

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

**TUESDAY, March 16, 2021**

1. **CALL TO ORDER THE CITY COUNCIL** – The meeting was called to order at 7:00 p.m. by Mayor Wolfe on a virtual web meeting and telephonically (877) 853-5257. Councilmembers present: Mayor Wolfe, Vice Mayor Cloven, and Councilmembers Diaz and Tillman. Councilmembers absent: Councilmember Wan. Staff present: City Manager Reina Schwartz, Finance Director Paul Rodrigues, Assistant to the City Manager Laura Hoffmeister, City Attorney Mala Subramanian and City Clerk/HR Manager Janet Calderon.

2. **MEETING PROTOCOL VIDEO** – City Clerk

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

4. **CONSENT CALENDAR**

**It was moved by Vice Mayor Cloven, seconded by Councilmember Diaz, to approve the Consent Calendar items 3(a) - 3(f) as submitted. (Passed 4-0).**

- (a) Approved the minutes of the City Council’s regular meeting of March 2, 2021. (City Clerk)
- (b) Approved the Financial Demands and Obligations of the City. (Finance)
- (c) Adopted Resolution No. 09-2021 Approving Three Contracts for the Purchase and Outfitting of Two New 2021 Ford Police Interceptor Utility Patrol Vehicles to Replace Existing Ford Patrol Vehicles, and Declaring Two 2011 Ford Patrol Vehicles (Unit Numbers 1734 & 1736) as Surplus to City’s Needs (Police Chief)
- (d) Approved of 2021 “Classic Car Show & DJ” Wednesday series at the City Parking Lot on Main Street. (Councilmember Diaz)
- (e) Accepted the Informational report on Clayton Community Church Project. (City Manager)
- (f) Adopted Resolution No. 10-2021 Approving Agreement No. 63062 With the California Franchise Tax Board Allowing the City of Clayton to Enter into a Reciprocal Agreement to Exchange Tax Data Specific to City Business License Information for Mutual Tax Administration and Collection Purposes, and Authorizing the City Manager to Execute the Agreement on Behalf of the City of Clayton, CA. (Finance Director)

## **5. RECOGNITIONS AND PRESENTATIONS**

- (a) Certificates of Recognition to public school students for exemplifying the “Do the Right Thing” character trait of “Integrity” during the month of March 2021.  
(Mayor Wolfe)

Mayor Wolfe and Mt. Diablo Elementary School Principal Katie Sanchez presented certificates to Daelyn Chippero and Emma Del Bianco.

Mayor Wolfe and Diablo View Middle School Principal Peter Fong presented certificates to Yoseph Sakhri, Corinne Jeandheur and Ruby Nunez.

- (b) A Proclamation declaring March 2021 as “American Red Cross Awareness Month” in the City of Clayton. (Mayor Wolfe)

Mayor Wolfe read and presented the proclamation to Stan Massie, Volunteer and Board Member, American Red Cross Northern California Coastal Region, Contra Costa Leadership Council Chair.

## **6. REPORTS**

- (a) Planning Commission – Chair AJ Chippero stated that the Commission’s meeting of March 9, 2021 included denial without prejudice the proposed subdivision and development of six detached single-family residences on the north side of Marsh Creek Road. This item was denied 3-0 as submitted. Commissioner Gavidia recused himself prior to hearing the item and Commissioner Bassam Altwal was absent from the meeting.

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

- (c) City Manager/Staff

City Manager Reina Schwartz advised the Trails and Landscaping Committee is in the process of scheduling their next meeting and Contra Costa County is in a less restrictive tier in respects to COVID with City Hall reopening to the public soon.

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

Councilmember Tillman attended the East Bay Youth Speaks meeting, the Contra Costa County Mayors’ Conference, spoke at the Diablo View Middle School Career Day, volunteered with the Mount Diablo Unified School District, two birthday celebrations for former Mayor Bob Hoyer, met with the City Manager, met with prior Clayton Councilmembers and Mayors, and will be providing an update on the Anti-Racist Library fundraising effort at a future meeting.

