



# AGENDA

## SPECIAL MEETING CLAYTON CITY COUNCIL

\*\*\*\*\*

**Tuesday, November 30, 2021**

**7:00 p.m.**

### **\*\*\* NEW LOCATION\*\*\***

*This meeting is being held in accordance with AB 361, given the proclaimed state of emergency and the Contra Costa County Health Officer's recommendation for social distancing for public meetings, which is also consistent with Cal OSHA requirements for social distancing, the City Council will be participating in meetings via phone/video conferencing. The public is invited to watch and participate via the methods listed below:*

**Mayor:** Carl Wolfe

**Vice Mayor:** Peter Cloven

#### **Council Members**

Jim Diaz

Holly Tillman

Jeff Wan

- 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](http://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](http://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](http://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) 673-7300.

## Instructions for Virtual Clayton City Council Special Meeting – November 30

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:

### Link to join Webinar

<https://us02web.zoom.us/j/85939300335>

No password required.

**E-mail Public Comments:** If preferred, please e-mail public comments to the City Clerk, Ms. Calderon at [JanetC@claytonca.gov](mailto:JanetC@claytonca.gov) by noon on the day of the Clayton City Council Special meeting. All E-mail Public Comments will be forwarded to the entire Clayton City Council.

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

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### Location:

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

To join this virtual meeting on-line click here:

### Link to join Webinar

<https://us02web.zoom.us/j/85939300335>

No password required.

To join on telephone, dial (877) 853-5257 and use the *Webinar ID* shown above.

# **\* CLAYTON CITY COUNCIL SPECIAL MEETING \***

**November 30, 2021**

**7:00 P.M.**

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

2. **MEETING PROTOCOL VIDEO**

3. **PLANNING COMMISSION VACANCY**

- (a) Three candidates to be separately interviewed for one appointed office with the term to expire on June 30, 2022.
- (b) City Council discussion and determination of citizen appointment to one opening on the Clayton Planning Commission for one vacated term of office from December 1, 2021 through June 30, 2022. (Mayor Wolfe) ([View Here](#))

4. **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 assure an orderly meeting and an equal opportunity for everyone, each speaker is limited to 3 minutes, enforced at the Mayor's discretion. 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.*

5. **CLOSED SESSION**

A. Closed Session  
Government Code section 54957  
Public Employee Performance Evaluation  
Title: City Manager

6. **ADJOURNMENT**

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# STAFF REPORT

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** Janet Calderon, City Clerk

**DATE:** November 30, 2021

**SUBJECT:** Consider three (3) applicants for appointment to the Planning Commission

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## **BACKGROUND**

The terms of office for one (1) existing Planning Commissioner was vacated due to resignation is expiring on June 30, 2022.

Staff advertised the Planning Commission vacancies on the City's website, and at the City's three (3) posting areas. Applications were due on November 23, 2021 and three (3) applications were received by the filing date.

At a Special Meeting of the City Council, the full City Council will interview each of the candidates. Official appointment to the Planning Commission requires full City Council vote.

## **RECOMMENDATION**

Adopt the attached Resolution appointing one individual to the Planning Commission with a term of office expiring June 30, 2022.

## **FISCAL IMPACT**

None.

Attachments: Resolution – 1 page  
Applications (3) - 9 pages (in alphabetical order)

**RESOLUTION NO. XX-2021**

**A RESOLUTION APPOINTING ONE CITIZENS  
TO THE CLAYTON PLANNING COMMISSION**

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

**WHEREAS**, in 1964 the City Council of Clayton adopted Ordinance No. 20 establishing the City of Clayton Planning Commission with five (5) members; and

**WHEREAS**, staff advertised the upcoming vacancy of one appointive position on the Planning Commission due to a resignation and set a deadline of November 23, 2021 for candidates to submit an application to serve; and

**WHEREAS**, three interested citizens submitted timely applications expressing willingness to serve in this appointed capacity; and

