



WEEKLY REPORT

To: HONORABLE MAYOR AND COUNCIL MEMBERS

From: Reina J. Schwartz, City Manager

Date: January 6, 2023

Happy Friday! This report is a bit of a catch-up from over the holidays and covers several weeks. Despite all the storm activity, the City has fared well and staff are continuing to be vigilant in responding to storm-related incidents.



COMMUNITY DEVELOPMENT

Planning/Building:

- Processing requests for issuance of 6 building and/or engineering permits.
- Continuing to work with DeNova Homes on construction and inspection of the Diablo Meadows Residential Development west of Mitchell Canyon Road near the municipal boundary. Vertical construction on the houses is underway.
- Working with the property owner and developer of the Douglas Road Minor Subdivision and coordinating with Engineering Department staff for the review of the final parcel map for the project.
- Continuing to work with the City's consulting engineer in the reviews of final civil improvement, grading and stormwater plans for the construction of The Olivia at Marsh Creek residential development on High Street and Marsh Creek Road. Architectural plans for the buildings are in the County Building Department for plan check. Staff is working with the developer on execution of parking, pedestrian access, and improvement and affordability agreements for the project. Building permits have been issued for construction of the initial site improvements associated with the project.
- Received and reviewing partially responsive materials to the comprehensive completeness review of the application re-submittal for the Silver Oak Estates residential development proposed to consist of 32 single-family houses and 3 accessory dwelling units to be built on the south side of Oakhurst Drive near its

intersection with Yolanda Circle. Staff has engaged a consultant for preparation of the analysis of potential environmental impacts of the proposed project.

- Received, reviewed, and provided comments on an application for a proposed development of 30 townhouse units on the Oakhurst Country Club overflow parking lot located south and east of the intersection of Clayton Road and Peacock Creek Drive. Staff has engaged consultants for preparation of the analysis of potential transportation and other environmental impacts of the proposed project.
- Submitted application to the Contra Costa County Building Department for a building permit replace the two play structures in Clayton Community Park.
- Continuing to work with consultants in the preparation of: 1) amendments to the City's Accessory Dwelling Unit Ordinance for consistency with California law; 2) pre-approved architectural plans to be made available to interested Clayton residents for construction of accessory dwelling units on residential properties; and 3) update of the General Plan Housing Element for the 6th housing cycle.
- The City Council special meeting on January 10, 2023 will include discussion of the draft Housing Element. The City Council public hearing to consider adoption of the General Plan amendments and certification of the Final Environmental Impact Report (EIR) prepared for the General Plan and future zoning code amendments is scheduled for January 17, 2023. The December 13, 2022, Planning Commission resolution recommending City Council adoption of the draft Housing Element and related amendments to the Land Use Element and Land Use Diagram of the General Plan, the draft General Plan amendments themselves, and the Final EIR are posted on the Housing Element webpage: <https://claytonca.gov/community-development/housing/housing-element/>
- Due to scheduling of the special City Council meeting on the Housing Element on Tuesday, January 10, 2023, the first Planning Commission meeting in 2023 will be held on Wednesday, January 11, 2023. The agenda will include a public hearing on a request for a Use Permit to operate a beer and wine service establishment at 5439 Clayton Road, Suites E and F, in the Clayton Station Shopping Center.

Code Enforcement:

- New: 0
- Pending: 23
- Closed: 0



POLICE ACTIVITY REPORT

12/16/22 – 01/05/23

Friday, December 16th – Officers received a 911 hang-up call and determined the location of the call was near the Clayton Community Church. Officers contacted the residents inside an RV that was parked in the church parking lot. Officers determined the residents were involved in a verbal dispute and no longer needed officers' assistance.

While on patrol in the Clayton Station Shopping Center, officers contacted a subject behind Safeway. Officers determined the subject had a warrant for his arrest, was on state parole, and in possession of illicit drugs and paraphernalia. He was arrested and booked into jail.

Officers responded to a casualty in front of the library. Officers determined a pedestrian was walking on a city walking trail and stepped in a hole and fell. City Maintenance was contacted and responded by coning off the area.

