

2017-18

City of Clayton
 High Street Bridge Fund 217
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7611	Principal (RDA Repay)	645	645	645	725
7612	Interest Payment	809	809	809	729
Total Expenditures		1,454	1,454	1,454	1,454
4611	High Street Bridge Assessment	1,754	1,754	1,754	1,754
4650	Special Assessment Payoff	-	-	-	-
5601	Interest	74	70	80	80
5606	Unrealized Inv Gain/Loss	39	-	-	-
Total Revenue		1,867	1,824	1,834	1,834
Increase (Decrease) in Fund Balance		413	370	380	380
Beginning Fund Balance		4,884	5,254	5,297	5,677
Ending Fund Balance		5,297	5,624	5,677	6,057

Fund Balance Includes:

Reserve for Bridge Maintenance	4,800	4,968	5,100	5,400
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For financial reporting purposes, the High Street Bridge Assessment District Fund (No. 217) meets the definition of and is reported as an *Agency Fund*. In accordance with GASB Statement No. 34, no fund balance is reported for Agency Funds. For budgeting purposes, however, this fund is reported on a modified accrual basis to better reflect the cash position of the fund as well as debt service transactions which would otherwise be excluded from expenditures following GASB 34.

City of Clayton
Oak Street Bridge Fund 218
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7381	Property Tax Admin Cost	258	258	258	258
7420	Other Outside Services	301	301	301	301
7520	Projects	-	-	12,000	-
7611	Principal	3,046	3,260	3,260	3,488
7612	Interest Payment	945	731	731	503
Total Expenditures		4,550	4,550	16,550	4,550
4611	Oak Street Bridge Assessment	6,150	6,150	6,150	6,150
5601	Interest Income	2,332	300	300	300
5606	Unrealized Investment Gain/Loss	178	-	-	-
5790	Other Revenue	-	-	-	-
Total Revenue		8,660	6,450	6,450	6,450
Increase (Decrease) in Fund Balance		4,110	1,900	(10,100)	1,900
Beginning Fund Balance		20,880	24,800	24,990	14,890
Ending Fund Balance		24,990	26,700	14,890	16,790

Fund Balance Includes:

Reserve for Bridge Maintenance	24,800	26,400	14,400	16,000
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For financial reporting purposes, the Oak Street Bridge Assessment District Fund (No. 218) meets the definition of and is reported as an *Agency Fund*. In accordance with GASB Statement No. 34, no fund balance is reported for Agency Funds. For budgeting purposes, however, this fund is reported on a modified accrual basis to better reflect the cash position of the fund as well as debt service transactions which would otherwise be excluded from expenditures following GASB 34.

City of Clayton
 Lydia Lane Sewer Assessment Fund 222
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7381	Property Tax Admin Cost	264	264	264	264
7420	Other Outside Services	2,400	2,400	2,400	1,636
7520	Projects	7,500	-	-	-
7611	Principal	5,000	5,000	5,000	5,000
7612	Interest Payment	10,250	10,400	10,450	9,650
7613	Paying Agent Fees	500	500	500	500
Total Expenditures		25,914	18,564	18,614	17,050
4612	Lydia Lane Sewer Assessment	17,500	17,800	17,200	17,050
5601	Interest	851	800	840	840
5606	Unrealized Investment Gain/Loss	452	-	-	-
Total Revenue		18,803	18,600	18,040	17,890
Increase (Decrease) in Fund Balance		(7,111)	36	(574)	840
Beginning Fund Balance		86,409	78,864	79,298	78,724
Ending Fund Balance		79,298	78,900	78,724	79,564

Fund Balance Includes:

Bond Reserve Fund	12,804	12,804	12,805	12,805
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For financial reporting purposes, the Lydia Lane Sewer Assessment District Fund (No. 222) meets the definition of and is reported as an *Agency Fund*. In accordance with GASB Statement No. 34, no fund balance is reported for Agency Funds. For budgeting purposes, however, this fund is reported on a modified accrual basis to better reflect the cash position of the fund as well as debt service transactions which would otherwise be excluded from expenditures following GASB 34.

City of Clayton
Oak Street Sewer Assessment Fund 223
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7381	Property Tax Admin Cost	259	259	149	259
7420	Other Outside Services	1,500	1,500	1,500	1,241
7611	Principal	9,182	7,273	7,273	7,273
7612	Interest Payment	1,705	2,755	2,755	2,536
Total Expenditures		12,646	11,787	11,677	11,309
4612	Oak Street Sewer Assessment	12,920	11,528	10,353	11,309
4650	Special Assessment Payoff	-	-	-	-
5601	Interest	97	60	80	80
5606	Unrealized Inv. Gain/Loss	31	-	-	-
Total Revenue		13,048	11,588	10,433	11,389
Increase (Decrease) in Fund Balance		402	(199)	(1,244)	80
Beginning Fund Balance		3,787	4,762	4,189	2,945
Ending Fund Balance		4,189	4,563	2,945	3,025

For financial reporting purposes, the Oak Street Sewer Assessment District Fund (No. 223) meets the definition of and is reported as an *Agency Fund*. In accordance with GASB Statement No. 34, no fund balance is reported for Agency Funds. For budgeting purposes, however, this fund is reported on a modified accrual basis to better reflect the cash position of the fund as well as debt service transactions which would otherwise be excluded from expenditures following GASB 34.

City of Clayton

Diablo Estates Benefit Assessment District Fund 231

Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7335	Gas & Electric Serv.	134	400	140	400
7338	Water Service	2,493	2,600	8,940	9,400
7381	Property Tax Admin Cost	270	271	270	270
7384	Legal Notices	-	-	-	100
7411	Professional Services Retainer (Legal)	3,410	-	-	-
7413	Special Legal Services	415	-	-	-
7419	Other Prof. Services	56,035	54,900	53,445	58,390
7420	Administrative Costs	456	456	2,044	2,044
Total Expenditures		63,213	58,627	64,839	70,604
5601	Interest Income	900	800	529	600
5606	Unrealized Investment Gain/Loss GASB31	625	-	-	-
4611	Fiduciary Fund Assessment	77,784	79,892	79,892	82,912
Total Revenue		79,309	80,692	80,421	83,512
Increase (Decrease) in Fund Balance		16,096	22,065	15,582	12,908
Beginning Fund Balance		50,673	74,722	66,769	82,351
Ending Fund Balance		66,769	96,787	82,351	95,259

For financial reporting purposes, the Diablo Estates Benefits Assessment District Fund (No. 231) meets the definition of and is reported as an *Agency Fund*. In accordance with GASB Statement No. 34, no fund balance is reported for Agency Funds. For budgeting purposes, however, this fund is reported on a modified accrual basis to better reflect the cash position of the fund as well as debt service transactions which would otherwise be excluded from expenditures following GASB 34.

City of Clayton
 Clayton Financing Authority Fund 405
 Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
Total Expenditures		-	-	-	-
5601	Interest Income	9,485	8,000	10,100	9,000
5606	Unrealized Investment Gain/Loss GASB31	5,115	-	-	-
Total Revenue		14,600	8,000	10,100	9,000
Increase (Decrease) in Fund Balance		14,600	8,000	10,100	9,000
Beginning Fund Balance		699,488	709,388	714,088	724,188
Ending Fund Balance		714,088	717,388	724,188	733,188

For financial reporting purposes, the Clayton Financing Authority Fund (No. 405) meets the definition of and is reported as an *Agency Fund*. In accordance with GASB Statement No. 34, no fund balance is reported for Agency Funds. For budgeting purposes, however, this fund is reported on a modified accrual basis to better reflect the cash position of the fund as well as debt service transactions which would otherwise be excluded from expenditures following GASB 34.

City of Clayton
Middle School CFD 1990-1 Fund 420
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7381	Property Tax Admin Cost	1,404	1,404	1,404	1,404
7419	Other Prof. Services	17,631	18,258	17,925	18,450
7420	Other Outside Services	16,452	16,452	16,452	16,452
7611	Principal	296,000	316,000	316,000	342,000
7612	Interest Expense	98,246	80,347	80,347	60,952
7613	Paying Agent Fees	715	800	1,980	2,000
7615	Property Taxes	603	603	603	603
Total Expenditures		431,051	433,864	434,711	441,861
4609	Middle School CFD 1990-1 Parcel Tax	405,802	401,802	401,802	397,802
5601	Interest Income	3,103	2,000	2,500	2,500
5606	Unrealized Investment Gain/(Loss)	2,780	-	-	-
Total Revenue		411,685	403,802	404,302	400,302
Increase (Decrease) in Fund Balance		(19,366)	(30,062)	(30,409)	(41,559)
Beginning Fund Balance		417,351	394,477	397,985	367,576
Ending Fund Balance		397,985	364,415	367,576	326,017

For financial reporting purposes, the Middle School CFD 1990-1 Fund (No. 420) meets the definition of and is reported as an *Agency Fund*. In accordance with GASB Statement No. 34, no fund balance is reported for Agency Funds. For budgeting purposes, however, this fund is reported on a modified accrual basis to better reflect the cash position of the fund as well as debt service transactions which would otherwise be excluded from expenditures following GASB 34.

City of Clayton
CFA 2007 Middle School Refunding Fund 422
Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7419	Other Prof. Services	5,956	6,044	6,646	6,400
2804	Principal Payment (CFA 2007)	315,000	325,000	325,000	355,000
7612	Interest Expense	76,940	92,119	92,161	78,291
7613	Paying Agent Fees	2,310	2,310	2,310	2,310
-					
Total Expenditures		400,206	425,473	426,117	442,001
5606	Unrealized Investment Gain/Loss	864	-	-	-
5601	Interest Income	1,602	1,600	1,600	1,500
5701	Reimbursements/Refunds (CFD 1990-1)	8,266	8,354	8,956	9,000
5815	Interest on Loans/Bonds	119,146	73,447	73,471	53,539
1251	Principal Payment (CFD 1990-1)	296,000	316,000	316,000	342,000
Total Revenue		425,878	399,401	400,027	406,039
Increase (Decrease) in Fund Balance		25,672	(26,072)	(26,090)	(35,962)
Beginning Fund Balance		549,645	625,607	575,317	549,227
Ending Fund Balance		575,317	599,535	549,227	513,265
Restricted Portion of Fund Balance Includes:					
	CFD 1990-1 Special Tax Fund (Trustee)	177,849	150,177	152,978	115,226
	2007 CFA TAB Reserve Fund (Trustee)	251,990	251,978	251,990	251,990
	Total	429,839	402,155	404,968	367,216

For financial reporting purposes, the CFA 2007 Middle School Refunding Fund (No. 422) meets the definition of and is reported as an *Agency Fund*. In accordance with GASB Statement No. 34, no fund balance is reported for Agency Funds. For budgeting purposes, however, this fund is reported on a modified accrual basis to better reflect the cash position of the fund as well as debt service transactions which would otherwise be excluded from expenditures following GASB 34.