**WHEREAS**, on November 30, 2021 the Clayton City Council publicly interviewed the three candidates.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Clayton, California, does hereby appoint the following individual to the Planning Commission of the City of Clayton for a term of office:

\_\_\_\_\_ : December 1, 2021 through June 30, 2022

**PASSED, APPROVED AND ADOPTED** by the City Council of Clayton, California at a special public meeting thereof held the 30th day of November 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

THE CITY COUNCIL OF CLAYTON, CA

\_\_\_\_\_  
Carl Wolfe, Mayor

ATTEST:

\_\_\_\_\_  
Janet Calderon, City Clerk



RECEIVED

NOV 04 2021

City of Clayton

**\* CITY PLANNING COMMISSION \*  
APPLICATION**

All information contained on this application is a public record subject to public disclosure. This includes home address and all phone numbers.  
This public office is required by state law to complete and file an annual Financial Statement of Economic Interest

Name: Alexis Alden

Date: 11/4/2021

Home address: \_\_\_\_\_ Contact phone: \_\_\_\_\_

Length of residence in Clayton: 8 years

Email address: \_\_\_\_\_

Present employer: Amtec Meter / self employed

Occupation: Executive Assistant / Classical Conversations Director

A. Education and special training: marketing / business administration, management of large financial projects both personally and professionally, legal experience with NDA and contracts, brokering deals and rate negotiation, eagle eye attention to detail, integrous and always upholding responsibilities.

B. Please list experiences and activities which particularly qualify you for an appointment to the Clayton Planning Commission:

I am a planner by nature - and have spent years overseeing various education committees and events, home construction projects and organizing and managing life for my busy household of 7. My vision for our community is monitored and intentional growth - finding the right projects and opportunities. My qualifications stem from a deep investment in Clayton, paired with experience in multi million dollar business contract and project oversight. My finger is on the pulse of Clayton residents and I plan on persuing opportunities that will be well received and thrive.

C. What do you consider to be the role of a City Planning Commissioner?

The City Planning Commissioner has the difficult task of finding the business and development opportunities that will be mutually beneficial to both Clayton residents and the entities themselves. Weighing and analyzing the costs and benefits, understanding Clayton and its residents and balancing the relationship between Clayton and expansion projects will fall on the planning commission.

D. Other relevant information and interests:

I am a wife and mother, with various ties in the community. I am deeply invested in the appropriate growth opportunities for our beautiful town. I am highly interested in preserving outdoor spaces but also imbuing our community with new businesses that will serve current and prospective residents of Clayton.

E. Please list three references with phone numbers:

1. Marla Hansen - \_\_\_\_\_
2. Kim Foskett / Cory Foskett - \_\_\_\_\_
3. Rebecca Hart - \_\_\_\_\_

Alex C. Allen

Signature

The City of Clayton appreciates your interest and willingness to seek involvement in your community through civic service on our City Planning Commission. Thank you for your application.



**\* CITY PLANNING COMMISSION \*  
APPLICATION**

**RECEIVED**

**NOV 23 2021**

**City of Clayton**

All information contained on this application is a public record subject to public disclosure. This includes home address and all phone numbers.

This public office is required by state law to complete and file an annual Financial Statement of Economic Interest

Name: Amy Hines-Shaikh

Date: 11/22/2021

Home address: Clayton CA 94517

Contact phone: \_\_\_\_\_

Length of residence in Clayton: since January of 2012 - almost 10 yrs.

Email address: \_\_\_\_\_

Present employer: Wild Cat Consulting

Occupation: Consultant.

