



# AGENDA

## SPECIAL MEETING CLAYTON CITY COUNCIL

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**Tuesday, January 29, 2019**

**5:30 p.m.**

**3rd Floor Conference Room, Clayton City Hall  
6000 Heritage Trail, Clayton, CA**

**Mayor:** Tuija Catalano  
**Vice Mayor:** Julie K. Pierce

### **Council Members**

Jim Diaz  
Jeff Wan  
Carl Wolfe

- A complete packet of information containing staff reports and exhibits related to each public item is available for public review in City Hall located at 6000 Heritage Trail and on the City's Website at least 72 hours prior to the Council meeting.
- 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 will be made available for public inspection in the City Clerk's office located at 6000 Heritage Trail during normal business hours.
- 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.

**\* CLAYTON CITY COUNCIL \***

**January 29, 2019**

**5:30 P.M.**

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

2. **PUBLIC COMMENTS**

*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.*

3. **ACTION ITEM**

(a) Review, discuss and establish Council - Manager Goals and Objectives for Calendar Year 2019. ([View Here](#))

Staff recommendation: By majority consensus, set attainable Goals and Objectives for Calendar Year 2019.

4. **ADJOURNMENT** – the next regularly scheduled meeting is Tuesday, February 5, 2019 at 7:00 p.m.

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EST. DATE OF COMPL. <i>REVISIONS IN RED</i>	ITEMS	DATE INITIATED	ORIGINAL TARGET DATE FOR COMPLETION	WORK PRODUCT	LEAD STAFF	PERCENT COMPLETE
On-going	<p><u>Economic Development</u> * Clayton Town Center &amp; Clayton Station [Sub-Committee Pierce and Wolfe] <u>Flora Square</u> <i>Sold for \$4.7 million (Apr. 2016) (\$346/sq. ft. bldg.; ≈ \$235 sq. ft. land). New owner says he cannot lease spaces without dedicated parking spots.</i></p>	01 – 22 – 02	On-going	Retail commercial on ground floor	Gary & Mindy	54%
12 – 30 - 19	<p><u>General Plan Update</u> * Perform in-house and obtain quotes from technical consultants. Appoint General Plan Oversight Committee</p>	01 – 21 - 03	04 – 01 - 03	Report to Council on cost & work apportionment	Mindy	2%
On-going	<p><u>City Oak Street Buildings</u> “Creekside Terrace” Project Approved July 6, 2010. <i>Permit extended to Jan. 6, 2020</i> Rejected cash offer at 08-21-18 closed session <i>Plans out to bid to demolish bungalows; Jan. 31st bid openings</i> (Unresolved: value of prior IP and design services)</p>	01 – 30 – 07	12 – 30 – 07	Sell or lease land for development of approved project	Council Ad-hoc Committee & Gary  Scott	1%  43%
06 – 30 - 19	<p><u>Solar Panels on City Facilities</u> Prospects of ABAG or PG&amp;E grants &amp; loans; utility rebates; tax credits, etc. for energy efficient lights and systems.  Invite solar energy company to quote on system starting with Community Library.</p>	01 – 20 - 15	05 – 31 - 15	Obtain commercial solar co. quote with return on investment. Staff Report to City Council	Laura, Scott & Jim	15%
On-going.	<p><u>Trails Rehabilitation</u> Locate funding sources for rehab of existing City Trails System.  • Asphalt trails good. • ¼” crushed stone trails need rehab.</p>	01 – 26 - 10	12 – 31 - 10	Obtain monies and rehab trails.	TLC Jim & Laura	65%