Saturday, December 17th – Officers responded to Blue Oak Lane after receiving the report of a death. Officers confirmed this information and determined the elderly resident had died of natural causes.

Officers responded to Stranahan Circle after receiving the report of a theft. Officers determined an unknown subject(s) stole a license plate from a resident's car.

Sunday, December 18th – Officers responded to Safeway after receiving the report of a petty theft. Officers arrested the transient, released him on his signed promise to appear, and he was ATA'd from the Clayton Shopping Center; grocery items were returned to the store.

Monday, December 19th – Officers responded to Rhine Court after receiving the report of a theft from a vehicle. Officers determined an unknown subject(s) entered the resident's unlocked vehicle and stole clothes and a wagon.

Officers responded to Windmill Canyon Drive after receiving the report of a disturbance. Officers determined there has been an ongoing issue with the young adult and her parents. The parents continue to work with STAND! to address their daughter's issues.

Officers responded to Main Street and Oak Street after receiving the report of a disturbance. Officers determined a couple was involved in a verbal dispute; the couple went their separate ways.

Tuesday, December 20th – Officers responded to Village Market after receiving the report of a disturbance. Officers determined two female subjects were involved in a verbal dispute. Officers defused the situation.

Officers responded to Walgreens after receiving the report of a disturbance. Officers determined two females were involved in a verbal dispute inside the store. Upon officers' arrival, both subjects had already left the store.

Wednesday, December 21st – Officers responded to Regency Drive after receiving the report of a Grand Theft. Officers determined an unknown subject(s) stole a catalytic converter from a resident's vehicle.

While on patrol near Clayton Road and Center Street, officers stopped a vehicle for Vehicle Code violation. Officers determined the subject had a warrant for his arrest; he was arrested and booked into jail.

Thursday, December 22nd – Officers responded to Easley Drive after receiving a request to perform a welfare check. Officers determined the resident was OK.

Officers responded to Stranahan Circle after receiving the report of a death. Officers confirmed this information and determined the resident had died of natural causes.

Officers responded to Wildcat Way after receiving the report of a grand theft. Officers determined an unknown subject(s) stole a catalytic converter from a resident's vehicle.

Friday, December 23rd – Officers responded to Clayton Bicycles after receiving the report of a disturbance. Officers determined two subjects were involved in a verbal dispute. After officers defused the situation, they left the area.

Saturday, December 24th – Officers responded to the Clayton Community Church after receiving the report of a disturbance. Officers have responded to the downtown area several times this past week for incidents involving a couple residing in an RV in the church's parking lot. Officers contacted the pastor expressing their concern regarding this couple; the pastor advised he will speak to them regarding their behavior. The couple in the RV left on Christmas day.

Tuesday, December 27th – Officers responded to Walgreens after receiving the report of a petty theft. Officers determined an unknown subject ran out of the store without paying for a basket full of general merchandise.

Officers responded to Molluk Way after receiving the report of a disturbance. Officers determined the resident's adult son was causing a disturbance inside the home; he was transported by AMR to the hospital for further evaluation.

Wednesday, December 28th – Officers responded to Mt. Washington Way after receiving a request for medical assistance. Officers performed life saving measures on the resident who was subsequently transported by AMR to the hospital for further evaluation.

Officers responded to Yosemite Court after receiving the request for a welfare check.

Officers have responded to this residence on numerous previous occasions. On this occasion, officers determined the adult grandson was in need of medical assistance; he was transported by AMR to the hospital for further evaluation.

Thursday, December 29th – Officers responded to Herriman Drive after receiving the report of a disturbance. Officers have responded to this residence on numerous previous occasions. On this occasion, officers spoke to the resident of how to obtain a civil restraining order against their adult son.

Saturday, December 31st – Officers responded to Bigelow Street after receiving the report of vandalism. Officers determined a resident's ex-wife vandalized the resident's car and items inside the home. This case will be forwarded to the DA's office.

Sunday, January 1st – Officers responded to Yosemite Circle after receiving the report of a grand theft. Officers determined an unknown subject(s) stole a catalytic converter from a resident's vehicle.

