



AGENDA

REGULAR MEETING

* * *

CLAYTON CITY COUNCIL

* * *

TUESDAY, January 17, 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.
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*** CITY COUNCIL ***

January 17, 2017

7:00 P.M

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 December 20, 2016. ([View Here](#))

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

(c) Adopt a Resolution approving three (3) contracts for the purchase and outfitting of a new 2017 Ford Police Interceptor in the total amount of \$53,752.86, and declaring a 1998 Ford Crown Victoria vehicle (Unit 1720) as property surplus to the City’s needs and authorizing its disposal by the City Manager at public auction. ([View Here](#))

4. **RECOGNITIONS AND PRESENTATIONS**

(a) Recognition to Endashiian, LLC (McGuire Family) in appreciation for its generous donation of \$100,000 to The Grove Park Fund 2008-2017.

(b) Certificates of Recognition to public school students for exemplifying the “Do the Right Thing” character trait of “Kindness” during the months of November and December 2016. ([View Here](#))

(c) Certificates of Recognition to Clayton Valley Charter High School students Kate Amos and Grace Lattin for their design and development of the Clayton Police Officer “baseball trading cards” and the Clayton Police Department’s 2016 Holiday Greeting cards for use in the Department’s community policing program. ([View Here](#))

5. **REPORTS**

(a) Planning Commission – No meeting held.

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

(c) City Manager/Staff

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

(e) Other

6. PUBLIC COMMENT ON NON - AGENDA ITEMS

Members of the public may address the City Council on items within the Council's jurisdiction, (which are not on the agenda) at this time. To facilitate the recordation of comments, it is requested each speaker complete a speaker card available on the Lobby table and submit it in advance to the City Clerk. To assure an orderly meeting and an equal opportunity for everyone, each speaker is limited to 3 minutes, enforced at the Mayor's discretion. When one's name is called or you are recognized by the Mayor as wishing to speak, the speaker shall approach the public podium and adhere to the time limit. In accordance with State Law, no action may take place on any item not appearing on the posted agenda. The Council may respond to statements made or questions asked, or may at its discretion request Staff to report back at a future meeting concerning the matter.

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

7. PUBLIC HEARINGS – None.

8. ACTION ITEMS

- (a) Presentation and discussion of Contra Costa County's Community Choice Aggregation (CCE) Technical Study findings and the range of further options for regional alternative electrical power. ([View Here](#))
(Community Development Director; and Jason Crapo, Deputy Director of Contra Costa County Department of Community Development)

Staff recommendation: Following presentation of the study and opportunity for public comment, that Council provide any preliminary policy indications to staff.

- (b) Consider a Resolution approving and establishing City policy on Property Assessed Clean Energy (PACE) programs for the City's affordable housing units. (Community Development Director) ([View Here](#))

Staff recommendation: Following staff presentation and opportunity for public comments, that City Council adopt the proposed Resolution.

- (c) Consider a report on the likely construction and operation/maintenance costs, and possible site locations, for the City's construction of a possible second public restroom in the Clayton Town Center area. ([View Here](#))
(Laura Hoffmeister, Assistant to the City Manager)

Staff recommendation: Following staff presentation and opportunity for public comments, that City Council provide policy direction and funding source guidance to staff regarding this matter.

- (d) City Council discussion to determine the date, time and location for the City Council's annual Goals and Objectives Setting Session with its City Manager. (City Manager) ([View Here](#))

Staff recommendation: That Council determine a suitable date and time to hold its annual Goals Setting Session, and then by motion approve the calling of a City Council special meeting for said purpose, date, time and location.

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

10. **CLOSED SESSION**

- (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 of Closed Session: Mayor Diaz.

11. **ADJOURNMENT**

The next regularly scheduled meeting of the City Council will be February 7, 2017.

#

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

Agenda Date: 1-17-2017

Agenda Item: 3a

TUESDAY, December 20, 2016

1. **CALL TO ORDER & ROLL CALL** – The meeting was called to order at 7:01 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 and Shuey (arrived at 7:14 p.m.). **Councilmembers absent:** Councilmember Pierce. **Staff present:** City Manager Gary Napper, Acting City Attorney Katy Wisinski, Community Development Director Mindy Gentry, Maintenance Supervisor John Johnston (arrived at 7:42 p.m.), and City Clerk/HR Manager Janet Brown.

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

3. **CONSENT CALENDAR**

It was moved by Vice Mayor Haydon, seconded by Councilmember Catalano, to approve the Consent Calendar as submitted. (Passed; 3-0 vote).

- (a) Approved the minutes of the regular meeting of December 6, 2016.
- (b) Approved Financial Demands and Obligations of the City.
- (c) Adopted Resolution No. 59-2016 accepting the transfer of fee title to real property (APN 119-015-007) known as "The Grove Park" from the Clayton Successor Agency for its continued use as a governmental purpose asset [public park].
- (d) Approved a Third Addendum to the Exclusive Sales Listing Agreement with Transwestern Property Company West, Inc. to extend the existing terms and conditions to January 2, 2018 for the list and market for sale and development certain City-owned real properties in the Clayton Town Center (APN 118-560-010, vacant 1.67 acre parcel off Main Street; and APNs 119-050-034, 119-050-008, and 119-050-009 located at 1005 and 1007 Oak Street).
- (e) Adopted Resolution No. 60-2016 approving the City's AB 1600 Annual Report for FY 2015-2016 with the finding there remains a reasonable relationship between the current needs for the City's Development Impact Fees and the purposes for which they were originally charged and collected (per *California Government Section 66000 et. seq.*).
- (f) Received the appointment of Council Member Tuija Catalano as Mayor Diaz's mayoral appointment of a Clayton community member to the Oversight Board of the Successor Agency to the former Clayton Redevelopment Agency.

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

5. REPORTS

- (a) Planning Commission – Commissioner William Gall summarized the Commission’s meeting of December 13, 2016. He indicated its agenda included the selection of Vice Chair since its Vice Chair has now been elected to City Council [Tuija Catalano]. The Commission selected Carl “CW” Wolfe to fill the Vice Chair vacancy. The Commission also approved a Use Permit Time Extension for T-Mobile and a one-year time extension of the Creekside Terrace Development Plan and Vesting Tentative Map from January 6, 2017 to January 6, 2018.
- (b) Trails and Landscaping Committee – No meeting held.
- (c) City Manager/Staff

City Manager Gary Napper reported there is now a Planning Commissioner vacancy for the unexpired term of newly-elected Councilmember Catalano through June 30, 2017. The only requirement to apply is residency in the City of Clayton. Applications are due by January 12, 2017 at 5:00 p.m. with a tentative Council interview to take place on January 17, 2017 prior to the regular City Council meeting.

Mr. Napper noted with the upcoming rains the City of Clayton Maintenance Department has sand available near the Keller Ranch House with sandbags available at the Maintenance yard. This service is provided at no cost and is funded by the taxpayers.

Mr. Napper remarked the League of California Cities recently provided information on statewide sales and use tax information reporting the average city in California has annual sales and use tax revenues that equal approximately 30% of their General Fund budget, with some cities at a 45% level. The Clayton Finance Manager was asked to calculate the annual sales and use tax revenue received by our Clayton: on an annual basis it represents a mere 8.5% of our General Fund budget, confirming Clayton is primarily a residential community which impacts resources for public services.

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

Vice Mayor Haydon attended a Contra Costa Habitat Conservancy meeting and several private Christmas parties.

Mayor Diaz attended a League of California Cities East Bay Division meeting, the 30th Annual Hospice Tree Lighting event, and a County Connection Board meeting.

- (e) Other – None.

6. PUBLIC COMMENT ON NON - AGENDA ITEMS

Dylan Kupsh, Northgate High School student, spoke about inequality in the United States noting in the City of Clayton 18% of the people are below the poverty line. The percentage could be reduced by coming together as a City and proposing an inequality tax like Portland implemented. Portland imposed the 10% surtax on large corporations which generates a lot of revenue for the City of Portland to use in public projects. Currently in the United States, CEO’s make 325 times the amount of the average worker. We can help the small businesses in our community compete with larger corporations by implementing this executive pay tax.

Max Kahn, Northgate High School student, added our nation is led by egregious levels of income inequality, specifically in the Bay Area; it is imperative Congress act in any way to reduce and curtail gaps between the "haves and the have nots" in our society. Like Portland, Senator DeSaulnier proposed a similar measure when he was in the California State Senate with a corporate tax imposed based on a CEO earning over 100 times the amount of the median salary of the average worker. He would like to see the City of Clayton curtail the inequality of income in its community and do the same.

7. PUBLIC HEARINGS

- (a) Public Hearing to consider the adoption of Urgency Ordinance No. 473 to prohibit outdoor cultivation of recreational marijuana plants, and discussion of various local policy issues arising from the California voters' passage of Prop 64 regarding local regulation of legal recreational marijuana.

[Councilmember David Shuey arrived – 7:14 p.m.]

Community Development Director Mindy Gentry advised she would summarize prevailing federal, state and local laws on this subject before addressing the local policy questions. She provided background regarding marijuana regulation per federal law: in 1970 Congress passed the Controlled Substances Act declaring marijuana as a Schedule 1 narcotic, defined as a drug with no currently accepted medical use and has a high potential for abuse. That Act declares the manufacture, importation, possession, use and distribution of marijuana is illegal. In 2013, the U.S. Department of Justice under the Obama Administration issued a memo providing guidance on marijuana enforcement; with the recent Presidential Election, this DOJ enforcement abeyance may change under new administration taking place January 20, 2017.

Ms. Gentry noted in 1996 voters passed state law entitled the Compassionate Care Act (Prop 215) allowing patients and caregivers who possess or cultivate marijuana for medical treatment recommended by a physician from prosecution under criminal laws, which otherwise prohibit possession or cultivation of marijuana. In 2015 three bills were passed by State legislation to license the commercial cultivation, manufacture, retail sale, transport, distribution and delivery of medical marijuana but with no licenses to be issued until January 1, 2018.

Ms. Gentry advised Clayton's Municipal Code addresses medical marijuana regulation but is silent on recreational/personal use. The Code does prohibit outdoor cultivation, dispensaries, and testing facilities, however, it allows limited indoor cultivation for patients and caregivers under physician orders and medical marijuana deliveries due to concerns with patient access.

Ms. Gentry added State Proposition 64 recently passed with Clayton voting 53.8% in favor; effective immediately, personal use and personal cultivation is allowed but no issuance of commercial licensing until January 1, 2018. The legalization allows possession, transport, purchase, use and transfer for those 21 years of age or older with no more than 28.5 grams or 8 grams in concentrate and cultivation of up to six plants for personal use. Proposition 64 further allows some local control in the areas of banning marijuana-related commercial businesses, all outdoor cultivation, and for regulation of indoor cultivation in private residences without banning it outright.

Ms. Gentry reviewed the recommended policy option for Council to adopt an Urgency Ordinance to place a similar ban on outdoor personal-use cultivation due to concerns of the plants being seen from public areas which would attract easy access by the public, including youth and children, possible theft and odor and broader growth due to larger

spaces, and the plants being less secure. These concerns raise an immediate threat to public safety and health and are negative effects of allowing outdoor cultivation.

Ms. Gentry concluded her presentation with policy questions to the City Council to consider regarding local regulations on Indoor/Outdoor Cultivation, Commercial Marijuana Activities, Regulation of Personal Marijuana Use locations and other issues, and with options to wait and see if the legal interpretations change over time or see what other neighboring jurisdictions adopt before embarking on local policies.

Mayor Diaz opened the Public Hearing for public comment.

Dylan Kupsh recommended the City Council not regulate indoor cultivation of marijuana as it is private property and the government should not interfere within private property as the smell will not affect surrounding neighbors.

Max Kahn considers it obscene to regulate the indoor cultivation of marijuana and thinks the police force and City resources could be better used in other areas.

Mayor Diaz closed the Public Hearing.

Councilmember Shuey offered he does not feel that indoor cultivation needs regulation and he would like the smoking of marijuana to be included within Clayton's smoking policy.

Vice Mayor Haydon would like to allow the indoor cultivation of marijuana for personal use without regulation by City staff. He also had some concerns on the smoking restrictions in regards to workers and patrons who are required to go outside to smoke tobacco; he is hesitant to allow the smoking of marijuana in those same places as cigarettes. Vice Mayor Haydon preferred marijuana restrictions be included under the City's alcohol ordinances; alcohol cannot be consumed out in public or on public streets, and he would like further staff research as this is a brand new law that has just been passed.

Councilmember Catalano inquired on commercial sales as a state license is required which will not be issued until January 2018, and asked what happens in the interim with other cities that allow medical dispensaries: are they able to sell recreational marijuana prior to January 1, 2018? Ms. Gentry responded the passage of Prop 64 left medical marijuana regulations in place for which state-issued commercial licenses are slated for issuance in January 2018. Currently there is a ban on marijuana dispensaries in the City of Clayton; if someone were to come into the city to open a dispensary, the City would rely on the Municipal Code which states it is still against federal law and therefore issuance of a local City business license to operate in town would be unlawful.

Councilmember Catalano asked since Prop 64 passed it still allows local jurisdictions to do some regulation; in terms of the cities enacting some regulation based on health and safety, is that allowed within the Adult Use of Marijuana Act? Acting City Attorney Katy Wisinski advised the City is authorized to regulate or ban outdoor cultivation or personal marijuana use and if the City opts to ban, it that is fine; if the City opts to regulate it in some fashion then it becomes a land-use decision and we would apply the same land-use principles as are used with any other proposed use.

Councilmember Catalano indicated she is in favor of the outdoor cultivation ban and would like to explore this item further in 2017 so far as brick and mortar sales in commercial sites.

Mayor Diaz wished to wait and see what develops following the passage of Prop 64; he has heard some surrounding communities who authorized commercial marijuana sales have had some problems as it is presently a federal illegal matter. Those businesses must operate on a cash-only basis as banks cannot accept monetary transactions from

these types of businesses without jeopardizing its FDIC standing. Cash-only businesses also become enhanced targets for ensuing criminal activities.

City Manager Napper added the only item for immediate attention this evening is the Urgency Ordinance as it would be difficult at this time for a police officer to differentiate between marijuana plants for medical or personal use. The remainder of the policy items raised by staff can wait for a full City Council to discuss in the new year.

It was moved by Vice Mayor Haydon, seconded by Councilmember Shuey, to have the City Clerk read Urgency Ordinance No. 473 by title and number only and waive further reading. (Passed; 4-0 vote).

The City Clerk read Urgency Ordinance No. 473 by title and number only.

It was moved by Vice Mayor Haydon, seconded by Councilmember Shuey, to adopt Urgency Ordinance No. 473 with the finding the action does not constitute a project under CEQA. (Passed; 4-0 vote).

8. ACTION ITEMS

- (a) Consider the Second Reading and Adoption of Ordinance No. 471 amending the Clayton Zoning Map from Agricultural District (A) to Planned Development District (PD) for 2.77 Acres that comprise the St. John's Church/Southbrook Drive Mixed Use Planned Development Project.

Community Development Director Mindy Gentry provided a brief background including the subject Ordinance's introduction back on December 6, 2016 to rezone the 2.77-acre St. John's Episcopal Church/Southbrook Drive Mixed Use Planned Development project site from Agricultural District (A) to Planned Development District (PD). No changes were made to the introduced Ordinance, the approval of a corresponding general plan amendment, rezone, and lot split for two single-family homes.

Mayor Diaz opened the item for Public Comment on this item; no comments were offered and Mayor Diaz then closed Public Comment.

It was moved by Vice Mayor Haydon, seconded by Councilmember Shuey, to have the City Clerk read Ordinance No. 471, by title and number only and waive further reading. (Passed; 4-0 vote).

The City Clerk read Ordinance No. 471 by title and number only.

[Maintenance Supervisor John Johnston arrived – 7:42 p.m.]

It was moved by Vice Mayor Haydon, seconded by Councilmember Shuey, to adopt Ordinance No. 471 with the finding the project will not have a significant effect on the environment as outlined in the City Council-adopted St. John's Church/Southbrook Drive Mixed Use Planned Development Project Final Initial Study/Mitigated Negative Declaration (IS/MND). (Passed; 4-0 vote).

- (b) Continued consideration of a proposal to share the cost for installation of fencing and related field improvements and storage by Clayton Valley Little League (CVLL) involving permanently fixed outfield baseball fence on Sports Field No. 3 at Clayton Community Park.

Prior to the presentation of the staff report, Councilmember Shuey noted he shared staff's preliminary report with Clayton Valley Little League (CVLL) at its board meeting that same evening. From CVLL's standpoint this improvement project is cost-prohibitive and it is withdrawing its request because CVLL does not have sufficient funds to proceed with the proposal. The CVLL appreciates City Maintenance staff's time in putting this proposal together and it now has a better understanding of the framework of this project.