A. Education and special training: please see detailed doc attached

Graduate of Leadership Contra Costa, Boards & Commissions  
Certificate Master of Science Degree from George Mason Uni  
in ODKM, Certificate in Labor Law & Labor Arbitration, Certificate  
in Lead Organizing, Master of Science degree from UMass Amherst  
in Labor Relations and Research, Bachelor of Science degree from U of Utah

B. Please list experiences and activities which particularly qualify you for an appointment to the Clayton Planning Commission:

Extensive Volunteerism - please see detailed doc attached

Stop Asian Hate, Black lives matter, Women's march,  
measure J, Cherise Khound for MDUSD, ADEM delegate  
for CADEM, Steering Committee member for Healthy CA  
Campaign, EBWPA Executive Board member, CaliWIC,  
Sacramento CLC, Workforce Investment Boards.



C. What do you consider to be the role of a City Planning Commissioner?

To approve, amend, modify or deny requests that come before the Commission, keeping in mind the law, climate change, our role in civil society, the public interest and historical context.

D. Other relevant information and interests:

Policy areas of specific interest to me are:  
Affordable Housing and social Housing, labor, tuition and fee free public higher education, single payer healthcare, mitigating climate change, diversity, equity and inclusion

E. Please list three references with phone numbers:

1. Leo Goldberg, CACLTN,
2. Ian Winter, NCLT,
3. Steve King, Oak CLT,



Signature

The City of Clayton appreciates your interest and willingness to seek involvement in your community through civic service on our City Planning Commission. Thank you for your application.

## **CITY PLANNING COMMISSION \* APPLICATION**

All information contained on this application is a public record subject to public disclosure. This includes home address and all phone numbers. This public office is required by state law to complete and file an annual Financial Statement of Economic Interest

**Name:** Amy Hines-Shaikh

**Date:** 11/23/2021

**Home address:**

**Contact phone:**

**Length of residence in Clayton:** Since January of 2012 – almost 10 years

**Email address:**

**Present employer:** Wild Cat Consulting

**Occupation:** Consultant

### **A. Education and special training:**

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**Graduate of the Leadership Contra Costa Program**

Walnut Creek Chamber of Commerce and Visitors' Bureau – CERTIFIED 2018

**Certificate in Boards and Commissions Training**

Contra Costa Central Labor Council and East Bay Alliance for a Sustainable Economy – CERTIFIED 2017

**Master of Science degree in Organizational Development and Knowledge Management**

George Mason University, Arlington, VA – GRADUATED 2015

**Certificate in Labor Law and Labor Arbitration**

Labor Arbitration Institute – CERTIFIED 2014

**Certificate received from the UCB Labor Center California Lead Organizers' Institute**

University of California, Berkeley – CERTIFIED 2011

**Master of Science degree in Labor Relations and Research. Certificate in Advanced Feminist Studies. University of Massachusetts, Amherst – GRADUATED 2005**

**Bachelor of Science degree Political Science with International Relations Certificate.**

**Women's Studies Minor. University of Utah, Salt Lake City – GRADUATED 2002**

**B. Please list experiences and activities which particularly qualify you for an appointment to the Clayton Planning Commission:**

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**Extensive Volunteerism:**

**Stop Asian Hate rallies** – activist 2021

**Black Lives Matter rallies** – activist 2020

**Women's March rallies** – activist 2019

**Measure J election committee** - Endorsements Chair – School Bond 2018.

**Cherise Khaund for MDUSD School Board** – election committee – 2018

**Assembly District Delegate** – ADEM to the California Democratic Party and Legislation Committee *2017-present*

**Steering Committee Member** – Healthy California Campaign/Healthy California Now *2017 - 2019*

**Contra Costa County Executive Board Member** – East Bay Women's Political Alliance (formerly EBWPC) *2015-present*

**Board Member** – California Young Workers' Council, Organizing and Outreach Co-chair *2013-2014*

**Board Member** - Sacramento Central Labor Council *2007-2009*

**Board Member** - Yolo and Sacramento Workforce Investment Boards *2009*

**C. What do you consider to be the role of a City Planning Commissioner?**

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To approve, amend, modify, or deny requests that come before the commission, keeping in mind the law, climate change, our role in a civil society, the public interest, and historical context.

