



AGENDA

REGULAR MEETING

* * *

CLAYTON CITY COUNCIL

* * *

TUESDAY, February 21, 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 ***

February 21, 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 February 7, 2017 and its special meeting of February 7, 2017. ([View Here](#))
- (b) Approve the Financial Demands and Obligations of the City. ([View Here](#))

4. **RECOGNITIONS AND PRESENTATIONS** – None.

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) Consideration of matters concerning the financial status of the City's Mid-Year Budget Report for Fiscal Year 2016-2017:

1. Review of the mid-year revenue and operating expenditure funds and accounts and the recommendation for mid-year budget adjustments in The Grove Park and the Successor Housing Agency Funds; and
2. Consideration of the recommended expenditure plan for use of FY 2015-16 General Fund surplus of \$204,902 on four (4) one-time unmet needs.

[\(View Here\)](#)

(Finance Manager; Council Budget/Audit Sub-Committee; City Manager)

Staff recommendations: Following presentation of the FY 2016-17 Mid-Year Report and opportunity for public comments, that Council:

A) Adopt a Resolution amending the annual operating budget of the City for FY 2016-17 with the required adjustments in The Grove Park Fund No. 211 and the Successor Housing Agency Fund No. 616; and

B) By separate motion approve the earmarking of \$204,902 in FY 2015-16 General Fund surplus monies to the recommended four (4) one-time capital expenditures.

(b) Consider a Resolution approving the addition of a new Capital Improvement Project entitled "El Portal Drive Restoration Project No. 10439" [sidewalk repairs and street rehab] with the identification and allocation of project funding sources.

(City Engineer) [\(View Here\)](#)

Staff recommendation: Following staff presentation and opportunity for public comments, that Council adopt the Resolution adding Project No. 10439 to the City's Capital Improvement Project Budget in the total amount of \$304,000 and approving the allocation of Measure J per capita funds (LSM & Co-op) and CIP No. 10394A ADA sidewalk improvement monies accordingly.

- (c) City Council discussion to determine topics and subject matters for its annual joint special meeting with the Mount Diablo Unified School District Board of Education to be held in a Special Joint Meeting on Monday, March 6, 2017. (City Manager) ([View Here](#))

Staff recommendation: Following staff report and opportunity for public comments, that Council determine suitable topics for its joint special meeting with the Mount Diablo Unified School District Board of Education, and then approve by motion the calling of a City Council special joint meeting with the Mount Diablo Unified School District Board of Education to be held at 6:30 p.m. on Monday, March 6, 2017 at Hoyer Hall in the Clayton Community Library.

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 March 7, 2017.

#

MINUTES
OF THE
REGULAR MEETING
CLAYTON CITY COUNCIL

Agenda Date: 2-21-2017

Agenda Item: 3a

TUESDAY, February 7, 2017

1. **CALL TO ORDER & ROLL CALL** – The meeting was called to order at 6:31 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. Councilmembers absent: Councilmember Shuey. Staff present: City Manager Gary Napper and City Clerk/HR Manager Janet Brown.

2. **COUNCIL INTERVIEW OF PLANNING COMMISSION APPLICANT**

The City Council interviewed one (1) candidate who had applied for appointment to the City Planning Commission:

Peter Cloven

RECESS: The City Council took a short recess from 6:50 p.m. – 7:00 p.m.

7:00 P.M. REGULAR PUBLIC MEETING

3. **RECALL TO ORDER THE CITY COUNCIL** – The meeting was recalled 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 (arrived at 7:20 p.m.). Councilmembers absent: None. Staff present: City Manager Gary Napper, City Attorney Mala Subramanian, Police Chief Chris Wenzel, and City Clerk/HR Manager Janet Brown.

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

5. **CONSENT CALENDAR**

It was moved by Vice Mayor Haydon, seconded by Councilmember Pierce, to approve the Consent Calendar as submitted. (Passed; 4-0 vote).

- (a) Approved the minutes of the regular meeting of January 17, 2017.
- (b) Approved Financial Demands and Obligations of the City.
- (c) Accepted the City's Investment Portfolio Report for the Second Quarter of FY 2016-17 ending December 31, 2016.
- (d) Approved a time extension to the multi-year competitively-bid contract with Cropper Accountancy Corporation (Walnut Creek) in the base amount of \$79,950 (3-year total) for independent auditing services for Fiscal Years 2017, 2018, and an option for 2019.

- (e) Adopted Resolution No. 02-2017 declaring a 2001 Kawasaki Police Motorcycle (Unit 1046) as surplus property to the City's needs and authorizing the City Manager to dispose of the vehicle at public auction.

6. RECOGNITIONS AND PRESENTATIONS –None.

7. REPORTS

- (a) Planning Commission – No meeting held.
- (b) Trails and Landscaping Committee – No meeting held.
- (c) City Manager/Staff

City Manager Napper remarked one of the long-stated missions of this City is to have one of the best streets/roads conditions in Contra Costa County. The industry measurement standard for street conditions is called a "Pavement Condition Index" (PCI); when this rating system was initiated, using Metropolitan Transportation Commission (MTC) assistance in rating streets, Clayton's pavement conditions were down in the lower seventies about ten to twelve years ago. Since then we have been aggressively pursuing the reconditioning of our streets with City Council financial allocations.

The most recent PCI index has been released showing Clayton is now at PCI of 85. City Manager Napper advised this rating covers all of the streets in town collectively such as arterial streets being the main corridors through the City, collector streets which collect the traffic from residential neighborhoods and funnels it to the arterials, and then the actual neighborhood streets themselves. Clayton's overall PCI rating of 85 comes in as best overall in Contra Costa County, tied with the City of Brentwood. Of all of our streets, 96.7% are in the "Good to Very Good" category with the remaining 3.3% in Fair PCI condition; none are in "Poor" or "Failed" status. Thank you to the City Council leadership and its prudent use of our Measure J tax monies as well as other allocations to keep Clayton streets in great condition.

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

Vice Mayor Haydon attended the Clayton Library Foundation's monthly meeting, the Clayton Business and Community Association's general membership meeting, the Contra Costa County Mayors' Conference, and the Clayton Budget sub-committee meeting.

Councilmember Catalano attended the Clayton Budget Sub-Committee meeting.

Councilmember Pierce attended the Contra Costa Transportation Authority Board meeting, several Association of Bay Area Governments' meetings, attended a seminar regarding a program called UrbanSim developed by Professor Waddell in Berkeley which is a forecasting tool for populations and jobs based on a market analysis of existing data, and a Metropolitan Transportation Commission Board meeting.

Mayor Diaz attended the Clayton Library Foundation's meeting, a County Connection Board meeting, the California League of Cities' Public Safety Policy Committee meeting, the Clayton Business and Community Association's Art and Wine 2017 planning meeting, the Clayton Business and Community Association's general membership

meeting, the League of California Cities' East Bay Division meeting, and a County Connection marketing planning meeting.

(e) Other – None.

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

9. **PUBLIC HEARINGS** – None.

10. **ACTION ITEMS**

(a) City Council discussion and determination of a citizen appointment to the one vacated term of office on the City Planning Commission (term expires June 30, 2017).

Mayor Diaz indicated earlier this evening the City Council interviewed the one candidate who had applied for consideration to the vacant position on the City Planning Commission. He inquired among the City Councilmembers whether they wished to select this citizen for appointment to the vacancy on the Planning Commission. The general consensus is Peter Cloven would be a positive addition to the Commission.

Mayor Diaz opened that intent to appoint for public comments; no comments were offered.

It was moved by Councilmember Pierce, seconded by Vice Mayor Haydon, to approve Resolution No. 03-2017 appointing Mr. Peter Cloven to the vacant position on the Clayton Planning Commission, with a term of office to expire June 30, 2017. (Passed; 4-0 vote).

(b) Consider the research findings report on the City's prospective installation and use of roadway cameras and automated license plate readers (ALPRs) at entrances/exits to the City of Clayton to enhance local law enforcement effectiveness and public safety.

Police Chief Chris Wenzel provided a brief background on the proposal to install cameras in the City as other local enforcement agencies have already done and others throughout Contra Costa County are looking at similar technology as a way to provide better public safety services and security for our residents. The two (2) cameras systems for consideration are a post-time investigative tool plus real time license plate readers that alert law enforcement staff to stolen vehicles, abductions or anything that is important to be alerted on. He emphasized these are situational-based cameras, not 24/7 monitored cameras; it would be used based on information which is input into the system to create an alert on particular crimes and capture vehicle facts after an incident to continue law enforcement investigation and to apprehend a suspect.

Some citizens have asked if the proposed cameras will be used to write traffic citations for not stopping at a stop sign or running through a red light? The answer is absolutely not; such is not the purpose for the installation of the cameras and would constitute an invasion to the right of privacy. Chief Wenzel then introduced Mike McGee from LEHR Auto Electric to provide more information regarding Vigilant Solutions and the Automatic License Plate Reader cameras.

[Councilmember Shuey arrived – 7:20 p.m.]

Mr. McGee advised LEHR Auto Electric is a retailer of Vigilant Solutions. For the City of Clayton's needs, Vigilant offers license plate recognition, a securely-hosted server known as LEARN, Big Analytics, Mobile Companion, Mobile Hit Hunter and Target Alert Service. Vigilant Solutions will provide access to tools and data not available anywhere else, additional investigative leads, saves law enforcement agency time and resources, improves efficiencies of field operations and investigations, increases case closure time, improves safety of the officers and community, and saves lives. Mr. McGee also noted Vigilant Solutions, founded in 2005, is the fastest growing company within the market segment of U.S. public safety technology solutions; over 3,200 agencies and 30,000 sworn officers is their company's base; it uses innovative and agile development methodology, headquartered in Livermore, CA with global operations and has majority ownership of Digital Recognition Network (DRN). Some of its larger customers include the Department of Homeland Security, the Department of Defense, the Department of Justice, and the Asset Recovery [repos] arm for Bank of America, JP Morgan Chase, and Mercedes-Benz.

Mr. McGee provided information on the fixed ALPR for the perimeter security of the City, unmanned for high traffic volume locations and strategic chokepoints offering seamless integration with LEARN for automated alerting, hotlist management, data sharing, remote updates and Target Alert Service for remote alerting on virtually any device. Mr. McGee provided information regarding its Reaper Camera with one side of the unit having the Automatic License Plate Reader camera and a color photo of the vehicle. The camera is powered over the Internet, with low-power consumption and a one year warranty with an additional two year warranty requested by the Chief.

Councilmember Shuey inquired on the general life-span of the cameras? Mr. McGee responded currently the same camera on his personal vehicle is seven years old but they are currently quoting five years on operational cameras mounted on a pole. Vigilant Solutions projects the exterior camera life-span to be five to seven years.

Mr. McGee outlined the proposed locations in Clayton for camera installations: at inbound Clayton Road (2 cameras), inbound Pine Hollow Road (1 camera), inbound Oakhurst Drive (2 cameras), and inbound Marsh Creek Road at Diablo Parkway (1 camera). He explained that data is stored to a web-based ALPR centralized secured hosted management solution. Vigilant owns the server and their proprietary software and database; anything a local law enforcement agency contributes is property of the agency and subject to that agency's retention policy. The participating agency has system capability to share its data.

Mayor Diaz inquired on the location of the server? Mr. McGee responded for understandable reasons, the data is stored in an undisclosed location. Mr. McGee elaborated on the flexibility the agency has on the retention of images collected.

Councilmember Pierce inquired if the data collected could possibly be used in conjunction with traffic counts? Mr. McGee responded the system works off of the rear license plate and may not be able to collect data on vehicles that do not have a license plate.

Mr. McGee provided further details on how the system alerts law enforcement to license plate matches through a wireless system generating a siren sound through the Vigilant software. Mayor Diaz inquired if there are different alerts for specific matches based on the priority importance over other types of alerts? Mr. McGee responded the Department of Justice updates its database at least three times a day providing the information to the system; it is up to the local agency to input other alerts such as a hit and run, amber alert or stolen mail into the system. The local agency has the ability to assign the alert as high, medium or low.

Vice Mayor Haydon inquired if the make and model of the vehicle is detected with the License Plate Reader? Mr. McGee responded it does if it is a triggered event that is assigned to a hotlist when they are inside the system. If local law enforcement does not have license plate information it can then enter in the vehicle's make and model along with a day and time frame and manually review the images in the collected system.

Councilmember Shuey inquired if there is not a license plate on the vehicle, is the vehicle detected by other means? Mr. McGee advised other markings on the vehicle can be detected such as contractor license; the system is looking for reflective imaging like a license plate for character recognition or vehicle emblems, however that operation mode is not guaranteed.

Mr. McGee outlined the process on setting user credentials into the system with unique user identifications. He also explained virtual stakeout where an address and license plate could be input into the system, then tracked for how many times it has been at that location. He further explained some of the search features available and a mobile companion app allowing license plates to be scanned from Android or iPhone through an application, shared with agencies nationwide, add to hot plates and receive hotlist alerts.

Chief Wenzel inquired on the camera's ability to read license plates that have the clear plastic cover mounted over them? Mr. McGee advised that plastic covers do negatively affect the camera's ability to read a license plate.

Chief Wenzel then introduced Kirk Brown, Director of Sales with Hitachi Insight Group, who will explain the Situational Awareness Cameras to be installed outbound of town.

Mr. Brown indicated the complete public safety enhancement solution is at the same locations and poles by providing Situational Awareness Cameras covering multiple lanes and entire intersections; this system can detect the whole car and occupants and more specifically what lane the vehicle came from and what direction it is headed. The information is stored in the unit's housing with the information being transported on-demand and on the same system as Vigilant Solutions, and displays the overall activity.

City Manager Napper emphasized this camera system will not be monitored by any personnel and will only be used after a local law incident has occurred; the camera photos capture the short-term history of the intersections and are reviewed when investigation a crime.

Chief Wenzel then provided images of the selected intersections where the camera installations would occur: Tara Drive at Clayton Road; Yolanda Circle at Oakhurst Drive; and Marsh Creek Road at Diablo Parkway. For Pine Hollow Road at Pine Shadow, which is in Concord, a Concord encroachment permit would be needed. Council Member Pierce suggested the Chief look at installing the unit on the street light pole at Pardi Lane, which is in the city of Clayton, to minimize any inter-agency complications.

Chief Wenzel explained how the two cameras work together, one as the identifier and the other providing an image of the vehicle and occupants. He further explained staff is continuing to work with PG&E to arrange its approval and our use of power from the adjacent street lights at a fixed flat rate, and he is also in communication with a local cellular provider to determine annual costs for a SIM card for each camera. There would also be system training provided to our law enforcement staff during a staff development day to occur in the spring.

Vice Mayor Haydon inquired on the success of the implantation of these services in other cities. Mr. Wenzel advised he has spoken to other police chiefs in the area confirming the effectiveness of the cameras and solving local crimes.

Councilmember Shuey inquired on the annual operating costs of the private data after the first year and what those additional costs would be? Mr. McGee confirmed the City was quoted on the Intelligence Led Policing (IEP) bundle to allow police agencies of all sizes to afford and deploy a comprehensive suite of technologies in a tiered structure. The quote includes three (3) cameras, one (1) year of private data and mobile companion in the fewer than 50 sworn officers category. After the first year the annual cost would be around \$4,500.00 for access to the commercial data bank.