City of Clayton

RDA Successor Agency Private Purpose Trust Fund 615

Proposed Budget 17-18

Account Number	Account Name	2015-16 Actual	2016-17 Adopted Budget	2016-17 Projected	2017-18 Proposed Budget
7413	Legal Services Successor Agency Fund	-	-	-	-
7419	Other Professional Services	1,700	1,200	1,200	1,200
7420	Administrative Costs	250,000	231,915	231,915	250,000
7612	Interest Expense	116,639	75,901	72,737	63,777
7613	Paying Agent Fee	1,980	1,980	1,980	1,980
8500	Extraordinary Loss / (Gain)	1,025,396	-	-	-
2601	Due to General Fund (Firestation and 2%)	376,425	475,000	475,000	-
2802	2014 Refunding Bonds Payable	325,000	330,000	330,000	395,000
Total Expenditures		2,097,140	1,115,996	1,112,832	711,957
4108	Redevelopment Property Tax Trust Fund Rev.	934,203	106,915	814,251	643,424
5601	Interest	12,006	10,000	3,150	3,000
5606	Unrealized Inv. Gain/Loss	4,987	-	-	-
5790	Other Revenues	12,340	11,481	11,482	11,263
Total Revenue		963,536	128,396	828,883	657,687
Increase (Decrease) in Fund Balance		(1,133,604)	(987,600)	(283,949)	(54,270)
Beginning Fund Balance		2,311,085	1,213,055	1,177,481	893,532
Ending Fund Balance		1,177,481	225,455	893,532	839,262

Restricted Portion of Fund Balance Includes:

Restricted Bond Proceeds	188,696	110,812	110,828	41,285
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For financial reporting purposes, the RDA Successor Agency Fund (No. 615) is a Private Purpose Trust Fiduciary Fund, and is reported on a full accrual proprietary fund basis. For budgeting purposes, however, this fund is reported on a modified accrual basis to better reflect the cash position of the fund as well debt service and loan transactions, which would otherwise be excluded from expenditures/revenues following proprietary fund GAAP accounting.

**CAPITAL IMPROVEMENT
PROGRAM BUDGET
2017-18**

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CITY OF CLAYTON

2017/18 – 2021/22

Capital Improvement Program

Presented to the City Council on

June 6, 2017
Clayton, CA

City Council

James Diaz, Mayor
Keith Haydon, Vice Mayor
Julie K. Pierce
David T. Shuey
Tuija Catalano

Staff

Gary Napper
Rick Angrisani
Mindy Gentry
Janet Brown
Kevin Mizuno

City Manager
City Engineer
Community Development Director
City Clerk
Finance Manager

CITY OF CLAYTON
CAPITAL IMPROVEMENT PROGRAM FY 2017/18 to 2021/22

Completed and Active Projects - FY 98/99 thru 16/17

Project Number	Project Category	Project	Comp. Sched.	Comp. Actual	Original Budget	Actual Cost
10330	Streets	Overlays	99/00	99/00	\$ 570,000.00	\$ 514,000.00
10331	Streets	Slurry Seals	na	na	\$ -	included in 10330
10332	Streets	High Street Bridge	98/99	98/99	\$ 65,000.00	\$ 65,000.00
10333	Streets	Marsh Creek Road - TEA-21	99/00	02/03	\$ 1,300,000.00	\$ 1,300,000.00
10334	Parks	Community Dog Park	99/00	00/01	\$ 27,500.00	\$ 27,500.00
10335	Parks	El Molino Park	98/99	98/99	\$ 76,000.00	\$ 30,000.00
10336	Parks	Lydia Lane Park Ph. II	10/11	10/11	\$ 40,000.00	\$ 48,814.00
10337	Facilities	Keller House Preservation	05/06	05/06	\$ 219,523.00	\$ 219,523.00
10337A	Facilities	Keller House Rehabilitation	future		\$ 1,780,477.00	
10338	Facilities	Endeavor Hall	00/01	00/01	\$ 1,500,000.00	\$ 1,450,000.00
10339	Facilities	Youth Center/Gym	01/02	02/03	\$ 4,900,000.00	\$ 4,900,000.00
10340	Landscape	Marsh Creek Road Landscape	98/99	98/99	\$ 630,000.00	\$ 400,000.00
10341	Streets	Center Street Crossing	99/00	00/01	\$ 172,000.00	\$ 172,000.00
10342	GHAD	Windmill Debris Basin	98/99	98/99	\$ 75,000.00	\$ 75,000.00
10343	GHAD	Crow Debris Basin	future		\$ 100,000.00	
10344	GHAD	Obsidian Landslide	02/03	04/05	\$ -	included in 10347
10345	GHAD	Clayton Rd. Landslides	99/00	00/01	\$ 1,315,000.00	\$ 1,240,000.00
10346	GHAD	Black Diamond Landslide**	na	na	\$ -	\$ -
10347	GHAD	V-ditch Repairs	02/03	04/05	\$ 150,000.00	\$ 144,063.00
10347A	GHAD	Eagle Peak Slope Repair	future		\$ 1,125,000.00	
10348	GHAD	Keller Ridge Drive Area Slope Repair	future		\$ 50,000.00	
10349	GHAD	Community Park Slide Repair	future		\$ 100,000.00	
10350	Facilities	Downtown Elec. Conn.	99/00	99/00	\$ 25,000.00	\$ 40,000.00
10351	Facilities	Fire Station	00/01	00/01	\$ 1,680,000.00	\$ 1,610,000.00
10352	Landscape	Library Landscaping	00/01	02/03	\$ 157,000.00	\$ 194,000.00
10353	Streets	Downtown Revitalization	00/01	01/02	\$ 2,000,000.00	\$ 3,003,500.00
10354	Streets	Four Oaks Area	01/02	01/02	\$ 175,000.00	\$ 237,700.00
10355	Streets	Oak Street Bridge	00/01	00/01	\$ 60,000.00	\$ 62,000.00
10356	Landscape	Westwood Open Space	01/02	01/02	\$ 205,000.00	\$ 166,000.00
10357	Facilities	Old City Hall Renovation	98/99	98/99	\$ 80,000.00	\$ 72,000.00
10358	Facilities	Grove Property Acquisition	99/00	99/00	\$ 500,000.00	\$ 500,000.00
10359	Facilities	Endeavor Hall Parking I	00/01	01/02	\$ 107,000.00	\$ 108,000.00
10360	Facilities	Endeavor Hall Parking II	07/08	07/08	\$ 150,000.00	\$ 165,500.76
10361	Facilities	Stanley Property Acquisition**	13/14		\$ 325,000.00	\$ -
10362	Facilities	Stanley Property Parking**	future		\$ -	\$ -
10363	Facilities	Corp. Yard Expansion	99/00	03/04	\$ 483,000.00	\$ 589,720.00
10364	Streets	Downtown Signage**	na	na	\$ -	\$ -
10365	Facilities	Library Parking Expansion	00/01	01/02	\$ -	included in 10352
10366	Facilities	Police Parking Expansion	01/02	03/04	\$ -	included in 10363
10367	Parks	Downtown Park	07/08	07/08	\$ 1,387,018.00	\$ 2,100,000.00
10368	Parks	City Hall Park**	na	na	\$ -	\$ -
10369	Streets	Marsh Creek Road Narrowing**	na	na	\$ -	\$ -
10370	Creeks	Creek Revitalization	future		\$ 3,000,000.00	
10371	Streets	Survey Monuments	02/03	04/05	\$ 30,000.00	\$ 30,000.00
10372	Streets	Traffic Signal Modifications	99/00	00/01	\$ 10,000.00	\$ 9,900.00
10373	Streets	Peacock Creek Dr. Signal	01/02	02/03	\$ 175,000.00	\$ 155,000.00
10374	Parks	North Valley Park	99/00	00/01	\$ 50,000.00	\$ 45,000.00
10375	Parks	Samuel Ct. Park	future		\$ 75,000.00	
10376	Facilities	Equestrian Staging Area	99/00	01/02	\$ 140,000.00	\$ 140,000.00
10377	Streets	DVMS - Right Turn Lane	01/02	01/02	\$ 42,000.00	\$ 51,100.00
10378	Streets	Keller Ridge Drive Planters	99/00	00/01	\$ 100,000.00	\$ 100,000.00
10379	Streets	Pine Hollow Road - Upgrade	future		\$ 300,000.00	
10380	Parks	Community Park - Rt. Turn Lane**	na	na	\$ -	\$ -
10381	Parks	Bocce Ball Courts**	05/06		\$ 100,000.00	\$ 43,431.00
10382	GHAD	Inclinometers	00/01	00/01	\$ 60,000.00	\$ 50,000.00
10383	GHAD	Keller Drive Subdrain	99/00	99/00	\$ 5,000.00	\$ 5,000.00
10384	Streets	Mitchell Canyon Rd. Overlay	00/01	04/05	\$ 145,000.00	\$ 125,000.00
10385	Parks	Community Park Tot Lot Upgrade	02/03	04/05	\$ 75,000.00	\$ 112,496.00
10386	GHAD	Wells (cancelled)	na	na	\$ -	\$ -
10387	Streets	Pavement Rehab 2002/03	02/03	02/03	\$ 1,000,000.00	\$ 994,000.00
10388	Streets	Pavement Rehab 2003/04**	na	na	\$ -	\$ -
10389	Streets	Pavement Rehab 2004	04/05	04/05	\$ 525,000.00	\$ 557,650.00
10390	Streets	Pavement Rehab 2005**	na	na	\$ 88,000.00	\$ -
10391	Streets	Pavement Rehab 2006	06/07	06/07	\$ 1,188,000.00	\$ 1,119,052.00

