



AGENDA

REGULAR MEETING

* * *

CLAYTON CITY COUNCIL

* * *

TUESDAY, September 1, 2020

7:00 P.M.

***** NEW LOCATION*****

To protect our residents, officials, and staff, and aligned with the Governor's executive order to Shelter-at-Home, this meeting is being conducted utilizing teleconferencing means consistent with State order that that allows the public to address the local legislative body electronically.

Mayor: Julie K. Pierce

Vice Mayor: Jeff Wan

Council Members

Tuija Catalano

Jim Diaz

Carl Wolfe

- A complete packet of information containing staff reports and exhibits related to each public item is available for public review on the City's website at www.ci.clayton.ca.us
- 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 is available for review on the City's website at www.ci.clayton.ca.us
- 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.

Instructions for Virtual City Council Meeting – September 1

To protect our residents, officials, and staff, and aligned with the Governor’s executive order to Shelter-at-Home, this meeting is being conducted utilizing teleconferencing means consistent with State order that that allows the public to address the local legislative body electronically.

To follow or participate in the meeting:

1. **Videoconference:** to follow the meeting on-line, click here to register:

https://us02web.zoom.us/webinar/register/WN_XOm0y6d3SsutbnX9h0T9_Q

After clicking on the URL, please take a few seconds to submit your first and last name, and e-mail address then click “Register”, which will approve your registration and a new URL to join the meeting will appear.

Phone-in: Once registered, you will receive an e-mail with instructions to join the meeting telephonically, and then dial Telephone: 877 853 5257 (Toll Free)

2. using the *Webinar ID* and *Password* found in the e-mail.

E-mail Public Comments: If preferred, please e-mail public comments to the City Clerk, Ms. Calderon at jcalderon@ci.clayton.ca.us by 5 PM on the day of the City Council meeting. All E-mail Public Comments will be forwarded to the entire City Council.

For those who choose to attend the meeting via videoconferencing or telephone shall have 3 minutes for public comments.

Location:

Videoconferencing Meeting (this meeting via teleconferencing is open to the public)

To join this virtual meeting on-line click

here: https://us02web.zoom.us/webinar/register/WN_XOm0y6d3SsutbnX9h0T9_Q

To join on telephone, you must register in the URL above, which sends an e-mail to your inbox, and then dial (877) 853-5257 using the *Webinar ID* and *Password* found in the e-mail.

*** CITY COUNCIL ***
September 1, 2020

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

2. **PLEDGE OF ALLEGIANCE** – led by Councilmember 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, discussion or alternative action may request so through the Mayor.

(a) Approve the minutes of the City Council’s regular meeting of August 18, 2020.
(City Clerk) ([View Here](#))

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

(c) Adopt a Resolution authorizing the purchase of a used 2017 Ford F-350 Utility Body Quad Cab Truck for the City Maintenance Department, and declaring an existing 2000 Ford 350 as a vehicle surplus to the City’s needs and authorize its disposal by the Interim City Manager at public auction. (Maintenance Supervisor)
([View Here](#))

4. **RECOGNITIONS AND PRESENTATIONS**

(a) Contra Costa County Health Official update regarding COVID-19. ([View Here](#))
(Chris Farnitano, M.D., Health Officer of the County of Contra Costa)

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 – Introduction of City Council candidates (present at the meeting).

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 should 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) Traffic Calming and Speed Survey Options on Clayton Road, Eagle Peak Avenue and Mountaire Parkway. (City Engineer) ([View Here](#))

(b) Draft Proclamation for “Hispanic Heritage Month (September 15 – October 15). (Councilmember Diaz) ([View Here](#))

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

10. **CLOSED SESSION**

(a) Conference with Labor Negotiator
Government Code Section 54957.6
Agency designated labor negotiator: Interim City Manager

1. Employee Organization: Miscellaneous City Employees (Undesignated Group)

2. Employee Organization: Police Officers’ Association (Represented Group)

11. **ADJOURNMENT**

The next regularly scheduled meeting of the City Council will be September 15, 2020.

#

MINUTES
OF THE
REGULAR MEETING
CLAYTON CITY COUNCIL

TUESDAY, August 18, 2020

Agenda Date: 9-1-2020

Agenda Item: 3a

1. **CALL TO ORDER & ROLL CALL** – The meeting was called to order at 7:00 p.m. by Mayor Pierce on a virtual web meeting and telephonically (877) 853-5257. Councilmembers present: Mayor Pierce. Councilmembers absent: Vice Mayor Wan, Councilmembers Catalano, Diaz, and Wolfe. Staff present: Interim City Manager Fran Robustelli, Assistant to the City Manager Laura Hoffmeister, City Engineer Scott Alman, Traffic Engineer Lynne Filson, Chief of Police Elsie Warren, Police Sergeant Jason Shaw, City Attorney Mala Subramanian and City Clerk/HR Manager Janet Calderon.

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

3. **CONSENT CALENDAR**

Vice Mayor Wan requested Item 3(c) be pulled from the Consent Calendar for separate discussion.

Following questions by the City Council, Mayor Pierce opened the item to public comment; no comments were offered.

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

- (a) Approved the minutes of the City Council's regular meeting of August 4, 2020.
- (b) Approved the Financial Demands and Obligations of the City.
- (c) Adopted Resolution No. 41-2020 Authorizing HdL Companies to Examine the Sales, Use and Transaction Tax Records of the Department of Tax and Fee Administration Pertaining to Those Taxes Collected for the City of Clayton.
- (d) Adopted Resolution No. 42-2020 Accepting the North Valley Park Playground Rehabilitation Project (CIP No. 10442) Performed by Specified Play Equipment Company (SPEC) as Complete, Approving the attached Notice of Completion, Directing the City Clerk to Record Same with the County Recorder and Authorizing the Payment of All Retained Funds to SPEC 35 Days After Recording the Notice of Completion.

4. **RECOGNITIONS AND PRESENTATIONS**

- (a) Proclamation declaring August 26, 2020 as "National Women's Suffrage Day".

Mayor Pierce advised at the request of the Clayton Woman's Club a proclamation has been issued regarding "National Women's Suffrage Day".

Councilmember Catalano thanked the Mayor for bringing this item.

5. REPORTS

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

Interim City Manager Fran Robustelli provided a brief report regarding the continued closures of restrooms in city parks due to requirements by the County Health order in the frequency of required cleaning and reminded participants in the park to continue with social distancing requirements by wearing their masks. Ms. Robustelli also reported approximately 100 households were evacuated Sunday evening due to the fire; thanking Sergeant Enea and Assistant to the City Manager Laura Hoffmeister for their assistance in coordinating with Cal Fire and Red Cross. She further noted power outages are related to power grid usage due to the heat and not power safety power outages.

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

Councilmember Diaz continued in an advisory capacity with Morgan Territory residents regarding fire service issues.

Councilmember Catalano attended the Public Safety Ad-Hoc Committee meeting, the Contra Costa County Mayors' Conference, the Race Relations webinar as a community member, and with Planning Commissioners Cloven and Denslow hosted the first Housing Webinar.

Councilmember Wolfe attended the Public Safety Ad-Hoc Committee meeting, the Contra Costa County Mayors' Conference, the Race Relations webinar as a community member, and with Planning Commissioners Cloven and Denslow hosted the first Housing Webinar.

Vice Mayor Wan emailed and called constituents.

Mayor Pierce attended the Housing Methodology Committee meeting and the Contra Costa County Mayors' Conference.

Councilmember Wolfe provided a brief report regarding the recent Public Safety Ad-Hoc Committee meeting which included Councilmember Catalano, Interim City Manager Fran Robustelli, Chief Warren, Sergeant Shaw, and 30 public attendees. Chief Warren suggested placement of banners at the entrances of the City during the week of May 9-16, 2021 for National Police Week in support of the Clayton Police Department and all Law Enforcement. The committee also discussed the possibility of additional training and funding for the Police Department. In addition the committee received public comment regarding a distasteful sign that was placed at a business; supported additional notices and advertising of Public Safety Ad-Hoc committee meetings; Vice Mayor Wan encouraged staff to explore more notice or outreach for City Council meetings and eliminating the requirement of pre-registration to participate in Zoom meetings.

- (e) Other – 1. Keith Haydon, Central Contra Costa Transit Authority Board of Directors (CCCTA)

Keith Haydon, Central Contra Costa Transit Authority Board of Directors (CCCTA) Liaison and current Chair provided a brief report summarizing mitigation efforts measures by County Connection in regards to COVID-19 in keeping their employees and patrons safe.

2. Introduction of City Council candidates (present at the meeting).

Mayor Pierce noted that during City elections, it is City Council policy that candidates for City Council are allowed 3 minutes to introduce themselves and share a few remarks at each City Council meeting if they are in attendance and wish to do so. At this meeting they will be in ballot order and each meeting thereafter rotate ballot order (i.e. the first same will go last at the next meeting, whereas the second name will go first, etc.).

The following candidates introduced themselves and provided remarks about their candidacy:

Letecia "Holly" Tillman

Frank Gavidia

Glenn Miller

Jim Diaz

Tuija Catalano

Peter Cloven

6. PUBLIC COMMENT ON NON - AGENDA ITEMS

Frank Gavidia expressed his support regarding a proclamation recognizing "Hispanic Heritage Month".

Mayor Pierce confirmed the proclamation will be heard in September.

Irina Liskovich inquired if this agenda includes the topic of Speed Limit. Mayor Pierce confirmed the topic of Speed Limits is the next agenda item this evening.

Mayor Pierce closed public comment.

7. PUBLIC HEARINGS – None.

8. ACTION ITEMS

- (a) 1. Adopt the Resolution Accepting the Draft Citywide Engineering and Traffic Survey Recommending Increases in the Speed Limits on Segments of Eagle Peak Drive, Clayton Road and Mountaire Parkway;

City Engineer Scott Alman introduced Traffic Engineer Lynne Filson to present the report.