City Manager Napper added staff remains interested in any cost-sharing or portions of cost-sharing in updating the sports fields. Prior to the meeting this evening he received an email from All Out Sports League who did not have an opinion about the Field 3 proposal but did express concerns with getting all of these fields into better shape because of the turf damage caused by gophers and ground squirrels.

Maintenance Supervisor Johnston remarked the last time anything was done to these fields was in May/June 2001 and only to the infield of Field 1 after baseball season. City Manager Napper noted the necessary turf rehabilitation could come back as a Capital Improvement Project for the entire Community Park in phases as it has not been renovated since establishment of the park in 1992.

No action taken.

- (c) Review of Mayoral determination for City Council ad-hoc, committee, inter-governmental and regional board assignments for 2017.

Mayor Diaz indicated he received individual input from Councilmembers regarding preferences for assignments and benched on the dais tonight is his written proposal for the 2017 assignments.

Mayor Diaz opened the item for Public Comment on this item; no comments were offered and Mayor Diaz then closed Public Comment.

It was moved by Councilmember Shuey, and seconded by Vice Mayor Haydon, to approve the City Council ad-hoc, committee, inter-governmental and regional board assignments for 2017 as presented by Mayor Diaz. (Passed; 4-0 vote).

9. **COUNCIL ITEMS** – None.

10. **CLOSED SESSION** - None.

11. **ADJOURNMENT**– on call by Mayor Diaz, the City Council adjourned its meeting at 7:51 p.m.

The next regularly scheduled meeting of the City Council will be January 17, 2017 as the January 3, 2017 was canceled by previous action of the City Council.

#

Respectfully submitted,

Janet Brown, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL

Jim Diaz, Mayor

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Agenda Date 1/17/2017

Agenda Item: 30

STAFF REPORT

Approved: 
Gary A. Napper
City Manager

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: Kevin Mizuno, FINANCE MANAGER
DATE: 01/17/2017
SUBJECT: INVOICE SUMMARY

RECOMMENDATION:

Approve the following Invoices:

01/13/2017	Cash Requirements	\$ 186,216.31
01/09/2017	Cash Requirements (Paid in adv.)	\$ 10,220.25
12/20/2016	ADP Payroll week 51, PPE 12/18/2016	\$ 87,992.89
01/03/2017	ADP Payroll week 01, PPE 01/01/2017	\$ 97,094.85

Total \$381,524.30

Attachments:

Cash Requirements Report dated 1/13/2017 (7 pages)
Cash Requirements Report dated 1/9/2017 (1 page)
ADP payroll report for week 51 (1 page)
ADP payroll report for week 01 (1 page)

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
John Canesa	1/17/2017	1/17/2017	123116	Deposit refund for EH 12/31/16	\$500.00	\$0.00		\$500.00
				<i>Totals for John Canesa:</i>	<i>\$500.00</i>	<i>\$0.00</i>		<i>\$500.00</i>
CCWD								
CCWD	12/31/2016	12/31/2016	G Series	Water Service 11/5/16-1/6/17	\$17,140.58	\$0.00		\$17,140.58
				<i>Totals for CCWD:</i>	<i>\$17,140.58</i>	<i>\$0.00</i>		<i>\$17,140.58</i>
CERCO Analytical, Inc.								
CERCO Analytical, Inc.	1/17/2017	1/17/2017	1612121	Semi-annual well water testing	\$595.00	\$0.00		\$595.00
				<i>Totals for CERCO Analytical, Inc.:</i>	<i>\$595.00</i>	<i>\$0.00</i>		<i>\$595.00</i>
Chronic Care Center								
Chronic Care Center	1/17/2017	1/17/2017	HH121116	Deposit refund HH 12/11/16	\$200.00	\$0.00		\$200.00
				<i>Totals for Chronic Care Center:</i>	<i>\$200.00</i>	<i>\$0.00</i>		<i>\$200.00</i>
Cintas Fire Protection								
Cintas Fire Protection	1/17/2017	1/17/2017	OF44644514	EH Fire ext. inspection	\$95.00	\$0.00		\$95.00
Cintas Fire Protection	12/31/2016	12/31/2016	OF44644515	City Hall Fire Inspection	\$814.98	\$0.00		\$814.98
Cintas Fire Protection	12/31/2016	12/31/2016	OF44644431	Library Fire Inspection	\$196.45	\$0.00		\$196.45
Cintas Fire Protection	12/31/2016	12/31/2016	OF44644516	Police Dept Fire Inspection	\$479.03	\$0.00		\$479.03
				<i>Totals for Cintas Fire Protection:</i>	<i>\$1,585.46</i>	<i>\$0.00</i>		<i>\$1,585.46</i>
Bradford & Georgia Cinto								
Bradford & Georgia Cinto	1/17/2017	1/17/2017	CAP0222	Deposit refund for 515 Hamburg Cir	\$1,761.37	\$0.00		\$1,761.37
				<i>Totals for Bradford & Georgia Cinto:</i>	<i>\$1,761.37</i>	<i>\$0.00</i>		<i>\$1,761.37</i>
City of Concord								
City of Concord	1/17/2017	1/17/2017	56390	January Dispatch services	\$20,089.50	\$0.00		\$20,089.50
City of Concord	1/17/2017	1/17/2017	56445	Live scan	\$107.00	\$0.00		\$107.00
				<i>Totals for City of Concord:</i>	<i>\$20,196.50</i>	<i>\$0.00</i>		<i>\$20,196.50</i>
Concord Garden Equipment								
Concord Garden Equipment	12/31/2016	12/31/2016	536822	Recoil Starter Kit, Hedgetrimmer	\$321.82	\$0.00		\$321.82
				<i>Totals for Concord Garden Equipment:</i>	<i>\$321.82</i>	<i>\$0.00</i>		<i>\$321.82</i>
Concord Uniforms								
Concord Uniforms	1/17/2017	1/17/2017	11859	Shirt, hashmarks for Eddy	\$83.88	\$0.00		\$83.88
				<i>Totals for Concord Uniforms:</i>	<i>\$83.88</i>	<i>\$0.00</i>		<i>\$83.88</i>
Contra Costa County Department of Conservation & Development								
Contra Costa County Department of Co	12/31/2016	12/31/2016	Q2 FY 17	Quarterly Bus. Lic. Fees Q2 FY 17	\$75.40	\$0.00		\$75.40
				<i>Totals for Contra Costa County Department of Conservation & Development:</i>	<i>\$75.40</i>	<i>\$0.00</i>		<i>\$75.40</i>
Contra Costa County Office of the Sheriff (Training)								
Contra Costa County Office of the Sheri	12/31/2016	12/31/2016	16-2414	December Range use	\$370.00	\$0.00		\$370.00
				<i>Totals for Contra Costa County Office of the Sheriff (Training):</i>	<i>\$370.00</i>	<i>\$0.00</i>		<i>\$370.00</i>

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
Contra Costa County Public Works Dept								
Contra Costa County Public Works Dept	12/31/2016	12/31/2016	700831	November Traffic signal maintenance	\$4,793.60	\$0.00		\$4,793.60
<i>Totals for Contra Costa County Public Works Dept:</i>					<u>\$4,793.60</u>	<u>\$0.00</u>		<u>\$4,793.60</u>
Contra Costa County Sheriff - Forensic Svc Div (Lab)								
Contra Costa County Sheriff - Forensic S	12/31/2016	12/31/2016	CLPD-1611	November Toxicology	\$460.00	\$0.00		\$460.00
<i>Totals for Contra Costa County Sheriff - Forensic Svc Div (Lab):</i>					<u>\$460.00</u>	<u>\$0.00</u>		<u>\$460.00</u>
De Lage Landen Financial Services, Inc.								
De Lage Landen Financial Services, Inc.	1/17/2017	1/17/2017	52848350	Copier Contract 12/15/16-1/14/17	\$44.50	\$0.00		\$44.50
<i>Totals for De Lage Landen Financial Services, Inc.:</i>					<u>\$44.50</u>	<u>\$0.00</u>		<u>\$44.50</u>
Division of the State Architect								
Division of the State Architect	12/31/2016	12/31/2016	Q2 FY 17	Bus. Lic. Fees Q2 FY 17	\$34.80	\$0.00		\$34.80
<i>Totals for Division of the State Architect:</i>					<u>\$34.80</u>	<u>\$0.00</u>		<u>\$34.80</u>
Monica or Clayton Funk								
Monica or Clayton Funk	1/17/2017	1/17/2017	CAP0205	Deposit refund for 1844 Yolanda Cir	\$1,880.68	\$0.00		\$1,880.68
Monica or Clayton Funk	1/17/2017	1/17/2017	1061	Planning Deposit refund for 1844 Yolanda Ci	\$575.41	\$0.00		\$575.41
<i>Totals for Monica or Clayton Funk:</i>					<u>\$2,456.09</u>	<u>\$0.00</u>		<u>\$2,456.09</u>
Geoconsultants, Inc.								
Geoconsultants, Inc.	1/17/2017	1/17/2017	18847	December 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>
Globalstar LLC								
Globalstar LLC	12/31/2016	12/31/2016	7911576	Sat Phone 11/16/16-12/15/16	\$69.45	\$0.00		\$69.45
<i>Totals for Globalstar LLC:</i>					<u>\$69.45</u>	<u>\$0.00</u>		<u>\$69.45</u>
Graybar Electric Co, Inc								
Graybar Electric Co, Inc	1/17/2017	1/17/2017	988879782	Replacement light pole, Marsh Creek	\$1,173.54	\$0.00		\$1,173.54
<i>Totals for Graybar Electric Co, Inc:</i>					<u>\$1,173.54</u>	<u>\$0.00</u>		<u>\$1,173.54</u>
Hammons Supply Company								
Hammons Supply Company	12/31/2016	12/31/2016	96195	The Grove janitorial supplies	\$225.25	\$0.00		\$225.25
Hammons Supply Company	12/31/2016	12/31/2016	96194	Library janitorial supplies	\$260.45	\$0.00		\$260.45
Hammons Supply Company	12/31/2016	12/31/2016	96329	Library janitorial supplies	\$85.58	\$0.00		\$85.58
Hammons Supply Company	12/31/2016	12/31/2016	196234	EH janitorial supplies	\$150.72	\$0.00		\$150.72
<i>Totals for Hammons Supply Company:</i>					<u>\$722.00</u>	<u>\$0.00</u>		<u>\$722.00</u>
Health Care Dental Trust								
Health Care Dental Trust	1/17/2017	1/17/2017	220120	February Dental	\$2,733.40	\$0.00		\$2,733.40
<i>Totals for Health Care Dental Trust:</i>					<u>\$2,733.40</u>	<u>\$0.00</u>		<u>\$2,733.40</u>
HUB Inter of CA Ins Svc								
HUB Inter of CA Ins Svc	1/17/2017	1/17/2017	Nov 16	November event insurance	\$100.18	\$0.00		\$100.18

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
<i>Totals for HUB Inter of CA Ins Svc:</i>					\$100.18	\$0.00		\$100.18
iPayment								
iPayment	12/31/2016	12/31/2016	Dec 16	December bankcard fees	\$33.44	\$0.00		\$33.44
<i>Totals for iPayment:</i>					\$33.44	\$0.00		\$33.44
J&R Floor Services								
J&R Floor Services	12/31/2016	12/31/2016	Twelve 2016	December janitorial services	\$4,940.00	\$0.00		\$4,940.00
<i>Totals for J&R Floor Services:</i>					\$4,940.00	\$0.00		\$4,940.00
Arlene Kikkawa-Nielsen								
Arlene Kikkawa-Nielsen	1/17/2017	1/17/2017	January 2017	January Library Volunteer Coordinator	\$900.00	\$0.00		\$900.00
Arlene Kikkawa-Nielsen	1/17/2017	1/17/2017	December 2016	December Library Volunteer Coordinator	\$900.00	\$0.00		\$900.00
<i>Totals for Arlene Kikkawa-Nielsen:</i>					\$1,800.00	\$0.00		\$1,800.00
LarryLogic Productions								
LarryLogic Productions	12/31/2016	12/31/2016	1627	City Council Meeting Production 12/20/16	\$320.00	\$0.00		\$320.00
LarryLogic Productions	12/31/2016	12/31/2016	1624	City Council Meeting Production 12/6/16	\$300.00	\$0.00		\$300.00
<i>Totals for LarryLogic Productions:</i>					\$620.00	\$0.00		\$620.00
League of CA cities								
League of CA cities	1/17/2017	1/17/2017	4370	2017 Membership dinner meeting dues	\$535.00	\$0.00		\$535.00
League of CA cities	1/17/2017	1/17/2017	168874	2017 Membership dues	\$5,729.00	\$0.00		\$5,729.00
<i>Totals for League of CA cities:</i>					\$6,264.00	\$0.00		\$6,264.00
Marken Mechanical Services Inc								
Marken Mechanical Services Inc	12/31/2016	12/31/2016	3293	Service call, no heat in Library	\$910.00	\$0.00		\$910.00
<i>Totals for Marken Mechanical Services Inc:</i>					\$910.00	\$0.00		\$910.00
Matrix Association Management								
Matrix Association Management	1/17/2017	1/17/2017	3962	January management services -Diablo Estates	\$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	1/17/2017	1/17/2017	January 17	January Life/LTD	\$1,766.49	\$0.00		\$1,766.49
<i>Totals for MPA:</i>					\$1,766.49	\$0.00		\$1,766.49
NBS Govt. Finance Group								
NBS Govt. Finance Group	1/17/2017	1/17/2017	121600223	Admin fees Q3 FY 17	\$4,368.33	\$0.00		\$4,368.33
<i>Totals for NBS Govt. Finance Group:</i>					\$4,368.33	\$0.00		\$4,368.33
Neopost (add postage)								
Neopost (add postage)	12/31/2016	12/31/2016	121616	Postage added 12/16/16	\$300.00	\$0.00		\$300.00
<i>Totals for Neopost (add postage):</i>					\$300.00	\$0.00		\$300.00
Neopost Northwest								
Neopost Northwest	1/17/2017	1/17/2017	N6329563	Postage Meter 2/7/17-3/6/17	\$157.93	\$0.00		\$157.93

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
<i>Totals for Neopost Northwest:</i>					\$157.93	\$0.00		\$157.93
Pacific Telemangement Svc								
Pacific Telemangement Svc	1/17/2017	1/17/2017	889929	January Courtyard pay phone	\$73.00	\$0.00		\$73.00
<i>Totals for Pacific Telemangement Svc:</i>					\$73.00	\$0.00		\$73.00
Paramount Elevator Corp.								
Paramount Elevator Corp.	1/17/2017	1/17/2017	INV-05478-D1P2	Elevator service Q3 FY 17	\$220.00	\$0.00		\$220.00
<i>Totals for Paramount Elevator Corp.:</i>					\$220.00	\$0.00		\$220.00
PERMCO, Inc.								
PERMCO, Inc.	1/17/2017	1/17/2017	10687	General Engineering for 12/24/16-1/6/17	\$1,333.00	\$0.00		\$1,333.00
PERMCO, Inc.	1/17/2017	1/17/2017	10688	Stormwater - Inspections prior to storm	\$133.44	\$0.00		\$133.44
PERMCO, Inc.	1/17/2017	1/17/2017	10689	CAP Inspections 12/24/16-1/6/17	\$166.00	\$0.00		\$166.00
PERMCO, Inc.	1/17/2017	1/17/2017	10690	Prep final plans, El Molino Sewer Upgrade	\$1,015.25	\$0.00		\$1,015.25
PERMCO, Inc.	1/17/2017	1/17/2017	10691	Process contract, Prep CO1, Arterial rehab	\$450.00	\$0.00		\$450.00
<i>Totals for PERMCO, Inc.:</i>					\$3,097.69	\$0.00		\$3,097.69
PG&E								
PG&E	12/31/2016	12/31/2016	122116	Electricity 11/20/16-12/20/16	\$3,321.38	\$0.00		\$3,321.38
<i>Totals for PG&E:</i>					\$3,321.38	\$0.00		\$3,321.38
Pond M Solutions								
Pond M Solutions	12/31/2016	12/31/2016	73	December Fountain maintenance	\$650.00	\$0.00		\$650.00
<i>Totals for Pond M Solutions:</i>					\$650.00	\$0.00		\$650.00
Priority Payment Systems (Merchant Bankcard System)								
Priority Payment Systems (Merchant Bar	12/31/2016	12/31/2016	December 2016	Final bill for bankcard services, December 2016	\$47.31	\$0.00		\$47.31
<i>Totals for Priority Payment Systems (Merchant Bankcard System):</i>					\$47.31	\$0.00		\$47.31
R&S Erection of Concord								
R&S Erection of Concord	12/31/2016	12/31/2016	100497CMR	Service call on roll-up door at CCP	\$285.00	\$0.00		\$285.00
R&S Erection of Concord	1/17/2017	1/17/2017	9777900885	Cell phones 12/2/16-1/1/17	\$72.53	\$0.00		\$72.53
<i>Totals for R&S Erection of Concord:</i>					\$357.53	\$0.00		\$357.53
Reliable Automotive, LLC								
Reliable Automotive, LLC	12/31/2016	12/31/2016	21365	F-350 Smog/Inspection	\$80.00	\$0.00		\$80.00
<i>Totals for Reliable Automotive, LLC:</i>					\$80.00	\$0.00		\$80.00
Riso Products of Sacramento								
Riso Products of Sacramento	1/17/2017	1/17/2017	164901	Copier contract 12/18/16-1/17/17	\$94.86	\$0.00		\$94.86
<i>Totals for Riso Products of Sacramento:</i>					\$94.86	\$0.00		\$94.86
Sprint Comm (PD)								
Sprint Comm (PD)	12/31/2016	12/31/2016	703335311-181	Cell phones 11/26/16-12/25/16	\$273.85	\$0.00		\$273.85
<i>Totals for Sprint Comm (PD):</i>					\$273.85	\$0.00		\$273.85