Councilmember Shuey indicated he will require a very detailed report from staff on the additional annual fees and recurring costs this project imposes on the City's General Fund each year, along with funding resources, before he will vote on this item.

City Manager Napper added the information this evening was to launch the concept prior to staff refining the numbers. The purpose was to inform the City Council and the public about this law enforcement tool before it is installed, and to receive City Council direction on whether to proceed. He noted just to hire one additional police officer will cost the City more than the annual costs associated with the purchase and installation of these cameras. Further, to deploy one additional police officer on each shift 24/7, the City would need to hire 4.2 officers, or actually 5 more officers to the Department, an annual expense well over the recurring costs of this alternative crime prevention project. He noted the Fiscal Year 14-15 General Fund excess monies were \$388,000, and the Fiscal Year 15-16 General Fund excess monies is \$205,000, which financial facts reveal there is breathing room in each annual budget to absorb this small annual expense. He added the City Council and management have long favored an operational policy of not working harder but smarter, and this type of technology is a perfect alternative to hiring additional law enforcement personnel. Despite all the other variables the City is faced with, this system is one of those capital items, including its deterrent factors, which will maintain Clayton's community safety. He noted there are opportunities to find funding sources within the City's Budget.

Mayor Diaz opened the item for Public Comment. No comments were offered.

By general consensus, City Council directed staff to return to Council at its regular meeting of March 7, 2017 with final details for implementation of the program and award of contracts.

11. **COUNCIL ITEMS** – None.

12. **CLOSED SESSION**

Mayor Diaz announced the City Council will adjourn to a closed session to discuss the subject matter listed below [8:40 p.m.]:

- (a) *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 Party: Pacific Union Land Investors, LLC (Joshua Reed).

Report out from Closed Session (9:17 p.m.)

Mayor Diaz reported the City Council received and discussed information, and then directed its negotiators regarding these matters but no reportable action was taken.

13. **ADJOURNMENT**– on call by Mayor Diaz, the City Council adjourned its meeting at 9:18 p.m..

The next regularly scheduled meeting of the City Council will be February 21, 2017.

#

Respectfully submitted,

Janet Brown, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL

Jim Diaz, Mayor

#

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

TUESDAY, February 7, 2017

1. **CALL TO ORDER & ROLL CALL** – The meeting was called to order at 5:08 p.m. by Vice Mayor Haydon in the 3rd Floor Conference Room, Clayton City Hall, 6000 Heritage Trail, Clayton, CA. Councilmembers present: Mayor Diaz, Vice Mayor Haydon, Councilmembers Catalano, Pierce and Shuey. Councilmembers absent: None. Staff present: City Manager Gary Napper and City Clerk Janet Brown.
2. **CLOSED SESSION** – None.
3. **PUBLIC COMMENTS** – None.

4. **ACTION ITEM**

Discussion and establishment of Council – Manager Goals and Objectives for Calendar Year 2017.

The City Manager updated the City Council as to progress made and achievements obtained concerning the various City Council goals set from previous annual sessions.

After considerable discussion and exchange of ideas, the City Council deleted several items and added the following Goals and Objectives for the upcoming year:

[Mayor Diaz arrived – 5:37 p.m.]
[Councilmember Shuey left – 5:50 p.m.]

- Research Solar Panels on City Facilities or in open space.
- Research costs for an all-weather mini-track on Field Four (4) located at Clayton Community Park adjacent to the Clayton Community Gym as a possible joint project with the School District.
- Monitor/periodically report on the City's CalPERS unfunded pension liabilities.
- Research and report on the structural stability and security of the Keller Ranch House.

5. **ADJOURNMENT**– on call by Mayor Diaz the meeting adjourned at 6:20 p.m.

#

Respectfully submitted,

Janet Brown, City Clerk

APPROVED BY CLAYTON CITY COUNCIL

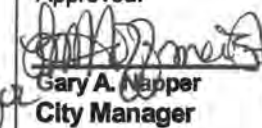
Jim Diaz, Mayor



Agenda Date 2/21/2017

Agenda Item: 3b

STAFF REPORT

Approved:

Gary A. Nepper
City Manager

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: Kevin Mizuno, FINANCE MANAGER
DATE: 02/21/2017
SUBJECT: INVOICE SUMMARY

RECOMMENDATION:

Approve the following Invoices:

02/17/2017	Cash Requirements	\$ 155,222.49
02/14/2017	ADP Payroll week 07, PPE 02/12/2017	\$ 84,600.75

Total \$ 239,823.24

Attachments:
Cash Requirements Report dated 2/17/2017 (5 pages)
ADP payroll report for week 07 (1 page)

City of yton Cash Requirements Report

Vendor Name	Due Date	Invoice Date	Invoice Number	Invoice Description	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due
ADP, LLC								
ADP, LLC	2/21/2017	2/21/2017	487861770	Payroll fees PPE 1/29/17	\$152.11	\$0.00		\$152.11
				<i>Totals for ADP, LLC:</i>	<i>\$152.11</i>	<i>\$0.00</i>		<i>\$152.11</i>
Bay Area Barricade Serv.								
Bay Area Barricade Serv.	2/21/2017	2/21/2017	0343421-IN	Metal signs, U-clamps	\$2,243.39	\$0.00		\$2,243.39
				<i>Totals for Bay Area Barricade Serv.:</i>	<i>\$2,243.39</i>	<i>\$0.00</i>		<i>\$2,243.39</i>
Best Best & Kreiger LLP								
Best Best & Kreiger LLP	2/21/2017	2/21/2017	789439	January Legal Services	\$8,500.00	\$0.00		\$8,500.00
Best Best & Kreiger LLP	2/21/2017	2/21/2017	789440	January Legal Services, PD- Labor/Employe	\$236.00	\$0.00		\$236.00
Best Best & Kreiger LLP	2/21/2017	2/21/2017	789441	January Legal Services, Successor Housing Ag	\$206.50	\$0.00		\$206.50
				<i>Totals for Best Best & Kreiger LLP:</i>	<i>\$8,942.50</i>	<i>\$0.00</i>		<i>\$8,942.50</i>
CalPERS Health								
CalPERS Health	2/21/2017	2/21/2017	2230	March Medical	\$31,081.84	\$0.00		\$31,081.84
				<i>Totals for CalPERS Health:</i>	<i>\$31,081.84</i>	<i>\$0.00</i>		<i>\$31,081.84</i>
CalPERS Retirement								
CalPERS Retirement	2/21/2017	2/21/2017	021217	Retirement PPE 2/12/17	\$14,135.47	\$0.00		\$14,135.47
				<i>Totals for CalPERS Retirement:</i>	<i>\$14,135.47</i>	<i>\$0.00</i>		<i>\$14,135.47</i>
Caltronics Business Systems, Inc								
Caltronics Business Systems, Inc	2/21/2017	2/21/2017	2194566	Copier Contract Overage 12/30/16-1/29-17	\$234.86	\$0.00		\$234.86
Caltronics Business Systems, Inc	2/21/2017	2/21/2017	2192639	Copier Contract Usage 11/30/16-12/29/16	\$381.72	\$0.00		\$381.72
				<i>Totals for Caltronics Business Systems, Inc:</i>	<i>\$616.58</i>	<i>\$0.00</i>		<i>\$616.58</i>
CCWD								
CCWD	2/21/2017	2/21/2017	H Series	Irrigation 12/3/16-2/6/17	\$7,404.45	\$0.00		\$7,404.45
				<i>Totals for CCWD:</i>	<i>\$7,404.45</i>	<i>\$0.00</i>		<i>\$7,404.45</i>
Anastacia Chambers								
Anastacia Chambers	2/21/2017	2/21/2017	011517	Deposit refund for CH Courtyard	\$100.00	\$0.00		\$100.00
				<i>Totals for Anastacia Chambers:</i>	<i>\$100.00</i>	<i>\$0.00</i>		<i>\$100.00</i>
City of Concord								
City of Concord	2/21/2017	2/21/2017	56901	Letterhead, business cards, envelopes	\$487.57	\$0.00		\$487.57
				<i>Totals for City of Concord:</i>	<i>\$487.57</i>	<i>\$0.00</i>		<i>\$487.57</i>
Comcast								
Comcast	2/21/2017	2/21/2017	020517	Internet, 2/10/17-3/9/17	\$236.08	\$0.00		\$236.08
Comcast	2/21/2017	2/21/2017	010517	Internet 1/10/17-2/9/17	\$236.08	\$0.00		\$236.08
				<i>Totals for Comcast:</i>	<i>\$472.16</i>	<i>\$0.00</i>		<i>\$472.16</i>
Concord Garden Equipment								
Concord Garden Equipment	2/21/2017	2/21/2017	539062	Service city generator	\$677.78	\$0.00		\$677.78
Concord Garden Equipment	2/21/2017	2/21/2017	538823	Estate Spreader	\$167.48	\$0.00		\$167.48

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
Concord Garden Equipment	2/21/2017	2/21/2017	538821	Service Hedge Trimmer	\$118.89	\$0.00		\$118.89
Concord Garden Equipment	2/21/2017	2/21/2017	538820	Service Hedge Trimmer	\$62.35	\$0.00		\$62.35
<i>Totals for Concord Garden Equipment:</i>					<u>\$1,026.50</u>	<u>\$0.00</u>		<u>\$1,026.50</u>
Contra Costa County Clerk Elections Division								
Contra Costa County Clerk Elections Di	2/21/2017	2/21/2017	1720	November 8, 2016 Presidential Election	\$7,405.19	\$0.00		\$7,405.19
<i>Totals for Contra Costa County Clerk Elections Division:</i>					<u>\$7,405.19</u>	<u>\$0.00</u>		<u>\$7,405.19</u>
CR Fireline, Inc								
CR Fireline, Inc	2/21/2017	2/21/2017	107673	Qtrly Fire Sprinkler Insp, Semi-annual Fire AI	\$375.00	\$0.00		\$375.00
CR Fireline, Inc	2/21/2017	2/21/2017	107674	Qtrly Fire Sprinkler Insp, Semi-annual Fire AI	\$375.00	\$0.00		\$375.00
CR Fireline, Inc	2/21/2017	2/21/2017	107675	Qtrly Fire Sprinkler Insp, Semi-annual Fire AI	\$375.00	\$0.00		\$375.00
<i>Totals for CR Fireline, Inc:</i>					<u>\$1,125.00</u>	<u>\$0.00</u>		<u>\$1,125.00</u>
Crop Production Svcs								
Crop Production Svcs	2/21/2017	2/21/2017	31952633	25 bags of 50lb grass seed	\$1,569.63	\$0.00		\$1,569.63
<i>Totals for Crop Production Svcs:</i>					<u>\$1,569.63</u>	<u>\$0.00</u>		<u>\$1,569.63</u>
Cropper Accountancy Corp								
Cropper Accountancy Corp	2/21/2017	2/21/2017	1266	Audit Time - SCO, CFA, GANN Limit	\$3,000.00	\$0.00		\$3,000.00
<i>Totals for Cropper Accountancy Corp:</i>					<u>\$3,000.00</u>	<u>\$0.00</u>		<u>\$3,000.00</u>
Diablo View Cleaning								
Diablo View Cleaning	2/21/2017	2/21/2017	22493	Clean tile and grout in EH bathrooms	\$210.00	\$0.00		\$210.00
<i>Totals for Diablo View Cleaning:</i>					<u>\$210.00</u>	<u>\$0.00</u>		<u>\$210.00</u>
Diablo View Construction								
Diablo View Construction	2/21/2017	2/21/2017	Adopt a Trail	Refund for donation to Adopt a Trail	\$1,000.00	\$0.00		\$1,000.00
<i>Totals for Diablo View Construction:</i>					<u>\$1,000.00</u>	<u>\$0.00</u>		<u>\$1,000.00</u>
Geoconsultants, Inc.								
Geoconsultants, Inc.	2/21/2017	2/21/2017	18852	January Well Monitoring	\$1,546.50	\$0.00		\$1,546.50
<i>Totals for Geoconsultants, Inc.:</i>					<u>\$1,546.50</u>	<u>\$0.00</u>		<u>\$1,546.50</u>
Graybar Electric Co, Inc								
Graybar Electric Co, Inc	2/21/2017	2/21/2017	989668348	Street lights	\$2,367.97	\$0.00		\$2,367.97
<i>Totals for Graybar Electric Co, Inc:</i>					<u>\$2,367.97</u>	<u>\$0.00</u>		<u>\$2,367.97</u>
Hammons Supply Company								
Hammons Supply Company	2/21/2017	2/21/2017	96819	City Hall Janitorial supplies	\$737.83	\$0.00		\$737.83
Hammons Supply Company	2/21/2017	2/21/2017	96818	CCP Janitorial supplies	\$107.15	\$0.00		\$107.15
Hammons Supply Company	2/21/2017	2/21/2017	96816	Library Janitorial supplies	\$243.42	\$0.00		\$243.42
Hammons Supply Company	2/21/2017	2/21/2017	96817	The Grove Park Janitorial supplies	\$129.37	\$0.00		\$129.37
<i>Totals for Hammons Supply Company:</i>					<u>\$1,217.77</u>	<u>\$0.00</u>		<u>\$1,217.77</u>
Health Care Dental Trust								
Health Care Dental Trust	2/21/2017	2/21/2017	221726	March Dental	\$2,733.40	\$0.00		\$2,733.40

City of ^Yyton

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 Health Care Dental Trust:</i>					\$2,733.40	\$0.00		\$2,733.40
Heying Company								
Heying Company	2/21/2017	2/21/2017	12381	Chisel teeth for PR72 Pro Groomer	\$258.69	\$0.00		\$258.69
<i>Totals for Heying Company:</i>					\$258.69	\$0.00		\$258.69
iPayment								
iPayment	2/21/2017	2/21/2017	013117	January Bankcard fees	\$86.89	\$0.00		\$86.89
<i>Totals for iPayment:</i>					\$86.89	\$0.00		\$86.89
Sandy Johnson								
Sandy Johnson	2/21/2017	2/21/2017	020717	CLEARs registration, parking fee - Petty cash	\$45.00	\$0.00		\$45.00
<i>Totals for Sandy Johnson:</i>					\$45.00	\$0.00		\$45.00
LarryLogic Productions								
LarryLogic Productions	2/21/2017	2/21/2017	1634	City Council meeting production 2/7/17	\$325.00	\$0.00		\$325.00
<i>Totals for LarryLogic Productions:</i>					\$325.00	\$0.00		\$325.00
Main Fire Protection Inc.								
Main Fire Protection Inc.	2/21/2017	2/21/2017	0091784	EH Kitchen hood system service	\$195.59	\$0.00		\$195.59
<i>Totals for Main Fire Protection Inc.:</i>					\$195.59	\$0.00		\$195.59
Marken Mechanical Services Inc								
Marken Mechanical Services Inc	2/21/2017	2/21/2017	3548	Service call, no heat in Library	\$1,355.80	\$0.00		\$1,355.80
Marken Mechanical Services Inc	2/21/2017	2/21/2017	3103	September HVAC maintenance for City Hall	\$332.50	\$0.00		\$332.50
Marken Mechanical Services Inc	2/21/2017	2/21/2017	3614	January HVAC maintenance City Hall	\$350.00	\$0.00		\$350.00
Marken Mechanical Services Inc	2/21/2017	2/21/2017	3613	January HVAC maintenance Library	\$527.17	\$0.00		\$527.17
<i>Totals for Marken Mechanical Services Inc:</i>					\$2,565.47	\$0.00		\$2,565.47
Martell Water Systems, Inc.								
Martell Water Systems, Inc.	2/21/2017	2/21/2017	23876	Service call, The Grove Park, adjusted float	\$150.00	\$0.00		\$150.00
<i>Totals for Martell Water Systems, Inc.:</i>					\$150.00	\$0.00		\$150.00
Matrix Association Management								
Matrix Association Management	2/21/2017	2/21/2017	4074	February Management services for Diablo Est	\$4,532.50	\$0.00		\$4,532.50
<i>Totals for Matrix Association Management:</i>					\$4,532.50	\$0.00		\$4,532.50
MPA								
MPA	2/21/2017	2/21/2017	March 2017	March Life/LTD	\$1,766.49	\$0.00		\$1,766.49
MPA	2/21/2017	2/21/2017	February 2017	February Life/LTD	\$1,766.49	\$0.00		\$1,766.49
MPA	2/21/2017	2/21/2017	A011703	Unmet Liability deductible, December 2016	\$580.00	\$0.00		\$580.00
<i>Totals for MPA:</i>					\$4,112.98	\$0.00		\$4,112.98
Neopost Northwest								
Neopost Northwest	2/21/2017	2/21/2017	N6379399	Postage Meter 3/7/17-4/6/17	\$157.93	\$0.00		\$157.93
<i>Totals for Neopost Northwest:</i>					\$157.93	\$0.00		\$157.93

