

MINUTES
OF THE
REGULAR MEETING
CLAYTON CITY COUNCIL

TUESDAY, June 16, 2020

1. **CALL TO ORDER & ROLL CALL** – The meeting was called to order at 6:03 p.m. by Mayor Pierce on a virtual web meeting and telephonically (877) 853-5257. Councilmembers present: Mayor Pierce, Vice Mayor Wan, and Councilmembers Catalano, Diaz, and Wolfe. Councilmembers absent: None. Staff present: Assistant to the City Manager Laura Hoffmeister, and City Clerk/HR Manager Janet Calderon.

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

The City Council separately interviewed four (4) candidates who had applied for appointment to the City Planning Commission:

Bassam Altwal
Alan Zee
Terri Denslow
Frank Gavidia

7:00 P.M. REGULAR PUBLIC MEETING

3. **RECALL TO ORDER THE CITY COUNCIL** – The meeting was recalled to order at 7:18 p.m. by Mayor Pierce on a virtual web meeting and telephonically (877) 853-5257. Councilmembers present: Mayor Pierce, Vice Mayor Wan, and Councilmembers Catalano, Diaz, and Wolfe. Councilmembers absent: None. Staff present: Assistant to the City Manager Laura Hoffmeister, City Attorney Mala Subramanian, Police Chief Elise Warren, City Engineer Scott Alman, and City Clerk/HR Manager Janet Calderon.

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

5. **CONSENT CALENDAR**

It was moved by Councilmember Wolfe, seconded by Councilmember Diaz, to approve the Consent Calendar as submitted. (Passed 5-0 vote).

- (a) Approved the Financial Demands and Obligations of the City.
- (b) Adopted Resolution No. 28-2020 authorizing the levy of annual real property tax assessments for Community Facility District No. 2006-1 in Fiscal Year 2020-2021 (Downtown “The Grove” Park O & M; Fund No. 211).

- (c) Adopted Resolution No. 29-2020 authorizing the levy of annual real property tax assessments for Community Facility District No. 2007-1 in Fiscal Year 2020-2021 (Citywide Landscape Maintenance District; Fund No. 210).
- (d) Adopted Resolution No. 30-2020 authorizing the levy of annual real property tax assessments for the Middle School Community Facility District in Fiscal Year 2020-2021 (CFD 1990-1R, 2007 Special Tax Refunding Bonds; Fund No. 20).
- (e) Adopted Resolution No. 31-2020 approving the Engineer's Report and levying the annual assessments in FY 2020-21 on real properties for the operation and maintenance of residential street lights in the Street Lighting Assessment District, pursuant to Streets and Highways Code 18070 and CA Government Code 54954.6.

6. RECOGNITIONS AND PRESENTATIONS – None.

7. REPORTS

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

Assistant to the City Manager Laura Hoffmeister provided a brief report noting the Clayton Community Library curbside service is now available, the Contra Costa Health Order update, and noted Contra Costa County made the decision to eliminate Sunday hours in all Libraries throughout the County.

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

Vice Mayor Wan indicated "No Report".

Councilmember Catalano indicated "No Report".

Councilmember Wolfe indicated "No Report".

Councilmember Diaz indicated "No Report".

Mayor Pierce attended the Transportation Partnership and Cooperation for Central Contra Costa (TRANSPAC) meeting, the Association of Bay Area Governments General Assembly meeting, the Administrative and Legislative Committee meetings.

- (e) Other – None.

8. PUBLIC COMMENT ON NON - AGENDA ITEMS

Melinda Merrion expressed her concerns regarding the June 2, 2020 protest. Ms. Merrion submitted a video and various comments via Nextdoor and Facebook prior to the meeting to the City Council and City Clerk.

9. **PUBLIC HEARINGS** – None.

10. **ACTION ITEMS**

- (a) City Council discussion and determination of citizen appointments to three (3) expired terms of office on the Clayton Planning Commission for two 2-year terms commencing July 1, 2020 through June 30, 2022.

Mayor Pierce presented the report.

Following discussion by the City Council, Mayor Pierce opened the item to public comments; no comments were provided.

It was moved by Councilmember Catalano, seconded by Councilmember Wolfe, to approve Resolution No. 32-2020 appointing Mr. Bassam Atlwal, Ms. Terri Denslow and Mr. Frank Gavidia to the offices on the Clayton Planning Commission, each with a term of office to expire June 30, 2022. (Passed; 5-0 vote).

- (b) Adopt two Resolutions related to the regularly-scheduled General Municipal Election to be held this year on November 3, 2020 to elect three (3) City Council Members at large to public office for 4-year terms ending December 2024.

City Clerk Janet Calderon presented the staff report requesting the City Council adopt the voluntarily candidate statement word count limit of either 250 words or 500 words.

Mayor Pierce opened the floor to receive public comments; no public comments were offered.

It was moved by Councilmember Diaz, seconded by Councilmember Catalano, to adopt Resolution No. 33-2020 calling the General Municipal Election of November 3, 2020, requesting and consenting to consolidation and handling of the election by the Contra Costa County Elections Office, and setting specification of the election order. (Passed; 5-0 vote).

It was moved by Councilmember Diaz, seconded by Councilmember Catalano, to adopt Resolution No. 34-2020 setting and adopting a policy of a 250 word cap limit for voluntary Candidates' Statements printed in the November 3, 2020 Voters' Information Pamphlet. (Passed; 5-0 vote).

- (c) Considering Adoption of a Resolution Authorizing Collection of Annual Sewer Service Fees and Charges at a Temporarily Decreased Rate increase from what was previously planned.

Director of Public Works, Justin Ezell, City of Concord presented the report.

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

It was moved by Vice Mayor Wan, seconded by Councilmember Wolfe, to adopt Resolution No. 35-2020 approving and imposing annual sewer service charges on real properties within the city of Clayton commencing Fiscal Year 2020-21 through Fiscal Year 2022-23. (Passed; 5-0).

- (d) Discussion of Next Steps and Process for Hiring City Manager.

Mayor Pierce opened the discussion noting this item will first establish a process and in Closed Session review letters of interest received regarding Interim City Manager.

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

Following Closed Session, the City Council continued discussion on this item.

Pam Derby, CPS HR Consulting, noted the recruitment for this position will start as soon as possible, noting an amendment will be made to the contract for reimbursable expenses consisting of advertising, changes to the brochure, mileage, background check, and Hogan assessments in an amount to not exceed \$7,000.00.

The City Council agreed on this item unanimously.

11. **COUNCIL ITEMS** – None.

12. **CLOSED SESSION**

Mayor Pierce announced the City Council will adjourn into Closed Session for the following noticed item (8:37 p.m.):

Pursuant to Government Code section 54957
Public Employment
Title: Interim City Manager

Report out of Closed Session (9:30 p.m.)
Mayor Pierce reported the City Council gave direction.

13. **ADJOURNMENT**– on call by Mayor Pierce, the City Council adjourned its meeting at 9:38 p.m.

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

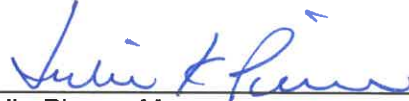
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Respectfully submitted,



Janet Calderon, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL



Julie Pierce, Mayor

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