Completed and Active Projects - FY 98/99 thru 16/17

Project Number	Project Category	Project	Comp. Sched.	Comp. Actual	Original Budget	Actual Cost
10392	Sewers	Oak - High Street	02/03	03/04	\$ 320,000.00	\$ 384,718.00
10393	Parks	Skateboard Park	future		\$ 750,000.00	
10394	Streets	Handicap Ramps - RDA Area	05/06	05/06	\$ 65,000.00	\$ 60,132.00
10394A	Streets	ADA Compliance Program	future		\$ 500,000.00	
10395	Streets	Catch Basin Modifications	future		\$ 100,000.00	
10396	Streets	East Marsh Creek Road Signal	future		\$ 350,000.00	
10397	Streets	Utility Undergrounding	future		\$ 3,000,000.00	
10398	Streets	Clayton Rd. MCR Slurry Seal	05/06	05/06	\$ 321,000.00	\$ 235,456.00
10399	Sewers	Pine Hollow Area	future	05/06	\$ 40,000.00	\$ 141,596.00
10400	Other	Downtown Economic Development	future		\$ 1,007,063.00	
10400A	Other	Town Center Property Purchase	11/12	11/12	\$ 1,040,843.00	\$ 1,040,843.00
10401	Streets	Pedestrian Xing Signals**	05/06	na	\$ 200,000.00	\$ -
10402	Streets	Clayton Road Trail Connection	07/08	09/10	\$ 100,000.00	\$ 264,879.00
10403	Streets	Downtown Entry Signs (in 10402)	07/08	09/10	\$ 50,000.00	\$ -
10404	Streets	Marsh Creek Rd. Retaining Wall	07/08	08/09	\$ 320,000.00	\$ 319,980.17
10405	Streets	2007 Pavement Patching Project	07/08	07/08	\$ 91,327.00	\$ 128,684.22
10406	Streets	2008 Pavement Rehab Project	08/09	08/09	\$ 864,090.00	\$ 1,060,427.68
10407	Parks	Community Park Upgrades	07/08	07/08	\$ 420,000.00	\$ 465,000.00
10408	Streets	2009 Pavement Rehab Project**	09/10	09/10	\$ -	\$ -
10409	Streets	2010 Pavement Rehab Project	10/11	10/11	\$ 842,000.00	
10410	Streets	2011 Neighborhood Street Project**	11/12	11/12	\$ -	
10411	Streets	2012 Neighborhood Street Project**	12/13	12/13	\$ -	
10412	Streets	2009 Arterial Overlay Project	09/10	09/10	\$ 575,000.00	\$ 513,460.00
10413	Parks	Community Park Parking Lot Expansion	10/11	11/12	\$ 850,000.00	\$ 1,056,717.00
10414	Streets	East Marsh Creek Rd. Upgrade**	na		\$ -	
10415	Parks	Well Renovation	09/10	09/10	\$ 25,000.00	\$ 23,895.00
10416	Streets	Marsh Creek Rd. (old) Overlay	10/11	10/11	\$ 430,300.00	\$ 378,889.40
10417	Streets	2013 Neighborhood Street Project	13/14	13/14	\$ 315,000.00	\$ 1,263,258.00
10418	Streets	2014 Neighborhood Street Project	13/14	13/14	\$ 315,000.00	included in 10417
10419	Parks	Community Park Lighting, etc.	future		\$ 4,084,000.00	
10420	Parks	School Bridge Area Improvements	future		\$ 196,030.00	
10421	Creeks	Cardinet Trail Restoration	15/16	16/17	\$ 75,000.00	
10422	Sewers	El Molino Drive Sanitary Sewer Impr.	16/17		\$ 552,000.00	
10423	Facilities	Library Upgrades	future		\$ 1,000,000.00	
10424	Streets	2015 Neighborhood Street Project	15/16	16/17	\$ 774,229.00	
10425	Streets	Collector Street Rehabilitation Project	16/17		\$ 589,000.00	
10426	Facilities	City Hall Parking Area Rehabilitation	13/14	13/14	\$ 27,000.00	\$ 27,000.00
10427	Facilities	Library Parking Lot Rehabilitation	13/14	13/14	\$ 51,000.00	\$ 51,000.00
10428	Facilities	Lydia Lane Park Parking Rehabilitation	13/14	13/14	\$ 11,000.00	\$ 11,000.00
10429	Facilities	2012 Trail Repaving Project	13/14	13/14	\$ 50,000.00	\$ 70,000.00
10430	Landscape	Clayton Road Median Landscaping	11/12	11/12	\$ 320,000.00	\$ 304,173.78
10431	Landscape	Daffodil Hill Landscaping	11/12	11/12	\$ 50,000.00	\$ 47,500.00
10432	Streets	2016 Neighborhood Street Project**	na		\$ -	
10433	Streets	DVMS Safety Signing	13/14	13/14	\$ 40,000.00	\$ 23,462.00
10434	Parks	CCCP Scoreboard Replacement	13/14	13/14	\$ 43,544.00	\$ 43,544.00
10435	Facilities	Library HVAC Replacement	13/14	13/14	\$ 127,547.00	\$ 127,547.00
10436	Streets	2018 Neighborhood Street Project	18/19		\$ 610,556.00	
10437	Streets	2016 Arterial Rehabilitation Project	16/17		\$ 1,200,000.00	\$ 1,200,000.00
10438	Streets	Arterial Streetlight LED Project	15/16		\$ 41,732.00	\$ 41,732.00
10439	Streets	El Portal Drive restoration Project	17/18		\$ 300,000.00	
10440	Parks	Clayton Community Park - Field 1 Rehab	17/18		\$ 50,000.00	
10441	Streets	OBAG 2 - 2018 Pavement Rehabilitation	17/18		\$ 368,000.00	
10442	Parks	North Valley Park Playground Rehab.	17/18		\$ 165,800.00	
Total Project Costs (budget) (actual)					\$ 52,255,579.00	\$ 32,256,844.01

Red denotes completed projects

Green denotes FY 17-18 active projects

Brown denotes non-active projects used for accumulating income dedicated for future projects

**Deleted by City Council

CITY OF CLAYTON
CAPITAL IMPROVEMENT PROGRAM FY 2017/18 to 2021/22

Summary of Project Costs by Fiscal Year

**Deleted by City Council

Project Number	Project Category	Project Description	Prior Year Funding	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	Future Costs	Total Budget
10330	Streets	Overlays	\$ 514,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 514,000.00
10331	Streets	Slurry Seals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10332	Streets	High Street Bridge	\$ 65,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000.00
10333	Streets	Marsh Creek Road - TEA-21	\$ 1,300,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300,000.00
10334	Parks	Community Dog Park	\$ 27,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,500.00
10335	Parks	El Molino Park	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00
10336	Parks	Lydia Lane Park Ph. II	\$ 48,814.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,814.00
10337	Facilities	Keller House Preservation	\$ 219,523.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 219,523.00
10337A	Facilities	Keller House Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,780,477.00	\$ 1,780,477.00
10338	Facilities	Endeavor Hall	\$ 1,450,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,450,000.00
10339	Facilities	Youth Center/Gym	\$ 4,900,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,900,000.00
10340	Landscape	Marsh Creek Road Landscape	\$ 400,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000.00
10341	Streets	Center Street Crossing	\$ 172,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 172,000.00
10342	GHAD	Windmill Debris Basin	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00
10343	GHAD	Crow Debris Basin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000.00	\$ 110,000.00
10344	GHAD	Obsidian Landslide (in 10347)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10345	GHAD	Clayton Rd. Landslides	\$ 1,240,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,240,000.00
10346	GHAD	Black Diamond Landslide**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10347	GHAD	V-ditch Repairs	\$ 144,063.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 144,063.00
10347A	GHAD	Eagle Peak Slope Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000.00	\$ 1,250,000.00
10348	GHAD	Keller Ridge Drive Area Slope Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00	\$ 60,000.00
10349	GHAD	Community Park Slide Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000.00	\$ 110,000.00
10350	Facilities	Downtown Elec. Conn.	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00
10351	Facilities	Fire Station	\$ 1,610,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,610,000.00
10352	Landscape	Library Landscaping	\$ 194,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 194,000.00
10353	Streets	Downtown Revitalization	\$ 3,003,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,003,500.00
10354	Streets	Four Oaks Area	\$ 237,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 237,700.00
10355	Streets	Oak Street Bridge	\$ 62,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,000.00
10356	Landscape	Westwood Open Space	\$ 166,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 166,000.00
10357	Facilities	Old City Hall Renovation	\$ 72,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,000.00
10358	Facilities	Grove Property Acquisition	\$ 500,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00
10359	Facilities	Endeavor Hall Parking I	\$ 108,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 108,000.00
10360	Facilities	Endeavor Hall Parking II	\$ 165,500.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 165,500.76
10361	Facilities	Stanley Property**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10362	Facilities	Stanley Property Parking**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10363	Facilities	Corp. Yard Expansion	\$ 598,720.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 598,720.00
10364	Streets	Downtown Signage**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10365	Facilities	Library Parking Expansion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10366	Facilities	Police Parking Expansion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10367	Parks	Downtown Park	\$ 2,009,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,009,700.00
10368	Parks	City Hall Park**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10369	Streets	Marsh Creek Road Narrowing**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10370	Creeks	Creek Revitalization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000.00	\$ 3,000,000.00
10371	Streets	Survey Monuments	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000.00
10372	Streets	Traffic Signal Modifications	\$ 9,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,900.00
10373	Streets	Peacock Creek Dr. Signal	\$ 155,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,000.00
10374	Parks	North Valley Park	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000.00
10375	Parks	Samuel Ct. Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000.00	\$ 85,000.00
10376	Facilities	Equestrian Staging Area	\$ 140,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000.00
10377	Streets	DVMS - Right Turn Lane	\$ 51,100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,100.00
10378	Streets	Keller Ridge Drive Planters	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00
10379	Streets	Pine Hollow Road - Upgrade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	\$ 325,000.00
10380	Parks	Community Park - Rt. Turn Lane**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10381	Parks	Bocce Ball Courts	\$ 43,431.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,431.00
10382	GHAD	Inclinometers	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
10383	GHAD	Keller Ridge Drive Subdrain	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
10384	Streets	Mitchell Canyon Rd. Overlay	\$ 125,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000.00
10385	Parks	Community Park Tot Lot Upgrade	\$ 112,496.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112,496.00
10386	GHAD	Wells**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10387	Streets	Pavement Rehab 2002/03	\$ 994,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 994,000.00
10388	Streets	Pavement Rehab 2003/04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10389	Streets	Pavement Rehab 2004	\$ 537,650.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 537,650.00
10390	Streets	Pavement Rehab 2005**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10391	Streets	Pavement Rehab 2006	\$ 11,190,552.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,190,552.00
10392	Sewers	Oak - High Street	\$ 384,718.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 384,718.00
10393	Parks	Skateboard Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000.00	\$ 750,000.00
10394	Streets	Handicap Ramps - RDA Area	\$ 60,182.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,182.00
10394A	Streets	ADA Compliance Program	\$ 3,200.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 466,800.00	\$ 500,000.00
10395	Streets	Catch Basin Modifications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00
10396	Streets	East Marsh Creek Road Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000.00	\$ 350,000.00
10397	Streets	Utility Undergrounding	\$ 424,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 2,471,000.00	\$ 3,000,000.00
10398	Streets	Clayton Rd. MCR Slurry Seal	\$ 235,456.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 235,456.00
10399	Sewers	Pine Hollow Area	\$ 141,596.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 141,596.00
10400	Other	Downtown Economic Development	\$ 1,021,486.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,021,486.00
10400A	Other	Town Center Property Purchase	\$ 1,040,843.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,040,843.00
10401	Streets	Pedestrian Xing Signals**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10402	Streets	Clayton Road Trail Connection	\$ 264,879.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 264,879.00
10403	Streets	Downtown Entry Signage (in 10402)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10404	Streets	Marsh Creek Rd. Retaining Wall	\$ 319,980.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 319,980.17
10405	Streets	2007 Pavement Patching Project	\$ 128,684.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 128,684.22
10406	Streets	2008 Pavement Rehab Project	\$ 1,060,427.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,060,427.62
10407	Streets	Clayton Road Trail Connection	\$ 465,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 465,000.00