Traffic Engineer Lynne Filson reviewed the Traffic Study & Report responding to various questions by the City Council.

Following questions by City Council, Mayor Pierce opened the item to public comment.

Dan Hummer inquired if the City Council can adopt a resolution to continue current speed limits for another 5 years. He also inquired if Clayton Police Officers are able to currently enforce traffic with speeds less than 15 miles over the speed limit? He is not in favor of increasing the speeds on any of the streets.

Chief Warren explained the City no longer has opportunity to extend the traffic survey from 10 years ago and that survey has since expired. She further advised the police department would have to establish a legal reason to pull someone over if they are going over 65 miles per hour or articulate speed is unsafe for the traffic conditions.

Dee Vieira expressed her concern of speeders in Dana Hills at Mt. Whitney. She inquired if an additional stop sign could be installed to help with people speeding down the hill.

Mayor Pierce advised certain warrants (i.e. State mandated requirements) have to be made prior to a stop sign installation.

Irina Liskovich advised she has received speeding tickets on Pine Hollow Road and Clayton Road by the Concord Police Department. She appeared in Court and lost both cases. She doesn't understand how excessive speed can be enforced in Clayton with an empty (decoy) patrol vehicle.

Mayor Pierce closed public comment.

By consensus of the City Council; requested this item be brought back to the next meeting indicating options to conduct another traffic survey and outreach efforts on segments of Oakhurst Blvd, Eagle Peak Drive, Clayton Road and Mountaire Parkway; and corrections to fact.

It was moved by Councilmember Diaz, seconded by Councilmember Wolfe, to Adopt Resolution No. 43-2020 to Accept the Traffic Survey with Corrections Exempting Increases on Segments on Oakhurst Blvd, Eagle Peak Drive, Clayton Road, and Mountaire Parkway and corrections to fact. (Passed 5-0)

2. Introduce, by title only, an Ordinance Amending Chapter 10.20 of the Clayton Municipal Code in Order to Change the Prima Facie Speed Limit on Various Streets.

No action taken portion 2. of this item.

- (b) Consideration of a letter of support for the Bay Area Plan 2050 Baseline Data Methodology to the Bay Area Governments (ABAG) Housing Methodology Committee related to the State Mandated Regional Housing Needs Assessment (RHNA).

Community Development Director Matthew Feske presented the report.

Following questions by City Council, Mayor Pierce opened the item to public comment.

Dan Hummer thanked Mayor Pierce for advocating this item. He inquired on the potential of future water reservoir supply for existing development being strained and more housing will add more demand.

Mayor Pierce confirmed along with concerns of water resources, energy resources have come up as well.

Irina Liskovich indicated the more density we have the more disease like COVID we are exposed to.

Dee Vieira inquired if city owned properties could potentially be target for high density housing to meet the needs of RHNA.

Mayor Pierce confirmed that city owned properties could be targeted.

Mayor Pierce closed public comment.

It was moved by Councilmember Catalano, seconded by Councilmember Diaz, to Approve the Letter of Support for the Bay Area Plan 2050 Baseline Data Methodology to the Bay Area Governments (ABAG) Housing Methodology Committee related to the State mandated Regional Housing Needs Assessment (RHNA). (Passed 5-0)

9. COUNCIL ITEMS

Councilmember Catalano requested a status update on the Downtown Specific Plan understand the options and fiscal impacts.

Councilmember Diaz requested Clayton specific information relating to COVID-19 in the near future.

Vice Mayor Wan requested a user friendly way to access Zoom without pre-registration in the meeting Agenda and would like to finalize the Regency Drive/Rialto Drive Pilot Parking Permit Program.

Assistant to the City Manager Laura Hoffmeister advised the Regency Drive/Rialto Drive Pilot Program is scheduled to come back in October.

Mayor Pierce opened public comment

Scott Collier requested consideration of the Zoom platform as there may be security measures in place allowing registration only to certain users.

Mayor Pierce closed public comment.

10. CLOSED SESSION

Mayor Pierce announced the City Council will adjourn into Closed Session for the following noticed item (10:34 p.m.) after a five minute break:

Conference with Labor Negotiator
Pursuant to Government Code section 54957.6
Agency designated labor negotiator: Interim City Manager

1. Employee Organization: Miscellaneous City Employees (Undesignated Group)

Report out of Closed Session (11:52 p.m.)

Mayor Pierce reported there was no reportable action.

13. **ADJOURNMENT**– on call by Mayor Pierce, the City Council adjourned its meeting at 11:53 p.m.

The next regularly scheduled meeting of the City Council will be September 1, 2020.

#

Respectfully submitted,

Janet Calderon, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL

Julie Pierce, Mayor

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STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JENNIFER GIANTVALLEY, ACCOUNTING TECHNICIAN

DATE: 09/01/2020

SUBJECT: FINANCIAL DEMANDS AND OBLIGATIONS OF THE CITY

RECOMMENDATION:

It is recommended the City Council, by minute motion, approve the financial demands and obligations of the City for the purchase of services and goods in the ordinary course of operations.

| Attached Report | Purpose | Date | Amount |
|--------------------------|------------------|-----------|---------------|
| Open Invoice Report | Accounts Payable | 8/25/2020 | \$ 202,097.43 |
| Cash Requirements Report | Payroll, Taxes | 8/26/2020 | 83,177.13 |
| | Total Required | | \$ 285,274.56 |

Attachments:

1. Open Invoice Report, dated 8/25/20 (4 pages)
2. Cash Requirements report PPE 8/23/20 (1 page)

City of Clayton Open Invoice Report Obligations

| Vendor Name | Due Date | Invoice Date | Invoice Number | Invoice Description | Invoice Balance | Potential Discount | Discount Expires On | Net Amount Due |
|---|-----------|--------------|----------------|--|--------------------|--------------------|---------------------|--------------------|
| American Fidelity Assurance Company | | | | | | | | |
| American Fidelity Assurance Company | 8/31/2020 | 8/31/2020 | D192488 | Supplemental insurance August 2020 | \$583.34 | \$0.00 | | \$583.34 |
| American Fidelity Assurance Company | 8/24/2020 | 8/21/2020 | 2078419 | FSA PPE 8/23/20 | \$83.07 | \$0.00 | | \$83.07 |
| <i>Totals for American Fidelity Assurance Company</i> | | | | | <u>\$666.41</u> | <u>\$0.00</u> | | <u>\$666.41</u> |
| AT&T (CalNet3) | | | | | | | | |
| AT&T (CalNet3) | 8/22/2020 | 8/22/2020 | 15216930 | Phones 7/22/20-8/21/20 | \$1,217.82 | \$0.00 | | \$1,217.82 |
| <i>Totals for AT&T (CalNet3)</i> | | | | | <u>\$1,217.82</u> | <u>\$0.00</u> | | <u>\$1,217.82</u> |
| Authorize.net | | | | | | | | |
| Authorize.net | 7/31/2020 | 7/31/2020 | July20 | Online credit card gateway fee July 2020 | \$35.85 | \$0.00 | | \$35.85 |
| <i>Totals for Authorize.net</i> | | | | | <u>\$35.85</u> | <u>\$0.00</u> | | <u>\$35.85</u> |
| Best Best & Kreiger LLP | | | | | | | | |
| Best Best & Kreiger LLP | 6/30/2020 | 6/30/2020 | 879075 | Suppl. Legal Svcs May 2020 | \$5,165.30 | \$0.00 | | \$5,165.30 |
| Best Best & Kreiger LLP | 6/30/2020 | 6/30/2020 | 879073 | Legal Svcs May 2020 | \$9,470.00 | \$0.00 | | \$9,470.00 |
| <i>Totals for Best Best & Kreiger LLP</i> | | | | | <u>\$14,635.30</u> | <u>\$0.00</u> | | <u>\$14,635.30</u> |
| CalPERS Health | | | | | | | | |
| CalPERS Health | 9/10/2020 | 8/14/2020 | 16144400 | Medical September 2020 | \$36,417.43 | \$0.00 | | \$36,417.43 |
| <i>Totals for CalPERS Health</i> | | | | | <u>\$36,417.43</u> | <u>\$0.00</u> | | <u>\$36,417.43</u> |
| CalPERS Retirement | | | | | | | | |
| CalPERS Retirement | 8/24/2020 | 8/23/2020 | 082320 | Retirement PPE 8/23/20 | \$18,058.56 | \$0.00 | | \$18,058.56 |
| CalPERS Retirement | 9/17/2020 | 8/21/2020 | 16149491 | GASB-68 Report | \$2,100.00 | \$0.00 | | \$2,100.00 |
| <i>Totals for CalPERS Retirement</i> | | | | | <u>\$20,158.56</u> | <u>\$0.00</u> | | <u>\$20,158.56</u> |
| CCWD | | | | | | | | |
| CCWD | 8/10/2020 | 8/10/2020 | B Series | Water 6/5/20-8/5/20 | \$38,163.03 | \$0.00 | | \$38,163.03 |
| <i>Totals for CCWD.</i> | | | | | <u>\$38,163.03</u> | <u>\$0.00</u> | | <u>\$38,163.03</u> |
| Cintas Corporation | | | | | | | | |
| Cintas Corporation | 8/13/2020 | 8/13/2020 | 4058634840 | PW uniforms through 8/13/20 | \$49.44 | \$0.00 | | \$49.44 |
| <i>Totals for Cintas Corporation</i> | | | | | <u>\$49.44</u> | <u>\$0.00</u> | | <u>\$49.44</u> |
| Contra Costa County - Office of the Sheriff | | | | | | | | |
| Contra Costa County - Office of the She | 8/6/2020 | 8/6/2020 | CLPD-2007 | Toxicology July 20 | \$100.00 | \$0.00 | | \$100.00 |
| <i>Totals for Contra Costa County - Office of the Sherif.</i> | | | | | <u>\$100.00</u> | <u>\$0.00</u> | | <u>\$100.00</u> |
| Contra Costa County Employment & Human Services | | | | | | | | |
| Contra Costa County Employment & Hu | 8/20/2020 | 8/20/2020 | CIC FY21 | Children's Interview Center FY 2021 | \$500.00 | \$0.00 | | \$500.00 |
| <i>Totals for Contra Costa County Employment & Human Services</i> | | | | | <u>\$500.00</u> | <u>\$0.00</u> | | <u>\$500.00</u> |
| Contra Costa County Library Administration | | | | | | | | |
| Contra Costa County Library Administr | 6/30/2020 | 6/30/2020 | Q4CLA | Extra Library hours Q4 FY 20 | \$29.39 | \$0.00 | | \$29.39 |