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
Staples Advantage								
Staples Advantage	12/31/2016	12/31/2016	8042515919	December Office Supplies	\$387.81	\$0.00		\$387.81
				<i>Totals for Staples Advantage:</i>	<u>\$387.81</u>	<u>\$0.00</u>		<u>\$387.81</u>
Stericycle Inc								
Stericycle Inc	1/17/2017	1/17/2017	3003686928	January Medical waste service	\$96.07	\$0.00		\$96.07
				<i>Totals for Stericycle Inc:</i>	<u>\$96.07</u>	<u>\$0.00</u>		<u>\$96.07</u>
US Bank - Corp Pmt System CalCard								
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Postage, warranty repair, Credit card machine	\$23.20	\$0.00		\$23.20
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	ICMA Annual membership dues	\$1,400.00	\$0.00		\$1,400.00
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Central storage, rent	\$115.00	\$0.00		\$115.00
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Cake for City Council re-organization	\$39.99	\$0.00		\$39.99
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Alpine awards for Mayor Geller	\$68.89	\$0.00		\$68.89
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Employee recognition gift cards	\$1,102.98	\$0.00		\$1,102.98
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Parking for CCTA tech series	\$9.00	\$0.00		\$9.00
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	GFOA, CAFR review award program applic	\$740.00	\$0.00		\$740.00
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	ECS Imaging, Microfilm to searchable DVD, 1	\$150.00	\$0.00		\$150.00
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Recording Fee, St John's	\$2,262.75	\$0.00		\$2,262.75
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Office supplies	\$123.09	\$0.00		\$123.09
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Christmas, office supplies	\$178.63	\$0.00		\$178.63
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Split rails for fencing	\$480.41	\$0.00		\$480.41
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Grinder, blades, extension cords	\$247.81	\$0.00		\$247.81
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Wiper blades	\$106.77	\$0.00		\$106.77
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Pesticide license	\$200.00	\$0.00		\$200.00
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	DPR license renewal	\$60.00	\$0.00		\$60.00
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Pants	\$173.56	\$0.00		\$173.56
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Work boots	\$157.31	\$0.00		\$157.31
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Ranger tires	\$643.40	\$0.00		\$643.40
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Batteries	\$302.95	\$0.00		\$302.95
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Fuel	\$459.58	\$0.00		\$459.58
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Fuel	\$1,168.62	\$0.00		\$1,168.62
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Holster, fuse board	\$41.62	\$0.00		\$41.62
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Range supplies	\$42.48	\$0.00		\$42.48
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Office supplies	\$108.20	\$0.00		\$108.20
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Printer	\$108.49	\$0.00		\$108.49
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Web hosting renewal	\$47.88	\$0.00		\$47.88
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Lodging, CCC Chief Conference	\$860.87	\$0.00		\$860.87
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Lodging, Training- Interviews and Interrogat	\$1,027.80	\$0.00		\$1,027.80
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Fuel	\$1,910.91	\$0.00		\$1,910.91
US Bank - Corp Pmt System CalCard	12/31/2016	12/31/2016	Stmt end 12/22/16	Car washes, wiper blades, parts	\$138.44	\$0.00		\$138.44
				<i>Totals for US Bank - Corp Pmt System CalCard:</i>	<u>\$14,500.63</u>	<u>\$0.00</u>		<u>\$14,500.63</u>
Workers.com								
Workers.com	12/31/2016	12/31/2016	117582	Seasonal workers week end 12/11/16	\$1,671.17	\$0.00		\$1,671.17

City of Dayton Cash Requirements Report

Vendor Name	Due Date	Invoice Date	Invoice Number	Invoice Description	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due
Workers.com	12/31/2016	12/31/2016	117513	Seasonal workers week end 12/4/16	\$2,460.61	\$0.00		\$2,460.61
Workers.com	12/31/2016	12/31/2016	117650	Seasonal workers week end 12/18/16	\$1,566.61	\$0.00		\$1,566.61
Workers.com	12/31/2016	12/31/2016	117703	Seasonal workers week end 12/18/16	\$615.15	\$0.00		\$615.15
Workers.com	12/31/2016	12/31/2016	117716	Seasonal workers week end 12/25/16	\$1,845.45	\$0.00		\$1,845.45
<i>Totals for Workers.com:</i>					<i>\$8,158.99</i>	<i>\$0.00</i>		<i>\$8,158.99</i>
GRAND TOTALS:					\$186,216.31	\$0.00		\$186,216.31

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
PERMCO, Inc.								
PERMCO, Inc.	12/31/2016	12/31/2016	10679	General City Engineering 12/10/16-12/23/16	\$3,866.00	\$0.00		\$3,866.00
PERMCO, Inc.	12/31/2016	12/31/2016	10680	CAP Inspections 12/10/16-12/23/16	\$124.50	\$0.00		\$124.50
PERMCO, Inc.	12/31/2016	12/31/2016	10681	Prep final plans, El Molino Sewer, 12/10/16-1:	\$2,169.75	\$0.00		\$2,169.75
PERMCO, Inc.	12/31/2016	12/31/2016	10682	Contract Admin, chg order #1, 12/10/16-12/2	\$4,060.00	\$0.00		\$4,060.00
				<i>Totals for PERMCO, Inc.:</i>	<i>\$10,220.25</i>	<i>\$0.00</i>		<i>\$10,220.25</i>
				GRAND TOTALS:	\$10,220.25	\$0.00		\$10,220.25

WEEK:51 BATCH 1087 29 PAYS
0 Employees With Overflow Statement
0 Overflow Statement 1 Total Statement
Tot Cks/Vchrs:00000000029 Tot Docs in all:00000000032
First No. Last No. Total
Checks: ADPCHECK ADPCHECK 00000000003
/ouchers: 00000510001 00000510026 00000000026

Earnings Statement

Z7L TOTAL DOCUMENT
CITY OF CLAYTON
LOCATION 0001

CHECK STUFFING, RECONCILIATION

87992.89 GROSS
60932.41 NET PAY (INCLUDING ALL DEPOSITS)
11589.49 FEDERAL TAX
84.91 SOCIAL SECURITY
1220.82 MEDICARE
70.71 MEDICARE SURTAX
.00 SUI TAX
3997.65 STATE TAX
.00 LOCAL TAX
69816.80 DEDUCTIONS
1212.51 NET CHECK

**COMPANY CODE Z7L
CITY OF CLAYTON
TOTAL DOCUMENT
LOCATION 0001**

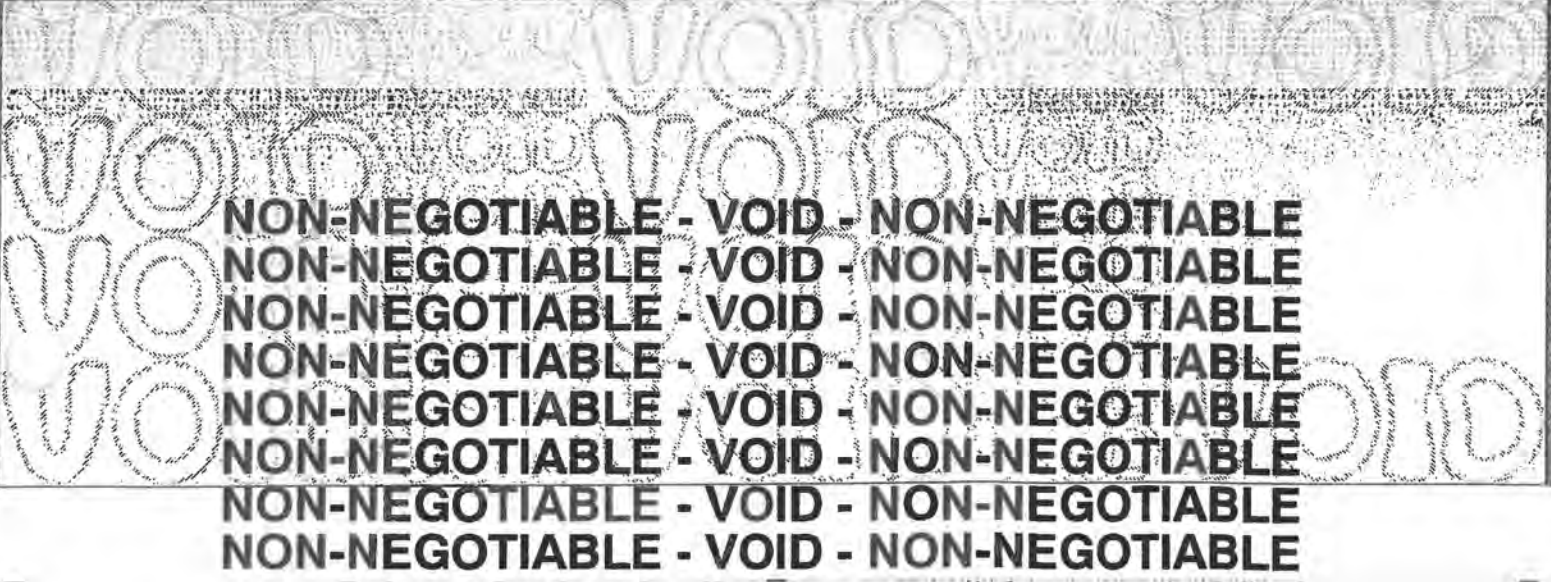
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VERIFY DOCUMENT AUTHENTICITY - COLORED AREA MUST CHANGE IN TONE GRADUALLY AND EVENLY FROM DARK AT TOP TO LIGHTER AT BOTTOM



WEEK 01 BATCH 2517 38 PAYS
0 Employees With Overflow Statement
0 Overflow Statement 1 Total Statement
Tot Cks/Vchrs:000000000038 Tot Docs in all:000000000041
First No. Last No. Total
Checks: ADPCHECK ADPCHECK 00000000004
Vouchers: 00000010001 00000010034 000000000034

Earnings Statement

Z7L TOTAL DOCUMENT
CITY OF CLAYTON
LOCATION 0001

CHECK STUFFING, RECONCILIATION

97094.85 GROSS
68919.29 NET PAY (INCLUDING ALL DEPOSITS)
12807.07 FEDERAL TAX
148.03 SOCIAL SECURITY
1349.70 MEDICARE
.00 MEDICARE SURTAX
.00 SUI TAX
3965.48 STATE TAX
.00 LOCAL TAX
77397.16 DEDUCTIONS
1427.41 NET CHECK

COMPANY CODE Z7L
CITY OF CLAYTON
TOTAL DOCUMENT
LOCATION 0001


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

NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
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NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE
NON-NEGOTIABLE - VOID - NON-NEGOTIABLE



Agenda Date: 1-17-2017

Agenda Item: 3c

Approved: 
Gary A. Napper
City Manager

AGENDA REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: CHRIS WENZEL, CHIEF OF POLICE

DATE: January 3, 2017

SUBJECT: ADOPT A RESOLUTION APPROVING CERTAIN CONTRACTS RELATED TO THE PURCHASE AND OUTFITTING OF A NEW POLICE VEHICLE TO REPLACE A POLICE VEHICLE, AND AUTHORIZE THE DISPOSAL OF SAID OLDER VEHICLE AS PROPERTY SURPLUS TO THE NEEDS OF THE CITY

RECOMMENDATION

It is recommended the City Council adopt the attached Resolution awarding various contracts for the purchase and outfitting of a new 2017 Ford Police Interceptor SUV police vehicle as follows:

- | | |
|--|-------------|
| 1. The purchase of a 2017 Ford Police Interceptor from Future Ford, matching the State of California's competitive bid process price, contract #1-15-23-14B; | \$34,243.29 |
| 2. The purchase of emergency equipment from and labor to outfit the new vehicle by Pursuit North; and | \$19,091.82 |
| 3. Decals, striping and associated letting from FASTSIGNS | \$ 417.95 |

The total proposed expenditure is to be \$53,752.86 from the Capital Equipment Replacement Fund (CERF).

BACKGROUND

The City of Clayton's Police Department currently has a fleet of seven (7) patrol vehicles. In the past, the Police Department has replaced at least one (1) vehicle each year with a new police "Interceptor" vehicle which is specifically designed to serve as a patrol vehicle.

The newest vehicle usually replaces the most unserviceable vehicle in the Police Department's fleet. This unserviceable vehicle, a 1998 Ford Crown Victoria (number 1720), has approximately 111,000 miles. Currently vehicle 1720 services as the Volunteer's patrol

car. It has reached the end of its public safety serviceable and dependable mechanical life. Vehicle 1720 will be sold at auction. The Volunteers in Patrol (hereinafter "VIP's") will be utilizing the patrol vehicle being replaced by the new SUV. VIP's will place a Volunteering Services magnetic sign on the vehicle when in use. The Chief is researching grant and other public relations possibilities to finance a specific volunteer vehicle.

Typically when a new patrol car is placed into service, all available equipment from the outgoing vehicle is reused to help control costs. When unit 1720 was initially outfitted, it was equipped as the Chief's car. No overhead light bar, prisoner transport partition or molded rear seat was installed. Due to the size and staffing level of the Clayton Police Department, police sergeants are expected to perform those duties normally associated with routine patrol work, in addition to their supervisory duties. The new vehicle will be equipped to perform as a command vehicle in the event of a major incident, in addition to functioning as a patrol vehicle. This will allow the sergeant to better perform patrol duties.

DISCUSSION

In 2015 the Police Department purchased its first of the Ford Motor Company's new patrol vehicles. The vehicle is based on the Ford Explorer, small SUV chassis. Our 2015 unit has been in service for approximately 24 months. It has exceeded the older Ford Crown Victoria platform in most every category. The vehicle sits slightly higher affording the driver slightly better visibility. Due to the vehicle's height, entry and exit are easier on the operator. This will ultimately reduce repetitive motion injuries such as knee and lower back injuries to our officers.

The Concord Police Department is also migrating to the same SUV platform for its new patrol vehicles. They are integrating them into the fleet as the older Crown Victorias are replaced. The City of Clayton contracts with the City of Concord for maintenance of our police vehicles. Though not required, there are advantages to using the same vehicle as the City of Concord. For example: Concord will stock parts; its technicians are familiar with the Ford products.

The SUV style vehicle is replacing our older Crown Victoria models. Some emergency equipment can be reused in the building of the new car. Other items are specific to the Crown Victoria model and cannot be reused. Items such as the computer mounting brackets will be changed to accommodate the new style vehicle. There is no light bar, prisoner partition or molded rear seat to transfer suspects; vehicle 1720 was never equipped with ones and some components must be purchased separately for installation in the new SUV.

The next oldest patrol vehicle in the fleet (Unit #1732) will be taken off regular patrol duty and repurposed for use as our "decoy" vehicle. The "decoy" unit is used to act as a visual deterrent in response to community needs or to assist with traffic control and perimeter security during community events. The current "decoy" vehicle (unit #1731) will then be repurposed for use by the Volunteers and civilian staff, who have a need to conduct official business in a City vehicle.

Our minimum staffing is typically two officers on patrol at any given time. During our peak staffing levels, we have three officers on patrol and a reserve officer augmenting our deployment. The Police Department routinely staffs "special events" where numerous officers/cadets are on duty at the same time. Patrol vehicles need routine maintenance, can suffer unexpected mechanical, communication and emergency equipment failures. By maintaining a fleet of seven (7) vehicles, we assure our capability to support all these missions simultaneously. Additional vehicles will be utilized by police staff. One for VIP's to use as well as other staff and administrative duties when necessary and one for crime prevention and traffic calming purposes.

When originally built, the sergeant's vehicle was not equipped with an in-car recording camera. Monies have been set aside to upgrade and replace our current antiquated system. When the upgrade occurs, the sergeant's vehicle will be equipped with a recording system.

After a competitive process, Downtown Ford was selected as the supplier of Ford vehicles to the State of California. Future Ford of Concord met the contract price awarded Downtown Ford.