Summary of Project Costs by Fiscal Year

**Deleted by City Council

Project Number	Project Category	Project Description	Prior Year Funding	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	Future Costs	Total Budget
10408	Streets	2009 Pavement Rehab Project**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10409	Streets	2010 Pavement Rehab Project	tbd	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10410	Streets	2011 Neighborhood Street Project**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10411	Streets	2012 Neighborhood Street Project**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10412	Streets	2009 Arterial Overlay Project	\$ 513,460.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 513,460.00
10413	Parks	Community Park Parking Lot Exp.	\$ 1,056,717.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,056,717.00
10414	Streets	East Marsh Creek Rd. Upgrade**	\$ 43,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,000.00
10415	Parks	Well Renovation	\$ 23,895.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,895.00
10416	Streets	Marsh Creek Rd. (old) Overlay	\$ 430,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 430,300.00
10417	Streets	2013 Neighborhood Street Project	\$ 1,263,258.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,263,258.00
10418	Streets	2014 Neighborhood Street Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10419	Parks	Community Park Lighting, etc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,084,000.00	\$ 4,084,000.00
10420	Parks	School Bridge Area Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 196,030.00	\$ 196,030.00
10421	Creeks	Cardinet Trail Restoration	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000.00
10422	Sewers	El Molino Drive Sanitary Sewer Impr.	\$ -	\$ 552,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 552,000.00
10423	Facilities	Library Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00	\$ 1,000,000.00
10424	Streets	2015 Neighborhood Street Project	\$ 774,229.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 774,229.00
10425	Streets	Collector Street Rehabilitation Project	\$ 54,000.00	\$ 535,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 589,000.00
10426	Facilities	City Hall Parking Area Rehabilitation	\$ 27,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,000.00
10427	Facilities	Library Parking Lot Rehabilitation	\$ 51,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,000.00
10428	Facilities	Lydia Lane Park Parking Rehabilitation	\$ 11,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,000.00
10429	Facilities	2012 Trail Repaving Project	\$ 70,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000.00
10430	Landscape	Clayton Road Median Landscaping	\$ 320,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320,000.00
10431	Landscape	Daffodil Hill Landscaping	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
10432	Streets	2016 Neighborhood Street Project**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10433	Streets	DVMS Safety Signing	\$ 23,462.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,462.00
10434	Parks	CCCC Scoreboard Replacement	\$ 46,244.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,244.00
10435	Facilities	Library HVAC Replacement	\$ 127,547.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 127,547.00
10436	Streets	2018 Neighborhood Street Project	\$ -	\$ 610,556.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 610,556.00
10437	Streets	2016 Arterial Rehabilitation Project	\$ 2,204,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,204,000.00
10438	Streets	Arterial Streetlight LED Project	\$ 41,732.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,732.00
10439	Streets	El Portal Drive restoration Project	\$ -	\$ 300,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00
10440	Parks	Clayton Community Park - Field 1 Rehab	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
10441	Streets	OBAG 2 - 2018 Pavement Rehabilitation	\$ -	\$ 368,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 368,000.00
10442	Parks	North Valley Park Playground Rehab.	\$ -	\$ 165,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 165,800.00

Red denotes completed projects

Green denotes active projects funded in FY 17/18

Blue denotes active projects funded prior to FY 17/18

own denotes non-active projects used for accumulating income dedicated for future project

** Deleted by City Council

**CITY OF CLAYTON
CAPITAL IMPROVEMENT PROGRAM FY 2017/18 to 2021/22**

Budget Cost by Funding Source - FY 2017/18

Fund Name	Carry Forward	Gas Tax	Gas Tax ADA	Fed. Funds	Concord Sewer Fund	Measure J LSM & Co-op	Garbage Franchise	Open Space In Lieu fee	CIP Interest	PG&E Rule 20A	17/18 Project Totals		
Fund Balance as of 6/30/17		\$ 168,038	\$ 23,200	\$ (2,600)	\$ (48,500)	\$ 393,762	\$ 100,000	\$ 284,000	\$ 88,777	\$ 424,072			
Estimated Revenue thru FY 17/18		\$ 355,303	\$ 6,000	\$ 693,000	\$ 552,000	\$ 312,500	\$ -	\$ -	\$ -	\$ 21,000			
Estimated non-CIP Expenses in FY 17/18		\$ (158,553)	\$ -	\$ -	\$ -	\$ (29,494)	\$ -	\$ -	\$ -	\$ -			
Funds Available for CIP in FY 17/18		\$ 364,788	\$ 29,200	\$ 690,400	\$ 503,500	\$ 676,768	\$ 100,000	\$ 284,000	\$ 88,777	\$ 445,072			
#	Category	Project											
10337A	Facilities	Keller House Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10343	GHAD	Crow Debris Basin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10347A	GHAD	Eagle Peak Slope Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10348	GHAD	Keller Ridge Drive Area Slope Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10349	GHAD	Community Park Slide Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10361	Facilities	Stanley Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10370	Creeks	Creek Revitalization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10375	Parks	Samuel Ct. Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10379	Streets	Pine Hollow Road - Upgrade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10393	Parks	Skateboard Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10394A	Streets	ADA Compliance Program	\$ 23,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10395	Streets	Catch Basin Modifications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10396	Streets	East Marsh Creek Road Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10397	Streets	Utility Undergrounding	\$ 424,072	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10400	Other	Downtown Economic Development	\$ 1,374,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10419	Parks	Community Park Lighting, etc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10422	Sewers	El Molino Drive Sanitary Sewer Impr.	\$ -	\$ -	\$ -	\$ 503,500	\$ -	\$ -	\$ -	\$ -	\$ 503,500		
10423	Facilities	Library Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
10425	Streets	Collector Street Rehabilitation Project	\$ 54,000	\$ 141,000	\$ 385,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 526,000		
10436	Streets	2018 Neighborhood Street Project	\$ -	\$ 223,788	\$ -	\$ 386,768	\$ -	\$ -	\$ -	\$ -	\$ 610,556		
10439	Streets	El Portal Drive restoration Project	\$ 50,000	\$ 20,000	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000		
10440	Parks	Clayton Community Park - Field 1 Rehab	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000		
10441	Streets	OBAG 2 - 2018 Pavement Rehabilitation	\$ -	\$ -	\$ 305,400	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 365,400		
10442	Parks	North Valley Park Playground Rehab.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 142,000	\$ 23,800	\$ -	\$ 165,800		
											\$ -		
		Total CIP Expenditures in FY 17/18	\$ 1,926,072	\$ 364,788	\$ 20,000	\$ 690,400	\$ 503,500	\$ 676,768	\$ 50,000	\$ 142,000	\$ 23,800	\$ -	\$ 2,471,256
		Fund Balance as of June 30, 2018	\$ -	\$ 9,200	\$ -	\$ -	\$ -	\$ 50,000	\$ 142,000	\$ 64,977	\$ 445,072		

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Red denotes projects completed in FY 16/17

Green denotes active projects funded in FY 17/18

Blue denotes active projects funded prior to FY 17/18

Brown denotes non-active projects used for accumulating income dedicated for future projects

CITY OF CLAYTON
CAPITAL IMPROVEMENT PROGRAM FY 2017/18 to 2021/22

Budget Cost by Funding Source - FY 2018/19

Fund Name	Carry Forward	Gas Tax	Gas Tax ADA	Fed. Funds	Measure J LSM & Co-op	Community Fac. Fee	Garbage Franchise	Open Space In Lieu fee	CIP Interest	PG&E Rule 20A	18/19 Project Totals
Fund Balance as of 6/30/18		\$ -	\$ 9,200	\$ -	\$ -	\$ 5,124	\$ 50,000	\$ 142,000	\$ 64,977	\$ 445,072	
Estimated Revenue thru FY 18/19		\$ 305,000	\$ 6,000	\$ -	\$ 235,000	\$ -	\$ -	\$ -	\$ -	\$ 21,000	
Estimated non-CIP Expenses in FY 18/19		\$ (137,270)	\$ -	\$ -	\$ (2,000)	\$ -	\$ -	\$ -	\$ -	\$ -	
Funds Available for CIP in FY 18/19		\$ 167,730	\$ 15,200	\$ -	\$ 233,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 64,977	\$ 466,072	
#	Category	Project									
10337A	Facilities	Keller House Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10343	GHAD	Crow Debris Basin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10347A	GHAD	Eagle Peak Slope Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10348	GHAD	Keller Ridge Drive Area Slope Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10349	GHAD	Community Park Slide Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10370	Creeks	Creek Revitalization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10375	Parks	Samuel Ct. Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10379	Streets	Pine Hollow Road - Upgrade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10393	Parks	Skateboard Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10394A	Streets	ADA Compliance Program	\$ 9,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10395	Streets	Catch Basin Modifications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10396	Streets	East Marsh Creek Road Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10397	Streets	Utility Undergrounding	\$ 445,072	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10400	Other	Downtown Economic Development	\$ 1,374,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10419	Parks	Community Park Lighting, etc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10422	Sewers	El Molino Drive Sanitary Sewer Impr.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10423	Facilities	Library Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10425	Streets	Collector Street Rehabilitation Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10436	Streets	2018 Neighborhood Street Project	\$ 610,556	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10439	Streets	El Portal Drive restoration Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10440	Parks	Clayton Community Park - Field 1 Rehab	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10441	Streets	OBAG 2 - 2018 Pavement Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10442	Parks	North Valley Park Playground Rehab.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Total CIP Expenditures in FY 18/19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Fund Balance as of June 30, 2019	\$ 167,730	\$ 15,200	\$ -	\$ 233,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 64,977	\$ 466,072