City of Clayton Open Invoice Report Obligations

| Vendor Name | Due Date | Invoice Date | Invoice Number | Invoice Description | Invoice Balance | Potential Discount | Discount Expires On | Net Amount Due |
|--|-----------|--------------|-------------------|--|-----------------|--------------------|---------------------|----------------|
| <i>Totals for Contra Costa County Library Administration</i> | | | | | \$29.39 | \$0.00 | | \$29.39 |
| Contra Costa County Public Works Dept | | | | | | | | |
| Contra Costa County Public Works Dept | 7/31/2020 | 7/31/2020 | 703416 | Traffic Signal Maintenance July 2020 | \$2,195.61 | \$0.00 | | \$2,195.61 |
| <i>Totals for Contra Costa County Public Works Dept</i> | | | | | \$2,195.61 | \$0.00 | | \$2,195.61 |
| Contra Costa Transportation Authority | | | | | | | | |
| Contra Costa Transportation Authority | 6/30/2020 | 6/30/2020 | CMA 2020-00000003 | Congestion Mgmt Costs FY 19 | \$1,207.00 | \$0.00 | | \$1,207.00 |
| <i>Totals for Contra Costa Transportation Authority</i> | | | | | \$1,207.00 | \$0.00 | | \$1,207.00 |
| Cropper Accountancy Corp | | | | | | | | |
| Cropper Accountancy Corp | 7/31/2020 | 7/31/2020 | 225 | Audit retainer for FY ending 6/30/20 | \$10,000.00 | \$0.00 | | \$10,000.00 |
| <i>Totals for Cropper Accountancy Corp</i> | | | | | \$10,000.00 | \$0.00 | | \$10,000.00 |
| Devil Mountain Wholesale Nursery | | | | | | | | |
| Devil Mountain Wholesale Nursery | 8/21/2020 | 8/21/2020 | 223245/1 | Landscape plants | \$346.23 | \$0.00 | | \$346.23 |
| <i>Totals for Devil Mountain Wholesale Nursery</i> | | | | | \$346.23 | \$0.00 | | \$346.23 |
| Mark Gargalikis | | | | | | | | |
| Mark Gargalikis | 8/17/2020 | 8/17/2020 | CAP0337 | Deposit refund | \$2,235.50 | \$0.00 | | \$2,235.50 |
| <i>Totals for Mark Gargalikis</i> | | | | | \$2,235.50 | \$0.00 | | \$2,235.50 |
| Harris & Associates, Inc. | | | | | | | | |
| Harris & Associates, Inc. | 6/30/2020 | 6/30/2020 | 45706 | Engineering Svcs 5/24/20-6/30/20 | \$5,177.50 | \$0.00 | | \$5,177.50 |
| Harris & Associates, Inc. | 7/25/2020 | 7/25/2020 | 45704 | Engineering Inspections 7/1/20-7/25/20 | \$4,755.87 | \$0.00 | | \$4,755.87 |
| Harris & Associates, Inc. | 7/25/2020 | 7/25/2020 | 45705 | Engineering Svcs 7/1/20-7/25/20 | \$13,231.90 | \$0.00 | | \$13,231.90 |
| Harris & Associates, Inc. | 7/25/2020 | 7/25/2020 | 45703 | Engineering Svcs 7/1/20-7/25/20 | \$9,860.00 | \$0.00 | | \$9,860.00 |
| <i>Totals for Harris & Associates, Inc.</i> | | | | | \$33,025.27 | \$0.00 | | \$33,025.27 |
| Health Care Dental Trust | | | | | | | | |
| Health Care Dental Trust | 9/1/2020 | 9/1/2020 | 282748 | Dental September 2020 | \$2,662.18 | \$0.00 | | \$2,662.18 |
| <i>Totals for Health Care Dental Trust</i> | | | | | \$2,662.18 | \$0.00 | | \$2,662.18 |
| ICMA Retirement Corporation | | | | | | | | |
| ICMA Retirement Corporation | 8/23/2020 | 8/23/2020 | 082320 | 457 Contributions PPE 8/23/20 | \$1,725.00 | \$0.00 | | \$1,725.00 |
| <i>Totals for ICMA Retirement Corporation</i> | | | | | \$1,725.00 | \$0.00 | | \$1,725.00 |
| J&R Floor Services | | | | | | | | |
| J&R Floor Services | 8/31/2020 | 8/31/2020 | Eight2020 | Janitorial Svcs August 2020 | \$1,275.00 | \$0.00 | | \$1,275.00 |
| <i>Totals for J&R Floor Services</i> | | | | | \$1,275.00 | \$0.00 | | \$1,275.00 |
| Local Government Consultants | | | | | | | | |
| Local Government Consultants | 6/30/2020 | 6/30/2020 | 906 | SB90 Claim Prep Invoice 2 FY 20 | \$500.00 | \$0.00 | | \$500.00 |
| <i>Totals for Local Government Consultants</i> | | | | | \$500.00 | \$0.00 | | \$500.00 |
| Main Fire Protection Inc. | | | | | | | | |

City of Clayton Open Invoice Report Obligations

| Vendor Name | Due Date | Invoice Date | Invoice Number | Invoice Description | Invoice Balance | Potential Discount | Discount Expires On | Net Amount Due |
|---------------------------------------|-----------|--------------|----------------|--|--------------------|--------------------|---------------------|--------------------|
| Main Fire Protection Inc. | 8/19/2020 | 8/19/2020 | 93520 | EH Kitchen Hood service | \$222.76 | \$0.00 | | \$222.76 |
| | | | | <i>Totals for Main Fire Protection Inc.</i> | <i>\$222.76</i> | <i>\$0.00</i> | | <i>\$222.76</i> |
| Matrix Association Management | | | | | | | | |
| Matrix Association Management | 7/31/2020 | 7/31/2020 | 13666 | Diablo Estates Management July 2020 | \$4,532.50 | \$0.00 | | \$4,532.50 |
| | | | | <i>Totals for Matrix Association Management</i> | <i>\$4,532.50</i> | <i>\$0.00</i> | | <i>\$4,532.50</i> |
| MSR Mechanical, LLC | | | | | | | | |
| MSR Mechanical, LLC | 8/21/2020 | 8/21/2020 | 114222 | CH HVAC repair | \$614.00 | \$0.00 | | \$614.00 |
| MSR Mechanical, LLC | 7/9/2020 | 7/9/2020 | 113998 | CH HVAC maintenance | \$942.00 | \$0.00 | | \$942.00 |
| MSR Mechanical, LLC | 7/9/2020 | 7/9/2020 | 113995 | CH HVAC maintenance | \$259.00 | \$0.00 | | \$259.00 |
| MSR Mechanical, LLC | 8/13/2020 | 8/13/2020 | 114168 | CH HVAC repair, leak | \$2,486.00 | \$0.00 | | \$2,486.00 |
| | | | | <i>Totals for MSR Mechanical, LLC</i> | <i>\$4,301.00</i> | <i>\$0.00</i> | | <i>\$4,301.00</i> |
| Nationwide | | | | | | | | |
| Nationwide | 8/23/2020 | 8/23/2020 | 082320 | 457 Plan Contribution PPE 8/23/20 | \$500.00 | \$0.00 | | \$500.00 |
| | | | | <i>Totals for Nationwide.</i> | <i>\$500.00</i> | <i>\$0.00</i> | | <i>\$500.00</i> |
| Paychex | | | | | | | | |
| Paychex | 8/24/2020 | 8/24/2020 | 2020082401 | Payroll fees PPE 8/23/20 | \$304.62 | \$0.00 | | \$304.62 |
| | | | | <i>Totals for Paychex.</i> | <i>\$304.62</i> | <i>\$0.00</i> | | <i>\$304.62</i> |
| Paysafe Payment Processing | | | | | | | | |
| Paysafe Payment Processing | 7/31/2020 | 7/31/2020 | July20 | Online credit card fees July 20 | \$483.37 | \$0.00 | | \$483.37 |
| Paysafe Payment Processing | 7/31/2020 | 7/31/2020 | July20 | OTC Bankcard fees July 20 | \$276.79 | \$0.00 | | \$276.79 |
| | | | | <i>Totals for Paysafe Payment Processing</i> | <i>\$760.16</i> | <i>\$0.00</i> | | <i>\$760.16</i> |
| PG&E | | | | | | | | |
| PG&E | 8/14/2020 | 8/14/2020 | 081420 | Energy 7/15/20-8/13/20 | \$19,931.08 | \$0.00 | | \$19,931.08 |
| | | | | <i>Totals for PG&E.</i> | <i>\$19,931.08</i> | <i>\$0.00</i> | | <i>\$19,931.08</i> |
| Quality Roofing Co | | | | | | | | |
| Quality Roofing Co | 8/21/2020 | 8/21/2020 | BP47-2020 | Deposit refund | \$1,000.00 | \$0.00 | | \$1,000.00 |
| | | | | <i>Totals for Quality Roofing Co</i> | <i>\$1,000.00</i> | <i>\$0.00</i> | | <i>\$1,000.00</i> |
| Riso Products of Sacramento | | | | | | | | |
| Riso Products of Sacramento | 8/21/2020 | 8/21/2020 | 209461 | Copier usage 7/20/20-8/19/20 | \$36.58 | \$0.00 | | \$36.58 |
| | | | | <i>Totals for Riso Products of Sacramento</i> | <i>\$36.58</i> | <i>\$0.00</i> | | <i>\$36.58</i> |
| Site One Landscape Supply, LLC | | | | | | | | |
| Site One Landscape Supply, LLC | 8/3/2020 | 8/3/2020 | 102114694-001 | Irrigation supplies | \$945.73 | \$0.00 | | \$945.73 |
| | | | | <i>Totals for Site One Landscape Supply, LLC</i> | <i>\$945.73</i> | <i>\$0.00</i> | | <i>\$945.73</i> |
| Stericycle Inc | | | | | | | | |
| Stericycle Inc | 9/1/2020 | 9/1/2020 | 3005222341 | Medical waste disposal | \$65.02 | \$0.00 | | \$65.02 |