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
PERMCO, Inc.								
PERMCO, Inc.	2/21/2017	2/21/2017	10701	General Engineering Services 1/28/17-2/10/1	\$3,476.00	\$0.00		\$3,476.00
PERMCO, Inc.	2/21/2017	2/21/2017	10702	CAP Inspections 1/28/17-2/10/17	\$249.00	\$0.00		\$249.00
PERMCO, Inc.	2/21/2017	2/21/2017	10703	City of Concord Discussions re:plan review	\$244.00	\$0.00		\$244.00
PERMCO, Inc.	2/21/2017	2/21/2017	10704	Discuss stormwater with Engineer	\$150.00	\$0.00		\$150.00
PERMCO, Inc.	2/21/2017	2/21/2017	10705	Review contractor billing, prep NOC	\$1,200.00	\$0.00		\$1,200.00
PERMCO, Inc.	2/21/2017	2/21/2017	10706	Contract Admin, prep change order #1	\$150.00	\$0.00		\$150.00
PERMCO, Inc.	2/21/2017	2/21/2017	10707	Review street dedication req, memo to Mindy	\$525.00	\$0.00		\$525.00
PERMCO, Inc.	2/21/2017	2/21/2017	10708	Prep construction plans, bid pkg	\$925.00	\$0.00		\$925.00
PERMCO, Inc.	2/21/2017	2/21/2017	10709	Review plans, prep CAP & special provisions	\$1,425.00	\$0.00		\$1,425.00
PERMCO, Inc.	2/21/2017	2/21/2017	10710	Prep construction plans	\$7,178.75	\$0.00		\$7,178.75
				<i>Totals for PERMCO, Inc.:</i>	<u>\$15,522.75</u>	<u>\$0.00</u>		<u>\$15,522.75</u>
PG&E								
PG&E	2/21/2017	2/21/2017	021417	Electricity/Gas 1/13/17-2/13/17	\$20,802.33	\$0.00		\$20,802.33
				<i>Totals for PG&E:</i>	<u>\$20,802.33</u>	<u>\$0.00</u>		<u>\$20,802.33</u>
Pond M Solutions								
Pond M Solutions	2/21/2017	2/21/2017	0000100	February 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>
Staples Advantage								
Staples Advantage	2/21/2017	2/21/2017	8042911029	January office supplies	\$531.76	\$0.00		\$531.76
				<i>Totals for Staples Advantage:</i>	<u>\$531.76</u>	<u>\$0.00</u>		<u>\$531.76</u>
Turf Star, Inc.								
Turf Star, Inc.	2/21/2017	2/21/2017	6963791-00	2 Tires	\$258.28	\$0.00		\$258.28
				<i>Totals for Turf Star, Inc.:</i>	<u>\$258.28</u>	<u>\$0.00</u>		<u>\$258.28</u>
US Bank - Corp Pmt System CalCard								
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Quill, Paper	\$198.32	\$0.00		\$198.32
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	CSMFO, Dues	\$110.00	\$0.00		\$110.00
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Central Storage, rent	\$116.00	\$0.00		\$116.00
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Successories, Empl of the Year	\$230.99	\$0.00		\$230.99
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Hobby Lobby, Englund's Catering, Empl Rec	\$344.45	\$0.00		\$344.45
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Alpine Awards, Empl of the Year, name plate	\$83.39	\$0.00		\$83.39
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	CSMFO Meeting	\$25.00	\$0.00		\$25.00
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Thomas Reuters, CPA Prof Ed	\$239.25	\$0.00		\$239.25
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Alpine Awards, Mayor Photo, name plates	\$125.36	\$0.00		\$125.36
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	County Recording - T-Mobile	\$52.50	\$0.00		\$52.50
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	CA Dept Pest, Cert	\$60.00	\$0.00		\$60.00
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Denim Express, work pants	\$179.96	\$0.00		\$179.96
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Amazon, OSH, landscape supplies	\$646.14	\$0.00		\$646.14
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Autozone, parts	\$132.61	\$0.00		\$132.61
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Lowes, OSH	\$121.87	\$0.00		\$121.87
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Fuel	\$626.06	\$0.00		\$626.06

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
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Landscape Fuel	\$939.31	\$0.00		\$939.31
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Amazon, new belt for printer	\$116.48	\$0.00		\$116.48
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	AED Superstore, pads, batteries	\$303.60	\$0.00		\$303.60
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Office Supplies	\$737.56	\$0.00		\$737.56
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	OSH, Keys	\$32.49	\$0.00		\$32.49
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Fuel	\$2,140.84	\$0.00		\$2,140.84
US Bank - Corp Pmt System CalCard	2/21/2017	2/21/2017	Stmt End 1/23/17	Autozone, car wash	\$271.67	\$0.00		\$271.67
<i>Totals for US Bank - Corp Pmt System CalCard:</i>					\$7,833.85	\$0.00		\$7,833.85
Verizon Wireless								
Verizon Wireless	2/21/2017	2/21/2017	9779572349	Cell phones 1/2/17-2/1/17	\$70.94	\$0.00		\$70.94
<i>Totals for Verizon Wireless:</i>					\$70.94	\$0.00		\$70.94
Waraner Brothers Tree Service								
Waraner Brothers Tree Service	2/21/2017	2/21/2017	13536	Tree work, CCP, remove fallen trees	\$400.00	\$0.00		\$400.00
Waraner Brothers Tree Service	2/21/2017	2/21/2017	13534	Tree work, Marsh Creek, Clayton, removed br	\$600.00	\$0.00		\$600.00
<i>Totals for Waraner Brothers Tree Service:</i>					\$1,000.00	\$0.00		\$1,000.00
Wells Fargo Bank Bank (Bond Debt Service)								
Wells Fargo Bank Bank (Bond Debt Se	2/21/2017	2/21/2017	Clayton CA limit obl	Clayton CA Limit Obliga Imp 8-02 FAST	\$4,899.75	\$0.00		\$4,899.75
<i>Totals for Wells Fargo Bank Bank (Bond Debt Service):</i>					\$4,899.75	\$0.00		\$4,899.75
Western Exterminator								
Western Exterminator	2/21/2017	2/21/2017	4798812	January Pest Control	\$385.50	\$0.00		\$385.50
<i>Totals for Western Exterminator:</i>					\$385.50	\$0.00		\$385.50
Workers.com								
Workers.com	2/21/2017	2/21/2017	118014	Seasonal workers week end 1/29/17	\$1,999.25	\$0.00		\$1,999.25
<i>Totals for Workers.com:</i>					\$1,999.25	\$0.00		\$1,999.25
GRAND TOTALS:					\$155,222.49	\$0.00		\$155,222.49



Agenda Date: 2-21-2017

Agenda Item: 8a

STAFF REPORT

Approved:

Gary A. Napper
City Manager

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KEVIN MIZUNO, FINANCE MANAGER, CPA

DATE: FEBRUARY 21, 2017

SUBJECT: MID-YEAR BUDGET REVIEW AS OF DECEMBER 31, 2016

RECOMMENDATION

Following staff presentation and opportunity for City Council and public comments, staff recommends to the City Council the following:

1. By motion, accept the Mid-Year Budget staff report of the City's General Fund and Special (Restricted-Use) Funds for Fiscal Year 2016-17, and
2. Adopt the attached Resolution amending the annual operating budget of the City of Clayton for the 2016-2017 fiscal year commencing July 1, 2016, and
3. By motion, adopt staff recommended allocation of \$204,902 in FY 2015-16 General Fund surplus to address specific unmet financial needs outlined in Attachment 4.

BACKGROUND

Following a public hearing, on June 6, 2016 the City's Budget for fiscal year 2016-17 was adopted by the City Council on June 21, 2016. The adopted budget for the City's General Fund included projected revenues of \$4,300,620 and total appropriations of \$4,261,720. This resulted in an anticipated budgetary surplus of **\$38,900**.

Fiscal Year-to-Date Budgetary Changes

The following is a summary of budgetary actions authorized by the City Council during fiscal year 2016-17. These budget amendments have been reflected as increases within the "Budget" column in the Mid-Year Budget-to-Actual Report (Attachment 1) for the applicable funds:

1. On August 16, 2016 the City Council approved an agreement with the City of Concord to assist law enforcement in its duties to provide the proper maintenance service and repairs to its patrol vehicles. This new agreement replaced the previous arrangement with the City of Concord and reflected revised labor costs after an internal re-evaluation of costs associated with the vehicle

maintenance service. Pursuant to this authorization, total FY 2016-17 appropriations in the General Fund's Police Department were increased by \$6,430.

2. On August 16, 2016 the City Council approved the permanent addition of one full-time Maintenance Worker I position assigned 100% to the City-wide Landscape Maintenance District (Fund No. 210). Pursuant to this authorization, total FY 2016-17 appropriations in the Landscape Maintenance District Fund were increased by \$45,400.
3. On October 4, 2016 the City Council adopted Ordinance No. 468 revising the monthly compensation for City Council members by amending the *Clayton Municipal Code* Section 2.05.010. The previous increase was adopted or Ordinance No. 461 commencing in December 2008. Pursuant to this authorization, total FY 2016-17 appropriations in the General Fund's Legislative Department were increased by \$2,800.
4. On November 1, 2016 the City Council approved the award of two contracts for the Keller Ridge Tree Replacement Project (LMD Project No. 2015-03). The City Council authorized the allocation of reserves from the Landscape Maintenance District unobligated reserve to gap-fund the project cost difference between the original project budget of \$46,000 and the negotiated project contract costs of \$64,200. Pursuant to this authorization, total FY 2016-17 appropriations in the Landscape Maintenance District Fund were increased by \$18,200.

DISCUSSION

The revenue and expenditure figures for the first half of fiscal year 2016-17 are now compiled, offering a view of the fiscal picture for half of the operating year. The mid-year General Fund revenue and expenditure budget-to-actual report is included on pages 1-5 of Attachment 1.

1. General Fund Revenues

General Fund revenues for mid-year are at **56.38%** of budget compared to 57.44% in the prior fiscal year (2015-16) Mid-Year Budget Review. The following table summarizes significant revenue sources compared with results from the past two mid-year budget review reports:

<u>Description</u>	<u>2016-17</u>	<u>2015-16</u>	<u>2014-15</u>
Total <u>Mid-Year</u> Revenue	\$ 2,424,477	\$ 2,369,151	\$ 2,144,221
Property Taxes	1,021,540	935,923	922,799
Franchise Fees	217,324	207,119	201,755
RPTTF Distribution	185,822	261,851	166,339
Sales and Use Tax	232,037	164,341	126,110
Business Licenses	109,878	107,621	109,548
Inter Fund Transfers	53,700	52,282	139,829
Building Permit Fees	36,655	31,793	21,090
Real Property Transfer Tax	41,607	37,398	35,452
Planning Fees and Services	34,209	16,531	7,472
Mid-Year Actual to Projected Revenue	56.38%	57.44%	55.27%

An analysis of the mid-year General Fund status reveals that actual revenues are on target and are consistent with revenue projections included in the FY 2016-17 adopted budget overall.

As predicted in the FY 2016-17 adopted budget, there is a spike in secured property taxes and sales and use taxes compared to the prior year's mid-year actuals due to the California Department of Finance's (DOF) unwinding of the "triple-flip" commencing January 1, 2016. In March 2004, the voters of California approved Proposition 57, the California Economic Recovery Bond Act. The measure authorized the issuance of \$15 billion in "Economic Recovery Bonds" to close the state's operating budget deficit. Under Proposition 57, the bonds were repaid from a dedicated 0.25% increase in the state sales and use tax. The city/county portion of the sales and use tax rate imposed Bradley-Burns Uniform Sales Tax law is reduced by 0.25%, such that there is no net impact on the total rate. Cities and counties were reimbursed for the reduced sales and use tax revenue with transfers of state property tax revenues that would otherwise have gone to schools. Schools were made whole from the state general fund and experience no negative impact. This mechanism was referred to as the "triple flip."

2. General Fund Expenditures

General Fund operational expenditures for mid-year are at \$2,147,985 (50.29% of budget) compared to \$2,035,960 (47.91% of budget) in the prior year (2015-16) Mid-Year Budget Review. The table below summarizes departmental expenditures compared with results from the past two Mid-Year Budget Reviews:

<u>Description</u>	<u>2016-17</u>	<u>2015-16</u>	<u>2014-15</u>
Legislative	\$ 30,536	\$ 25,310	\$ 39,294
Administration / Finance	513,881	478,040	428,666
Maintenance - Buildings & Other Parks	71,674	53,210	88,599
Planning & Community Development	150,921	141,511	151,576
General Services	104,627	96,022	89,437
Police	1,081,440	1,069,364	996,943
Library	51,850	55,955	56,473
Engineering	50,479	47,000	45,372
Community Park	92,577	69,548	121,747
Total	<u>\$ 2,147,985</u>	<u>\$ 2,035,960</u>	<u>\$ 2,018,107</u>

3. Status of General Fund City Council-Approved Reserve Assignments

During FY 2015-16 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) of this assigned fund balance \$278,853 remained unspent as of June 30, 2016 and was carried forward into FY 2016-17 to address the City Council-approved specifically identified one-time needs of the City. Expenditures pertaining to the completion of these projects are not reported as part of the operational budget, as they are both out of the ordinary and non-recurring in nature. In the six months ended December 31, 2016, City staff has expended \$42,746 of the outstanding assigned reserve to meet project objectives resulting in a residual assigned fund balance of \$236,107.