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Red denotes projects completed in FY 17/18
 Green denotes active projects funded in FY 18/19
 Blue denotes active projects funded prior to FY 18/19
 Brown denotes non-active projects used for accumulating income dedicated for future projects

CITY OF CLAYTON
CAPITAL IMPROVEMENT PROGRAM FY 2017/18 to 2021/22

Budget Cost by Funding Source - FY 2019/20

Fund Name			Carry Forward	Gas Tax	Gas Tax ADA	Fed. Funds	Measure J LSM & Co-op	Community Fac. Fee	Garbage Franchise	Open Space In Lieu fee	Offsite Arterial Fee	CIP Interest	PG&E Rule 20A
Fund Balance as of 6/30/19			\$ 167,730	\$ 15,200	\$ -	\$ 233,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 73,458	\$ 64,977	\$ 466,072	
Estimated Revenue thru FY 19/20			\$ 305,000	\$ 6,000	\$ -	\$ 235,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,000	
Estimated non-CIP Expenses in FY 19/20			\$ (137,270)	\$ -	\$ -	\$ (2,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Funds Available for CIP in FY 19/20			\$ 335,460	\$ 21,200	\$ -	\$ 466,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 73,458	\$ 64,977	\$ 487,072	
#	Category	Project											
10337A	Facilities	Keller House Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10343	GHAD	Crow Debris Basin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10347A	GHAD	Eagle Peak Slope Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10348	GHAD	Keller Ridge Drive Area Slope Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10349	GHAD	Community Park Slide Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10370	Creeks	Creek Revitalization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10375	Parks	Samuel Ct. Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10379	Streets	Pine Hollow Road - Upgrade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10393	Parks	Skateboard Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10394A	Streets	ADA Compliance Program	\$ 15,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10395	Streets	Catch Basin Modifications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10396	Streets	East Marsh Creek Road Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10397	Streets	Utility Undergrounding	\$ 466,072	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10400	Other	Downtown Economic Development	\$ 1,374,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10419	Parks	Community Park Lighting, etc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10423	Facilities	Library Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10436	Streets	2018 Neighborhood Street Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total CIP Expenditures in FY 19/20			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance as of June 30, 2020			\$ 335,460	\$ 21,200	\$ -	\$ 466,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 73,458	\$ 64,977	\$ 487,072	

Red denotes projects completed in FY 18/19

Green denotes active projects funded in FY 19/20

Blue denotes active projects funded prior to FY 19/20

Brown denotes non-active projects used for accumulating income dedicated for future projects

CITY OF CLAYTON
CAPITAL IMPROVEMENT PROGRAM FY 2017/18 to 2021/22

Budget Cost by Funding Source - FY 2020/21

Fund Name			Carry Forward	Gas Tax	Gas Tax ADA	Fed. Funds	Measure J LSM & Co-op	Community Fac. Fee	Garbage Franchise	Open Space In Lieu fee	Offsite Arterial Fee	CIP Interest	PG&E Rule 20A	19/20 Project Totals
Fund Balance as of 6/30/20				\$ 335,460	\$ 21,200	\$ -	\$ 466,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 73,458	\$ 64,977	\$ 487,072	
Estimated Revenue thru FY 20/21				\$ 305,000	\$ 6,000	\$ -	\$ 235,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,000	
Estimated non-CIP Expenses in FY 20/21				\$ (137,270)	\$ -	\$ -	\$ (2,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Funds Available for CIP in FY 20/21				\$ 503,190	\$ 27,200	\$ -	\$ 699,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 73,458	\$ 64,977	\$ 508,072	
#	Category	Project												
10337A	Facilities	Keller House Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10343	GHAD	Crow Debris Basin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10347A	GHAD	Eagle Peak Slope Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10348	GHAD	Keller Ridge Drive Area Slope Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10349	GHAD	Community Park Slide Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10370	Creeks	Creek Revitalization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10375	Parks	Samuel Ct. Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10379	Streets	Pine Hollow Road - Upgrade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10393	Parks	Skateboard Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10394A	Streets	ADA Compliance Program	\$ 21,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10395	Streets	Catch Basin Modifications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10396	Streets	East Marsh Creek Road Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10397	Streets	Utility Undergrounding	\$ 4,897,072	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10400	Other	Downtown Economic Development	\$ 1,374,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10414	Streets	East Marsh Creek Rd. Upgrade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10419	Parks	Community Park Lighting, etc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10423	Facilities	Library Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total CIP Expenditures in FY 20/21				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance as of June 30, 2021				\$ 503,190	\$ 27,200	\$ -	\$ 699,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 73,458	\$ 64,977	\$ 508,072	

Red denotes projects completed in FY 19/20

Green denotes active projects funded in FY 20/21

Blue denotes active projects funded prior to FY 20/21

Brown denotes non-active projects used for accumulating income dedicated for future projects

CITY OF CLAYTON
CAPITAL IMPROVEMENT PROGRAM FY 2017/18 to 2021/22

Budget Cost by Funding Source - FY 2021/22

Fund Name			Carry Forward	Gas Tax	Gas Tax ADA	Fed. Funds	Measure J LSM & Co-op	Community Fac. Fee	Garbage Franchise	Open Space In Lieu fee	Offsite Arterial Fee	CIP Interest	PG&E Rule 20A	19/20 Project Totals
Fund Balance as of 6/30/21				\$ 503,190	\$ 27,200	\$ -	\$ 699,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 73,458	\$ 64,977	\$ 508,072	
Estimated Revenue thru FY 21/22				\$ 305,000	\$ 6,000	\$ -	\$ 235,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,000	
Estimated non-CIP Expenses in FY 21/22				\$ (137,270)	\$ -	\$ -	\$ (2,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Funds Available for CIP in FY 21/22				\$ 670,920	\$ 33,200	\$ -	\$ 932,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 73,458	\$ 64,977	\$ 529,072	
#	Category	Project												
10337A	Facilities	Keller House Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10343	GHAD	Crow Debris Basin	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10347A	GHAD	Eagle Peak Slope Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10348	GHAD	Keller Ridge Drive Area Slope Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10349	GHAD	Community Park Slide Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10361	Facilities	Stanley Property	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10370	Creeks	Creek Revitalization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10375	Parks	Samuel Ct. Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10379	Streets	Pine Hollow Road - Upgrade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10393	Parks	Skateboard Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10394A	Streets	ADA Compliance Program	\$ 27,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10395	Streets	Catch Basin Modifications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10396	Streets	East Marsh Creek Road Signal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10397	Streets	Utility Undergrounding	\$ 508,072	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10400	Other	Downtown Economic Development	\$ 1,374,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10419	Parks	Community Park Lighting, etc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10423	Facilities	Library Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total CIP Expenditures in FY 21/22			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance as of June 30, 2022			\$ -	\$ 670,920	\$ 33,200	\$ -	\$ 932,000	\$ 5,124	\$ 50,000	\$ 142,000	\$ 73,458	\$ 64,977	\$ 529,072	

Red denotes projects completed in FY 20/21

Green denotes active projects funded in FY 21/22

Blue denotes active projects funded prior to FY 21/22

Brown denotes non-active projects used for accumulating income dedicated for future projects

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CITY OF CLAYTON
CAPITAL IMPROVEMENT PROGRAM FY 2017/18 to 2021/22

* Completed - no project sheet included
 **Deleted by City Council

Master Index of Projects by Number

Project Number	Project Category	Project	Project Number	Project Category	Project
10330	Streets	Overlays*	10387	Streets	Pavement Rehab 2002/03*
10331	Streets	Slurry Seals (deleted)*	10388	Streets	Pavement Rehab 2003/04*
10332	Streets	High Street Bridge*	10389	Streets	Pavement Rehab 2004*
10333	Streets	Marsh Creek Road - TEA-21*	10390	Streets	Pavement Rehab 2005**
10334	Parks	Community Dog Park*	10391	Streets	Pavement Rehab 2006*
10335	Parks	El Molino Park*	10392	Sewers	Oak - High Street*
10336	Parks	Lydia Lane Park Ph. II*	10393	Parks	Skateboard Park
10337	Facilities	Keller House Preservation*	10394	Streets	Handicap Ramps - RDA Area*
10337A	Facilities	Keller House Rehabilitation	10394A	Streets	ADA Compliance Program
10338	Facilities	Endeavor Hall*	10395	Streets	Catch Basin Modifications
10339	Facilities	Youth Center/Gym*	10396	Streets	East Marsh Creek Road Signal
10340	Landscape	Marsh Creek Road LS*	10397	Streets	Utility Undergrounding
10341	Streets	Center Street Crossing*	10398	Streets	Clayton Rd. MCR Slurry Seal*
10342	GHAD	Windmill Debris Basin*	10399	Sewers	Pine Hollow Area*
10343	GHAD	Crow Debris Basin	10400	Other	Downtown Economic Development
10344	GHAD	Obsidian Landslide*	10400A	Other	Town Center Property Purchase*
10345	GHAD	Clayton Rd. Landslides*	10401	Streets	Pedestrian Xing Signals**
10346	GHAD	Black Diamond Landslide**	10402	Streets	Clayton Road Trail Connection*
10347	GHAD	V-ditch Repairs*	10403	Streets	Downtown Entry Signs*
10347A	GHAD	Eagle Peak Slope Repair	10404	Streets	Marsh Creek Rd. Retaining Wall*
10348	GHAD	Keller Ridge Slope Repair	10405	Streets	2007 Pavement Patching Project*
10349	GHAD	Community Park Slide Repair	10406	Streets	2008 Pavement Rehab Project*
10350	Facilities	Downtown Elec. Conn.*	10407	Parks	Community Park Upgrades*
10351	Facilities	Fire Station*	10408	Streets	2009 Pavement Rehab Project**
10352	Landscape	Library Landscaping*	10409	Streets	2010 Pavement Rehab Project*
10353	Streets	Downtown Revitalization*	10410	Streets	2011 Neighborhood Street Project**
10354	Streets	Four Oaks Area*	10411	Streets	2012 Neighborhood Street Project*
10355	Streets	Oak Street Bridge*	10412	Streets	2009 Arterial Overlay Project*
10356	Landscape	Westwood Open Space*	10413	Parks	Community Park Parking Lot Expan.*
10357	Facilities	Old City Hall Renovation*	10414	Streets	East Marsh Creek Rd. Upgrade**
10358	Facilities	Grove Property Acquisition*	10415	Parks	Well Renovation*
10359	Facilities	Endeavor Hall Parking I*	10416	Streets	Marsh Creek Rd. (old) Overlay*
10360	Facilities	Endeavor Hall Parking II*	10417	Streets	2013 Neighborhood Street Project*
10361	Facilities	Stanley Property**	10418	Streets	2014 Neighborhood Street Project*
10362	Facilities	Stanley Property Parking**	10419	Parks	Community Park Lighting, etc.
10363	Facilities	Corp. Yard Expansion*	10420	Parks	School Bridge Area Improvements
10364	Streets	Downtown Signage**	10421	Creeks	Cardinet Trail Restoration*
10365	Facilities	Library Parking Expansion*	10422	Sewers	El Molino Drive Sanitary Sewer Impr.
10366	Facilities	Police Parking Expansion*	10423	Facilities	Library Upgrades
10367	Parks	Downtown Park*	10424	Streets	2015 Neighborhood Street Project*
10368	Parks	City Hall Park**	10425	Streets	Collector Street Rehabilitation Project
10369	Streets	Marsh Creek Road Narrowing**	10426	Facilities	City Hall Parking Area Rehabilitation*
10370	Creeks	Creek Revitalization	10427	Facilities	Library Parking Lot Rehabilitation*
10371	Streets	Survey Monuments*	10428	Facilities	Lydia Lane Park Parking Rehabilitation*
10372	Streets	Traffic Signal Modifications*	10429	Facilities	2012 Trail Repaving Project*
10373	Streets	Peacock Creek Dr. Signal*	10430	Landscape	Clayton Road Median Landscaping*
10374	Parks	North Valley Park*	10431	Landscape	Daffodil Hill Landscaping*
10375	Parks	Samuel Ct. Park	10432	Streets	2016 Neighborhood Street Project**
10376	Facilities	Equestrian Staging Area*	10433	Streets	DVMS Safety Signing*
10377	Streets	DVMS - Right Turn Lane*	10434	Parks	CCCP Scoreboard Replacement*
10378	Streets	Keller Ridge Drive Planters*	10435	Facilities	Library HVAC Replacement*
10379	Streets	Pine Hollow Road - Upgrade	10436	Streets	2018 Neighborhood Street Project
10380	Parks	Community Park - Rt. Turn Lane**	10437	Streets	2016 Arterial Rehabilitation Project*
10381	Parks	Bocce Ball Courts**	10438	Streets	Arterial Streetlight LED Project*
10382	GHAD	Inclinometers*	10439	Streets	El Portal Drive Restoration Project
10383	GHAD	Keller Ridge Drive Subdrain*	10440	Parks	Clayton Community Park - Field No. 1 Rehab
10384	Streets	Mitchell Canyon Rd. Overlay*	10441	Streets	OBAG 2 - 2018 Pavement Rehabilitation
10385	Parks	Community Park Tot Lot*	10442	Parks	North Valley Park Playground Rehab
10386	GHAD	Wells (cancelled)*			