City of Clayton
Open Invoice Report
Obligations

| <u>Vendor Name</u> | <u>Due Date</u> | <u>Invoice Date</u> | <u>Invoice Number</u> | <u>Invoice Description</u> | <u>Invoice Balance</u> | <u>Potential Discount</u> | <u>Discount Expires On</u> | <u>Net Amount Due</u> |
|-----------------------------|-----------------|---------------------|-----------------------|--|------------------------|---------------------------|----------------------------|-----------------------|
| | | | | <i>Totals for Stericycle Inc.</i> | \$65.02 | \$0.00 | | \$65.02 |
| Swan Pools | | | | | | | | |
| Swan Pools | 8/17/2020 | 8/17/2020 | CAP0354 | Deposit refund | \$1,471.00 | \$0.00 | | \$1,471.00 |
| | | | | <i>Totals for Swan Pools.</i> | \$1,471.00 | \$0.00 | | \$1,471.00 |
| Verizon Wireless | | | | | | | | |
| Verizon Wireless | 8/24/2020 | 8/24/2020 | 9859815664 | Cell phones 7/2/20-8/1/20 | \$427.06 | \$0.00 | | \$427.06 |
| | | | | <i>Totals for Verizon Wireless</i> | \$427.06 | \$0.00 | | \$427.06 |
| Western Exterminator | | | | | | | | |
| Western Exterminator | 7/31/2020 | 7/31/2020 | 8318663 | Pest control July 20 | \$370.50 | \$0.00 | | \$370.50 |
| | | | | <i>Totals for Western Exterminator</i> | \$370.50 | \$0.00 | | \$370.50 |
| Zee Medical Company | | | | | | | | |
| Zee Medical Company | 8/13/2020 | 8/13/2020 | 724606409 | Organize/Restock First aid cabinet | \$84.40 | \$0.00 | | \$84.40 |
| | | | | <i>Totals for Zee Medical Company</i> | \$84.40 | \$0.00 | | \$84.40 |
| | | | | GRAND TOTALS: | \$202,097.43 | \$0.00 | | \$202,097.43 |

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 08/26/20: \$83,177.13

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

TRANSACTION SUMMARY

| | | |
|--------------------------------------|---|------------------|
| SUMMARY BY TRANSACTION TYPE - | TOTAL ELECTRONIC FUNDS TRANSFER (EFT) | 83,177.13 |
| | CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT | 83,177.13 |
| | TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES | 13,841.13 |
| | CASH REQUIRED FOR CHECK DATE 08/26/20 | 97,018.26 |

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - Your financial institution will initiate transfer to Paychex **at or after 12:01 A.M.** on transaction date.

| <u>TRANS. DATE</u> | <u>BANK NAME</u> | <u>ACCOUNT NUMBER</u> | <u>PRODUCT</u> | <u>DESCRIPTION</u> | | BANK DRAFT AMOUNTS & OTHER TOTALS |
|--------------------|---------------------|-----------------------|----------------|--------------------------------|------------------|--|
| 08/25/20 | BANK OF AMERICA, NA | xxxxxx4799 | Direct Deposit | Net Pay Allocations | 63,564.12 | |
| 08/25/20 | BANK OF AMERICA, NA | xxxxxx4799 | Direct Deposit | Deductions with Direct Deposit | 663.50 | 64,227.62 |
| 08/25/20 | BANK OF AMERICA, NA | xxxxxx4799 | Readychex® | Check Amounts | 2,278.61 | 2,278.61 |
| 08/25/20 | BANK OF AMERICA, NA | xxxxxx4799 | Garnishment | Employee Deductions | 75.00 | 75.00 |
| | | | | EFT FOR 08/25/20 | | 66,581.23 |
| 08/26/20 | BANK OF AMERICA, NA | xxxxxx4799 | Taxpay® | Employee Withholdings | | |
| | | | | Social Security | 74.30 | |
| | | | | Medicare | 1,327.00 | |
| | | | | Fed Income Tax | 9,921.24 | |
| | | | | CA Income Tax | 3,872.01 | |
| | | | | Total Withholdings | 15,194.55 | |
| | | | | Employer Liabilities | | |
| | | | | Social Security | 74.31 | |
| | | | | Medicare | 1,327.04 | |
| | | | | Total Liabilities | 1,401.35 | 16,595.90 |
| | | | | EFT FOR 08/26/20 | | 16,595.90 |
| | | | | TOTAL EFT | | 83,177.13 |



Agenda Date: 9-1-2020

Agenda Item: 3c

STAFF REPORT

Approved:

Fran Robustelli
Interim City Manager

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MAINTENANCE SUPERVISOR, JIM WARBURTON

DATE: August 25, 2020

SUBJECT: Adopt a Resolution authorizing the purchase of a used 2017 Ford F-350 Utility Body Quad Cab Truck for the City Maintenance Department, and declaring an existing 2000 Ford 350 as a vehicle surplus to the City's needs and authorize is disposal by the Interim City Manager at public auction.

RECOMMENDATION

Adopt the attached Resolution to purchase a used Ford F-350 utility body truck from Elk Grove Ford in the amount of \$36,355.76, (including tax); authorize \$3644.24 to be used to outfit the truck after delivery; and declare an existing 2000 Ford 350 as a vehicle surplus to the City's needs and authorize the disposal by the Interim City Manager at public auction.

BACKGROUND

The purchase of this truck is for the maintenance staff to be able to move temporary employees from different jobsites throughout the City, and to perform additional maintenance work. This truck would be a replacement vehicle to the fleet. In December 2018 the City Council authorized the purchase a used F250 from Yuba City Toyota along with trade in of the Ford 350. Unfortunately after City Council authorization the dealer backed out of the planned transaction. Since then City maintenance staff has been continuing to look for a good quality and value used vehicle that meets the maintenance fleet needs. Recently a vehicle was located at Elk Grove Ford with reasonably low mileage (apx. 56,000, at a price of \$35,990. Maintenance Supervisor Warburton was able to obtain a reduced base price of \$33,585. The dealer is not interested in trade in, therefore the current vehicle will need to be surplusd and sent to auction. The replacement vehicle costs was included in the FY 20-21 adopted budget through the Capital Equipment Replacement Fund (CERF). The existing vehicle is one of the oldest in the fleet (20 years), with mileage over 110,000 and has not been operational for some time. The existing F350 is a dual rear wheel one ton is wider than other fleet vehicles and not as suitable for maintenance use. The replacement F350 is not dual wheel, and consistent with current vehicle widths.

FISCAL IMPACT

Funding was approved in the FY 20-21 adopted budget under the Capital Equipment Replacement Fund (CERF) in the amount of \$40,000.00. The cost of this truck will be \$36,355.76 with the remaining balance of \$3644.24 to be used to outfit the truck after delivery. Outfitting will include such items as an LED safety strobe lighting and two-way radio. Installation of this equipment will be done by after-market installers upon delivery of the vehicle from the dealer.

Subject: Adopt a Resolution authorizing the purchase of a used 2017 Ford F-350 Utility Body Quad Cab Truck for the City Maintenance Department, and declaring an existing 2000 Ford 350 as a vehicle surplus to the City's needs and authorize its disposal by the Interim City Manager at public auction.

Meeting Date: September 1, 2020

Page 2 of 2

CONCLUSION

Approve the purchase of a used to fleet 2017 F-350 utility body quad cab truck from Elk Grove Ford in the amount of \$36,355.76; with remaining balance \$3644.24 for outfitting after delivery and declare an existing 2000 Ford 350 as a vehicle surplus to the City's needs and authorize its disposal by the Interim City Manager at public auction.

Attachments:

1. Resolution authorizing purchase of a 2017 F-350 utility body quad cab truck from Elk Grove Ford, outfitting after delivery, and declare an existing 2000 Ford 350 as a vehicle surplus.
2. Quote from Elk Grove Ford for 2017 F-350 utility body quad cab truck.
3. Pictures from Elk Grove Ford of the 2017 F-350 utility body quad cab truck.

RESOLUTION NO. ____ - 2020

A RESOLUTION TO PURCHASE A USED FORD F-350 UTILITY BODY TRUCK FROM ELK GROVE FORD IN THE AMOUNT OF \$36,355.76, AUTHORIZE \$3644.24 TO BE USED TO OUTFIT THE TRUCK AFTER DELIVERY; DECLARE AN EXISTING 2000 FORD 350 AS A VEHICLE SURPLUS TO THE CITY'S NEEDS, AND AUTHORIZE DISPOSAL BY THE INTERIM CITY MANAGER AT PUBLIC AUCTION.