FISCAL IMPACT

The City routinely purchases one patrol vehicle per budget year. The purchase of this vehicle was anticipated when the 2016/2017 budget was adopted and allocated \$45,000 for the acquisition. Monies for the purchase are set aside annually in the Capital Equipment Replacement Fund (CERF). The Finance Manager has confirmed the CERF's cash balance is currently \$177,400 prior to the expenditure of these monies. This action will require a further appropriation of \$8,752.86 from CERF to accomplish the objective.

The purchase will require the expenditure of monies as follows:

1. Purchase of the new vehicle from Future Ford	\$34,243.29
2. Parts and labor to outfit the new car	\$19,091.82
3. Graphics, striping and decals	\$ 417.95
Total	\$53,752.86

Any monies received by the City from the auction sale of Unit 1720 will be deposited into the CERF account.

Attachments:

City Resolution (2 pages)

Future Ford quote (4 pages)

Emergency Equipment quote (3 pages)

Decal quote (1 page)

RESOLUTION NO. _____ - 2017

RESOLUTION APPROVING THREE CONTRACTS FOR THE PURCHASE AND OUTFITTING OF A NEW 2017 FORD POLICE INTERCEPTOR UTILITY PATROL VEHICLE TO REPLACE AN EXISTING FORD PATROL VEHICLE, AND DECLARING A 1998 PATROL VEHICLE (UNIT NUMBER 1720) AS SURPLUS TO THE CITY'S NEEDS

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

WHEREAS, the City of Clayton Police Department uses police vehicles to perform the patrol function and provide law enforcement services to the community; and

WHEREAS, patrol vehicles need to be replaced on a regular basis to assure each is in operable and dependable condition for public safety and first responder services; and

WHEREAS, patrol vehicles are equipped with specific emergency lights, sirens, radios; and

WHEREAS, by necessity the City contracts with various service providers for the purchase and installation of emergency equipment and decal/signage on its police patrol vehicles; and

WHEREAS, monies were budgeted by the City Council in the City's FY 2016-2017 Capital Equipment Replacement Fund (CERF) for the replacement of one patrol vehicle used by the City of Clayton Police Department; and

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

Section 1.

Approves and authorizes the competitive bid purchase of a new 2017 Ford Police Interceptor Utility vehicle from Future Ford (matching the State of California's competitive bid price, contract #1-15-23-14B) for the amount of \$34,243.29 including sales tax and fees.

Section 2.

Approves and authorizes a contract in the amount of \$19,091.82 with Pursuit North's Emergency Vehicle Installations for the purchase of law enforcement, emergency equipment and the outfitting of the new patrol vehicle to Clayton Police Vehicle Specifications.

Section 3.

Approves and authorizes the expenditure of \$417.95 from FASTSIGNS for the official police vehicle striping, lettering and decals.

Section 4.

Approves and authorizes the allocation of \$53,752.86 from the FY 2016-2017 Capital Equipment Replacement Fund (CERF) for the noted three (3) purchase and installation contracts related to the acquisition of a new 2017 Ford Police Interceptor for the use by the Clayton Police Department, which authorization includes an additional allocation of \$8,752.86 above the \$45,000 initial CERF budget.

Section 5.

Does herewith declare an existing 1998 Ford Crown Victoria (vehicle unit number 1720) as surplus to the City's needs and authorizes its City Manager to dispose of said vehicle by public auction.

PASSED, APPROVED AND ADOPTED by the City Council of Clayton, California at a regular public meeting thereof held on the 17th day of January, 2017 by the following note:

AYES:

NOES:

ABSENT:

ABSTAIN:

THE CITY COUNCIL OF CLAYTON, CA

Jim Diaz, Mayor

ATTEST

Janet Brown, City Clerk

FUTURE FORD LINCOLN

285 Diamond Blvd.
Concord, CA 94520
Phone 925-686-5000
Fax 925-682-5485

INVOICE 1207
DATE: 12/7/2016

QUOTE

TO:
CITY OF CLAYTON
6000 HERITAGE TRAIL
CLAYTON, CA 94517

SALESPERSON	P.O. NUMBER	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
SANDY ZUKOWSKI		Daryl Long			Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	2017 Ford Utility Police		\$31,523.00
		DMV TRANS	29.00
		DOC FEES	80.00
			\$2,611.29
		TOTAL DUE	\$34,243.29

Make all checks payable to FUTURE FORD LINCOLN.
If you have any questions concerning this invoice, contact: Sandra Zukowski at 925-686-5000 or szukowski@futurefordofconcord.



Selected Options

Code	Description	MSRP
Base Vehicle		
K8A	Base Vehicle Price (K8A)	\$31,510.00
Packages		
500A	Order Code 500A <i>Includes:</i> - Engine: 3.7L V6 Ti-VCT FFV - Transmission: 6-Speed Automatic - 3.65 Axle Ratio - GVWR: 6,300 lbs - Tires: P245/55R18 AS BSW - Wheels: 18" x 8" 5-Spoke Painted Black Steel - Includes center caps and full size spare. - Unique HD Cloth Front Bucket Seats w/Vinyl Rear - Includes driver 6-way power track (fore/aft, up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft, with manual recline) and built-in steel intrusion plates in both front seatbacks. - Radio: MyFord AM/FM/CD/MP3 Capable - Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.	N/C
Powertrain		
99R	Engine: 3.7L V6 Ti-VCT FFV	Included
44C	Transmission: 6-Speed Automatic	Included
STDAX	3.65 Axle Ratio	Included
STDGV	GVWR: 6,300 lbs	Included
Wheels & Tires		
STDTR	Tires: P245/55R18 AS BSW	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel <i>Includes center caps and full size spare.</i>	Included
Seats & Seat Trim		
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear <i>Includes driver 6-way power track (fore/aft, up/down, tilt with manual recline, 2-way manual lumbar, passenger 2-way manual track (fore/aft, with manual recline) and built-in steel intrusion plates in both front seatbacks.</i>	Included
Other Options		
113WB	113" Wheelbase	STD
PAINT	Monotone Paint Application	STD
STDRD	Radio: MyFord AM/FM/CD/MP3 Capable <i>Includes clock, 6 speakers and 4.2" color LCD screen center-stack Smart Display.</i>	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Selected Options (cont'd)

Code	Description	MSRP
86P	Front Headlamp/Police Interceptor Housing Only <i>Includes pre-drilled hole for side marker police use, does not include LED installed lights (eliminates need to drill housing assemblies) and pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights).</i>	\$125.00
86T	Tail Lamp/Police Interceptor Housing Only <i>Pre-existing holes with standard twist lock sealed capability (does not include LED installed lights) (eliminates need to drill housing assemblies).</i>	\$60.00
153	Front License Plate Bracket	N/C
43D	Dark Car Feature <i>Courtesy lamps disabled when any door is opened.</i>	\$20.00
17T	Red/White Dome Lamp in Cargo Area	\$50.00
21L	Front Warning Auxiliary LED Lights <i>Includes driver side - red / passenger side - blue</i>	\$550.00
96W	Front Interior Visor LED Light Bar <i>Super low-profile warning LED light bar fully integrated into the top of the windshield near the headliner. (Red/Red or Blue/Blue operation. White take down and scene capabilities)</i>	\$1,115.00
60A	Grille LED Lights, Siren & Speaker Pre-Wiring	\$50.00
96T	Rear Spoiler Traffic Warning LED Lights <i>Fully integrated in rear spoiler for enhanced visibility. Provides red/blue/amber directional lighting.</i>	\$1,400.00
63B	Side Marker LED Sideview Mirrors Recommend using Cargo Wiring Uplift Package (67G), Ready for the Road Package (67H) or Ultimate Wiring Package (67U). <i>Includes driver side - red / passenger side - blue. Located on backside of exterior mirror housing. LED lights only. Wiring and controller not included.</i>	\$290.00
51S	Dual (Driver & Passenger) LED Spot Lamps (Unity)	\$620.00
76D	Deflector Plate	\$335.00
91A	2-Tone Vinyl Package #1 <i>Includes roof vinyl, right hand/left hand front-doors vinyl, right hand/left hand rear-doors vinyl. White (YZ) only</i>	\$840.00
53M	SYNC Basic (Voice-Activated Communications System) <i>Includes single USB port and single auxiliary audio input jack.</i>	\$295.00
61S	4 Remappable Steering Wheel Switches w/SYNC	\$155.00
52P	Hidden Door-Lock Plunger/Rr-Door Handles Inoperable	\$160.00
18W	Windows - Rear-Window Power Delete	\$25.00

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Selected Options (cont'd)

Code	Description	MSRP
	<i>Operable from front driver side switches.</i>	
85R	Rear Console Plate	\$35.00
59B	Keyed Alike - 1284x	\$50.00
55B	BLIS Blind Spot Monitoring w/Cross Traffic Alert	\$545.00
	<i>Includes heated mirrors.</i>	
54Z	Manual Fold-Away Mirrors w/Heat	N/A
	<i>Without memory and without puddle lamps.</i>	
47A	Police Engine Idle Feature	\$260.00
	<i>This feature allows you to leave the engine running and prevents your vehicle from unauthorized use when outside of your vehicle. Allows the key to be removed from ignition while vehicle remains idling.</i>	
76R	Reverse Sensing	\$275.00
17A	Aux Air Conditioning	\$610.00
55D	Scuff Guards	\$90.00
	<i>Protective wrap edging located on front edge of both rear doors and top surface of rear bumper (help protect the upper surface from paint damage that can occur while loading and unloading of cargo).</i>	
60R	Noise Suppression Bonds (Ground Straps)	\$100.00
79V	COV Required	N/A
C09	Priced DORA	N/C
Interior Colors		
9W_02	Charcoal Black	N/C
Primary Colors		
G1_01	Shadow Black	N/C
SUBTOTAL		\$39,565.00
Destination Charge		\$945.00
TOTAL		\$40,510.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

PURSUIT NORTH

661 Garcia Avenue
 Pittsburg, CA 94565
 Phone. 925-370-2144
 Fax 925-370-2087

** QUOTATION **
 *** DUPLICATE ***
 Ord # 02 01489
 P/O # PATROL SUV

CASH

WILL CALL

Br Acct
 00 00001

MM 01

TIM MARCHUT
 CLAYTON POLICE DEPARTMENT

CASH CUSTOMER

11/07/16
 17:59:47
 Expires
 1/03/2017

Lin	Qty	Part Number	S Description	Wt. Each	Net	Value
4418	2292	5742 7438 02/19	"902" 93465			
001	1	C3 Z3	F SIREN CONTROLER		795.0000	795.00
002	1	C3 Z3-SWIF	STEER WHEEL MOD		150.0000	150.00
		Part Ordered: ## Z3 SWIF				
004	2	C3 C3100PIU	SPEAKER & BRACK		199.2000	398.40
		Part Ordered: ## C3100-PIU				
007	2	C3 MR6MC-RB	F MR6 RED/BLUE		95.0000	190.00
008	1	C3 HDLGTBKT-PIU	HDLGT BKT KIT		24.0000	24.00
009	1	WH UHF2150A	F HEADLIGHT ELSHR		48.0000	48.00
012	2	C3 XT302RB	SXS XT3 R/B		105.0000	210.00
015	1	NV MDASHCPE	F PRE-EMPTION CLR		225.0000	225.00
017	1	XN 851-0451	XPOWER 450		85.0000	85.00
018	1	C3 CW0411	COMPARTMENT LHT		85.0000	85.00
019	1	GJ 7160-0411	F UTILITY CONSOLE		440.0000	440.00
020	1	GJ 7160-0431	F 2" USB AUDIO		65.0000	65.00
021	1	HN TM-5502-SMP	HINT MOUNT		395.0000	395.00
022	1	HN DH-D911-12	MONITOR MOUNT		89.0000	89.00
023	1	MS MT10554	F M6/M7 CPU FIU		110.0000	110.00
024	1	SE PK03691TU12TMSCA	SVS RP COATED		599.2000	599.20
026	1	SE QK06341TU12	CONTOUR SEAT		640.0000	640.00
027	1	IM B-BOM560-AC	BLACKOUT MODULE		369.0000	369.00
028	1	OP D34/78	F YEL DEEP CYCLE		259.0000	259.00
029	24	DK 04614	F CABLE 2 GA RED		2.6000	62.40
030	11	DK 04615	F CABLE 2 GA BLK		2.6000	28.60
031	1	DK 05309	F TERM MARINE NE		2.2800	2.28
032	1	DK 05308	F TERM MARINE PO		2.2800	2.28
033	2	KM 090-0150-0	F 150AMP BREAKER		42.0000	84.00
034	1	DK 03009	BATT BOX GROUP		12.5000	12.50
035	1	CL 5201	F POWER TAMER VS		89.5000	89.50
036	1	PP 03-0211	F UTIL HRNS FRONT		695.0000	695.00
037	1	MS INSTALL-KIT	INSTALL-KIT		150.0000	150.00
		Part Ordered: ## INSTALL KIT				
042	1	LA I	INSTALLATION		3650.0000	3650.00
		PROFESSIONAL INSTALLATION OF ABOVE QUOTED EMERGENCY EQUIPMENT. EQUIPMENT SPEC'D BY TIM MARCHUT, CUSTOMER TO PROVIDE DATA 911 M7, (3) APX6500 REMOTE RADIOS.				
043	4	MM MMSU-1	F MAGNETIC MIC KT		28.5000	114.00
044	1	SE PK03161TU122ND	12VS LEXAN PART		350.0000	350.00

TOTAL UNITS	PART TOTAL	CORE TOTAL	FREIGHT	HANDLING	OTHER	TAX
RCVD BY: _____					PAY THIS AMOUNT	\$ _____

PURSUIT NORTH

661 Garcia Avenue
 Pittsburg, CA 94565
 Phone. 925-370-2144
 Fax 925-370-2087

** QUOTATION **
 *** DUPLICATE ***
 Ord # 02 01489
 P/O # PATROL SUV

CASH

WILL CALL

Br Acct
 00 00001

MM 01

TIM MARCHUT
 CLAYTON POLICE DEPARTMENT

CASH CUSTOMER

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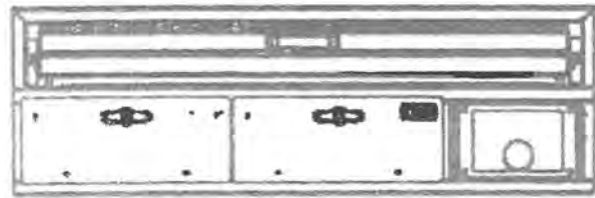
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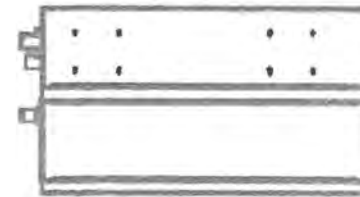
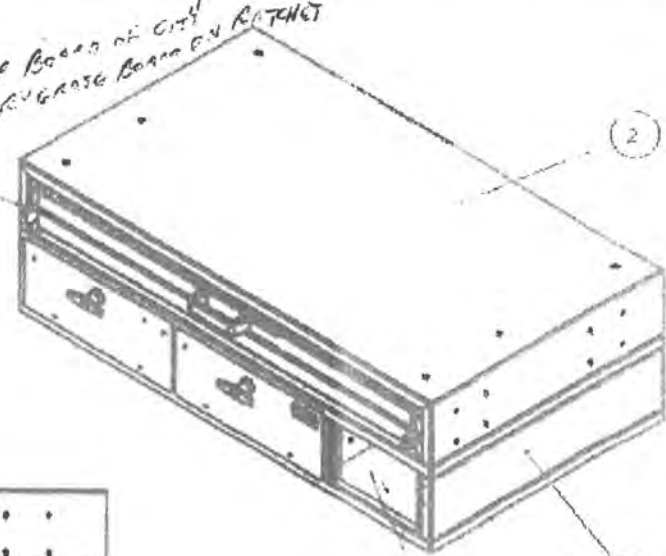
Lin	Qty	Part Number	S Description	Wt.Each	Net	Value
046	1	C3 HB6PAK-PI-BW	HIDE-A-BLASTB/W		79.8800	79.88
047	1	C3 HB6PAK-PI-RW	HIDE-A-BLASTR/W		79.8800	79.88
048	1	WH MCRNTR	F MICRON RED STUD		109.2000	109.20
		D/S GRILL LIGHT				
049	1	WH MCRNTJ	F RED/BLUE MICRON		113.4000	113.40
		P/S GRILL LIGHT				
050	2	C3 MR6-RB	MR6 R/B		81.7000	163.40
051	1	C3 RBM-PIU	BUMPER BKTS		41.0000	41.00
052	1	SE GK10141S1U	D T-RAIL VAULT		375.2100	375.21
053	1	TP CP-MS12D-FP	COMMAND POST		3750.0000	3750.00
054	1	TP CP-UV-CARGO-MNT	HINGED PLATFORM		281.5000	281.50
055	2	SO EAUSSMBOSWC	SPOT LIGHT		107.4000	214.80
		SIDE LIGHTS				
056	1	C3 3450	F SIREN AMP		290.8000	290.80
057	2	C3 HB6PAK-PI-RB	HIDE-A-BLAST6PK		79.8800	159.76
058	1	C3 HB4PAK-RB	HIDE-A-BLASTR/B		145.9200	145.92
		PAIR				
059	2	WH TLIJX	ION T R/B		126.0000	252.00
060	1	LA L	LABOR CHARGE		450.0000	450.00
		LABOR TO REMOVE DATA 911 FROM 1728 RANGER				
061	1	LA L	LABOR CHARGE		450.0000	450.00
		LABOR TO REMOVE APX 6500 FROM 1738 SUV				

91	17373.91		400.00		1317.91
TOTAL UNITS	PART TOTAL	CORE TOTAL	FREIGHT	HANDLING	TAX
RCVD. BY: _____					PAY THIS AMOUNT \$ 19091.82



- Pull out map based on city
 - Magnetic degauss beam on ratchet

REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED
	A	UPDATE SINGLE MAP	12/21/74	EW
	E	CP MS-2D7-22 W/CP MS-2D7-12-11	12/24/74	EW



- RADIO
 - 110V OUTLETS
 - 12V OUTLETS

ITEM NO	PART NUMBER	DESCRIPTION	QTY
1	CP-MS-2D7-22	3 drawer CP module	1
2	CP-SINGLEMAP-MS	Mid-size map drawer	1

REVISIONS
 REVISED BY: [illegible]
 DATE: [illegible]
 APPROVED BY: [illegible]
 DATE: [illegible]
 DRAWN BY: [illegible]
 DATE: [illegible]
 CHECKED BY: [illegible]
 DATE: [illegible]
 TITLE: [illegible]

3024 South Van Avenue
 Monterey, CA 93940-5020
 Mid-size custom
 command post
 CP-MS120-EP
 SCALE: 1/4" = 1"

FASTSIGNS

More than fast. More than signs.