The status of each of the one-time projects authorized by the City Council at the February 2, 2016 meeting is summarized as follows:

Project Description	Project Status
1. Exterior repaint of City Hall	Complete
2. Exterior/interior repaint of Endeavor Hall	Complete
3. Refinish oak wood floor at Endeavor Hall	Complete
4. Reseal Endeavor Hall concrete walkway	Complete
5. Ten (10) additional trash receptacles at CCP	Complete
6. Replace three (3) grills at CCP	Complete
7. Clean/reseal two (2) restroom floors at CCP	In Progress
8. Purchase of new public works mini-excavator	Complete
9. Keller outhouse demolition	Complete
10. Police security cameras at entry/exit points of City	In Progress
11. Police labor overlap and training for attrition	Complete
12. Upgrade City website and IT services	In Progress
13. Electronic records management (laserfiche)	Not Started
14. Searchable online municipal code	In Progress

Although it is expected most of these projects will be completed by the close of FY 2016-17, any unexpended balance of these assigned reserves will roll into the following year's budget to properly track these non-recurring project costs separately from ordinary operational appropriations.

4. General Fund Reserves

As reported in the audited financial statements, the General Fund began the current fiscal year with a total (restricted and unrestricted) fund balance of \$5,618,059 on July 1, 2016. At the mid-point of FY 2016-17, the unassigned equity position of the General Fund is approximately **\$5,338,121**.

5. Other Fund Revenues and Expenditures

The following is a mid-year budget-to-actual revenue comparison table of the City's significant Special Revenue and Capital Projects funds:

Fund	Budgeted Revenue FY 2016-17	Mid-Year Actual Revenue	% Realized
Gas Tax	\$ 271,639	\$ 136,724	50.3%
Landscape Maintenance District	1,063,550	589,322	55.4%
The Grove Park	140,550	73,401	52.2%
Oakhurst GHAD	38,674	21,228	54.9%
Street Light Assessment District	127,791	70,082	54.8%
Stormwater Assessment District	125,041	26,916	21.5%
Measure J	1,509,072	33,989	2.3%
Grants	125,940	119,369	94.8%
Capital Improvement Program	2,960,565	340,549	11.5%
Development Impact Fees	8,000	6,420	80.3%
Successor Housing Agency	94,400	91,404	96.8%

Annual revenues of the City's other significant Special Revenue and Capital Projects Funds each appear to be on target as budgeted. Consistent with prior years, Measure J Fund and Stormwater Assessment District Fund revenues are unsurprisingly under budget at mid-year as allocations from the County are annually received subsequent to mid-year.

The following is a mid-year budget-to-actual expenditure comparison table of the City's significant Special Revenue and Capital Projects funds:

Fund	Budgeted Expenditures FY 2016-17	Mid-Year Actual Expenditures	% Realized
Gas Tax	\$ 406,299	\$ 66,946	16.5%
Landscape Maintenance District	1,299,452	442,407	34.0%
The Grove Park	110,497	80,845	73.2%
Oakhurst GHAD	39,360	32,204	81.8%
Street Light Assessment District	143,230	70,746	49.4%
Stormwater Assessment District	216,780	77,054	35.5%
Measure J	2,021,066	336,383	16.6%
Grants	248,211	85,831	34.6%
Capital Improvement Program	2,919,565	301,688	10.3%
Development Impact Fees	75,180	-	0.0%
Successor Housing Agency	10,000	18,275	182.8%

Overall, annual expenditures of the City's other significant Special Revenue and Capital Projects Funds also appear to be on target as budgeted with two exceptions.

6. Notable Exceptions

- A. Mid-year budget-to-actual results of The Grove Park Fund (No. 211) reveal the water services expenditure line item exceeds the adopted budget by \$13,784. This negative variance is attributable to higher than anticipated water consumption at The Grove Park's newly modified spray feature as no historical information was available for FY 2016-17 budget projection purposes. The Grove Park's spray 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.

It is projected the total adopted FY 2016-17 budget for The Grove Park Fund will not be sufficient to cover the spike in the water services expenditure line item. As such, staff recommends a budget amendment to increase FY 2016-17 appropriations of The Grove Park by \$21,500. This appropriation increase will be covered by current year revenues as the FY 2016-17 adopted budget of The Grove Park Fund projected a surplus of \$30,053. 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 spray feature and the adopted budget will be prepared using actual consumption figures, which are now available.

- B. Mid-year budget-to-actual results of the Successor Housing Agency Fund (No. 616) show expenditures for legal services exceed the adopted budget by \$8,275. This negative

variance is attributable to higher than anticipated legal advisory services necessary for affordable housing program compliance during FY 2016-17. The cost for legal services involved with affordable housing compliance is difficult to predict and fluctuates year-to-year depending on the volume and nature of issues impacting the City's affordable housing units. Currently it is projected total adopted FY 2016-17 appropriations of the Successor Housing Agency Fund will not be sufficient to cover the non-recurring spike in demand for legal services. As such, staff recommends a budget amendment to increase FY 2016-17 appropriations of the Successor Housing Agency by \$15,000. This appropriation increase will be covered by current year revenues as the FY 2016-17 adopted budget of the Successor Housing Agency Fund projected a surplus of \$84,400.

7. City Council Direction on Use of FY 2015-16 General Fund Surplus

On November 1, 2016 the Finance Manager and City's independent auditors, Cropper Accountancy Corporation, presented the City's audited CAFR for fiscal year 2015-16. In this presentation, it was highlighted the 2015-16 CAFR reported a General Fund surplus of \$204,902. Following the presentation of the operating and audit results, the City Manager presented a Focus List of specific unmet financial needs of the City that could not be sustained within the operating budget, but could be addressed through City Council assignment of these 2015-16 General Fund excess monies (Attachment 3). The City Council instructed staff to place the disposition of the FY 2015-16 General Fund surplus on a future City Council agenda for consideration.

After further research into the Focus List of unmet needs presented at the November 1, 2016 City Council meeting and utilizing new information available through mid-year of FY 2016-17, the City Manager has prepared an amended "short list" of proposals on how to utilize the FY 2015-16 General Fund surplus for the City Council's consideration (Attachment 4). Of the seven (7) needs communicated in the original Focus List, the City Manager reduced the list to four (4) priority needs and one additional item for consideration. These needs are considered to be the most urgent to addressing ongoing operational objectives and have been deemed by the City Manager to be the priority use of FY 2015-16 General Fund surplus monies.

Of special note on the short list is the request for the City Council to assign \$110,000 in General Fund reserves arising from the FY 2015-16 surplus to address a sizable operational funding gap anticipated in FY 2017-18. This funding gap arises from a reduction to Successor Agency administrative revenues caused by the California Department of Finance's (DOF) new statutory calculation on how much Redevelopment Property Tax Trust Fund monies our General Fund may receive in FY 2017-18. Due to the method by which the administrative revenue cap is now calculated by the DOF, this revenue source is expected to rebound somewhat in FY 2018-19 and in subsequent years. However the City can no longer expect to receive the annual \$250,000 in administrative revenue previously guaranteed under post RDA dissolution law. As communicated previously, at the latest, this revenue source will be suspended entirely upon the maturity of the 2014 Refunding Tax Allocation Bonds in FY 2024-25 (seven years from now) and the corresponding dissolution of the Clayton Successor Agency.

At this point staff seeks City Council approval of the one-time unmet needs summarized in Attachment 4. In doing so, no authorization is granted awarding contracts or the associated allocation of funds. Staff will return to the City Council for formal authorization at a subsequent public meeting.

8. Budget Sub-Committee Review

On February 3, 2017 the City Manager and the Finance Manager met with Vice Mayor Keith Haydon and Council Member Tuija Catalano to review the FY 2016-17 Mid-Year Budget results. The Council Budget Sub-Committee supports the analysis and recommendations herein.

FISCAL IMPACT

The actions recommended to the City Council by staff as outlined above will have the following fiscal impacts, if any:

Recommendation #1

By motion, accept the Mid-Year Budget staff report of the City's General Fund and Special (Restricted-Use) Funds for Fiscal Year 2016-17.

Fiscal Impact: None

Recommendation #2

Adopt the attached Resolution amending the annual operating budget of the City of Clayton for the 2016-2017 fiscal year commencing July 1, 2016.

Fiscal Impact:

1. Increases appropriations of the water services expenditure line item (211-7338-00) of The Grove Park Fund (No. 211) by \$21,500 resulting in total revised and amended fund appropriations of \$131,997.
2. Increases appropriations of the legal services expenditure line item (616-7413-00) of the Successor Housing Fund (No. 616) by \$15,000 resulting in total revised and amended fund appropriations of \$25,000.

Recommendation #3

By motion, approve the assignment of the \$204,902 in FY 2015-16 General Fund surplus for the four (4) stated purposes.

Fiscal Impact: Contingent on direction from the City Council, excess reserves arising from the FY 2015-16 General Fund operating surplus, up to but not to exceed \$204,902, will be assigned for specific unmet financial needs. Assignment of the full FY 2015-16 General Fund operating surplus would result in an unassigned General Fund equity position of

\$5,033,219, which is 1.18 times the size of the adopted General Fund operating budget for FY 2016-17.

- Attachment 1: Mid-Year Budget-to-Actual Schedules [16 pp.]
- Attachment 2: Resolution No. __-2017 – A Resolution Amending the Annual Operating Budget of the City of Clayton for the 2016-2017 Fiscal Year Commencing July 1, 201 [3 pp.]
 - Exhibit A – Fiscal Year 2016-17 Budget Amendment Detail
- Attachment 3: Focus List of Options for Disposition of General Fund Excess Monies (FY 2015-16) [1 pg.]
- Attachment 4: City Manager Amended Recommendation on Options for Disposition of General Fund Excess Monies (FY 2015-16) [1 pg.]

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

		Actual	Budget	Variance (\$)	Budget Realized (%)
101 - General Fund					
Revenues					
101-4101-00	Property Taxes - Secured	972,046	1,756,000	(783,954)	55.36%
101-4102-00	Property Taxes - Unsecured	38,378	40,690	(2,312)	94.32%
101-4103-00	Property Taxes - Unitary Tax	7,694	13,920	(6,226)	55.27%
101-4104-00	Property Taxes - Supplemental	3,422	24,270	(20,848)	14.10%
101-4106-00	Property Taxes - Other	-	10,460	(10,460)	0.00%
101-4108-00	Redevelopment Property Tax Trust Fund - Distribution	185,822	290,000	(104,178)	64.08%
101-4301-00	Sales and Use Tax	232,037	464,400	(232,363)	49.96%
101-4502-00	Real Property Transfer Tax	41,607	78,000	(36,393)	53.34%
101-5101-00	Business Licenses	109,878	136,000	(26,122)	80.79%
101-5103-00	Building Permit Surcharge	36,655	55,000	(18,345)	66.65%
101-5106-00	Engineering Fees	4,882	7,800	(2,918)	62.59%
101-5201-00	Public Safety Allocation	38,531	82,600	(44,069)	46.65%
101-5202-00	Abandoned Veh Abate (AVA)	2,884	4,800	(1,916)	60.08%
101-5203-00	Motor Vehicle In Lieu	5,021	4,600	421	109.15%
101-5205-00	Other In Lieu	157,949	157,950	(1)	100.00%
101-5214-00	Post Reimbursements	1,487	1,000	487	148.70%
101-5217-00	State Mandated Cost Reimbursement	5,082	-	5,082	100.00%
101-5301-00	Planning Fees	6,739	12,200	(5,461)	55.24%
101-5302-00	Police Service Fees	8,153	15,300	(7,147)	53.29%
101-5303-00	City Hall Rental Fees	-	200	(200)	0.00%
101-5304-00	Planning Fees (Public Hearing)	27,470	20,000	7,470	137.35%
101-5306-00	Well Water Usage Charge	13,544	27,940	(14,396)	48.48%
101-5319-00	Miscellaneous City Services	348	500	(154)	69.20%
101-5322-00	City Fiduciary Fund Overhead Recovery	145,653	252,560	(106,907)	57.67%
101-5401-00	Franchises - Comcast Cable	110,085	211,000	(100,915)	52.17%
101-5402-00	Franchises - Garbage Fees	92,954	178,900	(85,946)	51.98%
101-5403-00	Franchises - PG&E	-	113,000	(113,000)	0.00%
101-5404-00	Franchises - Equilon Pipe	14,168	14,010	158	101.13%
101-5405-00	AT&T Mobility Franchise Fees	117	100	17	117.00%
101-5501-00	Fines and Forfeitures	10,852	26,000	(15,148)	41.74%
101-5601-00	Interest	41,265	60,000	(18,735)	68.78%
101-5602-00	Park Use Fee	5,469	43,900	(38,431)	12.46%
101-5603-00	Meeting Room Fee	1,930	4,300	(2,370)	44.88%
101-5608-00	Cattle Grazing Lease Rent	9,787	9,780	7	100.07%
101-5609-00	Cell Tower Lease Rent	19,639	34,040	(14,401)	57.69%
101-5610-00	Fountain Use Fee	377	-	377	100.00%
101-5613-00	Community Gym Facility Use Rent	15,000	30,000	(15,000)	50.00%
101-5701-00	Reimbursements/Refunds	2,000	5,500	(3,500)	36.36%
101-5790-00	Other Revenues	1,536	4,900	(3,364)	31.35%
101-5791-00	Overhead cost recovery	338	1,600	(1,262)	21.13%
101-6002-00	Trx. From Measure J Fund	2,165	4,330	(2,165)	50.00%
101-6004-00	Trx. From Gas Tax	3,615	7,230	(3,615)	50.00%
101-6005-00	Trx. From St. Lights	5,560	11,120	(5,560)	50.00%
101-6006-00	Trx. From GHAD	3,490	6,980	(3,490)	50.00%
101-6007-00	Trx. From Landscape Mtnc.	17,390	34,780	(17,390)	50.00%
101-6011-00	Trx From Grove Park Fund	3,535	7,070	(3,535)	50.00%
101-6016-00	Trx. From Stormwater Asses.	17,945	35,890	(17,945)	50.00%
Total Revenues		2,424,477	4,300,620	(1,876,143)	56.38%

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

	Actual	Budget	Variance (\$)	Budget Realized (%)
Operating Expenses				
101-7115-01	14,645	26,200	11,555	55.90%
101-7220-01	889	1,830	941	48.58%
101-7221-01	1,302	2,610	1,308	49.89%
101-7231-01	1,057	1,220	163	86.64%
101-7232-01	629	1,460	831	43.08%
101-7233-01	598	920	322	65.00%
101-7321-01	-	500	500	0.00%
101-7324-01	5,944	12,600	6,656	47.17%
101-7362-01	1,518	5,000	3,482	30.36%
101-7363-01	133	200	67	66.50%
101-7364-01	69	-	(69)	100.00%
101-7372-01	-	1,000	1,000	0.00%
101-7382-01	200	15,000	14,800	1.33%
101-7419-01	3,552	8,800	5,248	40.36%
Totals for Department(s) 01 - Legislative:	30,536	77,340	46,804	39.48%
101-7111-02	289,973	546,000	256,027	53.11%
101-7218-02	2,528	5,400	2,872	46.81%
101-7220-02	30,764	63,800	33,036	48.22%
101-7221-02	30,595	61,200	30,605	49.99%
101-7231-02	24,527	28,300	3,773	86.67%
101-7232-02	-	2,700	2,700	0.00%
101-7233-02	4,419	8,000	3,581	55.24%
101-7241-02	5,783	10,740	4,957	53.85%
101-7246-02	45,175	90,000	44,825	50.19%
101-7324-02	1,660	2,000	340	83.00%
101-7332-02	3,276	7,800	4,524	42.00%
101-7371-02	-	100	100	0.00%
101-7372-02	30	900	870	3.33%
101-7373-02	34	2,000	1,966	1.70%
101-7411-02	29,137	51,000	21,863	57.13%
101-7413-02	797	6,000	5,203	13.28%
101-7414-02	26,115	27,000	885	96.72%
101-7415-02	10,505	14,200	3,695	73.98%
101-7419-02	7,460	5,610	(1,850)	132.98%
Totals for Department(s) 02 - Admin/Fin:	512,778	932,750	419,972	54.97%