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

WHEREAS, the City Maintenance Department routinely and regularly uses trucks to perform public services for and to the Clayton community; and

WHEREAS, for visibility, employee and public safety purposes City trucks are necessarily equipped with safety lights and radios which are part of the region wide emergency radio interoperability program; and

WHEREAS, monies are allocated and allotted for the purchase of necessary City vehicles and work trucks for City Maintenance operations through the Capital Equipment Replacement Fund (CERF); and

WHEREAS, the City Supervisor has identified the a pressing and specific need to replace the inoperable 2000 vintage Ford F350 with a 2017 Ford F350 utility body Quad cab using CERF monies collected for such purposes. (Account 502-7485-00)

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

Section 1. Approves and authorizes the allocation of \$36,355.76 from the Fiscal Year 2020-2021 Capital Equipment Replacement fund (CERF) (502-7485-00) related to the acquisition of the used F350 for the use of the Clayton maintenance department from Elk Grove Ford.

Section 2. Approves the allocation of \$3644.24 to be used to outfit the truck after delivery with safety strobe lights and associated radios.

Section 3. Declares an existing 2000 Ford 350 as a vehicle surplus to the City's needs and authorize is disposal by the Interim City Manager at public auction.

PASSED, APPROVED AND ADOPTED by the City Council of Clayton, California during a public hearing at a regular public meeting thereof held on the 1st day of September 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

THE CITY COUNCIL OF CLAYTON, CA

Julie Pierce, Mayor

ATTEST:

Janet Calderon, City Clerk

ELK GROVE FORD

9645 Auto Center Drive
Elk Grove CA 95757
916 478-7000 FAX 916 585-7370
BRYAN CLARK, FLEET SALES

23192 D

Invoice

Customer

Name **CITY OF CLAYTON**
Address **6000 HERITAGE TRAIL**
City **CLAYTON** CA **94517**
Phone _____

Date **8/13/2020**
REP **Bryan Clark**
Phone **916-201-4683**
FOB **ELK GROVE**

| Qty | Description | Unit Price | TOTAL |
|-----|------------------------|-------------|-------------|
| 1 | 2017 FORD F350 | \$33,500.00 | \$33,500.00 |
| | 9' SCELZI SERVICE BODY | | |
| 1 | DOC FEE | \$85.00 | \$85.00 |
| | 1FD8W3E6HEC82810 | | |

Payment Details

- Cash
 Check
 Credit Card

Name _____
CC # _____
Expires _____

| | |
|--------------|--------------------|
| Subtotal | \$33,585.00 |
| REBATE | |
| Taxes 8.25% | \$2,770.76 |
| DMV | |
| TOTAL | \$36,355.76 |

Office Use Only

SIGNATURE _____ DATE _____



(<https://cdn.autopublishers.com/vehicleimages/41478999/ce62c799-b90d-46d3-a197-ef26beda9a6b.jpg>)

< 9645 >
Auto Center Dr.

Year: 2017
Make: Ford
Model: F-350 Super Duty
Trim: XL
Engine: V8 Flex Fuel 6.2 Liter
Miles: 53,566
Transmission: Auto 6-Spd SelectShft
Body: SUV
Drivetrain: 2WD
Exterior Color: White
Vin: 1FD8W3E63HEC82810
Stock Number: P3900

Selling Price

\$35,990*

Verify Additional Offer



*Please note: We update our inventory daily. Please check with dealer to confirm vehicle availability.

← All results



2017 Ford F-350 Super Duty Chassis XL Crew Cab RWD - \$35,990

Elk Grove, CA · 44 mi away

- Save
- Send to Phone
- Print
- Email



www.elkgroveford.com



Elk Grove Ford

elkgroveford.com

🕒 Today 9:00 AM - 9:00 PM (Open Now)
 📞 (916) 634-1368
 🏠 9645 Auto Center Dr
 Elk Grove, CA 95757
 📍 Map & Directions



2017 Ford F-3...

Mileage: 53,566 · Elk Grove, CA (44 mi away)

\$35,990

➔ FAIR DEAL
 \$1,169 Above market

Request Information

➔ FAIR DEAL

ABOVE MARKET DEALER RATING
 \$1,169 [Read 14 reviews](#)

We're Online

Chat

Contact Dealer (916) 634-1368

Hello, my name is First name Last name
 and I'm interested in this 2017 Ford F-350 Super Duty Chassis. I'm in the 94517 area.

You can reach me by email at

Email Address or by phone at 123-456-7890 (optional)

Thank you!

+add comments

Email me price drops and new listings for my search

Send Message

Agenda Date: 9-1-2020

Agenda Item: 4a

Biography: Christopher Farnitano, M.D.,
Health Officer of the County of Contra Costa

Dr. Christopher Farnitano joined Contra Costa Health Services (CCHS) in 1991 and was appointed July 12, 2018 by the Contra Costa County Board of Supervisors as the County Health Officer. The health officer is the chief medical official in Contra Costa, with broad authority under California Health & Safety Code to protect the health and safety of county residents, including issuing various health orders to persons and businesses, including those related to Covid 19.

The county health officer provides medical oversight and enforcement of public health laws and regulations in Contra Costa, including communicable disease control, environmental health, hazardous materials, vital records and emergency medical services.

Dr. Farnitano was previously a deputy county health officer, Ambulatory Care Director and Director of Process Redesign and System Integration at Contra Costa Regional Medical Center (CCRMC), a division of Contra Costa Health Services. At CCRMC, Dr. Farnitano held previous posts as assistant director of the residency program and Chair of the Family Medicine Department.

He received his medical degree from the Duke University School of Medicine and joined CCHS as a family medicine resident 27 years ago.

During his 27-year career at CCHS, Dr. Farnitano has been a key driver of improvement efforts within CCHS related to eliminating health disparities, increasing access to health care delivery, developing population health management systems and reducing infectious diseases through promoting immunizations and ensuring treatment.



Approved:
Fran Robustelli
Fran Robustelli
Interim City Manager

AGENDA REPORT

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: Scott Alman, P.E., City Engineer
Lynne Filson, P.E., Consulting Traffic Engineer

DATE: September 1, 2020

SUBJECT: Traffic Calming and Speed Survey Options on Clayton Road, Eagle Peak Avenue and Mountaire Parkway

RECOMMENDATION

Staff recommends City Council consider the options in this report regarding traffic calming and speed surveys on Clayton Road, portion of Eagle Peak Avenue and portion of Mountaire Parkway, review included options and strategies and provide Council direction to staff as to the preferred strategy to pursue.

BACKGROUND

The California Vehicle Code (CVC) requires jurisdictions that use radar or LIDAR for speed enforcement to conduct Engineering and Traffic Surveys and to set speed limits at reasonable limits on roadway segments designated as arterials and/or collectors on the California Road System (CRS) Maps. CVC Section 627 gives the Department of Transportation (Caltrans) responsibility to determine the procedures for conducting Engineering and Traffic Surveys. Caltrans has provided the procedures in Section 2C.13 of the California Manual of Uniform Traffic Control Devices (CAMUTCD).

City Council accepted Engineering and Traffic Surveys are valid for a five-year period from date of Council acceptance, although under certain circumstances the surveys may be re-validated for an additional five-year period. Roadway segments designated as local roads on the CRS Maps do not require Engineering and Traffic Surveys be performed on them and speed limits are typically established as the prima facie speed limit.

Existing City of Clayton Engineering and Traffic Surveys were prepared by Rick Angrisani and accepted by Council in 2010. The same surveys were recertified in 2015. Those surveys expire in 2020. New Engineering and Traffic Surveys have been completed by the

City Traffic Engineer and placed before Council for their action at the August 18, 2020 meeting.

At the August 18, 2020 meeting, Council accepted the 2020 Engineering and Traffic Surveys with the exception of the following four street segments:

- Clayton Road from Washington Blvd. to Mitchell Canyon Road;
- Clayton Road from Mitchell Canyon Road to Oakhurst;
- Eagle Peak Avenue from Oakhurst Drive (east) to Keller Ridge Drive, and
- Mountaire Parkway from Marsh Creek Road to (south) Mountaire Circle.

Council did not accept the four segments noted above requesting that staff perform additional analysis and provide options to slow traffic speeds on these street segments. Council directed staff to return to the September 1, 2020 Council meeting with options and a recommended strategy of how to implement the “3E’s” of Traffic Safety: Education, Engineering and Enforcement to prevent increased speed limits on all streets in Clayton.

Statistically, data is showing that over the last 10 years, drivers in general, are driving at higher rates of speed. This is due to many factors, including enhanced vehicle safety features such as collision avoidance technology, and automatic emergency braking. This coupled with newer vehicles that have advanced vehicle handling features and noise canceling technology which reduces sensory input from the outside, cities across the US are experiencing overall increased speeds.

Speed survey data gathering methodology – The CVC governs how speed data is gathered in California. The CVC does not require that the data only be gathered by radar but leaves opportunity to utilize other means so that new methods and new technology can be employed to increase efficiency and reduce cost. Data previously gathered utilized a modern approach utilizing cameras to gather the data. This method is allowed under the CVC and was utilized for efficiency, cost and anonymity reasons. The CVC states that the data gathering cannot unduly influence the drivers of the vehicles being surveyed. Utilizing the cameras make data gathering virtually inconspicuous to drivers.

DISCUSSION

Both City Council and City staff are opposed to raising speed limits on Clayton streets. Slower speeds provide for a safer community and compliment the small town environment of Clayton. In the cases of the four street segments listed above, factors that led to the survey outcomes include:

- Well maintained streets. Clayton’s high pavement condition index (PCI) actually works against us in this instance with smooth and well maintained streets comes a feeling of safety and with that increased speeds.
- Minimal traffic calming measures and few speed limit signs. The street segments in question have few speed limit signs displayed letting motorists know the speed limit. Additionally, the streets are without traffic calming devices such as rumble strips or visual cues that narrow the traveled way to channelize drivers and slow them down.

- Wide streets. Both Eagle Peak Avenue between Oakhurst Blvd. and Keller Ridge Drive and Mountaire Parkway between March Creek Road and Mountaire Circle (South) are very wide streets that are not well defined without heavily channelized travel lanes, street parking and bicycle facilities. Even the names of the streets (Boulevard and Parkway) generally describe thoroughfares transporting large numbers of vehicles.
- Cut-through traffic. East County residents utilizing Clayton arterials as commute routes to and from East County cities through Clayton into Concord and beyond. As the Police chief reported at the August 18, 2020 Council meeting, roughly 75% of the speed related citations issued on Clayton Road are to non-Clayton drivers.