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Monitor	<u>Ballot Measure to Increase TOT Rate</u> Current Transient Occupancy Tax Rate is 4%. Tax rate increase needs voter approval.	01 – 26 – 10	Monitor timing	Increase tax rate to prevailing rate	Gary	0%
On-going  Spring 2019  On-going  On-going	<u>Landscape District Projects</u>  <i>Not out to bid: Downtown raised planter boxes. Design irrigation and electrical outlets to each box. CBCA interest in adding several 220v outlets.</i>  First: Replant trees and shrubs in medians Replanted section of Clayton Road median Oct. 31, 2018 as demonstration project for plant selection. Next segment underway on same median  Second: Subdivision entryway redesign/plantings	02 – 01 – 11	On-going	Install Projects      Plans need utility connection specs; On hold	Scott  Jim  Scott & Jim	9%  3.3333%  5%
On-going	<u>Increased Traffic Enforcement</u> Use of Patrol Decoy Car More drivers are obeying posted speed limits <i>2018 Leaders Officers Rodriguez &amp; Enea</i>	01 – 27 - 04	On-going	More tickets than last year Dec. <u>2018 v. 2017</u> 458 v. 509	Chief Warren	- 10% [below 2017]
On-going	<u>Traffic Signal</u> East edge of City limits (Russelmann Park Rd.) Set up traffic signal impact fee on new dev. Timing: east Marsh Creek Road annexations	01 – 27 - 04	On-going	Meter light east county traffic in/out of Clayton	Scott & Mindy	5%
On-going  On-going	<u>Coffee Shop/Used Book Sales at Library</u> A. Remodel Library courtyard for coffee/used books sales.  B. Investigate stand-alone coffee cart run by local coffee vendor.	02 – 01 – 11  01 – 20 - 15	On-going  06 – 30 - 15	Options report to City Council	Laura	0%  0%

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On-going	<u>Sports Lights at Community Park</u> Resurrect 2 <sup>nd</sup> Phase of improving park to add sports field lights at Field 1.	02 – 01 - 11	On-going	Report to Council	Laura & Jim	10%
On-going	<u>Turf Surfaces at Community Park</u> a. Consider 3 <sup>rd</sup> Phase to replace lawns at park with year-round play surface. b. Rehab turf playing areas, field by field. \$50K in FY 2018-19 to redo Field 1 c. All-weather mini-track on Field 4? (MDUSD expressed no interest in joint project) Prelim estimate of \$230k for asphalt and striping.	02 – 01 – 11          02 – 07 - 17	On-going          Mini-report at Mar. 6, 2017 joint mtg.	Include costs in CIP Budget          Report provided.	Jim          Laura	0%          5%
On-going	<u>City – MDUSD Relationship</u> <i>Do the Right Thing</i> <i>Joint Mtg. last held on March 6, 2017</i> <i>Student valet materials given to MDE last year.</i>	01 – 31 – 12	On-going	Joint Committee set and meeting	Catalano and Wan; + City Mgr.	66%
Unknown.	Update Noise Element & CMC Chapter * 9.30 (1999 circa) Various options range from Town Center only to entire City plus new noise contours.	11 – 20 - 12	Unknown. Needs allocation of funds. \$17k - \$45k	New Noise Element, Noise contours and CMC Chapter	Mindy	1%
On-going	<u>Market Plan/Development of 1.67 Acres *</u> Transwestern hired 04-01-14; time extension to Jan. 2020. <i>Transwestern terminated Agmt. to market &amp; list, effective Jan. 3, 2019.</i>  ENA with Fulcrum approved on Nov. 7, 2017. <i>Fulcrum terminated its interest June 7, 2018</i>	02 – 05 - 13	12 – 30 - 13	New Marketing or Use Plan necessary	<i>Council Econ. Development Committee + Gary</i>	0%