CITY OF CLAYTON
CAPITAL IMPROVEMENT PROGRAM FY 2017/18 to 2021/22

*Completed - no project sheet included

**Deleted by City Council

Master Index of Projects by Type

Project Number	Project Category	Project	Project Number	Project Category	Project
<u>CREEKS</u>			<u>PARKS (cont'd.)</u>		
10370	Creeks	Creek Revitalization	10368	Parks	City Hall Park
10421	Creeks	Cardinet Trail Restoration*	10374	Parks	North Valley Park*
<u>FACILITIES</u>			10375	Parks	Samuel Ct. Park
10337	Facilities	Keller House Preservation*	10380	Parks	Community Park - Rt. Turn Lane**
10337A	Facilities	Keller House Rehabilitation	10381	Parks	Bocce Ball Courts**
10338	Facilities	Endeavor Hall*	10385	Parks	Community Park Tot Lot*
10339	Facilities	Youth Center/Gym*	10393	Parks	Skateboard Park
10350	Facilities	Downtown Elec. Conn.*	10407	Parks	Community Park Upgrades*
10351	Facilities	Fire Station*	10413	Parks	Community Park Parking Lot Exp.*
10357	Facilities	Old City Hall Renovation*	10415	Parks	Well Renovation*
10358	Facilities	Grove Property Acquisition*	10419	Parks	Community Park Lighting, etc.
10359	Facilities	Endeavor Hall Parking I*	10420	Parks	School Bridge Area Improvements
10360	Facilities	Endeavor Hall Parking II*	10440	Parks	Clayton Community Park - Field No. 1 Rehab
10361	Facilities	Stanley Property*	10442	Parks	North Valley Park Playground Rehab
10362	Facilities	Stanley Property Parking**	<u>STREETS</u>		
10363	Facilities	Corp. Yard Expansion*	10330	Streets	Overlays*
10365	Facilities	Library Parking Expansion*	10331	Streets	Slurry Seals (deleted)*
10366	Facilities	Police Parking Expansion*	10332	Streets	High Street Bridge*
10376	Facilities	Equestrian Staging Area*	10333	Streets	Marsh Creek Road - TEA-21*
10423	Facilities	Library Upgrades	10341	Streets	Center Street Crossing*
10426	Facilities	City Hall Parking Area Rehabilitation*	10353	Streets	Downtown Revitalization*
10427	Facilities	Library Parking Lot Rehabilitation*	10354	Streets	Four Oaks Area*
10428	Facilities	Lydia Lane Park Parking Rehabilitation*	10355	Streets	Oak Street Bridge*
10429	Facilities	2012 Trail Repaving Project*	10364	Streets	Downtown Signage**
10435	Facilities	Library HVAC Replacement*	10369	Streets	Marsh Creek Road Narrowing**
<u>GHAD</u>			10371	Streets	Survey Monuments*
10342	GHAD	Windmill Debris Basin*	10372	Streets	Traffic Signal Modifications*
10343	GHAD	Crow Debris Basin	10373	Streets	Peacock Creek Dr. Signal*
10344	GHAD	Obsidian Landslide*	10377	Streets	DVMS - Right Turn Lane*
10345	GHAD	Clayton Rd. Landslides*	10378	Streets	Keller Ridge Drive Planters*
10346	GHAD	Black Diamond Landslide**	10379	Streets	Pine Hollow Road - Upgrade
10347	GHAD	V-ditch Repairs*	10384	Streets	Mitchell Canyon Rd. Overlay*
10347A	GHAD	Eagle Peak Slope Repair	10387	Streets	Pavement Rehab 2002/03*
10348	GHAD	Keller Ridge Slope Repair	10388	Streets	Pavement Rehab 2003/04*
10349	GHAD	Community Park Slide Repair	10389	Streets	Pavement Rehab 2004*
10382	GHAD	Inclinometers*	10390	Streets	Pavement Rehab 2005**
10383	GHAD	Keller Ridge Drive Subdrain*	10391	Streets	Pavement Rehab 2006*
10386	GHAD	Wells (cancelled)*	10394	Streets	Handicap Ramps - RDA Area*
<u>LANDSCAPE</u>			10394A	Streets	ADA Compliance Program
10340	Landscape	Marsh Creek Road LS*	10395	Streets	Catch Basin Modification
10352	Landscape	Library Landscaping*	10396	Streets	East Marsh Creek Road Signal
10356	Landscape	Westwood Open Space*	10397	Streets	Utility Undergrounding
10430	Landscape	Clayton Road Median Landscaping*	10398	Streets	Clayton Rd. MCR Slurry Seal*
10431	Landscape	Daffodil Hill Landscaping*	10401	Streets	Pedestrian Xing Signals**
<u>OTHER</u>			10402	Streets	Clayton Road Trail Connection*
10392	Sewers	Oak - High Street*	10403	Streets	Downtown Entry Signs*
10399	Sewers	Pine Hollow Area*	10404	Streets	Marsh Creek Rd. Retaining Wall*
10400	Other	Downtown Economic Development	10405	Streets	2007 Pavement Patching Project*
10400A	Other	Town Center Property Purchase*	10406	Streets	2008 Pavement Rehab Project*
10422	Sewers	El Molino Drive Sanitary Sewer Imp.	10408	Streets	2009 Pavement Rehab Project**
<u>PARKS</u>			10409	Streets	2010 Pavement Rehab Project*
10334	Parks	Community Dog Park*	10410	Streets	2011 Neighborhood Street Project**
10335	Parks	El Molino Park*	10411	Streets	2012 Neighborhood Street Project*
10336	Parks	Lydia Lane Park Ph. II*	10412	Streets	2009 Arterial Overlay Project*
10434	Parks	CCCP Scoreboard Replacement*	10414	Streets	East Marsh Creek Rd. Upgrade**
10367	Parks	Downtown Park*	10418	Streets	2014 Neighborhood Street Project*
			10424	Streets	2015 Neighborhood Street Project*
			10425	Streets	Collector Street Rehabilitation Project
			10430	Streets	2016 Neighborhood Street Project**
			10433	Streets	DVMS - Safety Signing*
			10436	Streets	2018 Neighborhood Street Project
			10437	Streets	2016 Arterial Rehabilitation Project*
			10438	Streets	Arterial Streetlight LED Project*
			10439	Streets	El Portal Drive Restoration Project
			10441	Streets	OBAG 2 - 2018 Pavement Rehabilitation

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Facilities	10337A	Keller House Rehabilitation

DESCRIPTION - LOCATION

Rehabilitation of historical ranch home and grounds located across Mt. Diablo Creek from the library.



COMMENTS

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								
Construction							\$2,000,000	\$2,000,000
CM/Inspection								
ROW Acquisition								
Other								
TOTAL							\$2,000,000	\$2,000,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$2,000,000	\$2,000,000
Total							\$2,000,000	\$2,000,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
GHAD	10343	Crow Place – Debris Basin

DESCRIPTION - LOCATION

Clean out debris basin located in GHAD easement behind golf course and single family lots.



COMMENTS

Subject to approval of increased assessments.

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design							\$10,000	\$10,000
Construction							\$95,000	\$95,000
CM/Inspection							\$5,000	\$5,000
ROW Acquisition								
Other								
TOTAL							\$110,000	\$110,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$110,000	\$110,000
Total							\$110,000	\$110,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
GHAD	10347A	Eagle Peak Slope Repair

DESCRIPTION - LOCATION

Stabilize and/or repair large slope moving adjacent to single family houses and streets in Eagle Peak Subdivision.

COMMENTS

Cost estimate per Soils Engineer. Dependent on GHAD assessment increase.



Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design							\$70,000	\$70,000
Construction							\$1,140,000	\$1,140,000
CM/Inspection							\$40,000	\$40,000
ROW Acquisition								
Other								
TOTAL							\$1,250,000	\$1,250,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$1,250,000	\$1,250,000
Total							\$1,250,000	\$1,250,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
GHAD	10348	Keller Ridge Drive Area - Slope Repair

DESCRIPTION - LOCATION

Stabilize and/or repair small slope pop-out adjacent to single family homes.



COMMENTS

Subject to approval of increased assessments.

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design							\$5,000	\$5,000
Construction							\$50,000	\$50,000
CM/Inspection							\$5,000	\$5,000
ROW Acquisition								
Other								
TOTAL							\$60,000	\$60,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$60,000	\$60,000
Total							\$60,000	\$60,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
GHAD	10349	Community Park - Landslide

DESCRIPTION - LOCATION

Repair landslides that occurred above Field #3 (uppermost field).



COMMENTS

Subject to approval of increased assessments.

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design							\$7,000	\$7,000
Construction							\$95,000	\$95,000
CM/Inspection							\$8,000	\$8,000
ROW Acquisition								
Other								
TOTAL							\$110,000	\$110,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$110,000	\$110,000
Total							\$110,000	\$110,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Creeks	10370	Creek Revitalization

DESCRIPTION - LOCATION

Clean out creeks, improve access to creek banks, reinforce creek banks and repair adjacent trails where needed, replace riparian vegetation.



COMMENTS

Catch-all project for when City hits the lottery.

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								
Construction							\$3,000,000	\$3,000,000
CM/Inspection								
ROW Acquisition								
Other								
TOTAL							\$3,000,000	\$3,000,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$3,000,000	\$3,000,000
Total							\$3,000,000	\$3,000,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10375	Samuel Ct. Park

DESCRIPTION - LOCATION

Install landscaping and irrigation improvements.

COMMENTS



Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design							\$5,000	\$5,000
Construction							\$75,000	\$75,000
CM/Inspection							\$5,000	\$5,000
ROW Acquisition								
Other								
TOTAL							\$85,000	\$85,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$85,000	\$85,000
Total							\$85,000	\$85,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10379	Pine Hollow Rd. - Upgrade

DESCRIPTION - LOCATION

Improve City entry on Pine Hollow Road with new painting, monument sign, etc.



COMMENTS

Revised 3/08/10. Widen north side of Pine Hollow Road with new curb, gutter, and sidewalk between Pine Hollow Estates and westerly City Limit.

Work will require acquisition of right of way for new improvements. Conform paving will cross City Limit line into Concord. Install previously purchased entry sign on south side of roadway within existing pavement/ROW area.

Originally scheduled for funding from Measure J. This funding has been transferred for the overlay of Marsh Creek Road (old), CIP Project No. 10416.

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								\$25,000
Construction								\$235,000
CM/Inspection								\$15,000
ROW Acquisition								\$50,000
Other								
TOTAL								\$325,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded								\$325,000
Total								\$325,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Parks	10393	Skateboard Park

DESCRIPTION - LOCATION

Construct skateboard park at an undetermined location.

Undetermined

COMMENTS

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design							\$45,000	\$45,000
Construction							\$660,000	\$660,000
CM/Inspection							\$45,000	\$45,000
ROW Acquisition								
Other								
TOTAL							\$750,000	\$750,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$750,000	\$750,000
Total							\$750,000	\$750,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10394A	ADA Compliance Program

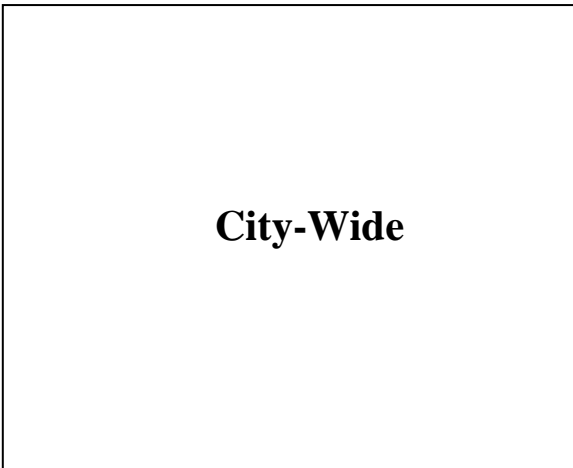
DESCRIPTION - LOCATION

Construction of various improvements.

COMMENTS

As needed to comply with ADA standards as determined by City's transition plan

\$28,000 transferred to CIP 10424 in FY 14/15
\$20,000 transferred to CIP 10439 in FY 16/17



Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								
Construction							\$500,000	\$500,000
CM/Inspection								
ROW Acquisition								
Other								
TOTAL							\$500,000	\$500,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Gas Tax	\$3,200	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$466,800	\$500,000
Total	\$3,200	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$466,800	\$500,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10395	Catch Basin Modifications

DESCRIPTION - LOCATION

Add bar across openings.

COMMENTS

City Wide

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								
Construction							\$100,000	\$100,000
CM/Inspection								
ROW Acquisition								
Other								
TOTAL							\$100,000	\$100,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$100,000	\$100,000
Total							\$100,000	\$100,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10396	East Marsh Creek Road Traffic Signal

DESCRIPTION - LOCATION

Install traffic signal on Marsh Creek Road
somewhere east of Diablo Parkway.



COMMENTS

City Council postponed project.

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design							\$20,000	\$20,000
Construction							\$230,000	\$230,000
CM/Inspection							\$20,000	\$20,000
ROW Acquisition								
PG&E Poles							\$80,000	\$80,000
TOTAL							\$350,000	\$350,000

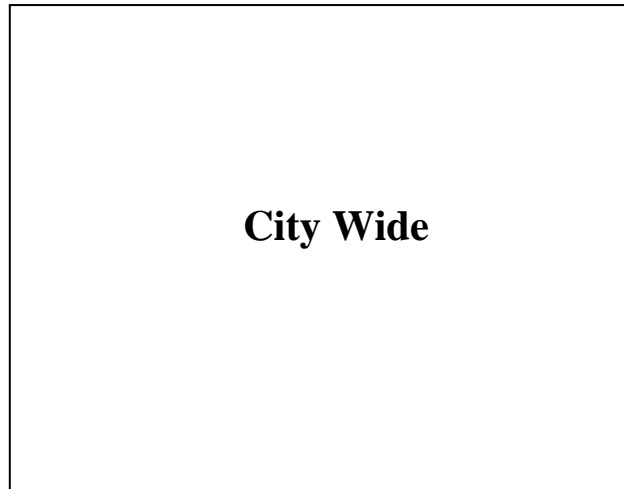
Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$350,000	\$350,000
Total							\$350,000	\$350,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10397	Utility Undergrounding

DESCRIPTION - LOCATION

Underground overhead utility lines at undetermined locations.



COMMENTS

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								
Construction							\$3,000,000	\$3,000,000
CM/Inspection								
ROW Acquisition								
Other								
TOTAL							\$3,000,000	\$3,000,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$2,471,000	\$2,471,000
PG&E Rule 20A	\$424,000	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000		\$529,000
Total	\$424,000	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000	\$2,471,000	\$3,000,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Other	10400	Downtown Economic Development

DESCRIPTION - LOCATION

Provide funding for improving the economic viability of the downtown area.

COMMENTS

Transferred \$1,040,843 to CIP No. 10400A in FY 12/13 for the purchase of a 1.67 Acre parcel in the Town Center (from Clayton Community Church)

No projects currently scheduled.



\$317,800 returned from CIP 10422 as alternative funding source identified.

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								
Construction								
CM/Inspection								
ROW Acquisition								
Other							\$1,374,800	\$1,374,800
TOTAL							\$1,374,800	\$1,374,800

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
CIP Const. Fund	\$1,374,800							\$1,374,800
Total	\$1,374,800							\$1,374,800

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Parks	10419	Community Park Lighting, & Resurfacing

DESCRIPTION - LOCATION

Install sports field lighting, remove and replace turf with synthetic surfacing at Clayton Community Park



COMMENTS

Cost estimates per Cost-Benefit Analysis prepared by PMC and dated August 31, 2009

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								
Construction							\$4,084,000	\$4,084,000
CM/Inspection								
ROW Acquisition								
Other								
TOTAL							\$4,084,000	\$4,084,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$4,084,000	\$4,084,000
Total							\$4,084,000	\$4,084,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10420	School Bridge Area Improvements

DESCRIPTION - LOCATION

Improve area at Mt. Diablo Elementary School Bridge and Mitchell Creek to enhance Town Center area.



COMMENTS

Includes decorative wall, landscaping and riparian vegetation restoration; funding transferred from CIP No. 10400, Downtown Economic Development.

No design or construction currently scheduled..

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design							\$20,000	\$20,000
Construction							\$156,030	\$156,030
CM/Inspection							\$20,000	\$20,000
ROW Acquisition								
Other								
TOTAL							\$196,030	\$196,030

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
CIP Const. Fund	\$196,030						\$196,030	\$196,030
Total	\$196,030						\$196,030	\$196,030

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10422	El Molino Drive Sanitary Sewer Improvements

DESCRIPTION - LOCATION

Construct modifications to existing sanitary sewer mains to prevent potential sewer overflows in areas adjacent to Mt. Diablo Creek .



COMMENTS

Includes pipe enlargement and construction of a bypass line in El Molino Drive; funding from CIP 10400, Downtown Economic Development, returned as Concord has agreed to fund the bypass work (including preliminary design work) from annual sewer fees. Details still being worked out.

Preliminary design costs totaling approx. \$64,000 to date (FY 2004-2009) were tracked in the Development Impact Fees fund (304), temporarily covered by a General Fund loan authorized by the City Council in FY 2004-05.

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design	\$10,000							\$10,000
Final Design	\$38,500	\$13,500						\$52,000
Construction		\$445,000						\$445,000
CM/Inspection		\$45,000						\$45,000
ROW Acquisition								
Other								
TOTAL	\$48,500	\$503,500						\$552,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Concord Sewer Fund	\$48,500	\$503,500						\$552,000
Total	\$48,500	\$503,500						\$552,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10423	Library Upgrades

DESCRIPTION - LOCATION

Construct improvements to update Library including automatic checkout facilities, coffee/snack bar, etc.