There are multiple options available to counteract the influences described above. All of the possible solutions work within the “3E’s” of Traffic Safety: Education, Engineering and Enforcement mentioned above.

Education: Educating drivers as to the actual speed that they are traveling is accomplished by providing immediate feedback using radar interactive feedback signs that compare and contrast the actual vehicle speed in comparison to the posted speed limit. Most interactive feedback signs are either solar powered and can be placed in remote locations and fully function or are located close to existing streetlights in order to have electrical power. Interactive signs are strategically located at points where vehicle speeds can build up such as a long straight stretches of roadway or a downhill slope. These interactive signs alert and educate drivers as to their actual speed vs. the posted speed limit. Signs can be permanent or relocatable, typically mounted on a small trailer. On multi-lane streets, it is often preferable to place secondary speed limit signs in the center median to educate drivers in the number one lane of the street. This relatively inexpensive option will re-enforce driver’s understanding of the posted speed limit.

Increasing the numbers of static speed limit signs along city streets also provides education to the motoring public and prevents potential driver confusion as to the speed limit on a particular street. Speed limit signs are typically placed within the first block after an intersection to inform drivers of the speed limit on that particular street section. Clayton has street sections that are not signed or have very limited signage typically because residents do not like an abundance of signage along the streets. The placement of signage is a real balancing act of education/information vs. over-saturation of signage.

Public outreach and social media campaigns can also be useful in getting the word out to the local motoring public that speeds are increasing and that drivers need to be aware of their speed to avoid citations as well as keeping the other drivers, bicyclists and pedestrians safe on Clayton’s streets. Typically this type of campaign is directed at and more successful with local residents as cut-through drivers from other cities rarely read local news and information from other cities.

Engineering: Wide streets without well-defined lanes and lacking “complete street” facilities for pedestrians and bicyclists lead to increased speed as drivers feel that they have unlimited room in which to drive and that feeling of “freedom” leads to higher vehicle speed.

Both Eagle Peak Avenue and Mountaire Parkway, to varying degrees, currently have these conditions leading to increased vehicle speeds. A “Road Diet” is an engineering approach to reduce vehicle speeds by narrowing and defining the travel way so that the driver does not have the feeling that there is ample room in the street to go wherever they desire. Travel lanes are typically well defined by bold striping and widening adjacent facilities such as parking lanes and bicycle lanes. On large streets with center medians the interior lane defining line near the median can be restriped slightly into the travel lane narrowing or constricting the fast lane. The bold striping and narrow lanes give visual cues to the driver that there is little “contingency” room allowed in the lane and they need to concentrate not to drive outside of the lane limits. This typically calms traffic and slows it down. Additionally, the change from raised pavement markers (RPM’s) to thermoplastic striping on all street sections moving forward will enhance visual cues to drivers and enhance the channelization of the re-striped roadways.

Signal timing is a relatively inexpensive and low maintenance method of controlling speed on longer roads that have more than one traffic signal on the street. Signals are timed so that vehicles travelling the speed limit (the timed speed) will encounter continuous green lights as they proceed down the street. A vehicle driver that travels above the timed speed will be out of sync with the signal timing and will encounter red lights at the signals. Drivers may initially attempt to speed between signals to “catch up” with the timing but will find themselves waiting, again, at the next stop signal for the light to turn green. Typically streets that utilize this traffic calming method combine it with education by signing the street stating that it has been timed to the speed limit incentivizing drivers to travel at the speed limit in order to encounter free flow through the green signals.

Traffic signals are another option to provide traffic calming on long streets. Typically signal warrants need to be met in order to justify the construction of a traffic signal. Traffic signals are large investments and are not typically used solely for traffic calming. Signal warrants are a method of screening intersections to determine which are the most appropriate to have a signal installed. The warrants measure traffic volumes, accident rates and other traffic related metrics to determine where traffic signal monies are best spent. If an agency can afford to install traffic signals at all intersections then warrants don’t need to be used to justify those expenses. Traffic signals are not a typical method utilized to affect the flows of traffic from a traffic calming perspective.

Stop signs are another less expensive method of controlling intersections and traffic flow. There is an inherent danger to installing un-warranted stop signs in lightly used intersections. Drivers can become “numb” to a stop sign at an intersection that has low traffic volumes and may begin to ignore it. Having drivers habitually “run” a stopped intersection is a very dangerous thing to other drivers that may expect all drivers to stop at the intersection. This type of collision at an unwarranted stop intersection can make the City culpable for placement of the sign.

Enforcement: The goal of enforcement in this instance is not just to issue citations but to reduce vehicular speed on City streets. Police presence in the locations that are experiencing higher vehicular speed is a deterrent even if no citations are issued. The

overarching goal is to make drivers aware of their speed in comparison to the posted speed limit and have them reduce their speed. An increased police presence will be beneficial.

The Police Chief estimates the cost to add a dedicated Traffic Officer to the Police Department would be approximately \$100,000 in up-front costs of equipment, vehicle, etc. and on-going annual salary, benefits and training cost of \$125,000. Additionally, hiring and training a new officer would likely take up to one year to accomplish (including recruitment, hiring, training, etc.). The Chief also looked into partnering with other police agencies to provide traffic enforcement in the City of Clayton and found this is not a viable option. Issues such as liability, cost and limited staff make this idea prohibitive.

Increasing police presence for traffic enforcement utilizing Clayton officers will require scheduling officers to work on voluntary overtime shifts during commute hours. The Police Department has limited staffing, with only two officers are on duty during each shift. To dedicate an officer to work traffic, will require bringing in additional staff. Filling these voluntary overtime shifts may be problematic, as many officers are already required to work overtime to backfill for vacations, sick leave and training. Officers that are required to work excessive hours can experience burn-out and work/life balance issues.

Street Segment Options:

Clayton Road

- A road diet in both directions on the street narrowing the travel lanes slightly allowing for a wider bicycle lane at the right curb line.
- Installation of four speed feedback signs placed on eastbound Clayton Road.
 - The initial two signs placed just east of Washington Blvd. in the eastbound direction to provide feedback to drivers crossing Ygnacio Valley Road and entering the City. One feedback sign at the right curb and the second in the center median to provide feedback to drivers in the number one lane.
 - The second location just east of Mitchell Canyon Road to provide feedback to drivers before they reach the elementary school and downtown.

Mountaire Parkway

- A road diet on Mountaire Parkway would include channelizing the travel way in each direction down to one 12' wide lane with full-width parking lane at each curb and ample bicycle lane between travel way and parking lane. Channelizing the travel way in this manner and providing psychological "barriers" on both sides of the driver with a painted median on the left and painted bicycle lane on the right side have a long-term effect of removing the feeling of wide expanses of travel way and the "freedom" to move within the lane(s) and tends to slow drivers down.
- Restripe the center of the street to include a striped median as a continuous two-way left turn lane with left turn pockets at intersecting streets.
- Additional speed limit signage enhances driver awareness of vehicle speed. Place up to three speed limit signs on Mountaire, two on the south bound lanes and one additional sign in the north bound direction.

- Install one speed limit feedback sign north bound on Mountaire across from Mountaire Circle (north) to provide feedback as drivers reach the bottom of the grade coming down Mountaire.

Eagle Peak Avenue

- Similar in many aspects to Mountaire Parkway, Eagle Peak Avenue road diet would extend a painted median from the existing raised median at Oakhurst to Miwok Way. Additionally widening the bicycle lanes on Eagle Peak in the same area will provide channelization of the travel way and reduce vehicle speeds.
- Posting the speed limit in this area, one sign in each direction, as mentioned under education, will increase awareness of the speed limit for motorists. Eagle Peak Avenue between Oakhurst and Keller Ridge does not have a speed limit sign posted. Installing static speed limit signs in that segment will educate the public to the actual speed limit on that street.
- Installing a feedback sign near the bottom of the hill approaching Oakhurst Drive would provide feedback as drivers come to the bottom of the hill traveling southwest on Eagle Peak.

Public Outreach – Prior to implementing any of these engineering options, staff would provide a public awareness campaign to the surrounding neighborhoods alerting them to the proposed improvements and providing opportunity for public comment and feedback prior to implementation. A potential opportunity for this could be a Council workshop on reducing speed on Clayton Streets where Council and staff can receive public comment on the proposed plan(s). Additionally, utilizing social media to push the information and the need to reduce speeds in the City can be an effective way to communicate with residents.

Schedule – The optimal time to make these striping revisions on Mountaire and Eagle Peak would be as a part of the upcoming 2020 Pavement Preservation Project. The work required to effectuate these changes could easily be included in the scope of work for the preservation project as it requires existing striping removal, a seal coat to be placed onto the street surface and the re-striping to complete the revisions to the median, travel lanes, bike lanes and parking. The 2020 Pavement Preservation Project will occur this fall. The improvements could reasonably be installed by the 4th quarter of 2020.

Re-survey: Covid-19 pandemic. Shelter-in-place orders beginning March 2020 resulted in much higher numbers of people working-from-home for the past 5-1/2 months. Coupling the current work-from-home economy with a much higher nationwide unemployment rate, there are measurably fewer vehicles using city streets and vehicle speeds have increased nationwide as result of fewer vehicles being on the roadways.

Although Clayton may re-survey speeds on any street at any time it desires, costs are associated with doing so and re-surveying needs to be strategic from a fiduciary perspective. With overall increased speed due to Covid and shelter-in-place, re-surveying during shelter-in-place could carry increased risk of higher speeds. With the implementation of engineering solutions, there may be adequate impact to reduce speeds on these

segments regardless of shelter-in-place. Spot-checking of speeds can provide that feedback to help strategize the timing of subsequent survey work.