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

	Actual	Budget	Variance (\$)	Budget Realized (%)
101-7111-03 Regular Salaries	6,214	13,300	7,086	48.72%
101-7112-03 Temporary Salaries	649	3,010	2,361	21.56%
101-7218-03 Life and LTD Insurance	50	140	90	35.71%
101-7220-03 PERS Retirement	513	2,100	1,587	24.43%
101-7221-03 PERS Retirement - Unfunded Liability	910	1,500	590	60.67%
101-7231-03 Workers' Compensation	737	850	113	86.71%
101-7232-03 Unemployment Compensation	77	200	123	38.50%
101-7233-03 FICA Taxes	164	430	266	38.14%
101-7246-03 Benefit Insurance	888	2,900	2,232	23.03%
101-7301-03 Recruitment/Pre-employment	213	500	287	42.60%
101-7311-03 General Supplies	3,420	4,600	1,180	74.35%
101-7332-03 Telecommunications	717	2,500	1,783	28.68%
101-7335-03 Gas & Electricity	20,019	39,000	18,981	51.33%
101-7338-03 Water Services	4,617	9,000	4,383	51.30%
101-7341-03 Buildings/Grounds Maintenance	7,216	13,700	6,484	52.67%
101-7342-03 Machinery/Equipment Maintenance	1,211	4,000	2,789	30.28%
101-7343-03 Vehicle Maintenance	5,910	10,000	4,090	59.10%
101-7344-03 Vehicles: Gas, Oil & Supplies	3,814	11,000	7,186	34.67%
101-7346-03 HVAC Mtn & Repairs	2,133	14,000	11,867	15.24%
101-7373-03 Education & Training	1,762	1,500	(262)	117.47%
101-7411-03 Legal Services Retainer	174	10,200	10,026	1.71%
101-7417-03 Janitorial Service	4,598	9,400	4,802	48.91%
101-7419-03 Other Professional Services	400	400	-	100.00%
101-7429-03 Animal/Pest Control Services	4,488	1,850	(2,838)	242.59%
101-7440-03 Tree Trimming Services	1,000	3,000	2,000	33.33%
Totals for Department(s) 03 - Maintenance:	71,674	159,080	87,406	45.06%
101-7111-04 Regular Salaries	88,522	173,000	84,478	51.17%
101-7115-04 Council/Commission Compensation	2,760	7,200	4,440	38.33%
101-7218-04 Life and LTD Insurance	719	1,700	981	42.29%
101-7220-04 PERS Retirement	7,459	16,400	8,941	45.48%
101-7221-04 PERS Retirement - Unfunded Liability	9,764	19,600	9,836	49.82%
101-7231-04 Workers' Compensation	7,800	9,000	1,200	86.67%
101-7232-04 Unemployment Compensation	-	900	900	0.00%
101-7233-04 FICA Taxes	1,091	2,500	1,409	43.64%
101-7241-04 Auto Allowance/Mileage	2,229	4,240	2,011	52.57%
101-7246-04 Benefit Insurance	13,873	35,000	21,127	39.64%
101-7323-04 Books/Periodicals	-	500	500	0.00%
101-7324-04 Dues and Subscriptions	-	680	680	0.00%
101-7332-04 Telecommunications	315	700	385	45.00%
101-7371-04 Travel	169	100	(69)	169.00%
101-7372-04 Conferences/Meetings	450	500	50	90.00%
101-7373-04 Education & Training	1,386	1,500	114	92.40%
101-7384-04 Legal Notices	1,600	2,500	900	64.00%
101-7411-04 Legal Services Retainer	12,784	20,400	7,616	62.67%
Totals for Department(s) 04 - Community Dev:	150,921	296,420	145,499	50.91%
101-7231-05 Workers' Compensation	1,790	960	(830)	186.46%
101-7247-05 OPEB Contributions (Health Plan)	4,050	8,500	4,450	47.65%
101-7301-05 Recruitment/Pre-employment	25	1,000	975	2.50%
101-7312-05 Office Supplies/Expense	3,027	7,000	3,973	43.24%
101-7314-05 Postage	2,130	4,500	2,370	47.33%
101-7321-05 Printing and Binding	481	500	19	96.20%
101-7331-05 Rentals/Leases	5,647	11,000	5,353	51.34%
101-7332-05 Telecommunications	1,958	3,000	1,042	65.27%
101-7351-05 Insurance Premiums	78,340	78,500	160	99.80%
101-7364-05 Employee Recognition	747	1,500	753	49.80%
101-7381-05 Property Tax Admin. Costs	2,597	8,000	5,403	32.46%
101-7415-05 Computer/IT Services	80	3,000	2,920	2.67%
101-7419-05 Other Professional Services	3,403	10,000	6,597	34.03%
101-7420-05 Administrative Costs	1,026	2,600	1,574	39.46%
Totals for Department(s) 05 - General Support:	105,301	140,060	34,759	75.18%

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

	Actual	Budget	Variance (\$)	Budget Realized (%)
101-7111-06 Regular Salaries	443,354	943,118	499,764	47.01%
101-7113-06 Overtime	43,979	100,862	56,903	43.59%
101-7116-06 Part-time Salaries	1,594	4,200	2,606	37.95%
101-7218-06 Life and LTD Insurance	3,871	9,500	5,629	40.75%
101-7219-06 Deferred Compensation Retirement	1,467	2,730	1,263	53.74%
101-7220-06 PERS Retirement	64,312	140,730	76,418	45.70%
101-7221-06 PERS Retirement - Unfunded Liability	127,135	254,270	127,135	50.00%
101-7231-06 Workers' Compensation	43,508	50,200	6,692	86.67%
101-7232-06 Unemployment Compensation	775	5,600	4,825	13.84%
101-7233-06 FICA Taxes	7,851	15,500	7,649	50.65%
101-7241-06 Auto Allowance/Mileage	2,391	4,440	2,049	53.85%
101-7242-06 Uniform Allowance	4,050	9,000	4,950	45.00%
101-7246-06 Benefit Insurance	60,443	164,000	103,557	36.86%
101-7301-06 Recruitment/Pre-employment	1,043	5,000	3,957	20.86%
101-7311-06 General Supplies	9,145	10,000	855	91.45%
101-7312-06 Office Supplies/Expense	2,724	2,500	(224)	108.96%
101-7313-06 Small Tools and Equipment	108	-	(108)	100.00%
101-7314-06 Postage	-	500	500	0.00%
101-7324-06 Dues and Subscriptions	3,293	7,000	3,707	47.04%
101-7325-06 EBRCSA System Subscription	8,900	9,000	100	98.89%
101-7332-06 Telecommunications	4,223	10,000	5,777	42.23%
101-7341-06 Buildings/Grounds Maintenance	479	-	(479)	100.00%
101-7342-06 Machinery/Equipment Maintenance	287	2,500	2,213	11.48%
101-7343-06 Vehicle Maintenance	10,787	22,930	12,143	47.04%
101-7344-06 Vehicles: Gas, Oil & Supplies	12,070	30,000	17,930	40.23%
101-7345-06 Office Equip-Maint/Repairs	575	2,200	1,625	26.14%
101-7363-06 Business Meeting Expense	-	200	200	0.00%
101-7364-06 Employee Recognition	429	1,500	1,071	28.60%
101-7365-06 CC Volunteer Recognition	-	500	500	0.00%
101-7371-06 Travel	242	-	(242)	100.00%
101-7373-06 Education & Training	5,123	10,000	4,877	51.23%
101-7408-06 Crossing guard services	3,920	10,000	6,080	39.20%
101-7411-06 Legal Services Retainer	5,083	20,400	15,317	24.92%
101-7413-06 Legal Services	1,387	5,000	3,613	27.74%
101-7417-06 Janitorial Service	1,358	3,000	1,642	45.27%
101-7419-06 Other Professional Services	1,500	8,500	7,000	17.65%
101-7424-06 Dispatch Services	120,537	241,100	120,563	49.99%
101-7425-06 Crime Lab	4,289	30,000	25,711	14.30%
101-7426-06 Jail Booking Fee	-	2,300	2,300	0.00%
101-7427-06 CAL ID	13,470	12,900	(570)	104.42%
101-7429-06 Animal/Pest Control Services	32,397	66,300	33,903	48.86%
101-7433-06 Integrated Justice System	8,770	11,600	2,830	75.60%
101-7486-06 CERF Charges	25,000	25,000	-	100.00%
Totals for Department(s) 06 - Police:	1,081,869	2,254,100	1,172,231	48.00%

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

	Actual	Budget	Variance (\$)	Budget Realized (%)
101-7111-07 Regular Salaries	4,046	9,400	5,354	43.04%
101-7112-07 Temporary Salaries	49	1,600	1,551	3.08%
101-7218-07 Life and LTD Insurance	34	100	66	34.00%
101-7220-07 PERS Retirement	528	1,500	972	35.20%
101-7221-07 PERS Retirement - Unfunded Liability	368	1,100	732	33.45%
101-7231-07 Workers' Compensation	520	600	80	86.67%
101-7232-07 Unemployment Compensation	50	200	150	25.00%
101-7233-07 FICA Taxes	68	300	232	22.67%
101-7246-07 Benefit Insurance	889	2,000	1,111	44.45%
101-7332-07 Telecommunications	1,059	3,600	2,541	29.42%
101-7335-07 Gas & Electricity	20,503	43,100	22,597	47.57%
101-7338-07 Water Services	820	1,800	980	45.56%
101-7341-07 Buildings/Grounds Maintenance	3,464	12,000	8,536	28.87%
101-7346-07 HVAC Mtn & Repairs	2,814	8,900	6,086	31.82%
101-7417-07 Janitorial Service	14,467	31,000	16,533	46.67%
101-7423-07 Library Additional Hours	-	11,600	11,600	0.00%
101-7429-07 Animal/Pest Control Services	571	1,400	829	40.79%
101-7440-07 Tree Trimming Services	1,600	2,000	400	80.00%
Totals for Department(s) 07 - Library:	51,850	132,200	80,350	39.22%
101-7324-08 Dues and Subscriptions	309	1,400	1,091	22.07%
101-7410-08 Professional Engineering Services	48,262	90,000	41,738	53.82%
101-7411-08 Legal Services Retainer	1,866	-	(1,866)	100.00%
101-7412-08 Engineering Inspection Service	42	800	758	5.25%
Totals for Department(s) 08 - Engineering:	50,479	92,200	41,721	54.75%
101-7111-09 Regular Salaries	15,268	35,000	19,732	43.62%
101-7112-09 Temporary Salaries	11,280	14,000	2,720	80.57%
101-7113-09 Overtime	292	2,000	1,708	14.60%
101-7218-09 Life and LTD Insurance	134	400	266	33.50%
101-7220-09 PERS Retirement	1,934	5,400	3,466	35.81%
101-7221-09 PERS Retirement - Unfunded Liability	2,224	4,000	1,776	55.60%
101-7231-09 Workers' Compensation	2,167	2,500	333	86.68%
101-7232-09 Unemployment Compensation	208	700	492	29.71%
101-7233-09 FICA Taxes	526	1,600	1,074	32.88%
101-7246-09 Benefit Insurance	3,109	7,400	4,291	42.01%
101-7311-09 General Supplies	812	14,000	13,188	5.80%
101-7331-09 Rentals/Leases	-	500	500	0.00%
101-7335-09 Gas & Electricity	707	1,700	993	41.59%
101-7338-09 Water Services	40,630	76,100	35,470	53.39%
101-7341-09 Buildings/Grounds Maintenance	1,028	2,400	1,372	42.83%
101-7417-09 Janitorial Service	6,197	13,500	7,303	45.90%
101-7429-09 Animal/Pest Control Services	3,811	3,600	(211)	105.86%
101-7440-09 Tree Trimming Services	2,250	2,000	(250)	112.50%
Totals for Department(s) 09 - Comm. Park:	92,577	186,800	94,223	49.56%
Total Operating Expenses	2,147,985	4,270,950	2,122,965	50.29%
NET OPERATING SURPLUS/(DEFICIT)	276,492	29,670		
BEGINNING FUND BALANCE	5,338,206	5,338,206		
ENDING FUND BALANCE	5,615,698	5,368,876		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

	Actual	Budget	Variance (\$)	Budget Realized (%)
201 - Gas Tax Fund				
Revenues				
201-4607-00 Street Light Assessment	18,647	32,400	(13,753)	57.55%
201-5209-00 State Gasoline 2105	32,005	70,501	(38,496)	45.40%
201-5210-00 State Gasoline 2106	23,282	39,212	(15,930)	59.37%
201-5211-00 State Gasoline 2107	38,683	97,902	(59,219)	39.51%
201-5212-00 State Gasoline 2107.5	3,000	3,000	-	100.00%
201-5216-00 State Gasoline 2103	20,051	26,624	(6,573)	75.31%
201-5601-00 Interest	1,056	2,000	(944)	52.80%
Total Revenues	136,724	271,639	(134,915)	50.33%
Operating Expenses				
201-7111-00 Regular Salaries	2,789	25,000	22,211	11.16%
201-7112-00 Temporary Salaries	2,563	4,500	1,937	56.96%
201-7113-00 Overtime	2,036	-	(2,036)	100.00%
201-7218-00 Life and LTD Insurance	24	300	276	8.00%
201-7220-00 PERS Retirement	371	4,000	3,629	9.28%
201-7221-00 PERS Retirement - Unfunded Liability	278	3,000	2,722	9.27%
201-7231-00 Workers' Compensation	1,300	1,500	200	86.67%
201-7232-00 Unemployment Compensation	37	400	363	9.25%
201-7233-00 FICA Taxes	44	700	656	6.29%
201-7246-00 Benefit Insurance	621	6,000	5,379	10.35%
201-7301-00 Recruitment/Pre-employment	38	-	(38)	100.00%
201-7311-00 General Supplies	448	12,000	11,552	3.73%
201-7324-00 Dues and Subscriptions	-	1,500	1,500	0.00%
201-7327-00 Arterial Street Light Supplies	-	1,500	1,500	0.00%
201-7335-00 Gas & Electricity	24,508	47,500	22,992	51.60%
201-7340-00 Traffic Safety Supplies	-	500	500	0.00%
201-7349-00 Traffic Signal Maintenance	12,385	15,000	2,615	82.57%
201-7350-00 Pavement Repairs/Maintenance	5,299	-	(5,299)	100.00%
201-7381-00 Property Tax Admin. Costs	150	300	150	50.00%
201-7419-00 Other Professional Services	2,540	4,440	1,900	57.21%
201-7486-00 CERF Charges	1,900	1,900	-	100.00%
201-8101-00 Transfer To General Fund	3,615	7,230	3,615	50.00%
201-8111-00 Transfer to CIP Fund	6,000	269,029	263,029	2.23%
Total Operating Expenses	66,946	406,299	339,353	16.48%
BEGINNING FUND BALANCE	108,845	108,845		
NET OPERATING SURPLUS/(DEFICIT)	69,778	(134,660)		
ENDING FUND BALANCE	178,623	(25,815)		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