PLEASANT HILL FASTSIGNS

2835 Contra Costa Blvd Ste. D Phone: (925) 686-0771
Pleasant Hill, CA 94523 Fax: (925) 933-2679
Email: 16@fastsigns.com

Page 1 of 1

ESTIMATE:

PH 20904

Estimate Date: 11/8/2016 10:21:06AM
Salesperson: FASTSIGNS
Entered By: FASTSIGNS
Date Printed: 11/8/2016 10:43:41AM

Project Description: ReOrder :ReOrder :INSTALLED - POLICE CAR/SUV GRAPHICS

Customer: CLAYTON POLICE
Ordered by: TIM MARCHUT
Phone: (925) 437-2103

6000 HERITAGE TRAIL
CLAYTON, CA 94517

Email: TIM.MARCHUT@CLAYTONPD.CO

Dear TIM:

THIS ESTIMATE MAY CHANGE WITH ADDITIONS OR CHANGES TO ITEMS QUOTED.

Sincerely,

FASTSIGNS

PRODUCT	DESCRIPTION	QTY	SIDES	H x W	UNIT COST	TOTALS
RTA	* RTA Lettering (Based on Total Area, Height by Width) **Ready for Client to Install** Color: SAPPHIRE/BLACK on WHITE Text: POLICE EMBLEM ON BOTH SIDES OF CAR SPANNING ACROSS FRONT & REAR DOORS LETTERING ON TRUNK LIP, #1740 SMALL VEHICLE IDENTIFICATION #S (4-SETS)	1	1	1 x 1	\$225.00	\$225.00
vinyl HxW	* Printed or complex cut vinyl priced by H x W. Color: White Text: X1 CL40 (ROOF) RTA	1	1	1 x 1	\$35.00	\$35.00
MISC	* NON-TAXED LABOR Color: ITEM Text: INSTALLATION	1	1	0 x 0	\$135.00	\$135.00

TERMS: Payment due upon completion of order.

ESTIMATE RECEIVED/APPROVED BY:

X _____ / /
CUSTOMER SIGNATURE DATE
P.O./Credit Card # _____ Exp: /

Line Item Total:	\$395.00
Tax Exempt Amt:	\$125.00
Subtotal:	\$395.00
Taxes:	\$22.95
Total:	\$417.95

Deposit Required: \$208.98

Bill To: CLAYTON POLICE
Attention: TIM MARCHUT
6000 HERITAGE TRAIL
CLAYTON, CA 94517

Thank You for choosing
FASTSIGNS

Copyright © 2015 FASTSIGNS International, Inc

More than fast. More than signs.™

NATHAN COLLIER
for
"Doing the Right Thing"
at
Mt. Diablo Elementary
by exemplifying great "Kindness"
November and December 2016

Agenda Date: 1-17-2017

Agenda Item: 4b

GRACE LATTIN
Clayton Valley Charter High School
for
her design and development
of
Clayton Police Officer
"baseball trading cards"
for use in the Department's
Community Policing Program

Agenda Date: 1-17-2017

Agenda Item: 4C

KATE AMOS

Clayton Valley Charter High School

for

her design and development

of

Clayton Police Department

"Christmas Cards"

December 2016

Community Choice Energy (CCE) In Contra Costa County

Clayton City Council
January 17, 2017



Agenda Date: 1-17-2017

Agenda Item: 8a

Current Status in Contra Costa County



- Technical Study of CCE is a partnership between the County and the 14 cities not already served by MCE
- Presentations will be made to the BOS, several city councils, and community groups in January and early February
- County taking comments through January 31, 2017
- Study will be updated and finalized in February
- Final Technical Study will be presented to BOS and City Councils in March/April for decisions/direction

Scope of the Technical Study



- Analyze the electrical load of the 15 participating jurisdictions
- Compare projected rates for PG&E and a Contra Costa CCE program under 4 different CCE energy supply scenarios
- Assess the ability of CCE to lower greenhouse gas (GHG) emissions
- Identify sites for potential local solar development
- Evaluate potential impact of CCE on local economy
- Compare 3 Separate CCE program alternatives (Contra Costa only, MCE and East Bay Community Energy (EBCE)) to existing PG&E service

BASIC UNDERLYING ASSUMPTIONS



Load Served

- Only jurisdictions not already in MCE and customers served by PG&E (i.e., excludes customers with a non-PG&E source of power)
- 2015 data from PG&E
- Growth rates from California Energy Commission

PG&E Rates

- From filings made at the California Public Utilities Commission (CPUC) (Long-Term Procurement Plan, Renewable Procurement Plan, Diablo Canyon Retirement Application, other filings that include costs of existing resources)
- Forwards-based forecasts of market power and natural gas prices

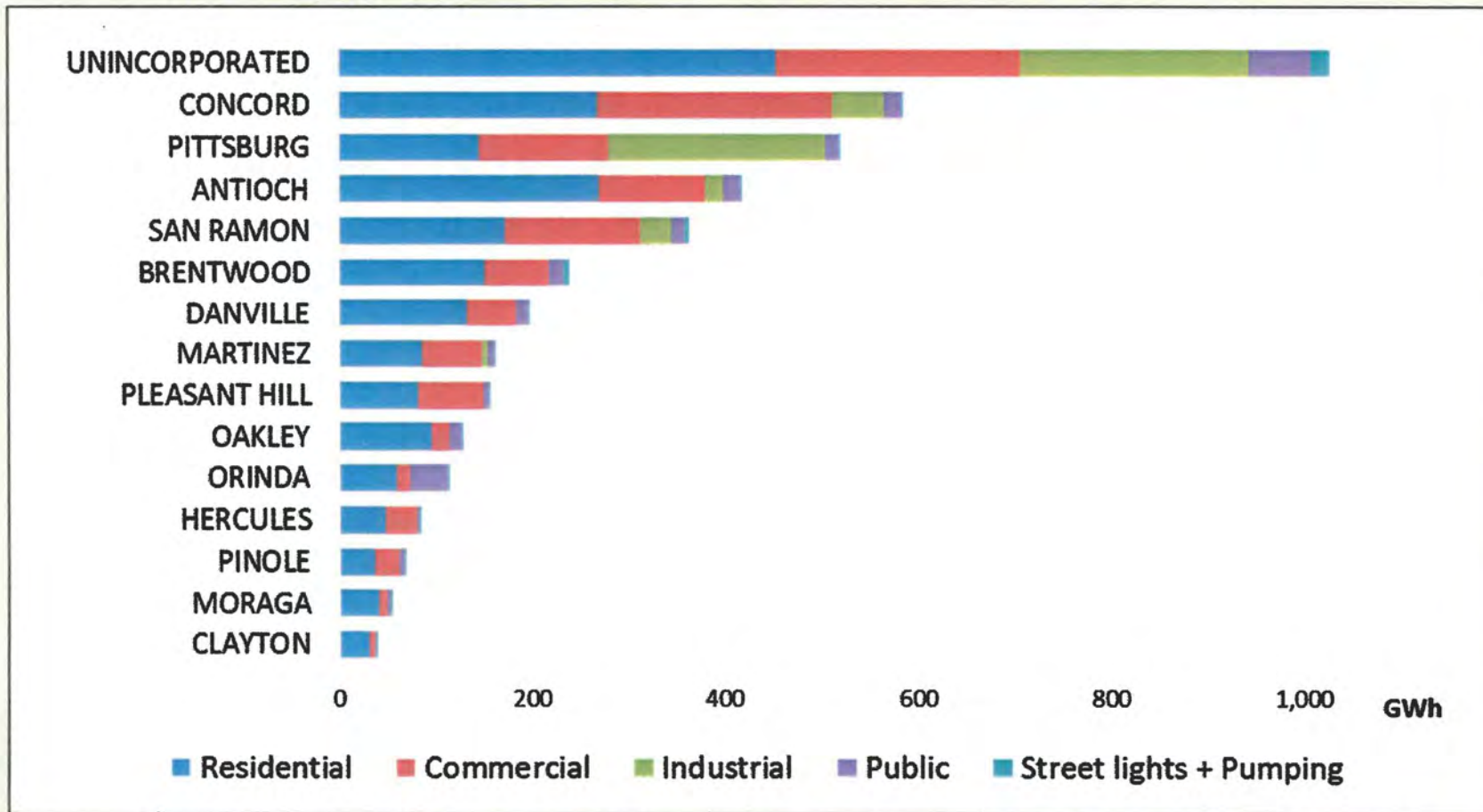
CCE Costs

- Same underlying market gas and power prices as above
- Renewable cost projections based on recent contracts signed with public agencies (e.g., City of Palo Alto)
- Administration costs based on existing CCEs

MAIN FINDINGS

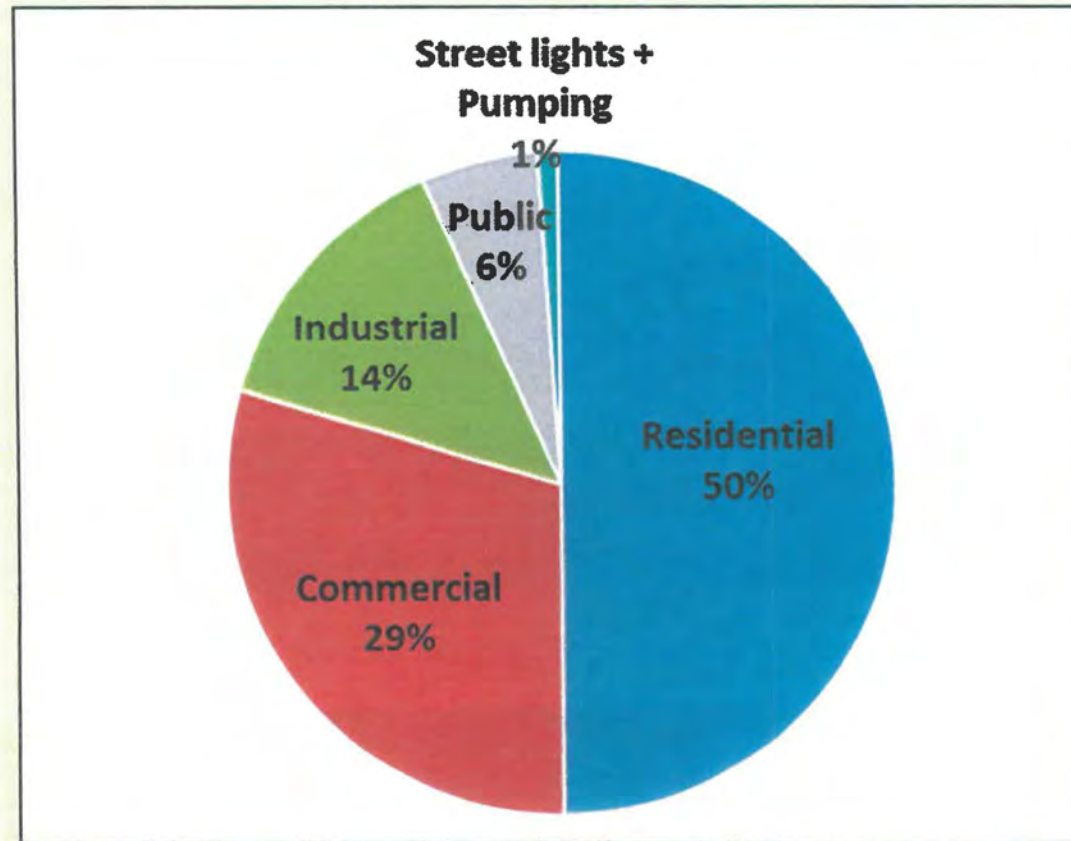
- **Contra Costa County has several options for implementing a CCE program that could result in:**
 - **lower GHG emissions**
 - **increased local renewable energy generation**
 - **increased local job creation**
- **The electricity rates under various CCE scenarios would be similar or less than the PG&E rates.**
- **Enough technically feasible locations for renewable generation to meet a significant proportion of electricity demand (40% of these sites in Northern Waterfront).**
- **There are tradeoffs between forming a Contra Costa-only CCE versus joining existing/ongoing CCE efforts in neighboring counties**

CONTRA COSTA LOAD*



Does not include the five Contra Costa cities already taking MCE service, or customers who have a non-PG&E source of power

PG&E'S 2015 BUNDLED LOAD BY RATE CLASS*



Does not include the five Contra Costa cities already taking MCE service, or customers who have a non-PG&E source of power

THE FOUR SCENARIOS MODELED

Scenario	% Renewable at Start	% Renewable at 2030	% Renewable from Local Resources
1	33%	50%	0%
2	50%	80%	0%
3	33%	50%	50%
4	50%	80%	50%

Notes:

- Scenario 1 represents the lowest cost option, albeit with the least amount of renewables and least greenhouse gas (GHG) savings. Scenario 4 represents the scenario with the greatest amount of renewables (and local renewables) but at the highest cost. The other two scenarios fall in between 1 and 4.
- Customer-sited solar (rooftop) is incorporated in this analysis as a reduction to the CCE’s load
- Customer-sited solar does not count towards meeting the State’s Renewable Portfolio Standard (RPS) and is therefore not included in the renewable procurement in these scenarios.