COMMENTS

Includes 3,500 sf building addition plus new equipment and furniture

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								
Construction							\$850,000	\$850,000
CM/Inspection								
ROW Acquisition								
Other							\$150,000	\$150,000
TOTAL							\$1,000,000	\$1,000,000

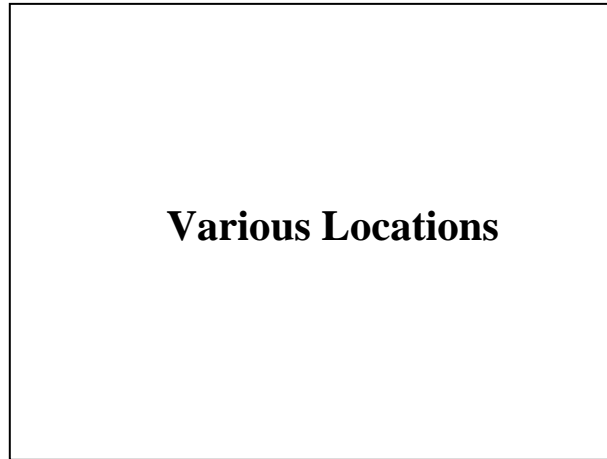
Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Unfunded							\$1,000,000	\$1,000,000
Total							\$1,000,000	\$1,000,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10425	Collector Street Rehabilitation Project

DESCRIPTION - LOCATION

Pavement resurfacing and treatment on various collector streets throughout City.



COMMENTS

Local Streets & Roads Shortfall (LS&RS) funding is federal requiring extensive processing for construction approval. Gas Tax amount covers city share as required by federal funding.

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design	\$45,000							\$45,000
Final Design	\$9,000	\$11,000						\$20,000
Construction		\$499,000						\$499,000
CM/Inspection		\$25,000						\$25,000
ROW Acquisition								
Other								
TOTAL	\$54,000	\$535,000						\$589,000

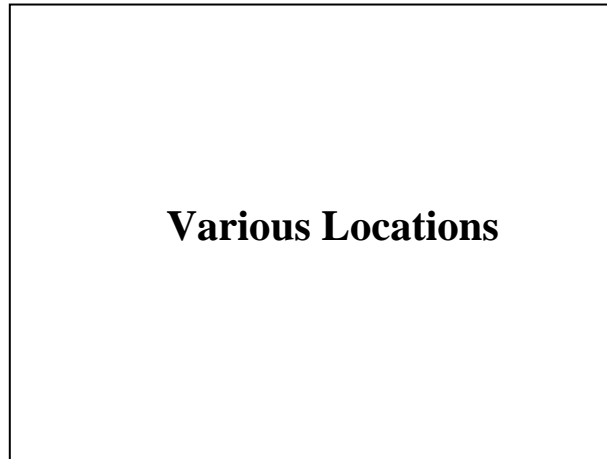
Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
LS&RS		\$385,000						\$385,000
Gas Tax*	\$54,000	\$150,000						\$204,000
Total	\$54,000	\$535,000						\$589,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Streets	10436	2018 Neighborhood Street Project

DESCRIPTION - LOCATION

Pavement resurfacing and treatment on various streets throughout City.



COMMENTS

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design		\$20,000						\$20,000
Construction		\$570,556						\$570,556
CM/Inspection		\$20,000						\$20,000
ROW Acquisition								
Other								
TOTAL		\$610,556						\$610,556

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Gas Tax fr.10437A		\$223,788						\$223,788
Measure J LSM "		\$386,768						\$386,768
Total		\$610,556						\$610,556

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Parks	10439	El Portal Drive Restoration

DESCRIPTION - LOCATION

Stabilization of subgrade and replacement of pavement and curb/gutter and sidewalk with the addition of a safety railing along the back of sidewalk including the removal and replacement of eight ADA ramps.

COMMENTS

Subgrade stabilization completed in FY 16-17.
Remaining work to be completed in FY 17-18.



Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design	\$28,000							\$28,000
Construction	\$22,000	\$235,000						\$257,000
CM/Inspection		15,000						15,000
ROW Acquisition								
Other								
TOTAL	\$50,000	\$250,000						\$300,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Measure J LSM	\$280,000							\$280,000
ADA – CIP 10394A	\$20,000							\$20,000
Total	\$300,000							\$300,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Parks	10440	Clayton Community Park Field No. 1 Restoration

DESCRIPTION - LOCATION

Rehabilitation of lower baseball/softball Field (Field No. 1)



COMMENTS

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								
Construction		\$50,000						\$50,000
CM/Inspection								
ROW Acquisition								
Other								
TOTAL		\$50,000						\$50,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Garbage Franchise Community Enhancement Fee		\$50,000						\$50,000
Total		\$50,000						\$50,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Parks	10441	OBAG 2 – 2018 Pavement Rehabilitation

DESCRIPTION - LOCATION

Pavement Rehabilitation of numerous Streets (pavement repairs, crack sealing and microsurfacing).

Various Locations

COMMENTS

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design	\$2,600							\$2,600
Final Design		\$7,400						\$7,400
Construction		\$348,000						\$348,000
CM/Inspection		\$10,000						\$10,000
ROW Acquisition								
Other								
TOTAL	\$2,600	\$365,400						\$368,000

Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Measure J LSM		\$60,000						\$60,000
OBAG 2	\$2,600	\$305,400						\$308,000
Total	\$2,600	\$365,400						\$368,000

2017/18-2021/22 Capital Improvement Program

Category	Project Number	Project
Parks	10442	North Valley Park Playground Rehabilitation

DESCRIPTION - LOCATION

Install new playground equipment,
shade structures and play surface



COMMENTS

Estimated Cost	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Preliminary Design								
Final Design								
Materials		\$122,800						\$122,800
Installation		\$43,000						\$43,000
ROW Acquisition								
Other								
TOTAL		\$165,800						\$165,800


Funding Source(s)	Prior Yrs.	2017-18	2018-19	2019-20	2020-21	2021-22	Future	TOTAL
Open Space In-lieu Impact Fee		\$142,000						\$142,000
CIP Interest Earnings		\$23,800						\$23,800
Total		\$165,800						\$165,800



Agenda Date: 6-06-2017

Agenda Item: 8c

Approved:


Gary A. Napper
City Manager

AGENDA REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: CITY MANAGER

DATE: 06 JUNE 2017

SUBJECT: CONSIDER CANCELLATION OF ANY REGULAR COUNCIL MEETINGS DURING SUMMER OF 2017

RECOMMENDATION

It is recommended the City Council discuss its collective desire to cancel any regularly-scheduled City Council meetings during the upcoming summer months of July, August and/or September 2017, and if so determined, by motion cancel the specific meeting date(s). Staff recommends the cancellation of one regular meeting during each of those three (3) months.

BACKGROUND

Clayton Municipal Code Section 2.04.010 specifies the regular public meetings of the Clayton City Council shall be held on the first and third Tuesdays of each and every month.

In previous years, the City Council has canceled one or more of its regularly-scheduled meetings during summer months to accommodate various vacation plans of its elected officials. In addition, the workload of City Council business items for action often decreases in the summer months following formal adoption of the annual City and Capital Improvement Project (CIP) Budgets and the associated procedures to levy the annual special taxes for the several assessment and maintenance districts administered by the City. Various key members of the City Management staff also take planned vacations during the summer months.

In order to provide optimum notice of meeting cancellation to interested members of the public and the development community as well as to arrange placement of agenda matters around the vacation plans of the City Council, this item has typically been placed on a June agenda for discussion and direction purposes. The act of canceling one or more regularly-scheduled meetings is a matter to be taken in open public session by the City Council.

SUMMER 2017 REGULAR MEETINGS

The following table outlines the upcoming dates for regular City Council meetings in the summer months of 2017:

MEETING DATE	COMMENTS
Tuesday, June 20 th	Public Hearing/Adopt City Budget for FY 2017-18; interview candidates/appoint 2 Planning Commissioners; adopt GHAD Budget for FY 2017-18; set annual parcel assessments for Middle School CFD, Downtown Park CFD, & Landscape District CFD.
Wednesday, July 5 th (Independence Day Holiday falls on regular meeting date of Tues., July 4 th)	Recommend cancellation of this meeting in deference to holiday plans that week. Business items can be handled on July 18 th .
Tuesday, July 18 th	Agenda handles the remainder of annual levies for existing assessment districts in FY 2017–18, including previously-set & noticed Public Hearings on Diablo Estates BAD & GHAD assessments.
Tuesday, August 1 st	No pressing Agenda Items at this time *
Tuesday, August 15 th	No pressing Agenda Items at this time *
Tuesday, September 5 th (Labor Day holiday is Monday, September 4 th)	No pressing Agenda Items at this time *

* Items being worked on by staff during these periods include ordinances involving EV charging stations, Accessory Dwelling Units (ADUs), and parolee housing regulations (per state requirements); revisit local regulatory options on new Adult Use of Marijuana Act (AUMA – Prop 64).

FISCAL IMPACT

There is no adverse financial impact to the City for cancellation of City Council meetings. Nominal savings occur for expenses incurred in the preparation, publication, and holding of a Council meeting (e.g. staff time, paper and copying expenses, meeting room utilities, video taping of the meeting for cable television re-broadcast).

If necessary or if an emergency arises between canceled meetings, a special meeting of the City Council may always be called by the Mayor with proper notice to members of the City Council, the press, and with fully-required public postings of the Agenda.

Attachments: 1. Calendar Months of July, August & September 2017 (3 pp.)

July 2017

July 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 Independence Day Holiday	5 City Council Meeting *	6	7	8 Saturday- Concert in The Grove
9	10	11 Planning Commission Meeting	12 Classic Car Show & DJ	13 Mayors' Conference - Concord	14	15
16	17	18 City Council Meeting	19	20	21	22 Saturday- Concert in The Grove
23	24	25 Planning Commission Meeting	26 Classic Car Show & DJ	27 CBCA General Membership Meeting	28	29
30	31	Notes: * Per Muni Code, when a regular City Council meeting date falls on a recognized City holiday, the meeting automatically moves to the following night.				

August 2017

August 2017						
◀ July 2017						September 2017 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 City Council Meeting	2	3 Mayors' Conference – San Ramon	4	5 Saturday- Concert in The Grove
6	7	8 Planning Commission Meeting	9 Classic Car Show & DJ	10	11	12
13	14	15 City Council Meeting	16	17	18	19 Saturday- Concert in The Grove
20	21	22 Planning Commission Meeting	23 Classic Car Show & DJ	24	25	26
27	28	29	30	31 CBCA General Membership Meeting	Notes:	

September 2017

September 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2 Saturday- Concert in The Grove
3	4 Labor Day Holiday	5 City Council Meeting	6	7 Mayors' Conference - Oakley	8	9
10	11	12 Planning Commission Meeting	13	14	15	16 Saturday- Concert in The Grove
17	18	19 City Council Meeting	20	21	22	23
24	25	26 Planning Commission Meeting	27	28 CBCA General Membership Meeting	29	30