	Actual	Budget	Variance (\$)	Budget Realized (%)
210 - Landscape Maintenance CFD				
Revenues				
210-4604-00 Clayton LMD Assessment	582,998	1,057,550	(474,552)	55.13%
210-5601-00 Interest	6,324	6,000	324	105.40%
Total Revenues	589,322	1,063,550	(474,228)	55.41%
Operating Expenses				
210-7111-00 Regular Salaries	87,587	209,000	121,413	41.91%
210-7112-00 Temporary Salaries	74,400	87,000	12,600	85.52%
210-7113-00 Overtime	326	1,000	674	32.60%
210-7218-00 Life and LTD Insurance	801	1,600	799	50.06%
210-7220-00 PERS Retirement	12,059	24,680	12,621	48.86%
210-7221-00 PERS Retirement - Unfunded Liability	10,889	18,320	7,431	59.44%
210-7231-00 Workers' Compensation	11,934	13,300	1,366	89.73%
210-7232-00 Unemployment Compensation	1,183	4,200	3,017	28.17%
210-7233-00 FICA Taxes	2,757	9,000	6,243	30.63%
210-7246-00 Benefit Insurance	19,878	34,000	14,122	58.46%
210-7301-00 Recruitment/Pre-employment	-	1,000	1,000	0.00%
210-7311-00 General Supplies	17,470	49,100	31,630	35.58%
210-7316-00 Landscape Replacement	12,552	20,000	7,448	62.76%
210-7335-00 Gas & Electricity	14,302	22,700	8,398	63.00%
210-7338-00 Water Services	78,863	105,100	26,237	75.04%
210-7341-00 Buildings/Grounds Maintenance	5,425	19,800	14,375	27.40%
210-7342-00 Machinery/Equipment Maintenance	5,641	21,900	16,259	25.76%
210-7343-00 Vehicle Maintenance	9,673	17,400	7,727	55.59%
210-7344-00 Vehicle Gas, Oil, and Supplies	6,914	11,300	4,386	61.19%
210-7381-00 Property Tax Admin. Costs	2,054	3,900	1,846	52.67%
210-7411-00 Legal Services Retainer	717	1,500	783	47.80%
210-7419-00 Other Professional Services	3,930	6,360	2,430	61.79%
210-7429-00 Animal/Pest Control Services	3,095	5,000	1,905	61.90%
210-7440-00 Tree Trimming Services	9,950	25,000	15,050	39.80%
210-7445-00 Weed Abatement Services	10,000	107,000	97,000	9.35%
210-7486-00 CERF Charges/Depreciation	14,500	14,500	-	100.00%
210-7520-00 Landscape Projects	4,400	427,200	422,800	1.03%
210-7615-00 CCC Property Tax	2,709	2,900	191	93.41%
210-8101-00 Transfer To General Fund	17,390	34,780	17,390	50.00%
210-8113-00 Transfer to Stormwater Fund	1,008	912	(96)	110.53%
Total Operating Expenses	442,407	1,299,452	857,045	34.05%
BEGINNING FUND BALANCE	986,767	986,767		
NET OPERATING SURPLUS/(DEFICIT)	146,915	(235,902)		
ENDING FUND BALANCE	1,133,682	750,865		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

		Actual	Budget	Variance (\$)	Budget Realized (%)
211 - The Grove Park CFD 2006-1					
Revenues					
211-4613-00	Clayton DT Park Assessment	69,572	126,350	(56,778)	55.06%
211-5601-00	Interest	1,848	3,200	(1,352)	57.75%
211-5602-00	Park Use Fee	1,981	1,000	981	198.10%
211-5702-00	Donations/Contributions	-	10,000	(10,000)	0.00%
Total Revenues		73,401	140,550	(67,149)	52.22%
Operating Expenses					
211-7111-00	Regular Salaries	9,670	20,000	10,330	48.35%
211-7112-00	Temporary Salaries	8,258	17,000	8,742	48.58%
211-7218-00	Life and LTD Insurance	86	190	104	45.26%
211-7220-00	PERS Retirement	1,218	3,000	1,782	40.60%
211-7221-00	PERS Retirement - Unfunded Liability	1,613	2,200	587	73.32%
211-7231-00	Workers' Compensation	1,647	1,900	253	86.68%
211-7232-00	Unemployment Compensation	138	800	662	17.25%
211-7233-00	FICA Taxes	392	1,587	1,175	25.02%
211-7246-00	Benefit Insurance	1,921	4,100	2,179	46.85%
211-7311-00	General Supplies	1,081	5,750	4,669	18.80%
211-7331-00	Rentals/leases	-	500	500	0.00%
211-7335-00	Gas & Electricity	782	1,900	1,118	41.16%
211-7338-00	Water Services	21,284	7,500	(13,784)	283.79%
211-7341-00	Buildings/Grounds Maintenance	2,045	5,860	3,815	34.90%
211-7342-00	Machinery/Equipmt Maintenance	-	800	800	0.00%
211-7343-00	Vehicle Maintenance	-	1,000	1,000	0.00%
211-7344-00	Vehicle Gas, Oil and Supplies	-	1,500	1,500	0.00%
211-7381-00	Property Tax Admin. Costs	2,056	3,820	1,764	53.82%
211-7413-00	Legal Services	-	1,000	1,000	0.00%
211-7417-00	Janitorial Services	7,298	13,400	6,102	54.46%
211-7419-00	Other Professional Services	2,276	4,530	2,254	50.24%
211-7429-00	Animal/Pest Control Services	-	1,000	1,000	0.00%
211-7440-00	Tree Trimming Services	1,400	1,500	100	93.33%
211-7485-00	Capital Outlay - Equipment & Machinery	11,563	-	(11,563)	100.00%
211-7486-00	CERF Charges	2,100	2,100	-	100.00%
211-7615-00	CCC Property Tax	482	510	28	94.51%
211-8101-00	Transfer To General Fund	3,535	7,070	3,535	50.00%
Total Operating Expenses		80,845	110,497	29,652	73.16%
BEGINNING FUND BALANCE		288,657	288,657		
NET OPERATING SURPLUS/(DEFICIT)		(7,444)	30,053		
ENDING FUND BALANCE		281,213	318,710		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

		Actual	Budget	Variance (\$)	Budget Realized (%)
212 - Oakhurst GHAD					
Revenues					
212-4606-00	Oakhurst GHAD Assessment	21,119	38,424	(17,305)	54.96%
212-5601-00	Interest	109	250	(141)	43.60%
Total Revenues		21,228	38,674	(17,446)	54.89%
Operating Expenses					
212-7314-00	Postage	-	700	700	0.00%
212-7351-00	Liability Insurance	16,364	16,110	(254)	101.58%
212-7381-00	Property Tax Admin. Costs	-	1,200	1,200	0.00%
212-7384-00	Legal Notices	-	100	100	0.00%
212-7389-00	Misc. Expense	117	270	153	43.33%
212-7411-00	Legal Services Retainer	325	-	(325)	100.00%
212-7412-00	Engineering/Inspection Service	3,327	3,000	(327)	110.90%
212-7413-00	Legal Services	-	1,000	1,000	0.00%
212-7520-00	Projects	8,581	10,000	1,419	85.81%
212-8101-00	Transfer To General Fund	3,490	6,980	3,490	50.00%
Total Operating Expenses		32,204	39,360	7,156	81.82%
BEGINNING FUND BALANCE		34,238	34,236		
NET OPERATING SURPLUS/(DEFICIT)		(10,976)	(686)		
ENDING FUND BALANCE		23,262	33,552		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

		Actual	Budget	Variance (\$)	Budget Realized (%)
214 - Street Lighting Assessment					
Revenues					
214-4607-00	Street Light Assessment	69,295	125,991	(56,696)	55.00%
214-5601-00	Interest	787	1,800	(376)	43.72%
Total Revenues		70,082	127,791	(57,072)	54.84%
Operating Expenses					
214-7113-00	Overtime	7,216	14,000	6,784	51.54%
214-7311-00	General Supplies	475	4,000	3,525	11.88%
214-7335-00	Gas & Electricity	57,295	108,700	51,405	52.71%
214-7381-00	Property Tax Admin. Costs	-	3,680	3,680	0.00%
214-7389-00	Misc. Expense	-	330	330	0.00%
214-7412-00	Engineering/Inspection Service	-	1,200	1,200	0.00%
214-7419-00	Other Professional Services	200	200	-	100.00%
214-8101-00	Transfer To General Fund	5,560	11,120	5,560	50.00%
Total Operating Expenses		70,746	143,230	72,484	49.39%
BEGINNING FUND BALANCE		124,410	124,410		
NET OPERATING SURPLUS/(DEFICIT)		(664)	(15,439)		
ENDING FUND BALANCE		123,746	108,971		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

		Actual	Budget	Variance (\$)	Budget Realized (%)
216 - Stormwater Assessment					
Revenues					
216-4602-00	Stormwater Assessment	1,716	81,943	(80,227)	2.09%
216-4603-00	Stormwater O&M Annual Fee	4,060	2,376	1,684	170.88%
216-5324-00	Street Sweeping Fees	19,399	38,310	(18,911)	50.64%
216-5601-00	Interest	733	1,500	(767)	48.87%
216-6007-00	Trx. From Landscape Mtnc.	1,008	912	96	110.53%
Total Revenues		26,916	125,041	(98,125)	21.53%
Operating Expenses					
216-7111-00	Regular Salaries	14,271	35,500	21,229	40.20%
216-7112-00	Temporary Salaries	10,647	10,930	283	97.41%
216-7218-00	Life and LTD Insurance	133	350	217	38.00%
216-7220-00	PERS Retirement	2,151	5,500	3,349	39.11%
216-7221-00	PERS Retirement - Unfunded Liability	1,013	4,100	3,087	24.71%
216-7231-00	Workers' Compensation	2,089	2,410	321	86.68%
216-7232-00	Unemployment Compensation	199	640	441	31.09%
216-7233-00	FICA Taxes	276	1,350	1,074	20.44%
216-7246-00	Benefit Insurance	3,701	7,500	3,799	49.35%
216-7311-00	General Supplies	638	8,600	7,962	7.42%
216-7373-00	Education & Training	-	500	500	0.00%
216-7389-00	Misc. Expense	16	500	484	3.20%
216-7409-00	Street Sweeping	3,500	44,100	40,600	7.94%
216-7412-00	Engineering/Inspection Service	671	5,000	4,329	13.42%
216-7419-00	Other Professional Services	7,180	36,510	29,330	19.87%
216-7481-00	Permit Fees	8,980	10,000	1,020	89.80%
216-7486-00	CERF Charges	2,900	2,900	-	100.00%
216-7520-00	Projects	744	4,500	3,756	16.53%
216-8101-00	Transfer To General Fund	17,945	35,890	17,945	50.00%
Total Operating Expenses		77,054	216,780	139,726	35.54%
BEGINNING FUND BALANCE		121,602	121,602		
NET OPERATING SURPLUS/(DEFICIT)		(50,138)	(91,739)		
ENDING FUND BALANCE		71,464	29,863		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

		Actual	Budget	Variance (\$)	Budget Realized (%)
220 - Measure J Fund					
Revenues					
220-5220-00	Restricted Grants	-	1,200,000	(1,200,000)	0.00%
220-5223-00	Measure J Funds	2,471	277,995	(275,524)	0.89%
220-5225-00	Measure J Program 28a	29,417	30,327	(910)	97.00%
220-5601-00	Interest	2,101	750	1,351	280.13%
Total Revenues		33,989	1,509,072	(1,475,083)	2.25%
Operating Expenses					
220-7385-00	TRANSPAC Fees	22,849	23,500	651	97.23%
220-7419-00	Other Professional Services	-	2,000	2,000	0.00%
220-8101-00	Transfer To General Fund	2,165	4,330	2,165	50.00%
220-8111-00	Transfer to CIP Fund	311,369	1,991,236	1,679,867	15.64%
Total Operating Expenses		336,383	2,021,066	1,684,683	16.64%
BEGINNING FUND BALANCE		521,687	521,687		
NET OPERATING SURPLUS/(DEFICIT)		(302,394)	(511,994)		
ENDING FUND BALANCE		219,293	9,693		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

		Actual	Budget	Variance (\$)	Budget Realized (%)
230 - Restricted Grants					
Revenues					
230-5220-00	Restricted Grants	117,082	121,100	(4,018)	96.68%
230-5222-00	Avoid the 25 Grant	-	2,000	(2,000)	0.00%
230-5601-00	Interest Income	2,287	2,840	(553)	80.53%
Total Revenues		119,369	125,940	(6,571)	94.78%
Operating Expenses					
230-7111-00	Regular Salaries	33,570	72,000	38,430	46.63%
230-7113-00	Overtime	18,038	10,000	(8,038)	180.38%
230-7218-00	Life and LTD Insurance	283	700	417	40.43%
230-7220-00	PERS Retirement	3,923	8,000	4,077	49.04%
230-7231-00	Workers' Compensation	3,163	3,850	487	86.66%
230-7232-00	Unemployment Compensation	-	440	440	0.00%
230-7233-00	FICA Taxes	598	1,010	414	59.01%
230-7242-00	Uniform Allowance	450	900	450	50.00%
230-7246-00	Benefit Insurance	1,886	21,300	19,414	8.85%
230-7311-00	General Supplies	4,153	-	(4,153)	100.00%
230-7342-00	Machinery/Equipment Maintenance	5,912	-	(5,912)	100.00%
230-7371-00	Travel	644	-	(644)	100.00%
230-7373-00	Education & Training	1,856	-	(1,856)	100.00%
230-7411-00	Professional Services Retainer (Legal)	106	-	(106)	100.00%
230-7420-00	Administrative Costs	72	-	(72)	100.00%
230-7485-00	Capital Equipment	3,733	106,953	103,220	3.49%
230-7520-00	Projects	7,446	23,258	15,812	32.01%
Total Operating Expenses		85,831	248,211	162,380	34.58%
BEGINNING FUND BALANCE		322,724	322,724		
NET OPERATING SURPLUS/(DEFICIT)		33,538	(122,271)		
ENDING FUND BALANCE		356,262	200,453		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