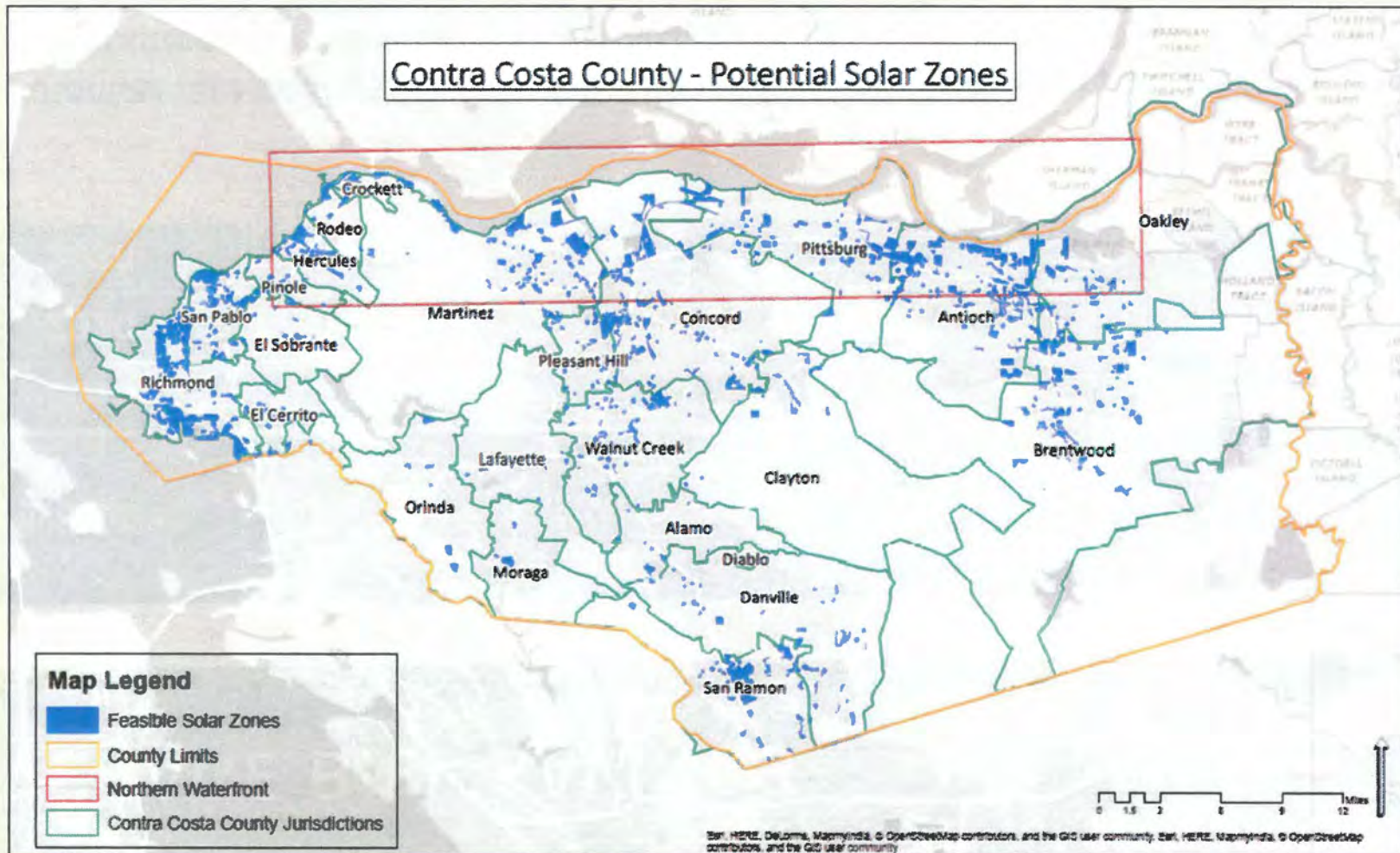


AVERAGE BILL SAVINGS

Savings (%)	Scenario 1 (state mandated renewables)	Scenario 2 (accelerated renewables)	Scenario 3 (Scenario 1 with local renewables)	Scenario 4 (Scenario 2 with local renewables)
2018	up to 4%	up to 3%	up to 4%	up to 3%
2020	up to 6%	up to 5%	up to 5%	up to 4%
2030	10%	9%	7%	4%

- Potential rate savings in early years can vary depending upon assumptions about contributions to a reserve fund. For example, the newest CCE, Peninsula Clean Energy (PCE), is contributing to reserves while also offering a rate discount.
- CCE Board has broad discretion on ratemaking; it can direct funds to other programs (e.g., financial reserves, energy efficiency, rooftop solar, etc.) or to rate reductions.

POTENTIAL SITES FOR LOCAL SOLAR



CCE SUPPLY PORTFOLIOS AND GHG EMISSIONS



- PG&E already has a low-carbon supply portfolio
- CCEs can—and do—offer lower GHG emissions, but need more than just eligible renewables.

	PG&E 2015	MCE 2015
Eligible renewable	30%	56%
Large Hydro	6%*	12%
Nuclear	23%	0%
GHG-Free subtotal	59%	68%
Unspecified/Market	17%	25%
Natural Gas	25%	12%
Fossil subtotal	41%	32%

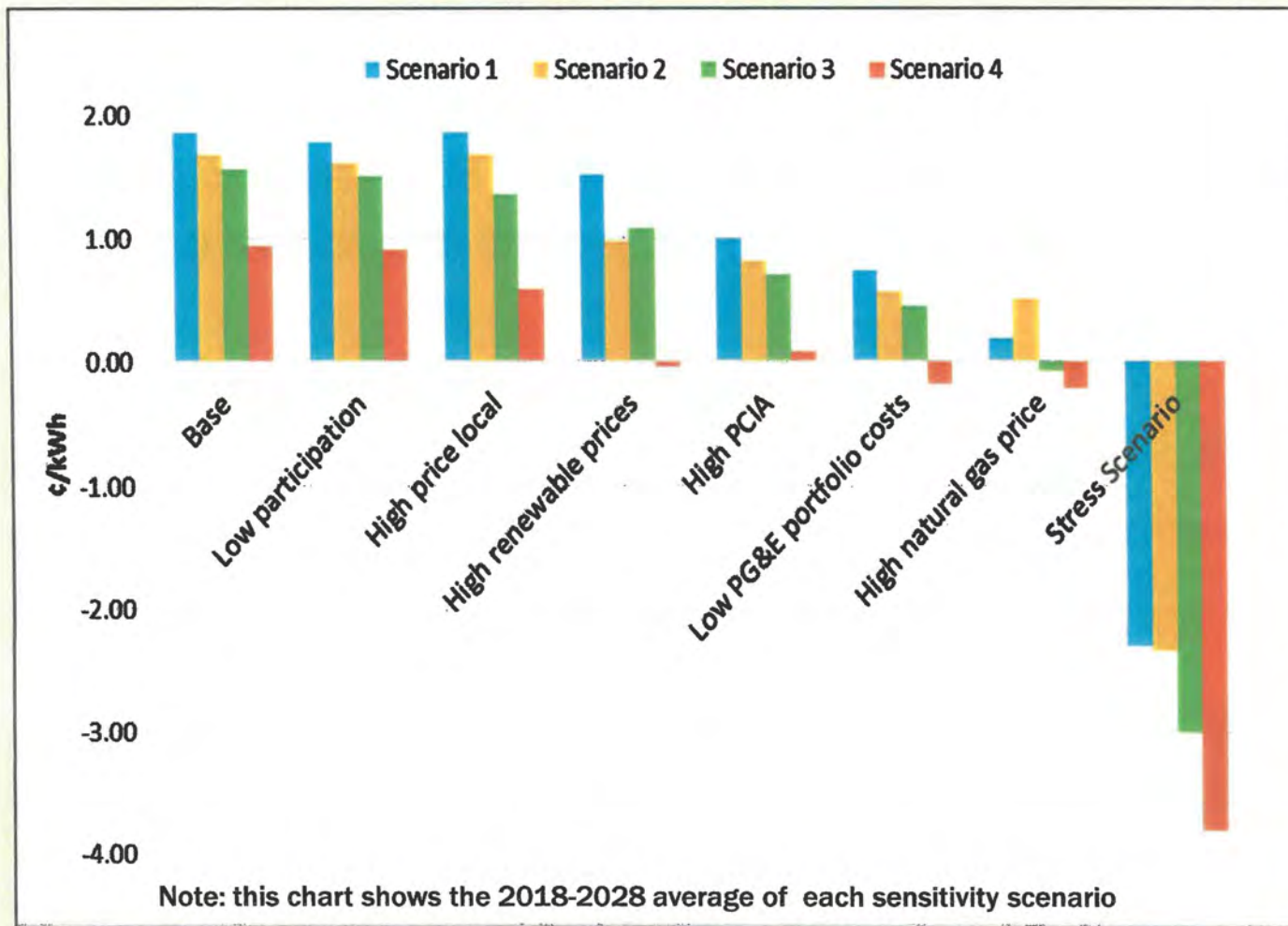
* The fraction of PG&E's power from large hydro was historically low due to drought

PRO FORMA SENSITIVITIES



Factor	Sensitivity Change
Low CCE Participation	Double Opt-Outs from 15% to 30%
High Price Local Renewable Generation	Local renewable prices 20% higher than base forecast
Increased cost of renewable power	10% higher through 2021, 20% higher in 2021 and 2022, and 30% higher after 2022
High PCIA (“exit fee”)	Retains the high PCIA expected in 2018 (2.4¢/kWh) through 2028
High Natural Gas Prices	US DOE High Gas Price Scenario, which is about 50% higher than the base case price
Low PG&E Rates	PG&E rates 10% lower than base forecast
Stress Scenario	Combined impact of high renewable costs, high PCIA, high gas price and low PG&E rates.

DIFFERENCE BETWEEN PG&E AND CCE CUSTOMER RATES



CCE LOCAL JOBS IMPACTS

- **Jobs likely to be created from 2 factors:**
 - **Electricity Rate Savings**
 - **Construction and Operation of Renewable Energy Generating Facilities and CCE operations**

- **The 4 scenarios modeled in the Draft Study project 530 - 680 additional jobs annually within the County**

JOBS RESULTING FROM RATE SAVINGS



- Residential Rate reduction shifts consumer spending to other activities across the local economy
- Shift in spending results in job creation in a broad range of economic sectors
- Rate savings would be modest, but widespread, with all electricity customers benefiting to some degree
- County's Commercial & Industrial customers reap "lower costs-of-doing business" which helps with added growth.

JOBS FROM NEW ENERGY FACILITIES



- **Local job creation projected from construction and operation of new renewable energy facilities**
- **Most jobs for facilities built within the County would be held by County residents**
- **Smaller share of jobs for build-out in adjacent counties would be held by County residents**
- **Jobs impact would depend on policies adopted by the CCE program to encourage build-out**

CONTRA COSTA CCE PROGRAM OPTIONS



Options include:

1. Form a new, stand-alone CCE for County and cities not already with MCE
2. Join MCE
3. Join EBCE (Alameda County)

There are pros and cons/trade-offs to each option

Key Factors Examined:

- ✓ Rates
- ✓ GHG Reduction Potential
- ✓ Local Control/Governance
- ✓ Local Economic Benefits
- ✓ Start-Up Costs
- ✓ Level of Effort
- ✓ Program Risks
- ✓ Timing

CONTRA COSTA CCE PROGRAM OPTIONS



Criterion	Form CCCo JPA	Join MCE	Join EBCE	Stay with PG&E
Rates	Likely lower	Likely Lower	Likely Lower	Base
GHG Reduction Potential	Some	Some	Some	Base
Local Control/ Governance	Most	Some	Some	None
Local Economic Benefits	Greatest	Some	Some	Minimal
Start Up Costs/Cost to Join	Low, but greater risk ¹	None ²	Unknown, but likely to be none ²	None
Level of Effort	Greatest	Minimal	Greater	None
Program Risks	Greatest	Minimal	Some	Base
Timing (earliest)	Mid-Late-2018	Late-2017	Mid-2018	N/A

1 Start-up funds provided by the County and funding cities are likely to be reimbursed by the JPA.

2. Costs already spent for consulting/technical study will likely not be reimbursed.

FORMING NEW CONTRA COSTA CCE (VS JOINING A REGIONAL CCE)



Benefits/Pros	Risks/Cons
Governance not shared with jurisdictions outside of County	Commitment of substantial County and City resources to establish a new CCE agency
Can form JPA, policies, and programs that fully reflect County interests and values	Higher risks due lack of experience; level of effort is high
Greatest potential for local economic development (due largely to a Contra Costa-only JPA)	Would need to establish programs, contractors, credit, etc.
Allows Contra Costa jurisdictions to formulate programs and initiatives that target low-income and environmental justice issues consistent with local values and priorities.	Longest timeline to begin enrolling customers; would not likely launch until late 2018 or early 2019
Any net revenues generated can be reinvested 100% into Contra Costa with complete decision making authority resting within Contra Costa jurisdictions.	Adding an additional CCE program could create customer confusion within the County

JOINING MCE (VS EBCE)



Benefits/Pros	Risks/Cons
5 other Contra Costa County communities have already joined MCE; Brand awareness exists in the County	May be less of a “fit” compared to East Bay identification, policy objectives and sensibilities (for some cities, this may be a benefit)
Established, successful program with staff, credit capacity and programs in place	Because programs and policies are already in place, less/minimal input into their content and operation
Easiest transition/implementation	Due to more expensive legacy contracts, rates could be higher than EBCE
Likely will be able to enroll customers sooner than EBCE	

JOINING EBCE (VS MCE)



Benefits/Pros	Risks/Cons
<p>Coming in on the “ground floor” — opportunity to influence JPA development, policy direction and program implementation</p>	<p>Will likely to take longer to enroll new communities/customers</p>
<p>May be more mission or cultural alignment (East Bay vs. Marin) for some communities</p>	<p>Path and cost (if any) to join is not yet clear; more will be known in February 2017</p>
<p>Board will more likely be one seat per member jurisdiction (not a shared seat)</p>	<p>May be a small fish among some very large fishes (e.g. Oakland, Hayward)</p>
<p>Weighted voting process is a little clearer</p>	<p>Union focused policies may be difficult for some</p>
<p>EBCE working on a local development business plan with emphasis on local/union hire and local power production <i>in the East Bay</i></p>	<p>Adding an additional CCE program could create customer confusion within the County</p>

BOARD VOTING SHARES



	MCE	EBCE (Simple)	EBCE (Weighted) ¹
Contra Costa already in MCE ²	14%	n/a	n/a
Contra Costa not yet in MCE ³	47%	52%	34%
Contra Costa Total	61%	52%	34%
Non-Contra Costa Communities	38%	48%	66%
Largest Community (share)	CC Unincorp. (8.1%)	All equal	Oakland (16.4%)
Unincorporated CC County Share	8.1%	All equal	8.4%

1. Standard EBCE voting is based on simple, one community, one vote. A weighted vote occurs only if three communities request it, and can only reverse an affirmative vote.
2. El Cerrito, Lafayette, Richmond, San Pablo, and Walnut Creek.
3. Assumes that all non-MCE Contra Costa communities join the CCE with 15% opt-out.

REMAINING WITH PG&E



Benefits/Pros	Risks/Cons
Experienced provider	Higher GHG emissions; lower renewable content
Continuity- same firm provides all services	Less local renewable power generation
No action needed by City/County—status quo	Higher electricity rates than CCE rates under most scenarios
May be able to join a CCE at a later date (but perhaps at some cost)	No local control/local accountability
Individuals can remain on bundled PG&E service even if their community is a CCE member	No local input into policies and programs
	Less local economic development opportunity

CCE PROGRAM RISKS



Risk	Magnitude	Mitigation
Financial Risks to CCE Members	Low	Keep CCE JPA's financial obligations separate from jurisdiction's
Procurement-Related Risks (i.e., can't meet rate or GHG targets)	Medium-low	Enter into balanced portfolio of power contracts
Legislative and Regulatory Risks	High	Monitor and advocate at legislature and CPUC
PCIA ("Exit Fee") Uncertainty	High	Establish rate-stabilization fund to account for volatile PCIA
PCIA Policy Uncertainty	High	Monitor and advocate at legislature and CPUC
Availability/price of low-carbon resources	Medium	Enter into balanced portfolio of power contracts
Bonding Risk	Low	Monitor and advocate at CPUC

CONCLUSIONS (SO FAR)



- Likely able to meet or beat PG&E's retail rates.
- Can facilitate greater renewable generation in the County
- Can reduce GHGs, but need more than just increased RPS
- Can create 530 to 680 new jobs in County
- Trade-offs between different CCE options
 - Forming a stand-alone CCE: greatest control and local benefit potential
 - Joining MCE: quickest, but less ability to shape program.
 - Joining EBCE: longer path than MCE, but with the opportunity to influence policies and formation
 - Joining MCE or EBCE can be delayed but it may result in an "entry fee" or higher PCIA.

Next Steps and Upcoming Meetings



- City Council Presentations:
 - Martinez – January 18
 - San Ramon – January 24
 - Pleasant Hill – February 6
- Public Workshop: January 26, Danville Veterans Bldg.

Questions/Comments



Visit www.cccounty.us/cce to submit a comment on the Draft Technical Study and take the online survey.

Contact Information:

Jason Crapo, Deputy Director

Dept. of Conservation and Development

(925) 674-7722

Jason.Crapo@dcd.cccounty.us



Received
NOV 14 2016
City of Clayton

Kathrin Sears, Chair
County of Marin

November 8, 2016

Tom Butt, Vice Chair
City of Richmond

Gary Napper, City Manager
City of Clayton, City Hall
600 Heritage Trail
Clayton, CA 94517

Bob McCaskill
City of Belvedere

Alan Schwartzman
City of Benicia

Dear Mr. Napper:

Sloan C. Bailey
Town of Corte Madera

As you may be aware, MCE is currently serving customers in many jurisdictions of Contra Costa County with clean electricity choices at competitive rates for customers. We have been in touch with staff representatives from the County and we are familiar with the technical study currently underway to consider community choice options in other parts of the county not currently served. As part of this process MCE has been asked to clarify what the cost and process would be for new jurisdictions interested in joining MCE.

Greg Lyman
City of El Cerrito

Barbara Coler
Town of Fairfax

Kevin Haroff
City of Larkspur

Brandt Andersson
City of Lafayette

To respond to this request the MCE Board recently held a Special Meeting to discuss the inclusion process and costs for new jurisdictions within the borders of Contra Costa County. We are pleased to inform you that our Board has approved a six-month "inclusion period" that would allow no-cost membership consideration if your membership application is completed between December 1, 2016 and May 31, 2017.