Tuesday, January 3rd – A Condor Place resident came to the Police Department to report a catalytic converter was stolen from his vehicle.

Officers responded to Bigelow Street to perform a civil standby for a subject that was not welcome at this residence. Officers responded to this residence over the past weekend regarding an incident involving the same subject.

Wednesday, January 4th – Officers responded to Easley Drive after receiving a request to perform a welfare check. Officers determined the resident was in need of medical assistance; he was transported by AMR to the hospital for further evaluation.

Thursday, December 5th – Officers responded to Yosemite Court after receiving a request from Contra Costa Mobile Crisis Response Team (MCRT) to assist with a resident that needed to be transported to the hospital; AMR transported the resident without incident.

Chiefly Speaking

Throughout the storms these past three weeks, officers have been working around the clock to remove large amounts of debris from City streets, notifying City Maintenance as need, along with monitoring areas for flooding.

I would like to commend Officer Kelsey Wiggins for her life saving measures performed on a Mt. Washington Way resident on December 28th. We are extremely proud that our officers continue to go the extra mile for our residents.



MAINTENANCE:

- Maintenance crews continued to trim Crepe Myrtle trees in the downtown area.
- Storm drains were cleaned throughout the city.
- Crew added sandbags to the trail the leads to Mt. Diablo Elementary to prevent mud slide on Clayton Road.
- Rodent control was done in Clayton Community Park, Westwood Park and Lydia Lane Park.
- Diablo View Construction refinished all wood benches at The Grove Park.
- A list of needed street signs was compiled for replacement.
- An irrigation mainline was repaired at Clayton Community Park.
- Hamilton Tree Service removed a large Eucalyptus tree from the creek along the Cardinet Trail.
- Hamilton Tree Service removed a Large Oak tree from the Creek at Lydia Lane Park.
- Crews removed several tree branches from roadways.
- Waraner Brother Tree Service cleared streets and sidewalks from fallen trees at Diablo Parkway, Stranahan Drive and Peacock Creek Drive.
- A mud slide on Marsh Creek Road at Pine Lane was cleaned up twice this week.
- The fire alarm panel at City Hall stopped working. The panel needs to be replaced. All Guard Alarm is working on the process.
- A large tree fell behind the Clayton Maintenance Yard. Our crews worked on removing it.
- Cleared two dams in the creek on the Cardinet trail. One by the Keller House and one by Lydia Lane Park.
- Cleared a mud slide on old Marsh Creek Road at the retaining wall between Center Street and Mountaire Drive.



CITY ENGINEER'S REPORT

1. The City Engineering team has been monitoring the storm damage around the public roadway system and the open spaces. We have had localized flooding along the Cardinet Trail between the City Hall and Lydia Lane Park. The creek overtopped its banks and spread over the trail. We caution the public to not use the trail when there is any flooded segment, even if its relatively shallow. It usually hard to determine the actual depth and even one foot of water has the force to knock someone off their feet or a bike. There have several trees that have fallen or close to toppling in the creek area that our maintenance crew and contractors have responded to these past two weeks.
2. The City Engineering team inspected and has performed a preliminary review of the Oakhurst GHAD (Geologic Hazard Abatement District) to develop an updated operation and maintenance plan. There are a couple of spot locations that have or will require some minor maintenance activity such as clearing a concrete V-ditch or an inlet. There are several monitoring locations that will be revisited after the recent rains to measure water levels and soil movement. We are looking to digitize all the GHAD facilities into GIS to develop more useable and a long-term record keeping system. It is our current goal to provide an initial findings staff report to the GHAD Board in February-March 2023, which will include recommendation for a monitoring schedule and budget, a proposed capital asset replacement schedule, and initiate a discussion on building an emergency reserve fund.



FINANCE

- The City's external Auditor is continuing to work on the City's FY2021/22 audit.



CITY CLERK



UPCOMING MEETINGS AND EVENTS

January 10, 2023 Special Meeting – Staff and City Council in person; public in person or via Zoom

- Housing Element Study Session

Next meeting: January 17, 2023 @ 7pm

(Note: all items are preliminary until the Agenda for the next meeting is finalized.)