	Actual	Budget	Variance (\$)	Budget Realized (%)
303 - Capital Improvements Fund				
Revenues				
303-5601-00 Interest	11,180	-	11,180	100.00%
303-5701-00 Reimbursements/Refunds	12,000	-	12,000	100.00%
303-5220-00 Restricted Grants	-	1,900,300	(1,900,300)	0.00%
303-6002-00 Trx. From Measure J Fund	311,369	791,236	(479,867)	39.35%
303-6004-00 Trx. From Gas Tax Fund	6,000	269,029	(263,029)	2.23%
Total Revenues	340,549	2,960,565	(2,620,016)	11.50%
Operating Expenses				
303-7520-00 CIP Project Expenses	301,688	2,919,565	2,617,877	10.33%
Total Operating Expenses	301,688	2,919,565	2,617,877	10.33%
BEGINNING FUND BALANCE	1,597,677	1,597,677		
NET OPERATING SURPLUS/(DEFICIT)	38,861	41,000		
ENDING FUND BALANCE	1,636,538	1,638,677		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

		Actual	Budget	Variance (\$)	Budget Realized (%)
304 - Clayton Development Impact Fees					
Revenues					
304-5314-00	Off Site Improvement Fees	1,456	-	1,456	100.00%
304-5317-00	Fire Protection Fees	176	-	176	100.00%
304-5323-00	Community Facilities Fees	450	-	450	100.00%
304-5601-00	Interest	4,338	8,000	(3,662)	54.23%
Total Revenues		6,420	8,000	(1,580)	80.25%
Operating Expenses					
304-7313-00	Small Tools and Equipment	-	30,000	30,000	0.00%
304-7485-00	Capital Equipment	-	45,000	45,000	0.00%
304-7612-00	Interest Expense	-	180	-	-
Total Operating Expenses		-	75,180	75,000	0.00%
BEGINNING FUND BALANCE		611,214	611,214		
NET OPERATING SURPLUS/(DEFICIT)		6,420	(67,180)		
ENDING FUND BALANCE		617,634	544,034		

City of Clayton
Budget-to-Actual Report
For Six Month Period Ending December 31, 2016

	Actual	Budget	Variance (\$)	Budget Realized (%)
616 - Successor Housing Agency				
Revenues				
616-4110-00 Program Revenue	86,400	86,400	-	100.00%
616-5601-00 Interest	5,004	8,000	2,996	62.55%
Total Revenues	91,404	94,400	2,996	96.83%
Operating Expenses				
616-7411-00 Legal Services Retainer	335	-	(335)	100.00%
616-7413-00 Legal Services	17,940	10,000	(7,940)	179.40%
Total Operating Expenses	18,275	10,000	(8,275)	182.75%
BEGINNING FUND BALANCE	4,295,174	4,295,174		
NET OPERATING SURPLUS/(DEFICIT)	73,129	84,400		
ENDING FUND BALANCE	4,368,303	4,379,574		

RESOLUTION NO. ___ - 2017

**A RESOLUTION AMENDING
THE ANNUAL OPERATING BUDGET OF
THE CITY OF CLAYTON FOR THE 2016-2017 FISCAL YEAR
COMMENCING JULY 1, 2016**

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

WHEREAS, on June 7, 2016 the City Manager and the Finance Manager did prepare, submit and present to the Clayton City Council the proposed budgets for operation of the City of Clayton in Fiscal Year 2016-17 commencing July 1, 2016; and

WHEREAS, on June 21, 2016, a Public Hearing was set and duly held on the proposed budgets whereat opportunities were provided accordingly for members of the public to offer comments and provide input on the fiscal plans presented; and

WHEREAS, on June 21, 2016, following Public Hearing the City Council did adopt a Resolution approving the budget for operation of the City of Clayton in Fiscal Year 2015-17; and

WHEREAS, following the Finance Manager's Mid-Year Budget Report, the City Manager has recommended amendments to the City of Clayton Adopted Budget for Fiscal Year 2016-17; and

WHEREAS, the amendments reflect the updated fund balances available as determined in audited comprehensive annual financial report of the City of Clayton for the year ended June 30, 2016; and

NOW, THEREFORE, BE IT RESOLVED the City Council of Clayton, California does hereby resolve as follows:

Section 1. Approves the recommendations of the City Manager with regard to amendments to the City's Budget for Fiscal Year 2016-17, as shown in Exhibit A.

Section 2. This Resolution shall become effective immediately upon its passage and adoption.

PASSED, APPROVED AND ADOPTED by the City Council of Clayton, California during a public hearing at a regular public meeting thereof held on the 21st day of February 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

THE CITY COUNCIL OF CLAYTON, CA

Jim Diaz, Mayor

ATTEST:

Janet Brown, City Clerk

Exhibit A

Fiscal Year 2016-17 City Budget Amendment Detail

STAFF RECOMMENDATIONS

The Grove Park Special Revenue Fund Appropriations

1. Water Services (211-7338-00): \$21,500

Successor Housing Agency Special Revenue Fund Appropriations

2. Special Legal Services (616-7413-00): \$15,000

OPTIONS FOR DISPOSITION OF GENERAL FUND EXCESS MONIES
FY 2015-16

A. Excess Revenues Available: **\$204,902**

B. Options for Consideration:

EXPENDITURE	AMOUNT	COMMENTS
Replenish Internal Service Fund (Fund has no revenue source)	\$26,000	Ending balance will be \$38,000; incurs annual expense of \$13,000. Pays \$5,000 deductible on each liability claim, and City's Employee Assistance/Wellness Program.
Augment Capital Equipment Replacement Fund (CERF)	?	Current cash balance is \$132,000. New Police SUVs now cost \$48,000 ea.
FY 2017-18 Successor Agency Admin. Fee Gap	\$110,000	DOF altered calculation on how much RPTTF monies the General Fund will receive next fiscal year.
Replace car video equipment in 6 police patrol cars.	\$17,040	Current equipment antiquated; Taser Co. hardware cost of \$3,000 + 5 years of tape storage expense.
Police Training	\$5,000	Supplemental training funds for newer patrol force.
Police Cadet Training	\$2,000	Cadets receive little to no training for working special events.
Reserve Buffer for unavoidable CalPERS pension rates (FY 2017-18)	\$39,000	CalPERS ratcheting up rates to address unfunded liabilities in pension system. Amount is expected GF increase next fiscal year.
SUB-TOTAL:	\$199,040	

DATE: 26 OCTOBER 2016

AMENDED RECOMMENDATION**OPTIONS FOR DISPOSITION OF GENERAL FUND EXCESS MONIES**
FY 2015-16A. Excess Revenues Available: **\$204,902**

B. Options for Consideration:

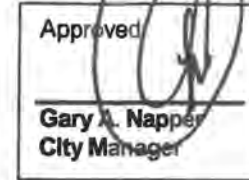
EXPENDITURE	AMOUNT	COMMENTS
FY 2017-18 Successor Agency Admin. Fee Gap	\$110,000	DOF altered calculation on how much RPTTF monies the General Fund will receive next fiscal year.
Prepare Bid Specifications and Drawings Replace failing and failed City Hall commercial AC Unit and Heater (1998 vintage)	\$ 7,950	Quote tendered by Diseno Group. (no in-house expertise to prepare) * Employee work environment issue *
Replace AC Unit for City Hall (25 ton York package – 5 units) 19 yrs. old; service life of 15 years	\$ 61,500	Commercial AC Unit – 5 compressors (estimate by Marken Mechanical Services in August 2016) Cost to Repair 3 failed compressors: \$10,400
Replace Heater Unit - City Hall (637,000 BTU Boiler) 19 years old; service life of 25 years.	\$ 23,875	Commercial Heating Unit (estimate by Marken Mechanical Services in July 2016) Cost to Repair: Re-tube Leaking Boiler: \$10,900
Sub-Total:	\$ 203,325	
Reserve Buffer for unavoidable CalPERS pension rates (FY 2017-18)	\$39,000	CalPERS ratcheting up rates to address unfunded liabilities in pension system. Expectant GF increase next fiscal year.
TOTAL:	\$242,325	

DATE: 17 February 2017



Agenda Date: 2-21-2017

Agenda Item: 8b



STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: RICK ANGRISANI, CITY ENGINEER

DATE: FEBRUARY 21, 2017

SUBJECT: CONSIDER A RESOLUTION ADDING THE EL PORTAL DRIVE RESTORATION PROJECT TO THE CITY'S CAPITAL IMPROVEMENT PROGRAM (CIP) AS PROJECT NO. 10439, AND TRANSFERRING MEASURE J PER CAPITA FUNDS (LSM & CO-OP) FROM THE 2016 ARTERIAL REHABILITATION PROJECT (CIP #10437) AND \$20,000 FROM THE ADA SIDEWALK/PARKING IMPROVEMENTS FUND (CIP #10394A)

RECOMMENDATION

Approve attached Resolution.

BACKGROUND

The pavement on El Portal Drive was last overlaid in 2004. While portions of the pavement remain in good condition (PCI of 65), the first 900 feet east from Regency Drive has failed and needs 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.

Since Uretek USA ("Uretek") was onsite working on the 2016 Arterial Rehabilitation project, staff decided to have the area beneath the pavement investigated. Uretek found there were significant voids under the street pavement. Uretek estimated its cost of stabilizing the subgrade materials to be approximately \$31,000. Staff determined the necessity to utilize some of the \$433,000 in Measure J per capita funds (LSM & Co-op) ["Measure J"] left over from the stabilizing portion of the Arterial Project and authorized Uretek to proceed with similar polymer injections into El Portal Drive. The work went well, however the subgrade voids were even larger than anticipated and required an additional \$23,000 in materials. This brought the total remedial cost for the stabilization to approximately \$54,000. This roadway rehabilitation repair left approximately \$379,000 in available Measure J funding.

NEW PROPOSED CAPITAL PROJECT

Now that the subgrade has been stabilized, staff is proposing a new capital improvement project, the El Portal Drive Restoration Project (CIP #10439), to reconstruct the surface improvements, namely the pavement and sidewalk areas. We have estimated the total cost of the additional work at \$250,000 including the construction of a safety rail along the back of sidewalk where the ground drops steeply into the adjoining creek. Since we are repaving the entire width of this segment of the street, the City is also required by recent state law to reconstruct the handicap ramps at each of the intersections along the project length (8 total) to meet current ADA requirements. It is recommended that this component of the new project be funded by the annual set-aside monies in CIP No. 10394A, ADA Sidewalk/Parking Improvements.

The total cost of the El Portal Drive Restoration Project is estimated as follows:

Subgrade stabilization	\$54,000
Surface Improvements Reconstruction.....	<u>250,000</u>
Total Design & Construction	\$304,000

There is \$433,000 in available Measure J funds (less the \$54,000 already expended) and a current balance of \$22,900 in the ADA Project account to address the necessary cost budget.

Should the proposed CIP be accepted and approved, staff will prepare the necessary design and bid specifications to submit the project for competitive bid and Council award of contract at a subsequent public meeting. The anticipated project schedule is:

March 15 th	Advertise for bids
April 7 th	Bid Opening
April 18 th	Contract Award
May 15 th	Construction commences
June 30 th	Construction completed.

FISCAL IMPACT

As stated, there is approximately \$379,000 in unexpended Measure J per capita funds from the 2016 Arterial Rehabilitation Project (CIP 10437). The proposed project will also require \$20,000 in ADA Fund monies to underwrite the installation of the required eight (8) new handicap ramps. Staff recommends these funds be used to fund the balance of the \$250,000 in design and construction costs to complete this repair project.

Attachment: Preliminary Cost Estimate
Resolution

**EL PORTAL DRIVE RESTORATION
 REGENCY DRIVE TO EL PORTAL COURT
 PRELIMINARY COST ESTIMATE**

2/21/2017

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	Subgrade Stabilization	1	ls	\$ 54,000.00	\$ 54,000.00
1	Mobilization	1	ls	\$ 10,000.00	\$ 10,000.00
2	Curb & Gutter - R&R	850	lf	\$ 50.00	\$ 42,500.00
3	Sidewalk - R&R	850	lf	\$ 20.00	\$ 17,000.00
4	Handicap Ramp - R&R	8	ea	\$ 2,500.00	\$ 20,000.00
5	Safety Railing	300	lf	\$ 20.00	\$ 6,000.00
6	Exist. Pavement - Grind & regrade	21,250	sf	\$ 2.00	\$ 42,500.00
7	4" AC	21,250	sf	\$ 2.50	\$ 53,125.00
8	Detail 23	300	lf	\$ 3.00	\$ 900.00
9	"STOP"	1	ea	\$ 125.00	\$ 125.00
Subtotal					\$ 246,150.00
10% Contingency					<u>\$ 24,615.00</u>
Construction Total					\$ 270,765.00
Design/Processing					\$ 16,700.00
Inspection/Admin.					<u>\$ 16,535.00</u>
Project total					\$ 304,000.00

RESOLUTION NO. XX - 2017

A RESOLUTION ADDING THE EL PORTAL DRIVE RESTORATION PROJECT TO THE CITY OF CLAYTON CAPITAL IMPROVEMENT PROJECT AS PROJECT NO. 10439 AND TRANSFERRING MEASURE J PER CAPITA FUNDS FROM THE 2016 ARTERIAL REHABILITATION PROJECT (CIP #10437) AND FROM THE ADA SIDEWALK/PARKING IMPROVEMENTS (CIP #10394A).

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

WHEREAS, the City's Capital Improvement Program included the 2016 Arterial Rehabilitation Project (no. 10437), whose \$2,000,000+ budget was being funded by a combination of sources including Gas Tax funds, Measure J per capita funds and Measure J grant funds; and

WHEREAS, as part of the work, the roadway subgrade of El Portal Drive from Regency Drive east to El Portal Court was stabilized by the injection of polymers; and

WHEREAS, with its stabilization complete the City now needs to reconstruct certain surface improvements including the associated pavement, curb & gutter, sidewalk, and safety railing; and

WHEREAS, by recent state law the City is required to upgrade any handicap ramps adjacent to a public works project site to meet current ADA design standards; and

WHEREAS, staff has recommended that a new project, with a total estimated cost of \$304,000, entitled "El Portal Drive Restoration Project" be added to the City's Capital Improvement Program as Project #10439 and that funds for the project be allocated from excess Measure J per capita funds from the 2016 Arterial Rehabilitation Project (CIP #10437) and from the ADA Sidewalk/Parking Improvements Project (CIP #10394A);

NOW, THEREFORE, BE IT RESOLVED that the City Council of Clayton, California does hereby add the "El Portal Drive Restoration Project" as Project No. 10439 in the Capital Improvement Program and further authorizes the transfer of \$284,000 from the Measure J per capita funds previously allocated to the 2016 Arterial Rehabilitation Project (CIP #10437) and \$20,000 from the ADA Sidewalk/Parking Improvements Project (CIP #10394A).

PASSED, APPROVED and ADOPTED by the City Council of Clayton, California at a regular public meeting thereof held on the 21st day of February 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

THE CITY COUNCIL OF CLAYTON, CA

Jim Diaz, Mayor

ATTEST:

Janet Brown, City Clerk

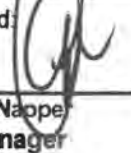
I hereby certify that the foregoing resolution was duly and regularly passed by the City Council of the City of Clayton at a regular meeting held on February 21, 2017.