Sashi McEntee
City of Mill Valley

Brad Wagenknecht
County of Napa

Membership application requirements are attached here and include the following:

Denise Athas
City of Novato

P. Rupert Russell
Town of Ross

Ford Greene
Town of San Anselmo

Genoveva Calloway
City of San Pablo

Andrew McCullough
City of San Rafael

Ray Withy
City of Sausalito

Emmett O'Donnell
Town of Tiburon

Bob Simmons
City of Walnut Creek

If you are interested in submitting a membership application please notify Jenna Famular, MCE's Community Affairs Coordinator, and she will assist you with any questions you may have as you complete the checklist. You can reach Jenna by email at: jfamular@mcecleanenergy.org or by phone at: 415-464-6047.

1125 Tamalpais Avenue
San Rafael, CA 94901

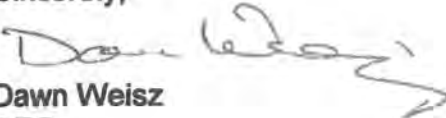
1 (888) 632-3674
mceCleanEnergy.org

Please note that (1) adoption of your Ordinance to join MCE will be subject to approval by the MCE Board, and (2) MCE will conduct an economic feasibility analysis prior to approving membership. Also, if membership is approved, timing of procurement and customer enrollment would be determined by the MCE Board. We will remain in close contact with your city about the most likely target dates for each process.

To streamline communications and policy setting, participating jurisdictions may consolidate voting representation on the MCE Board. If you choose this option, the selected representative would have a weighted vote based on the combined customer load of all the jurisdictions which voted to consolidate.

We are happy to meet with you or your council to answer questions or provide additional information. We look forward to the opportunity to work with you on your membership application for MCE service. Please let me know if we can be of any further assistance.

Sincerely,



Dawn Weisz
CEO



Agenda Date: 1-17-2017

Agenda Item: 8b

Approved:

Gary A. Naper
City Manager

STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MINDY GENTRY, COMMUNITY DEVELOPMENT DIRECTOR *AA*

DATE: JANUARY 17, 2017

SUBJECT: A RESOLUTION ADOPTING A FINANCING POLICY FOR THE PROPERTY ASSESSED CLEAN ENERGY (PACE) PROGRAM FOR CITY DEED-RESTRICTED HOUSING UNITS

RECOMMENDATION

It is recommended the City Council adopt the attached Resolution outlining the policies and procedures of the Property Assessed Clean Energy (PACE) program for deed-restricted housing units that are part of the City's Affordable Housing Inventory (**Attachment 1**).

BACKGROUND

2015-2023 CLAYTON HOUSING ELEMENT

On November 18, 2015, the City Council adopted the City's 2015-2023 Housing Element, which was then subsequently followed by State certification from the Department of Housing and Community Development (HCD) on December 14, 2015.

Implementation Measure V.1.3 in the 2015-2023 Housing Element states, "*The City will explore home energy and water efficiency improvement financing opportunities available through PACE programs, such as HERO or Figtree PACE. To make this financing option available to Clayton residents, the City would need to adopt a resolution opting in to a Joint Powers Authority. These programs are available at no cost to the City.*"

In conformity with Implementation Measure V.1.3, the City Council in June of 2015 adopted Resolutions (21-2015, 22-2015, and 23-2015) authorizing properties within the City's jurisdictional borders to participate in three State of California PACE programs: HERO, Figtree, and CaliforniaFirst. The PACE program allows private organizations to offer financing for renewable energy distributed generation sources, energy and water efficiency improvements, and electrical charging infrastructure.

STATE PROPERTY ASSESSED CLEAN ENERGY (PACE) PROGRAMS

In 2008, the State of California approved Assembly Bill 811 allowing cities and counties to establish voluntary contractual assessment programs to fund an array of conservation and renewable energy projects proposed by private real property owners. Programs developed under this legislation are referred to as Property Assessed Clean Energy programs or PACE programs. PACE programs allow residential and commercial property owners located within a participating district to finance up to 100% (not to exceed 15% to 20% of their property value depending on the program) of energy efficiency, water efficiency and renewable energy projects with little or no up-front costs and pay it off over time as a voluntary property tax assessment through their existing property tax bill. The private property owner voluntarily enters into a contractual agreement with a special tax district in which one resides to access financing that is secured by a lien on one's private property and repaid as a special assessment on one's property tax bill. This means the participating property owner pays the special tax at the same time and in the same manner as other property taxes and assessments. Improvements commonly implemented through PACE include solar energy systems, heating and cooling system upgrades, window replacement, and insulation upgrades.

PACE program financing is an alternative to other private financing mechanisms, such as using cash, a home equity line of credit or a credit card, to finance these improvements. PACE financing is unique in that qualifying for PACE financing is based primarily on a property owner's equity and timeliness of property tax and mortgage payments rather than individual credit rating or debt-to-income ratio. All PACE financing debt is linked to the physical property rather than to the property owner.

DISCUSSION

AFFORDABLE HOUSING INVENTORY

As discussed above, the City of Clayton has demonstrated support for PACE programs by identifying participation as an implementation measure within the City's State certified 2015-2023 Housing Element and then subsequently authorizing participation in three programs: HERO, Figtree, and CaliforniaFirst. However, an issue has arisen with the PACE program and the City's affordable ownership housing units that comprise the City's Affordable Housing Inventory.

The City of Clayton Redevelopment Agency in conjunction with the City of Clayton as the Successor Housing Agency have administered affordable housing programs to facilitate the availability of homes to moderate- and low-income households. The City's assistance usually takes the form of a second mortgage or in some cases a financial buy-down of the property, taking it from a market rate home to an affordable household price. As a condition of City assistance, the homeowners are required to enter into a Resale Restriction Agreement which places resale controls on the property to guarantee the future affordability of the homes and provides the City with an option to purchase the property at a restricted price. The Resale Restriction Agreement also outlines the acceptable debt and liens on the property and places limits on additional financing and liens beyond the primary mortgage.

The structure of the PACE program, as discussed above, places a special assessment on the property tax bill resulting in the financing being tied to the property which is a deviation from tradition financing which is usually tied to the property owner. This type of voluntary tax assessment could cause a default under the City's Resale Restriction Agreement due to the assessment being in a higher position and more senior than the City's second mortgage or even the primary mortgage and could result in a higher level of debt on the house than the restricted sales price. Given the City's desire to protect its investment while also supporting the PACE program and the homeowner's desire to improve the property, staff has drafted the attached policy regarding the PACE program and how it applies to the units that comprise the City's Affordable Housing Inventory (**Exhibit A of Attachment 1**).

This issue was brought to the City's attention when one of the property owners of one of the City's affordable homes requested to participate in the PACE program to make energy efficiency upgrades to her home. In this particular case, the City has a second mortgage in place on the property. The Resale Restriction Agreement between the property owner and the City Redevelopment Agency (now the City Successor Housing Agency) states an owner is in default if, "a lien is recorded against the Property other than the lien of a bona fide first mortgage loan". Given this language and the structure of the PACE program, the PACE financing would place the property owner in default of the Resale Restriction Agreement by placing an assessment lien on the property that is not a primary mortgage.

POLICY

The purpose of the policy is to establish guidelines for affordable housing homeowner participation in PACE program involving deed-restricted units with a Resale Restriction Agreement. The intent of this policy is to alleviate concerns regarding the protection of the City's investment and not losing an affordable housing unit, while also continuing City support of the PACE program. These concerns also include over-extending the property owner and putting a lien on the property that exceeds the property owner's equity in the property's financial resources.

The procedures governing this policy would require the property owner to seek City review and approval of participation in the PACE program. This would require the property owner to submit a letter of request along with pertinent information: property owner name and address; the estimated property value; estimated total annual property taxes and assessments; outstanding balance of mortgage(s); mortgage statements; paycheck stubs or income statements; and a description of the proposed improvements along with the amount to be financed through the PACE program.

Approval of the financing can occur if the property owner is able to meet all of the criteria outlined in the policy. The criteria includes: the homeowner shall have at least as much monetary equity in the property as they wish to borrow; the property owner shall be current on all mortgage payments; the property owner shall not have been late on any mortgage payment during the preceding 12-month period; the property owner has not had a Notice of Default recorded on the property for the last three years; and the property owner has not declared bankruptcy in the last seven years amongst other requirements as outlined in the policy.

If adopted, staff will mail owners of City-involved affordable housing units a copy of the Resolution and City Policy regarding participation in PACE programs.

FISCAL IMPACT

The implementation of this policy will result in increased staff time reviewing the PACE application materials and determining if the property owner is eligible to participate in the program. It is anticipated the City will receive a nominal amount of requests.

ATTACHMENTS

1. Resolution No. XX-2017 with Exhibit A – Property Assessed Clean Energy (PACE) Financing Policy on Successor Housing Agency-Involved Affordable Housing Units Policy [6 pp.]

RESOLUTION NO. XX-2017

A RESOLUTION ESTABLISHING A FINANCING POLICY FOR PROPERTY ASSESSED CLEAN ENERGY (PACE) PROGRAMS APPLICABLE TO THE CITY'S AFFORDABLE HOUSING UNITS

THE CITY COUNCIL City of Clayton, California

WHEREAS, the State of California allows cities and counties to establish voluntary contractual assessment programs to fund an array of conservation and renewable energy projects proposed by private real property owners; and

WHEREAS, the PACE program provides an alternative financing mechanism for energy efficiency, water efficiency and renewable energy projects with little to no up-front costs; and

WHEREAS, Implementation Measure V.1.3 in the City's State certified 2015-2023 Housing Element states, *"The City will explore home energy and water efficiency improvement financing opportunities available through PACE programs, such as HERO or Figtree PACE. To make this financing option available to Clayton residents, the City would need to adopt a resolution opting in to a Joint Powers Authority. These programs are available at no cost to the City."*; and

WHEREAS, the City Council adopted Resolutions 21-2015, 22-2015, and 23-2015 authorizing properties within the City's jurisdictional borders to participate in three State of California PACE programs: HERO, Figtree, and CaliforniaFirst; and

WHEREAS, the City's Successor Housing Agency administers affordable housing programs to facilitate the availability of homes to moderate- and low-income households and because of this assistance places resale controls on the property to ensure future affordability through a Resale Restriction Agreement which is secured by a deed of trust and/or promissory note; and

WHEREAS, the PACE program places a special assessment on the property tax bill which results in the financing being tied to the property; and

WHEREAS, the voluntary tax assessment could result in default under the City's Resale Restriction Agreement; and

WHEREAS, the City supports the PACE program and supports homeowners making energy efficiency, water efficiency, and renewable energy projects improvements to their homes; and

WHEREAS, the City has the desire to protect its financial interest and has concerns including over-extending the property owner and putting a lien on the property that exceeds the property owner's equity in the property's financial resources; and

WHEREAS, the intent of the policy, attached hereto as Exhibit A, is to alleviate the City's concerns regarding the protection of the City's investment and not losing an affordable housing unit while also supporting the PACE program and the homeowners desire to upgrade their home; and

WHEREAS, the policy establishes the procedure and review criteria for the City's affordable units as it pertains to the usage of the PACE program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CLAYTON, CALIFORNIA THAT:

SECTION 1. The City Council does hereby find and affirm the above noted Recitals are true and correct are hereby incorporated in the body of this Resolution as if restated in full.

SECTION 2. The City Council does hereby adopt the policy *Property Assessed Clean Energy (PACE) Financing Policy on Successor Housing Agency-Involved Affordable Housing Units* to protect the City's financial investment and to continue support of the PACE program.

PASSED, APPROVED AND ADOPTED by the City Council of Clayton, California at a regular public meeting thereof held on 17th day of January 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 adopted and passed by the City Council of Clayton, California at a regular public meeting thereof held on January 17, 2017.

Janet Brown, City Clerk

EXHIBIT A

PROPERTY ASSESSED CLEAN ENERGY (PACE) FINANCING POLICY ON SUCCESSOR HOUSING AGENCY-INVOLVED AFFORDABLE HOUSING UNITS

CITY OF CLAYTON SUCCESSOR HOUSING AGENCY

Section 1: Purpose. The purpose of this policy is to establish guidelines for affordable housing homeowner participation in Property Assessed Clean Energy (PACE) financing programs involving deed-restricted affordable housing units. The City of Clayton Successor Housing Agency ("Agency") implements various housing programs for the creation and maintenance of affordable housing. Pursuant to such programs, certain affordable ownership housing units become subject to certain resale restrictions that ensure the continued affordability of the units. A property owner's voluntary participation in PACE financing programs shall be deemed to not violate such deed restrictions if the property owner meets the requirements of this policy.

Section 2: Background. The City of Clayton Redevelopment Agency ("Redevelopment Agency") and the City of Clayton (the "City") both have administered various affordable housing programs that funded and otherwise assisted in the development or availability of homes that were sold to moderate- and/or low-income households. The Agency, as successor to the Redevelopment Agency, and/or the City as a condition of the assistance, would require the home buyer to enter into a "Resale Restriction Agreement" that ensures continued affordability for specified periods of time through the Agency's right of first refusal for any resales (also known as an option to purchase) and by limiting the resale price based on increases in the county's median income or to prices affordable to moderate- and/or low-income households. The Agency's assistance to the homeowner often takes the form of a second mortgage that is secured through a deed of trust and/or promissory note, or in some cases the Agency's financial "buy-down" of the home from its then-market value to an affordable household price. The restricted units are part of the City of Clayton's "Affordable Housing Inventory." A homeowner's transfer or lien that is not the primary (first) mortgage or a tax lien could be in violation of the Resale Restriction Agreement and cause a default under the deed of trust and/or promissory note.

To encourage and maintain energy and water efficiency in new and existing housing, the City Council of Clayton has authorized the use of certain Property Assessed Clean Energy (PACE) financing programs within its borders. PACE programs allow residential and commercial property owners within a participating jurisdiction to borrow up to 100% of the costs of energy efficiency, water efficiency and renewable energy projects and to repay these costs over time. The property owner voluntarily enters into a contractual assessment agreement with an authorized special tax district to access the financing, which is then secured by a lien on the property and repaid as a special assessment on the property tax bill. (Streets & Highways Code, §5898.30.) The assessment lien is senior to liens for mortgages and other non-governmental liens. (Gov. Code § 53935.)

The Agency has valid concerns an affordable housing homeowner's use of PACE financing on affordable housing units could violate the Resale Restriction Agreement, deed of trust and/or

promissory note because it creates an assessment lien on the property and/or causes the loans to value ratio to pierce any of Agency financial investment or “buy down.”

Section 3: Scope. This policy applies to affordable ownership housing units that are part of the City of Clayton’s “Affordable Housing Inventory” and subject to a Resale Restriction Agreement, including those with an Agency second mortgage that is secured by a deed of trust and/or promissory note or an Agency financial investment or “buy down.”

Section 3: Policy. The City supports PACE financed energy efficiency, water efficiency and/or renewable energy improvements on the homes that are part of the Affordable Housing Inventory. However, the Agency must ensure the public’s monetary investment in the affordable unit is protected and any PACE assessment will not result in the loss of an affordable housing unit or reduction of the Agency’s buy down investment. These concerns include over-extending the property owner as well as putting a lien on the property that exceeds the property owner’s equity in the property’s financial resources.

Section 4: Procedures. Affordable housing homeowners seeking to participate in an authorized PACE financing program shall seek written approval and written consent from the Agency prior to applying for PACE financing. If a homeowner inadvertently obtains PACE financing without seeking prior approval/consent of the Agency, the homeowner shall then obtain such written approval from the Agency as soon as possible thereafter, but in no event later than 30 days after the PACE financing has been approved.

When seeking Agency approval to participate in PACE financing, the homeowner shall submit a letter, which contains the following information and any other information that may be required by the Agency:

- Property owner name(s) and home address;
- Estimated property value (Based on zillow.com or a similar application or a realtor’s opinion of value);
- Estimated total annual property taxes and assessments;
- The outstanding balance of all mortgages (first and second), or the original “buy down” purchase price of the home from the Agency;
- Statements of first and second mortgage payments made during the prior 3 months;
- Paycheck stubs or summary of income statements for the prior 30 days and (a) a prior year W-2 or (b) copy of federal tax return; and
- A description of the energy efficiency, water efficiency or renewable energy project to be financed, the estimated cost of the project and the amount to be financed through the PACE program.