Understanding that council desires an independent review of the Engineering and Speed Survey, the City Engineer solicited verbal budget estimates for performing the required work on the four segments from reputable traffic consulting firms. The firms that we were able to obtain responses from are:

- Pang Ho & Associates \$3,000.00
- Abrams Associates \$10,000.00
- Harris \$6,000.00

FISCAL IMPACT

- The estimated cost to resurface and restripe Mountaire Parkway between Clayton Road and (south) Mountaire Circle is approximately \$45,000 for construction plus Council and staff time for public outreach and design work.
- The estimated cost to resurface and restripe Eagle Peak Avenue between Oakhurst Blvd. and Keller Ridge Drive is approximately \$40,000 for construction plus Council and staff time for public outreach and design work.
- The estimated cost to re-stripe Clayton Road between Washington Blvd and Mitchell Canyon Road is approximately \$25,000 for construction plus Council and staff time for public outreach and design work.
- Purchase and installation of traffic calming devices. Radar feedback signs cost approximately \$5,000 each permanently installed sign. Proposing to install four new permanent feedback signs on Clayton Road, would be a purchase and installation cost of approximately \$20,000. for four signs.
- Installation of new and additional speed limit signs cost approximately \$300.00 per sign installation. This requires that the new sign be installed on an existing street light pole and no new street sign poles are being installed. This reduces cost of installation as we have received concerns from citizens that additional sign poles would be installed in their frontage. Presuming that an additional ten signs are installed city-wide, the approximate cost would be \$3,000.
- The cost of installing speed feedback signs on Mountaire Parkway and Eagle Peak Avenue would be approximately \$5,000 each for a total of \$10,000.

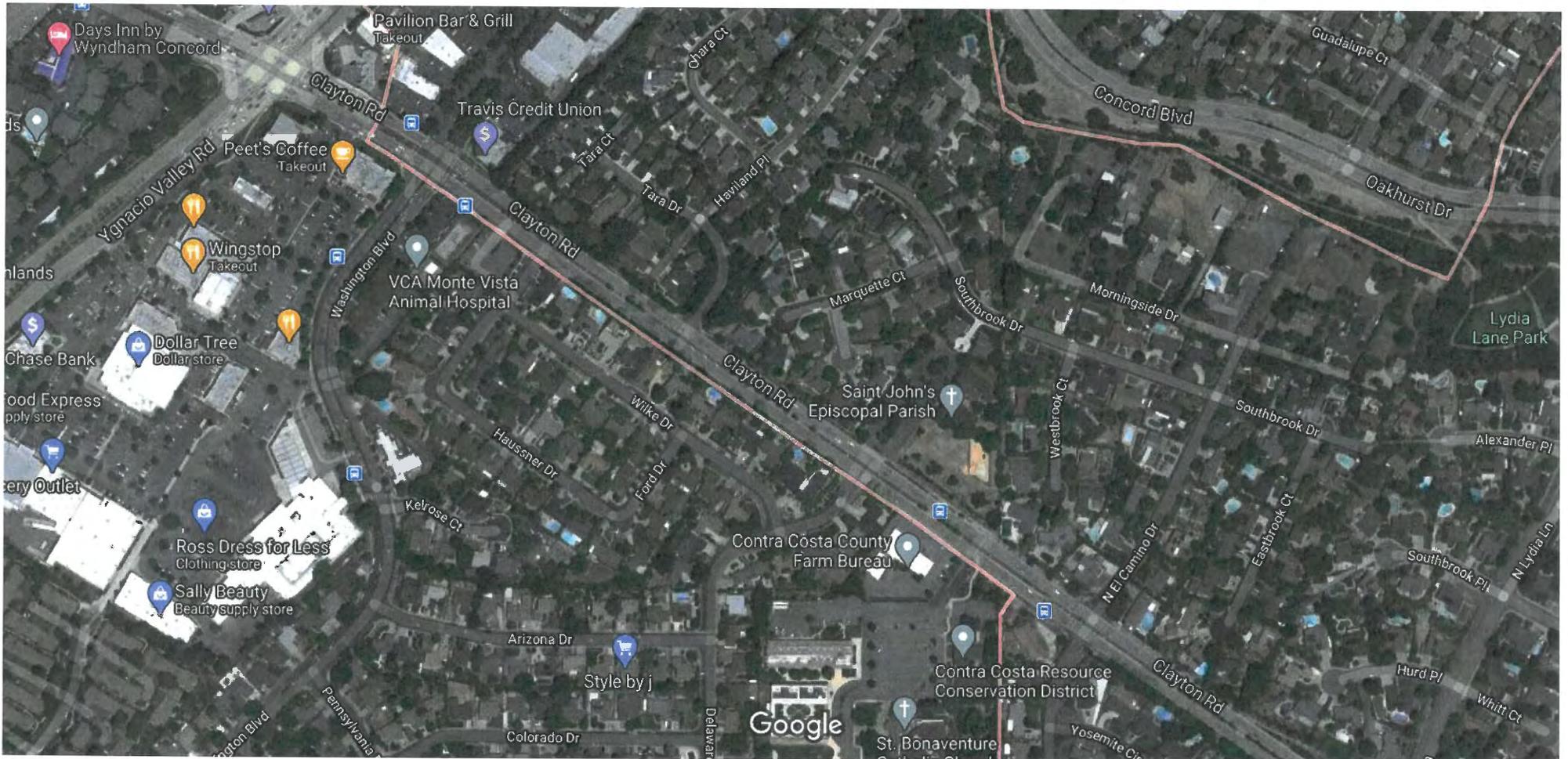
If all recommendations were approved, the total cost would be approximately \$143,000 which is currently unfunded. There is no known funding source readily available for these types of improvements and funding might have to come from the General Fund or reserves.