Janet Brown, City Clerk



Agenda Date: 2/21/2017

Agenda Item: 8c

Approved: 

Gary A. Napper
City Manager

AGENDA REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: CITY MANAGER
DATE: 21 FEBRUARY 2017
SUBJECT: ESTABLISH DATE AND TOPICS FOR A JOINT SPECIAL MEETING WITH THE MT. DIABLO UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

RECOMMENDATION

Following City Council discussion of potential topics for a proposed Joint Special Meeting with the Board of Education of the Mt. Diablo Unified School District, and opportunity for public comment(s), it is recommended by motion the City Council call a Special Joint Meeting to be held on **Monday, 06 March 2017** in Hoyer Hall of the Clayton Community Library starting at 6:30 PM and determine its list of City topics for inclusion on the joint meeting agenda.

BACKGROUND

In March 2014 the Clayton City Council met with the Board of Education of the Mt. Diablo Unified School District (MDUSD) for the first time in recent years in a joint special meeting to converse on items of mutual interest. Annual joint meetings were then held in Clayton on 09 February 2015 and again on 29 February 2016. No actions were taken by either governing body at these joint meetings but the communication exchange did lead to further inter-agency staff contact and cooperation.

By letter dated August 19, 2016 (ref. Attachment A), the MDUSD Board of Education again expressed interest in a joint meeting in furtherance of developing relationships with communities from which its public school students reside. At its public meeting on 04 October 2016, the Clayton City Council selected its preferred meeting dates of either Monday, 06 February 2017 or Monday, 06 March 2017. The MDUSD later confirmed the March 6th date was available. It is now necessary to officially call the Joint Special Meeting on that date and set the agenda topics.

POTENTIAL AGENDA TOPICS

At its October 2016 meeting, Council Member Haydon suggested all of the topics from the last joint meeting be rolled into the 2017 joint meeting. The 2016 Agenda had the following subjects:

1. Report on the disposition and success of the stormwater runoff containment inter-agency project performed on MDUSD school property and on City property adjacent to the asphalt public trail rimming the Mt. Diablo Elementary School.
2. Discuss opportunities for improved protocols establishing neighborhood notification of outdoor school and/or Parent-Faculty Club events on school campuses during non-traditional school hours.
3. Discuss vehicle traffic during drop-off and pick-up hours near Mt. Diablo Elementary School. Resulting conversation identified the potential joint-funding a School Resource Officer (sworn SRO) to work at the middle and elementary school campuses during the day and also manage traffic control during student drop-off/pick-up times.
4. Report/Update from MDUSD regarding the inaugural year of its after-school internural sports program at Diablo View Middle School.
5. Share information/feedback regarding the Clayton Valley Charter High School relationship.
6. Discuss the need for a performing arts studio in the Clayton Valley area.

An additional suggested item for joint discussion surfaced at the City Council's recent goals setting session on February 7th, namely that of a possible joint project to fund and maintain an all-weather mini-track on Field No. 4 (City property) adjacent to the joint Clayton Community Gym on the Diablo View Middle School campus.

The City Council may wish to remove or identify additional joint discussion topics when setting the Agenda for this meeting.

Attachments: A. August 2016 letter from MDUSD [1 pg.]
B. Agenda and Minutes from February 29, 2016 Joint Special Meeting [5 pp.]



MT. DIABLO UNIFIED SCHOOL DISTRICT
 JAMES W. DENT EDUCATION CENTER
 1936 Carlotta Drive
 Concord, California 94519-1358
 (925) 682-8000, ext. 4000

OFFICE OF
 SUPERINTENDENT

August 19, 2016

The Honorable Members of
 the Clayton City Council
 6000 Heritage Trail
 Clayton, CA 94519

Received

AUG 30 2016

City of Clayton

Dear Councilmembers:

We would like to continue developing our relationship with the communities in which our students attend our schools. The last several years, we had an opportunity to meet with you as a Board, along with our Superintendent, to discuss some of the issues which are important to your City and community, as well as to our schools, our students and the parent community we serve. As we move towards full implementation of the Local Control Funding Formula, and its accountability plan, as well as the Common Core curriculum within each of our classrooms, we believe it is more important than ever to hear from our communities as to how we can better meet the needs of our students.

The Board approved at its' August 8, 2016, meeting, a number of dates throughout this school year, at which time we are available to meet with you. The following dates have been set aside for these meetings: October 3, 2016; November 7, 2016; December 5, 2016; February 6, 2017; March 6, 2017; April 10, 2017; and May 1, 2017. If any of the above dates would be appropriate for your Council to meet with us, please select one and call (925) 682-8000, x4000, or email superintendentsoffice@mdusd.org. We will schedule the meeting date at either your facility, one of our schools or our Board Room.

Thank you for your dedication to our communities. We look forward to hearing from you.

Sincerely,

MT. DIABLO UNIFIED SCHOOL DISTRICT

Dr. Nellie Meyer
 Superintendent

Cheryl Hansen
 President, Board of Education

**MINUTES
OF THE
SPECIAL JOINT MEETING**

**CLAYTON CITY COUNCIL AND THE
BOARD OF TRUSTEES OF THE MT.
DIABLO UNIFIED SCHOOL DISTRICT**

Monday, February 29, 2016

1. CALLS TO ORDER AND ROLL CALLS

The Clayton City Council meeting was called to order at 6:35 p.m. by Mayor Geller in Hoyer Hall of the Clayton Community Library, 6125 Clayton Road, Clayton, CA. Councilmembers present: Vice Mayor Diaz (arrived at 7:02 p.m.), Councilmembers Haydon, Pierce (arrived at 6:46 p.m.) and Shuey. Councilmembers absent: None. City Staff present: City Manager Gary Napper, City Clerk Janet Brown, and Chief of Police Chris Wenzel.

Mt. Diablo Unified School District Board Members present: President Cheryl Hansen, Vice President Debra Mason, Trustees Barbara Oaks and Linda Mayo. Board Members absent: Trustee Brian Lawrence. School District Staff present: Superintendent Dr. Nellie Meyer, and Secretary Debbie Maher.

2. PLEDGE OF ALLEGIANCE – led by Mayor Geller.

3. OPENING REMARKS – were made by Mayor Howard Geller.

4. OPENING REMARKS – were made by Mt. Diablo Unified School District Board President Cheryl Hansen.

5. PUBLIC COMMENT PERIOD

7:45 p.m. Remarks were provided by Dr. Harmesh Kumar, a candidate for the office of California State Assembly, District 14. He considered the exchange between the Clayton City Council and Mt. Diablo Unified School District Board members went well; he would also like to see public education funds spent on the students, not attorneys.

6. INFORMATIONAL EXCHANGE WITH MT.DIABLO UNIFIED SCHOOL DISTRICT

(a) Report on the success of an inter-agency storm water runoff containment project performed on MDUSD school property and on City property adjacent to the asphalt public trail rimming the Mt. Diablo Elementary School. (Clayton City Council)

Vice Mayor Geller provided a brief background during a slideshow of the joint storm water runoff project; he was very pleased that City Maintenance Staff and MDUSD staff were able to work together and resolve the drainage problems.

City Manager Gary Napper thanked the School District for its collaboration on this storm water runoff containment project. He noted in years past with any measurable rainfall, the dirt hillside between the elementary school and Clayton Road would experience dirt kick-outs causing road blockages and vehicular hazards. After the repairs and despite the El Nino heavy rains, not one dirt slide has occurred. Councilmember Haydon also thanked the Mt. Diablo Unified School District for its portion of expenses on this storm water runoff containment project.

- (b) Discuss opportunities for improved protocols for area neighborhood notification when outdoor school and/or Parent-Faculty Club events on school campuses occur during non-traditional school hours. (Clayton City Council)

Mayor Geller advised this item was requested by Councilmember Pierce who is currently not present; however, he thought it would be good for both the Council and the surrounding neighborhoods near the public schools to know of outdoor after-school hour events that would involve loudspeakers and/or amplified music. Councilmember Haydon added surrounding neighborhoods are impacted by the additional sound and possible parking issues.

(Councilmember Pierce arrived)

MDUSD Board President Hansen inquired of which sites were being referred to: Diablo View Middle and/or Mt. Diablo Elementary schools. Councilmember Pierce responded from her perspective it is primarily Mt. Diablo Elementary School; the issue arose recently when the school had an outdoor movie night and she received many calls from her neighbors inquiring on the event, noise, and how long it would last. She noted indoor events do not generate as much noise and are not really a problem.

MDUSD Board President Hansen suggested adding neighbors to the school's email blast or auto caller when such events are scheduled. She was also open to other ideas on how to effectively notify the school neighbors.

Councilmember Pierce asked if there could be something as simple as a separate sign posted at the school entrance or fence to highlight the event; the existing reader board has many events scrolling and it could take some time for non-school hour events to circulate and be noticed by area residents. MDES Principal Irene Keenan thought placing a sign on the fence was a great idea and will speak with the Parent Faculty Club to see if this is something they will do.

- (c) Discuss vehicle traffic during drop-off and pick-up hours near Mt. Diablo Elementary School. (Clayton City Council)

Councilmember Pierce provided a brief history of occurrences and near vehicular misses experienced during student drop-off and pick-up times in her neighborhood near Mt. Diablo Elementary School. Driver behavior is getting worse and an accident is going to happen by some drivers driving up the opposing traffic lane just to get ahead of the long queue.

MDUSD President Hansen asked if neighborhood kids are using the "walking school bus" idea as suggested at last year's joint meeting. Councilmember Pierce advised some neighborhood kids are participating in this manner which has helped traffic congestion to

some degree; however, families with students not residing in the surrounding neighborhood but attending Mt. Diablo Elementary are still part of the traffic problem, and noted it is worse during rainy weather.

(Vice Mayor Díaz arrived)

Chief of Police Chris Wenzel advised he initiated a recent traffic/school route inspection conducted by an expert from Livermore and added the usual "3 E's" are applicable here (Engineering, Enforcement and Education). In his observation, part of the traffic issue is the design of the school. In his off-duty role as a member of the Livermore School District Board, he suggested one alternative is for older students to be on the school's sidewalk and open the car doors of other students during drop-off times in the morning to expedite this process, under the supervision of a teacher or staff member of the school.

MDUSD Board President responded she liked the idea of trying a "student valet". She also inquired if there could be a Clayton police officer present for traffic enforcement and how often that could occur?

Chief Wenzel advised under current police staffing levels it would be difficult to schedule a Clayton police officer to be present during daily drop-off and pick-up times. He noted the Livermore school traffic expert will be coming out again on the afternoon of March 8 to further observe and provide some ideas to help with the traffic congestion.

City Manager Gary Napper indicated he had been chatting now with Superintendent Meyer about ways to address the elementary school's chronic traffic problems; he suggested there may be merit for both agencies to bring on a School Resource Officer that would be able to share time between Mt. Diablo Elementary and Diablo View Middle School campuses handling not only school/student police concerns, intervention, and preventative matters but also provide traffic enforcement each day at the elementary school during student drop off and pick up hours. Superintendent Nellie Meyer added a School Resource Officer could further assist in speaking with students about various topics including drug prevention.

Vice President Mason also included Bel Air Elementary experienced similar issues which seemed to resolve with the addition of the School Resource Officer. President Hansen added she would love for Clayton to have a School Resource Officer but always thought it was financially infeasible. Chief Wenzel noted a School Resource Officer could also assist at school and community special events, help educate adults, and aid getting information out to surrounding neighborhoods.

City Manager Napper indicated he and Superintendent Meyer will work together regarding the possible implementation of a School Resource Officer.

- (d) Report/Update from MDUSD regarding the inaugural year of its after-school intra-mural sports programs at Diablo View Middle School. (MDUSD Board)

Superintendent Meyer introduced Mr. Jonathan Eagan, Assistant Superintendent of Middle Schools, to discuss the successes of the inaugural year of Diablo View Middle School's intra-mural sports programs.

Mr. Eagan presented a brief slideshow depicting the types of after-school intra-mural sports programs now being offered at Diablo View Middle School and their successes in playing teams from the other MDUSD middle school. He remarked these programs are offered at no-cost, provides free transportation for the players to the other schools, adults are legally cleared, participants grades are checked weekly, and referees are concussion trained. Participation includes coed for some of the sports, as well as male and female sports teams

Superintendent Meyer added there have been measurable reductions in student D and F grades and fewer discipline issues since beginning the after-school intra-mural sports program.

Councilmember Pierce inquired on the number of students participating in each of the sports offered? Mr. Eagan advised Diablo View Middle School had 45 participants for soccer, and enough participants to fill three basketball teams consisting of two boys' teams and one girls' team.

The Clayton City Council expressed its appreciation and pleasure with the information provided and success of the MDUSD's intra-mural sports program.

- (e) Share information/feedback regarding the Clayton Valley Charter High School relationship. (Clayton City Council)

Councilmember Shuey provided a chronology on the relationship between the Clayton City Council and Clayton Valley Charter High School and requested feedback from the Mt. Diablo Unified School District Board on its current relationship with Clayton Valley Charter High School. From his perspective, the School District is spending way too much public money on attorneys battling the Charter High School when such funds could be better used going to student education.

MDUSD Board President Hansen advised the School District is the landlord and Clayton Valley Charter High School is the tenant in this particular relationship; the School District is not involved with the charter's day-to-day operations. Councilmember Shuey added the Charter High School is here to stay and he inquired whether the School District or its local school principals are preparing local students to enter the Charter's curriculum.

Diablo View Middle School Principal Patti Bannister commented she has had a conversation with Clayton Valley Charter High School regarding Elective Courses offered and is currently working on grant funding. Mt. Diablo Elementary School Principal Irene Keenan noted Clayton Valley Charter High School students help out with the Elementary School's Science Fair, extracurricular activities and also chaperone 5th Grade camps.

Councilmember Shuey asked if the Mt. Diablo Unified School District Board would be interested in a joint Clayton Valley Charter High School meeting, similar to what they are currently doing with Clayton and in neighboring cities. Board Trustee Linda Mayo advised conversations are occurring between the teachers deciding on interests, including the best person to speak with and setting up a time to discuss.

- (f) Discuss the need for a performing arts studio in the Clayton Valley area.
(Clayton City Council)

Councilmember Shuey inquired on the prospects of a performing arts studio in the Clayton Valley area and thought it would provide a great opportunity for kids not necessarily interested in mainstream public education. Vice President Mason responded a performing arts studio would serve many kids in the community and could meet the needs of the Clayton Valley area.

Councilmember Pierce asked if the Board members had any requests for Clayton City Council. MDUSD President Hansen responded the items on this Agenda pretty well flushed out the joint interests.

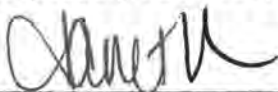
Mayor Geller and Board President Hansen thanked everyone for attending and stated that general guidance to respective staff was provided and that no formal action was taken on any of these agenda items.

6. **ADJOURNMENT**— on call by Mayor Geller the Clayton City Council joint meeting adjourned at 7:47 p.m.

The next regularly scheduled City Council meeting is on March 1, 2016.

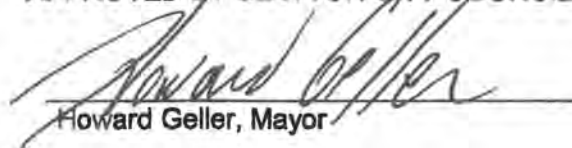
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Respectfully submitted,



Janet Brown, City Clerk

APPROVED BY CLAYTON CITY COUNCIL


Howard Geller, Mayor