PACE financing may be approved by the Agency at its sole discretion and may be deemed to not constitute a default under an existing Resale Restriction Agreement, provided the homeowner meets the following standards:

- 1) The homeowner(s) shall have at least as much monetary equity in their property as they wish to borrow through the authorized PACE financing program;
- 2) The homeowner shall be current on all first and second mortgage payments;
- 3) The homeowner shall not have been late on any mortgage payment more than once (30 days maximum) during the 12-month period preceding the application for PACE funding (this shall be determined by a credit check, which shall be paid for by the homeowner);
- 4) The homeowner has not had a Notice of Default recorded on the property for the last three (3) years;
- 5) The homeowner has not filed or been in bankruptcy within the last 7 years;
- 6) The homeowner shall have no more than a 43% percent debt-to-income ratio; and
- 7) The total amount of any annual property taxes and assessments shall not exceed five (5) percent of the property's market value, as determined at the time of approval of the owner's contractual assessment.

DRAFT




Agenda Date: 1-17-2014

Agenda Item: 8c

Approved:


Gary A. Napper, City Manager

STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: Laura Hoffmeister, Asst. to the City Manager 
MEETING DATE: January 17, 2016
SUBJECT: Consider a report on the likely construction and operation/maintenance costs, and possible site locations, for the construction of a possible second public restroom in the Clayton Town Center area.

REQUEST

Following staff presentation and opportunity for public comments, that City Council provide policy direction and funding source guidance to staff regarding this matter.

BACKGROUND

At a prior City Council meeting, the City Council requested information on a possible second restroom in the Clayton Town Center area. The current restroom building in "The Grove" Park contains one women's handicap stall, one standard stall, and a hand wash sink. The men's restroom contains one handicap stall, one urinal and a hand wash sink. The restrooms are adequate for most activities in the park however, during some evening Saturday concerts, of which there are 10 per year, there can be lines depending on the time and weather, etc. One of the concert sponsors, Republic Services, pays for two portable restrooms at the Corral in the Black Diamond Plaza across from the park which are open during the concert evenings. There are no other public-maintained restrooms in the Downtown area except at Endeavor Hall which is not open to the general public.

Staff has done a preliminary review of three options:

- A: Install a second restroom in the Corral across from "The Grove" Park
- B: Expand the existing restroom building in "The Grove" Park
- C: Rent Luxury Portable toilets

Site diagrams and information on these three options are also attached.

Current annual operations and maintenance of "The Grove" Park restroom are approximately: \$18,900. The breakdown is as follows: Janitor: \$12,000, Supplies: \$1,400, Electricity: \$500, and Water: \$5,000.

Under either scenario A or B the additional estimated janitorial/supplies/water/electrical costs would increase by about \$18,900 annually if duplicated exactly.

Currently The Grove Park has a total of 4 toilets which according to industry recommendations would be sufficient to accommodate event crowds of 250-500 for a concert event that is 3 hours in length. For a concert venue of 1,000 the recommendations are to have 8 toilets; and to have 14 toilets for a crowd of 2,000 for a 3-4 hour period. For a building to accommodate 14 toilets the size would need to be 22 feet by approximately 60 feet.

OPTION A:

Corral at Black Diamond Plaza: (men's: one handicap stall, one urinal and one hand sink; women's: one handicap stall and one regular stall and one hand sink building size 20 feet x 22 feet)

The location at the Corral in Black Diamond Plaza is impacted by a major 18" sewer line that is 12-14 feet deep that crosses the site, and major PGE utility across the frontage. The sewer line requires a 10 foot setback from the line, and 5 feet setback from the split rail fence across the frontage for PGE utilities. There may be other water lines and drainage lines that are not readily identifiable in the field that could add further constraints. With only the known sewer and utility constraints the developable area appears to be too small at apx. 15 feet by 10 feet, for even a small 20 foot by 22 foot building envelope that would provide 4 toilets total.

If there was a way to accommodate a building in this area, the construction costs could run \$250,000 to \$350,000. This would be including the site work and replacing the sewer manhole bringing and connection utilities and water meter. This rough estimate is based upon costs obtained from other cities within the last two years for either prefabricated building or stick frame building construction of restrooms.

Further exploration of this location would at a minimum require a site survey (\$3,000 estimate) to obtain actual dimension and available space.

OPTION B 1:

Add onto the existing restroom at "The Grove" Park: (women's restroom add two regular stalls; men's restroom add two urinals).

This may not be possible as the current prefabricated building and foundation appear not to lend to expansion based on the placement of the electrical and plumbing connections inside the building. However if it could be done, there would need to be a new foundation, reconstruction of existing plumbing and electrical, modification to walls to allow for the addition.

Rough estimate for a restroom expansion and site work: \$200,000-\$350,000. This rough estimate is based upon costs obtained from other cities within the last two years for either prefabricated building or stick frame building construction of restrooms.

In order to determine if this Option is possible approximately \$22,000 would be needed for site survey (\$7,000) and construction engineer and restroom company technical representative (\$15,000 est.) to be engaged.

OPTION B 2: Remove and replace the existing The Grove Park restroom building with a larger new building.

If an addition could not be accommodated due to the current configuration etc., then the existing building would need to be removed and a new building rebuilt on the site. The women's: one handicap stall, three regular stalls and one hand sink; men's restroom would have one handicap stall, three urinals and one hand sink.

A rough estimate for a restroom demolition and new larger restroom building \$300,000 - \$450,000. In order to further evaluate this option approximately \$22,000 would be needed for site survey (\$7,000) and construction engineer and restroom company technical representative (\$15,000 est.) to be engaged.

"The Grove" Park options would also require the removal/relocation of some lawn/shrubs and at least one park bench, one lamp post, one sycamore tree. Drainage and drainage inlet, electrical boxes would need to be relocated. Additionally the walk at the rear of the park may need to be modified to create a cross park connection transition that currently exists. This would involve removing additional lawn and landscape across the rear of the park.

Under either Option A or B the water line and tanks would likely also be needed to be enlarged and/or a new meter needed. The water line goes across the tot lot and connects to Center Street where the water meter is located. Modification to the water line would likely impact the tot lot and require removal and replacement of the resilient surface, and underlying drainage.

Under either Option A or B a new building footprint would be a minimum 22 feet by 40 feet, with a 10 foot walk in front and a 6 foot side walk would also be needed. The final result would be that the building would extend into the existing park lawn area by an additional 30 feet plus including the concrete walk areas. This would provide 8 toilets total, which according to industry recommendations would be acceptable for a crowd of 1,000. According to industry standards and recommendations for a concert event it is recommended to have 14 toilets for a crowd of 2,000 for a 3-4 hour period. For a building to accommodate 14 toilets the size would need to be increased to 22 feet by approximately 60 feet, and the construction costs would be substantially greater such as \$500,000 or more.

OPTION C: Rent Luxury Portable toilet during the 10 concerts

This option would create: Men's: 3 urinals; 1 private stall with flushing porcelain toilet; 1 stainless steel sink. Women's: 3 private stalls with flushing porcelain toilets; 2 stainless steel sink, and provide additional temporary toilets during the 10 concerts, paid by the Concerts account, to accommodate the crowds and offer enhanced facility over the current two portable toilets that are placed in the Corral.

Estimated costs apx. \$30,000 per year. This option could be done for 10 years to equal the estimated construction costs of permanent restroom addition or rebuilding of larger restroom.

The total number of toilets with Option C including the existing toilets would be 11.

FISCAL IMPACT

At this time there are no funds budgeted for undertaking professional survey, construction estimates, or for any construction work. To undertake survey and further site assessment analyses approximately \$25,000 would be needed. Additional construction either stick frame with site work plans and specification documentation or prefab with shipping/delivery and installation and site work could be \$250,000 to over \$500,000 depending on how many toilets are accommodated. Renting luxury portable toilets during the concert season which could be placed at the Corral or an alternative location (however some luxury units require access to power and water) could be done for 10 years before it equaled the estimated construction costs of permanent restroom addition or rebuilding of larger restroom.

Attachment 1: Industry recommendation charts for determining number of toilets for event

Attachment 2: Site Plan

Restroom options downtown ccr jan 2017

Under normal conditions most people will use sanitation facilities once every four hours.

Take into consideration that the consumption of food, liquids, beer, and other alcoholic beverages will increase usage by 30-40%. Use these tables as a guide - then give us a call. 1-800-352-5675

National Recommends the Following for Large Events:

How to use this chart:

- 1) Determine how many hours the event will last, if it is multiple days use the longest day.
- 2) Determine how many people will attend, if there are multiple days determine the peak day.
- 3) Use the chart to calculate the number of portable restrooms needed for adequate sanitation conditions.

Length of Event in Hours*

Avg Crowd Size	1	2	3	4	5	6	7	8	9	10
30	1	1	1	1	2	2	2	2	3	3
60	1	1	2	2	3	3	3	4	4	4
125	2	2	2	3	4	4	4	5	5	5
250	3	3	3	4	4	5	6	6	7	8
500	4	5	6	6	7	7	9	9	10	12
1000	6	8	8	8	9	9	11	12	13	13
2000	6	6	9	12	14	16	18	20	23	25
3000	7	9	12	16	20	24	26	30	34	38
4000	9	13	16	22	25	30	35	40	45	50
5000	12	15	20	25	31	38	44	50	56	63
10000	15	25	38	50	63	75	88	100	113	125
15000	20	38	56	75	94	113	131	150	169	188
20000	25	50	75	100	125	150	175	200	225	250
25000	38	69	99	130	160	191	221	252	282	313
30000	46	82	119	156	192	229	266	302	339	376

The below calculators are for general guidance only. For example, if you are planning a sporting event with an increased male gender percentage of attendees, consider increasing the number of urinals to cater for this. Also alcohol served means an increase of 13% of units should be needed.

Always cater for disabled usage as well. If your event is to run over more than one day where people are in attendance overnight take into consideration this additional usage (camping). As well as sufficient waste tanks on site for campers own toilet waste. Toilet servicing throughout the event is available but would need to be directed by the event management to enable operatives to have access to units.

Calculator for Outdoor Events

Maximum Attendance: Number of Hours:

Is alcohol being served?

Number of toilets required: 14



GET MY QUOTE

EVENT RESTROOM CALCULATOR
EVENT INFO
YOUR RESULTS

Maximum # of Guests and Staff

2,000

Length of Event (in Hours)

3

Is there a higher percentage of women to men?

Yes No

Will there be alcohol served at the event?

Yes No

Planning a special event? Let us help you determine your portable sanitation needs by helping you choose the right restroom

CALCULATE

Ask us about our temporary fencing and restroom trailers too

EVENT RESTROOM CALCULATOR
EVENT INFO
YOUR RESULTS

Estimated # of Restrooms needed

14

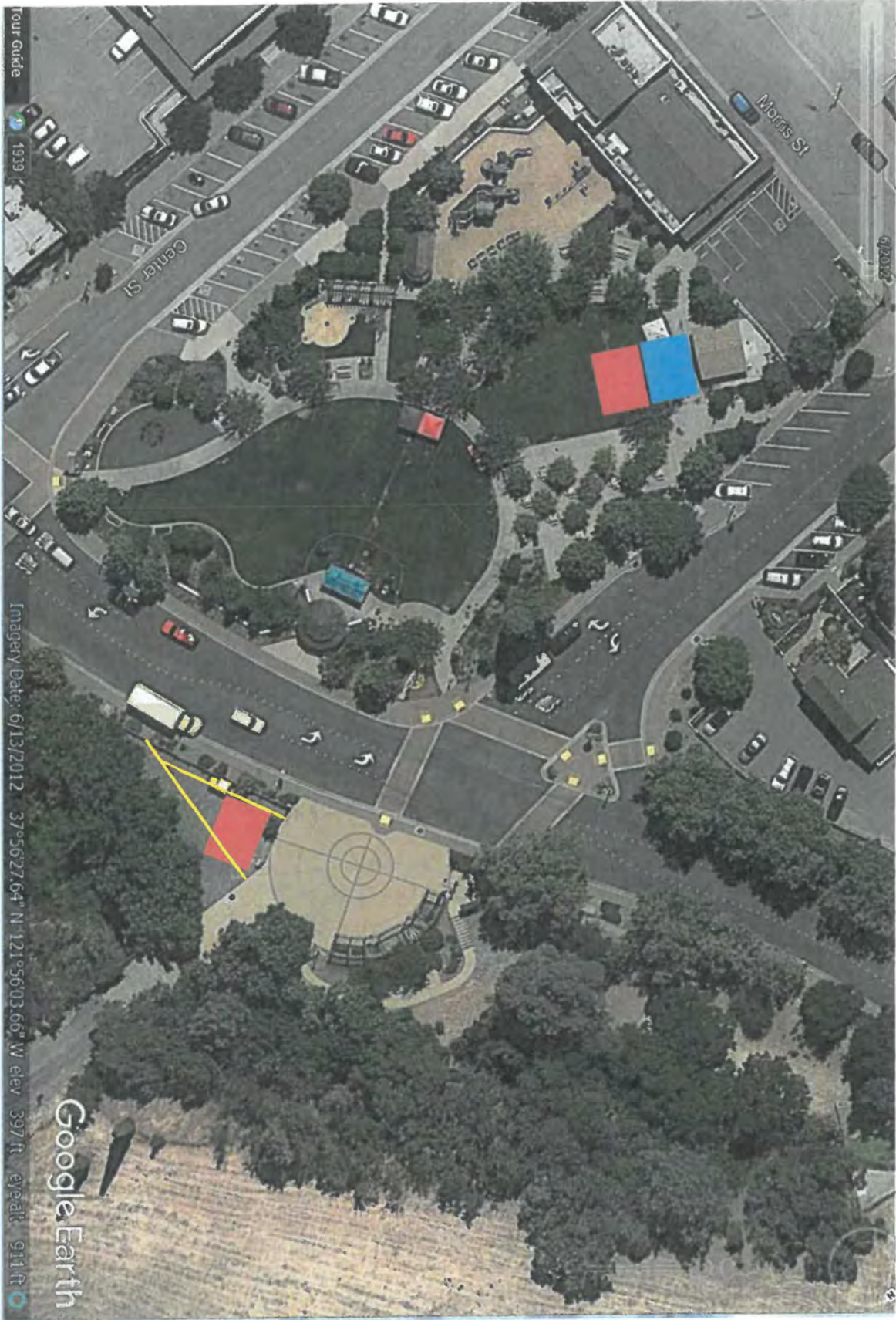
Estimated # of Hand Wash Stations needed

5

Estimated # of ADA Accessible restrooms needed

1

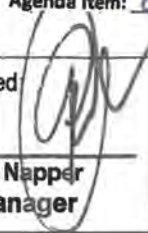
GET MY QUOTE





Agenda Date: 1-17-2017

Agenda Item: 8d

Approved

Gary A. Napper
City Manager

AGENDA REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: CITY MANAGER
DATE: 17 JANUARY 2017
SUBJECT: SET DATE FOR CITY COUNCIL SPECIAL MEETING
COUNCIL - MANAGER GOALS AND OBJECTIVES FOR 2017

RECOMMENDATION

After discussion it is recommended the City Council, by motion, determine a specific date, time and location for a City Council special meeting for the purpose of discussing progress and the relevance of existing goals, plus the setting of any new goals and/or objectives for Calendar Year 2017.

BACKGROUND

The Clayton City Council meets at least once a year with its City Manager to discuss progress on its Council – Manager Goals and Objectives set in motion the previous year(s), and to establish new and/or modified goals for the ensuing calendar year.

A separate meeting has usually been called for this purpose as it allows sole attention and focus specifically on the achievements and progresses, plus the establishment of City goals and objectives for the current calendar year.

Attached are calendars for the months of January and February 2017 with notations as to known meetings. For past reference as to the selection of a date and time for the proposed special meeting, a table of past meetings is listed below. This meeting has usually been held in the 3rd Floor Conference Room of Clayton City Hall. Often, previous meetings were held prior to a City Council regular public meeting later that same evening:

<u>In Calendar Year</u>	<u>Past Meeting Held/Time</u>	<u>Before a Reg. Mtg?</u>
2016	Mon., January 25 th , 4:30 p.m.	No
2015	Tues., January 20 th , 5:00 p.m.	Yes
2014	Tues., January 21 st , 5:00 p.m.	Yes
2013	Tues., February 5 th , 5:00 p.m.	Yes
2012	Mon., January 30 th , 4:00 p.m.	No

FISCAL IMPACT

No direct fiscal impact. The lack of clearly defined goals and objectives may actually cost the City and its community money over the short and long-term operations of the public entity due to misdirection and/or absence of priorities.

January 2017

January 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12 CCC Mayors' Conference - Danville	13	14
	16 Martin Luther King, Jr. Day	17 City Council Meeting	18	19	20	21
22	23	24 Planning Commission Meeting	25	26 CBCA Meeting League of CA Cities, East Bay Division	27	28
29	30	31	Notes:			

February 2017

February 2017						
← January 2017						March 2017 →
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 CCC Mayors' Conference - Pinole	3	4
5	6	7 City Council Meeting	8	9	10	11
12	13	14 Planning Commission Meeting	15	16	17	18
19	20 President's Day	21 City Council Meeting	22	23 CBCA Meeting	24	25
26	27	28 Planning Commission Meeting	Notes:			