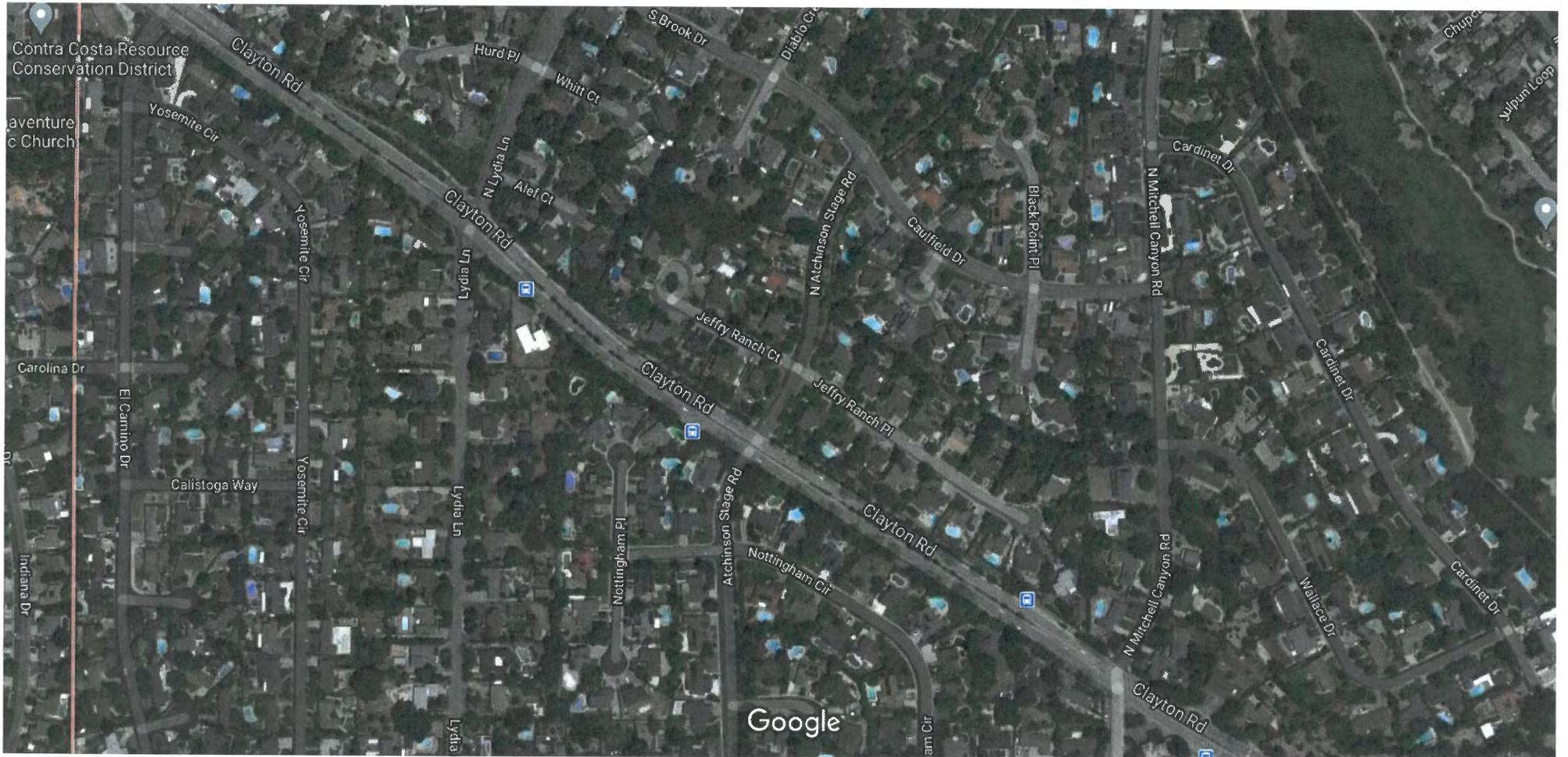
RECOMMENDED ACTIONS

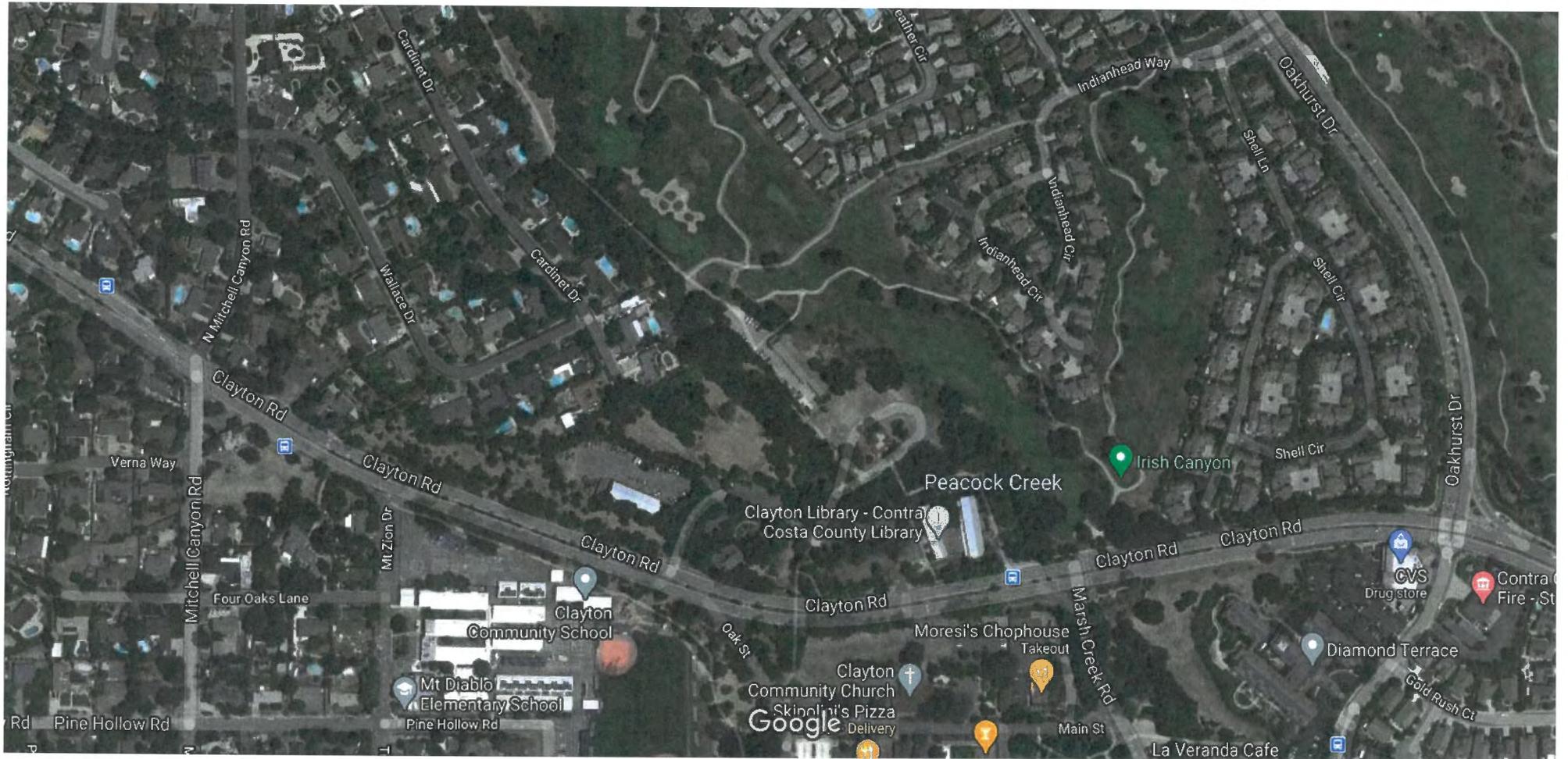
Staff recommends City Council consider the options in this report regarding traffic calming and speed surveys on Clayton Road, portion of Eagle Peak Avenue and portion of Mountaire Parkway, review included options and strategies and provide Council direction to staff as to the preferred strategy to pursue.

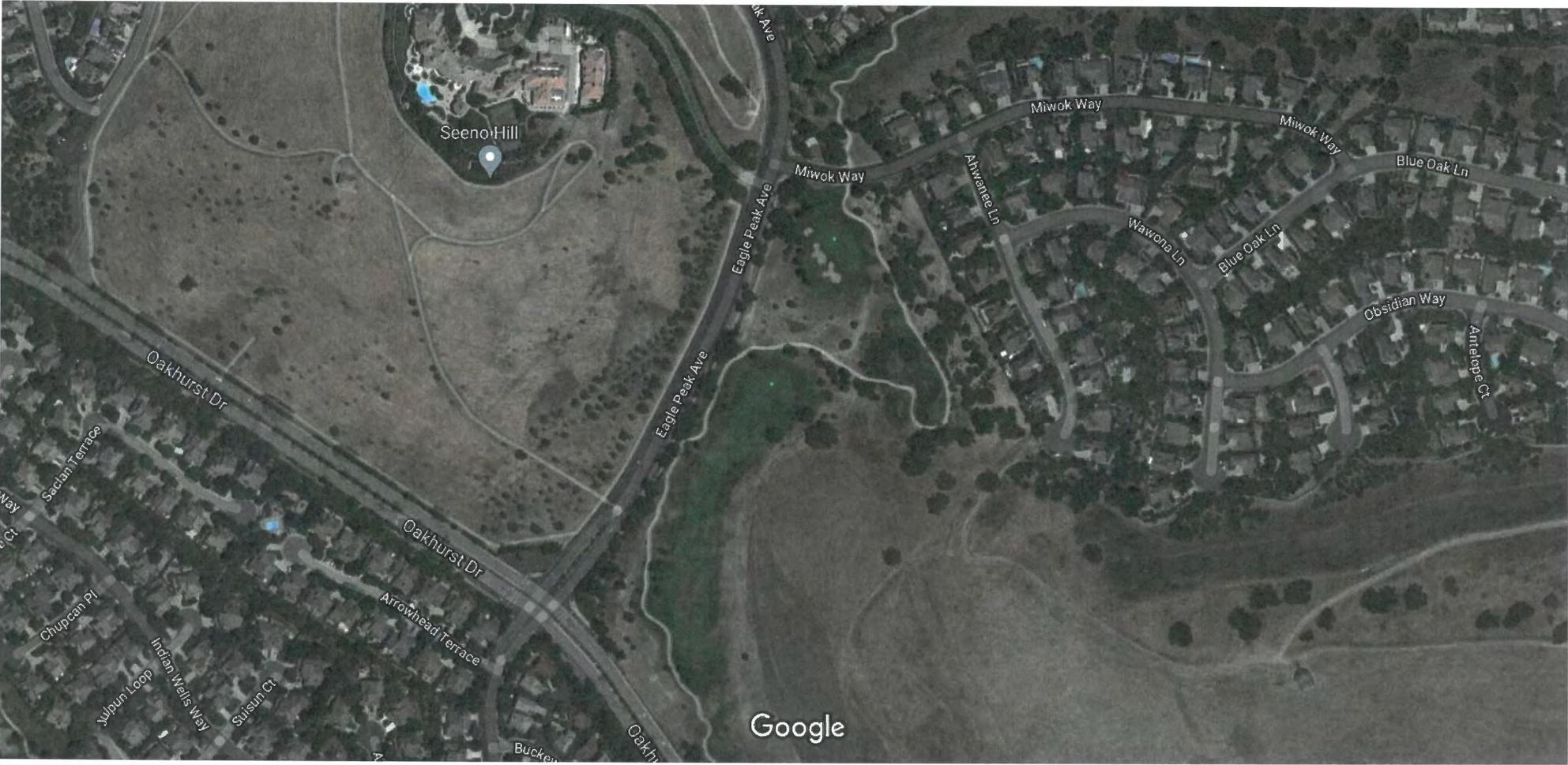
ATTACHMENTS

Google Maps of four street segments [4 pp.]









DRAFT

PROCLAMATION HISPANIC HERITAGE MONTH

Whereas, Hispanic Heritage Month began as Hispanic Heritage Week, established by legislation and signed into law by President Lyndon Johnson in 1968,

Whereas, in 1988, the commemorative week was expanded to a month (September 15 to October 15) also by legislation and signed into law by President Ronald Reagan,

Whereas, September 15 was chosen as the starting point for the commemoration as the anniversary of independence of five Hispanic countries: Guatemala, El Salvador, Honduras, Nicaragua and Costa Rica, who all declared independence in 1821,

Whereas, Mexico, Chile and Belize celebrate their independence days on September 16, September 18, and September 21 respectively,

Whereas, Hispanic Heritage Week was first proclaimed by President Lyndon B. Johnson in 1968, as Presidential Proclamation 3869,

Whereas, Presidents Nixon, Ford, Carter and Reagan gave annual proclamations for Hispanic Heritage Week between 1969 and 1988,

Whereas, National Hispanic Heritage Month was first proclaimed by President George H. W. Bush on September 14, 1989, as Presidential Proclamation 6021,

Whereas, since 1989, all Presidents have given a Presidential Proclamation to mark Hispanic Heritage Month to recognize the many contributions of all Americans of Hispanic heritage,

Whereas, during Hispanic Heritage Month, the uniformed Armed Services of the United States commemorate the long-standing and remarkable contributions that Hispanics have made in building and defending our Nation,

Whereas, Hispanic Americans' military service dates back to the Civil War,

Whereas, National Hispanic Heritage Month is a time for the United States Military to honor both fallen and active duty Hispanic Americans' who served in the Armed Forces,

Whereas, sixty-one people of Hispanic heritage have been awarded the Medal of Honor, two were presented to members of the Navy, 13 to members of the U.S. Marine Corps and 46 to members of the U.S. Army, and

Therefore, I, Julie Pierce, Mayor, and on behalf of the entire Clayton City Council, proclaim September 15 to October 15, 2020, as Hispanic Heritage Month in Clayton, CA