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06 – 30 – 19	<u>Commence Archival &amp; Records Storage</u> Electronic archival of City records/storage options.  Software/archival services approved Nov. 20 <sup>th</sup> .	01 – 21 – 14	06 – 30 – 14	Commence archival progress	Janet; Laura	3%
03 – 31 - 19	<u>Accessory Dwelling Units Ordinance</u>  Preparation/presentation of local law to include pre-discussion with Council on its draft content scheduled for Feb. 19, 2019.	01 – 30 – 18	04 – 03 – 18	Local Ordinance adopted by Council.	Mindy & Mala	15%
DONE 01 – 15 - 19	<u>AB 1505 and Below Market Rental Units</u>  Policy direction given on April 17, 2018; Plng. Comm. voted to recommend. Ord. Introduction to City Council on Dec. 18 <sup>th</sup> 2 <sup>nd</sup> Reading/Adoption approved Jan. 15 <sup>th</sup>	01 – 30 – 18	04 – 17 – 18	Local Ordinance adopted by Council.	Mindy & Mala	100%
03 – 05 - 19	<u>Report on Manufactured Housing</u>  Policy Paper to City Council on current laws for local accommodation of manufactured housing and “tiny houses” in the City.	01 – 30 – 18	05 – 15 – 18	Policy Paper on current laws	Mindy & Mala	0%
On-going	<u>Park Master Plan *</u> A. Develop Wish List & Site Inventory List vacant public properties with targeted uses for each (e.g. open space; tennis courts; skate park; bike park, etc.)	01 – 22 – 02	On-going	New Park Master Plan	Laura & Council Sub-committee of Catalano & Pierce	15.1%
On-going	<u>Use Morris &amp; Diablo Streets for Infill Retail Commercial</u>  <i>Incorporate concept into General Plan Update</i>	02 – 03 - 09	On-going	Expanded Downtown retail commercial space	Mindy	7%

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DONE 09 – 18 – 18	<p><u>Parolee Housing Ordinance</u> Interim moratorium expired Oct. 3, 2018. New Ordinance adopted Sept. 18, 2018. * * * * *</p> <p>Council Member Diaz requests revisit law for greater buffer distances, private park inclusions, and outreach program to residents. * * *</p> <p>Council Member Diaz informs Council the meeting date is Mar. 5<sup>th</sup>.</p>	08 – 2016  10-15-18  01-21-19	09 – 2018	New compliant local regulations	Mindy; Mala	100%          3%
On-going	<p><u>GIS Mapping Software</u> <i>State Water Board talk again about mandating GIS for cities to track storm water and file annual reports. Done in co-op agreement through Clean Water Program Coalition?</i></p>	01 – 26 - 10	On-going	Operable GIS for City	Scott & Laura	11%
On-going	<p><u>Promote High-Density Housing</u>  In Town Center and AHO sites <i>Owner of former Stanley Property (Bill Jordan) filed application for 81 senior-only apts.</i></p>	02 – 03 - 09	On-going	Private projects at designated sites.	Mindy & Gary	21%
On-going	<p><u>Personnel Rules &amp; Regulations</u> 1993 circa Need comprehensive update and overhaul</p>	11 – 22 - 02	On-going	Negotiated update	Gary; Janet	10%
On-going	<p><u>Vacant City Property next to City Hall</u> What to do with it.... <i>No Action at Aug. 10, 2014 mtg.; hold land in reserve for Downtown displacement use potentials in favor of commercial development. Clayton Garden Club interested in using land</i></p>	02 – 05 - 13	On-going	Determine disposition of land.	Gary	3%

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On-going	<p><u>Monitor CalPERS Liability</u></p> <p>Periodic reports as to City's unfunded liability status and CalPERS' rate actions</p> <ul style="list-style-type: none"> <li>• Analysis included in FY 2017-18 Budget Msg.</li> <li>• "Pension Contribution Stabilization Fund" established in June 2017 (Internal Service Fund)</li> <li>• Status Report to Council: Sept. 19, 2017 Agenda</li> <li>• Status Report on Dec. 18, 2018 Agenda.</li> </ul>	02 – 07 – 17	On-going	Periodic reports to Council and Budget Message info	Kevin & Gary	61%
03 – 31 – 19	<p><u>Keller Ranch Home Condition</u></p> <p>Structural Report on building's condition, repair needs, and security.</p>	02 – 07 – 17	06 – 30 – 17	Structural Report to Council	Scott	1%
DONE 12 – 10 – 18	Keller Ranch House exterior repainted				Jim	100%