**D. Other relevant information and interests:**

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Policy areas of specific interest to me include:

Affordable housing and Social housing

Labor

Tuition and fee free Higher Education

Single Payer Health Care

Mitigating Climate Change

Diversity, Equity and Inclusion

E. Please list three references with phone numbers:

1. Leo Goldberg, Co-Director of the California Community Land Trust Network,
2. Ian Winters, Executive Director of the Northern California Community Land Trust,
3. Steve King, Executive Director of the Oakland Community Land Trust,



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Signature

The City of Clayton appreciates your interest and willingness to seek involvement in your community through civic service on our City Planning Commission. Thank you for your application



RECEIVED

NOV 18 2021

City of Clayton

**\* CITY PLANNING COMMISSION \*  
APPLICATION**

**All information contained on this application is a public record subject to public disclosure. This includes home address and all phone numbers.  
This public office is required by state law to complete and file an annual Financial Statement of Economic Interest**

Name: Maria Shulman

Date: 11/18/2021

Home address: \_\_\_\_\_ Contact phone: \_\_\_\_\_

Length of residence in Clayton: 12 Years

Email address: \_\_\_\_\_

Present employer: Ro Healthcare Inc.

Occupation: Registered Nurse Clinical Supervisor

A. Education and special training: Bachelors in Criminal Justice, minor in Mental Health from Temple University  
Germantown Hospital & Medical Center School of Nursing Diploma. Bachelors of Science in Nursing from The University  
of Texas at Arlington, Masters in Healthcare Administration from The University of Texas at Arlington and currently working on  
my Doctorate in Nursing.

I'm trained in working with diverse populations, to mediate differences and establish solutions following state, federal and local  
guidelines. Healthcare Administration must follow stringent guidelines which would come in handy to be a planning commissioner  
that must also follow guidelines and state mandates.

B. Please list experiences and activities which particularly qualify you for an appointment to the Clayton Planning Commission:

My leadership training in banking 6 years and now Nursing for the last 25 years has provided me the tools needed to look  
at any problem/issue/situation with critical analysis. There is always a solution to an issue. It has also provided me the

opportunity to work with diverse populations and master skills such as: The ability to communicate- to listen fully to what is  
being said before formulating a response and asking open ended questions for clarification.

Analytic Ability- to decipher codes, patterns, trends and makes predictions based on factual information.

Fair and Open Minded- taking in differing opinions, being impartial with no preconceived notions, maintaining objectivity  
in the face of unpopular decisions.

Personal Responsibility - to be truthful in actions and words.

**C. What do you consider to be the role of a City Planning Commissioner?**

A planning commissioner is responsible for making decisions on land use within the city by controlling growth, promoting economic health and improving the quality of life for the community. All decisions are based on the policies of local, state and federal law. All persons on the commission must be able to have critical decision making skills to decipher the important issues from the irrelevant with the ability to communicate with the community. A commissioner is to never make unrealistic promises to community members but, is to build consensus through communication and diverse opinions. A commissioner must remain impartial, support equality and be attuned to the needs of the public, staff and officials. It is not a commissioners job to make decisions based on what they want but to make decisions on law and the good of the community.

**D. Other relevant information and interests:**

Red Cross Volunteer- able to coordinate, follow direction and take the lead in emergency situations.

Community Lead Projects collecting food and dry goods for homeless women and children.

Developed a Cost Benefit Analysis for the Alameda School District to increase the number of nurses in schools including funding.


Completed the National Incident Management System Training with FEME/Emergency Management Institute.

Active member of American Organization for Nurse Leadership.

Written content for an application for Health IQ regarding prescription drug discounts/free medications

**E. Please list three references with phone numbers:**

1. Lisa Fisher \_\_\_\_\_
2. Amy Taxdahl \_\_\_\_\_
3. Dorothy Selegarth \_\_\_\_\_



Maria Shulman  
Signature

*The City of Clayton appreciates your interest and willingness to seek involvement in your community through civic service on our City Planning Commission. Thank you for your application.*