Councilmember Diaz on behalf of the Contra Costa Mayors’ Conference as a Board Alternate member attended East Bay Regional Communication Authority meeting, met with the consultant regarding Goals and Objectives for the upcoming Special Meeting of March 22, attended two birthday celebrations for former Mayor Bob Hoyer, volunteered with Planning Commissioner Frank Gavidia organized by Terry Carey, Operations Chief, Contra Costa Fire Protection District; Ross Macumber, Branch Director, East Contra Costa County Fire; Ryan Borkert, Lieutenant, Contra Costa County Sheriff’s Office; and Ruth Raisner, Vaccine Coordinator, Contra Costa Health Services on the administration of COVID vaccinations at Los Medanos Community College Learning Center in Brentwood, and met with the City Manager and Police Chief.

Vice Mayor Cloven thanked Mayor Wolfe in regards to the “Do The Right Thing” campaign. Vice Mayor Cloven attended onboarding to the Contra Costa County Transportation Authority and TRANSPAC, attended two birthday celebrations for former Mayor Bob Hoyer, reviewed the Clayton Housing Element, and attended the Cal Cities American Rescue Plan call.

Mayor Wolfe thanked the principals for the “Do The Right Thing” campaign. Mayor Wolfe attended the Contra Costa County Mayors’ Conference, the Contra Costa County Mayors’ Conference Orientation, met with the City Manager, met with the Goal Setting Consultant, attended the Saturday birthday celebration for former Mayor Bob Hoyer, met with Concord Mayor McGallian regarding ideas for the 4<sup>th</sup> of July, met with the owners of Oakhurst Country Club, spoke with constituents, attended the Memorial Day Committee meeting, met with Councilmember Diaz and Vice Mayor Cloven, met with Assembly Member Grayson regarding SB 9, and with Senator Glazer regarding SB 9.

## **7. PUBLIC COMMENT ON NON - AGENDA ITEMS**

Dee Vieira expressed support with indoor and outdoor cultivation of cannabis in the City of Clayton.

Emily Ramey, Ygrene Energy, requested the City Council to allow PACE program financing to the residents of Clayton.

Emmy Cosce expressed support of outdoor cultivation of cannabis in the City of Clayton.

Katherine Lewis expressed support of outdoor cultivation of cannabis in the City of Clayton.

Doug Moore one of the owners of Oakhurst Country Club, expressed support of Ygrene Energy as Oakhurst Country Club is currently working on a solar project.

Jenny Lewis expressed concern over the City’s Urgency Ordinance process specifically with Clayton Ordinance 473.

Mayor Wolfe closed public comment.

## **8. PUBLIC HEARINGS – None.**

## **9. ACTION ITEMS**

- (a) Adopted Resolution No. 11-2021 Adopting the City of Clayton’s Salary Schedule Effective January 1, 2021 in Conformance with CalPERS Requirements to Provide a Publicly Available Salary Schedule. (City Manager)

City Manager Reina Schwartz introduced the item.

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

**It was moved by Councilmember Diaz, seconded by Vice Mayor Cloven, to adopt Resolution No 11-2021 Adopting the City of Clayton's Salary Schedule Effective January 1, 2021 in Conformance with CalPERS Requirements to Provide a Publicly Available Salary Schedule. (Passed 4-0 vote).**

- (b) Authorized Release of a Request for Proposal (RFP) for the Housing Element Update (City Manager)

City Manager Reina Schwartz introduced the item.

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

**It was moved by Vice Mayor Cloven, seconded by Councilmember Tillman, to Authorize Release of a Request for Proposal (RFP) for the Housing Element Update. (Passed 4-0 vote).**

**10. COUNCIL ITEMS**

Councilmember Diaz requested an item for a future meeting regarding reconsideration of recent claim presented to the City that was denied.

**11. CLOSED SESSION – None.**

**12. ADJOURNMENT– on call by Mayor Wolfe, the City Council adjourned its meeting at 8:26 p.m.**

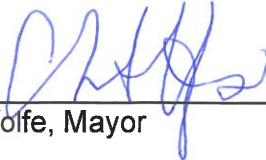
The next regularly scheduled meeting of the City Council will be April 6, 2021.

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Respectfully submitted,

  
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Janet Calderon, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL



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Carl Wolfe, Mayor

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