

MINUTES
OF THE
REGULAR MEETING
CLAYTON CITY COUNCIL

TUESDAY, March 17, 2020

1. **CALL TO ORDER & ROLL CALL** – The meeting was called to order at 7:01 p.m. by Mayor Pierce in the Third Floor, Clayton City Hall, 6000 Heritage Trail, Clayton, CA. **Councilmembers present:** Mayor Pierce, Vice Mayor Wan and Councilmembers Catalano, Diaz and Wolfe. **Councilmembers absent:** None. **Staff present:** City Manager Ikani Taumoepeau, City Attorney Mala Subramanian, Interim Community Development Director Dana Ayers and City Clerk/HR Manager Janet Calderon.

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

3. **CONSENT CALENDAR**

Councilmember Catalano advised there is a typo in the Letter of Support and requested the current Clayton population to be included and the change the word County to City.

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

- (a) Approved the minutes of the City Council's regular meeting of March 3, 2020.
- (b) Approved Financial Demands and Obligations of the City.
- (c) Consider Approving the Letter of Support Asking the California State University System to locate a New and Larger Cal State Campus Within the Concord Naval Weapons Station Project.
- (d) Public Records Retention Schedule Amendment – Update Police Department.
- (e) Adopt the 2019 General Plan Implementation and Housing Element Annual Progress Report.

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

5. **REPORTS**

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

City Manager Taumoepeau advised due the Contra Costa County Health Order the City of Clayton is Sheltering in Place and aligned with the county and other cities. He further noted essential employees and workers to be on site and everyone else to work from home. The Police Department are very essential, the Finance Department will focus on payroll and critical invoices only, Maintenance will be coming in periodically, our Administrative Assistant is receiving main city phone line phone calls are rolled over to a city issued cell phone, everyone else is working on projects from home with the Maintenance Department maintaining a maximum 30-minute response time.

Mayor Pierce recommended the City Manager look into Zoom for future meetings.

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

Councilmember Diaz attended East Bay Regional Communication System Authority meeting, the TRANSPAC board meeting, weekly City Manager meeting, announced the official cancellation of the Clayton Business and Community Associations Annual Art & Wine Festival, and was on several conference calls regarding the COVID-19.

Councilmember Catalano was on the Contra Costa County conference call, and announced the Clayton Business and Community Association Scholarship applications are due by March 28, 2020.

Vice Mayor Wan indicated "No Report".

Councilmember Wolfe emailed constituents, assisted and attended the Clayton Community Library Birthday celebration.

Mayor Pierce attended several Contra Costa Transportation Authority meetings, the Contra Costa County Mayors' Conference, several Association of Bay Area Governments meeting, the National Association of Regional Councils regarding Technology, the Redefining Mobility Summit hosted by the Transportation Authority, and attended the Clayton Community Library Anniversary.

- (e) Other – None.

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

7. **PUBLIC HEARINGS** – None.

8. **ACTION ITEMS** – None.

9. **COUNCIL ITEMS** – None.

10. **CLOSED SESSION** – None.

11. **ADJOURNMENT**– on call by Mayor Pierce, the City Council adjourned its meeting at 7:23 p.m. in memory of James (Jim) McCormick former City Council Member who served on the Clayton City Council in the early 1980's who passed away recently.

The next regularly scheduled meeting of the City Council will be April 7, 2020.

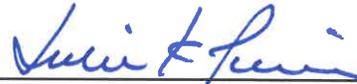
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Respectfully submitted,



Janet Calderon, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL



Julie Pierce, Mayor

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