



**CLAYTON CITY COUNCIL  
REGULAR MEETING AGENDA**

**TUESDAY, OCTOBER 21, 2025  
7:00 PM**

**Hoyer Hall, Clayton Community Library  
6125 Clayton Road, Clayton, CA 94517**

*Kim Trupiano, Mayor*

*Jeff Wan, Vice Mayor  
Holly Tillman, Councilmember*

*Jim Diaz, Councilmember  
Richard G Enea, Councilmember*

**1. CALL TO ORDER AND ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. PUBLIC COMMENT ON NON-AGENDA ITEMS**

*Members of the public may address the City Council on non-agendized items within the Council's jurisdiction. To ensure an orderly meeting and an equal opportunity for everyone, each speaker is limited to three (3) minutes, or the time established by the Mayor. 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 other agenda items will be allowed when each item is considered by the Council.*

**4. CONSENT CALENDAR**

*The Consent Calendar includes routine items that are to be enacted by one motion. There will be no separate discussion of these items. If discussion is requested, the item will be removed from the Consent Calendar and considered separately.*

(a) Approve September 16, 2025 Minutes

[\(View\)](#)

(b) Consider Adopting Resolution 36-2025 of the City Council of the City of Clayton Amending the Effective Hours for Non-turn Signs near Mount Diablo Elementary School.

[\(View\)](#)

- (c) Consider Adopting Resolution 37-2025 of the City Council of the City of Clayton to Adopt 2024 Contra Costa County Local Hazard Mitigation Plan - City of Clayton Annex  
[\(View\)](#)
- (d) Consider Adopting Resolution 38-2025 of the City Council of the City of Clayton Appointing Both a Board Member and an Alternative Board Member to the Municipal Pooling Authority of Northern California Board of Directors  
[\(View\)](#)
- (e) Receive the Proposed Fiscal Year 2025-26 Budget and Finance Calendar  
[\(View\)](#)
- (f) Report on the Annual Update of the Master Fee Schedule and Improvement Plan  
[\(View\)](#)

## **5. RECOGNITIONS AND PRESENTATIONS**

- (a) Presentation Certificate for Unsung Hero for the Month of September 2025, Dan Sullivan and Richard Nelson  
[\(View\)](#)
- (b) Certificates of Recognition to Public School Students for Exemplifying the "Do the Right Thing" Character Trait of "Inclusion"  
[\(View\)](#)
- (c) Certificates of Recognition to Public School Students for Exemplifying the "Do the Right Thing" Character Trait of "Courage"  
[\(View\)](#)

## **6. REPORTS**

- (a) City Manager's Report  
[\(View\)](#)
- (b) City Council/Committees Reports  
[\(View\)](#)

## **7. PUBLIC HEARINGS**

*No Items scheduled.*

## **8. ACTION ITEMS**

- (a) Consider Adopting Resolution 39-2025 Approving the Job Description of Community Services Coordinator, Resolution 40-2025 Amending the Miscellaneous Memorandum of Understanding (MOU) related to the Community Services Coordinator, and Resolution 41-2025 Amending Clayton's Salary Schedule Effective October 21, 2025 to include the Community Services Coordinator, in Conformance with CalPERS Requirements to Provide a Publicly Available Salary Schedule  
[\(View\)](#)

- (b) Receive a Report and Provide Direction to Staff on Future Revenue Options – Financial and Service Needs Impacting the City’s Long-Term Budget Deficit - Part Three  
[\(View\)](#)
- (c) Consider Adopting Resolution 42-2025 Approving the Selected Updated City of Clayton Logo  
[\(View\)](#)

**9. ADJOURNMENT**

*The next regularly scheduled meeting of the City Council will be November 4, 2025. For meeting information and materials, please visit the City’s website at [www.claytonca.gov](http://www.claytonca.gov)*

## Meeting Information and Access

- 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 [www.claytonca.gov](http://www.claytonca.gov)
- 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.claytonca.gov](http://www.claytonca.gov)
- 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 and is available for review on the City's website at [www.claytonca.gov](http://www.claytonca.gov)
- If you have a physical impairment requiring special accommodation to participate, please call the City Clerk's office at least 72 hours (about 3 days) before the meeting at (925) 673-7300.
- E-mail Public Comments: Public comment may also be sent to the City Clerk at [cityclerk@claytonca.gov](mailto:cityclerk@claytonca.gov) by 12:00 p.m. on the day of the meeting. All e-mailed public comments will be forwarded to the entire committee and made part of the official meeting file.

Each person attending the meeting who wishes to speak on an agendized or non-agendized matter (within the council's jurisdiction), shall have a set amount of time to speak as determined by the Mayor.



# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL  
**FROM:** Leticia Miguel, City Clerk  
**DATE:** October 21, 2025  
**SUBJECT:** Approve September 16, 2025 Minutes

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## **RECOMMENDATION**

Approve by Minute Order

## **BACKGROUND**

Does not apply to this item.

## **FISCAL IMPACT**

No fiscal impact associated with this agenda item.

## **ATTACHMENTS**

[DRAFT MIN 2025-09-16.pdf](#)



**MEETING MINUTES - DRAFT  
REGULAR MEETING  
CLAYTON CITY COUNCIL**

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**Tuesday, September 16, 2025                      7:00 PM**

\*Indicates the item was discussed out of agenda order

**1. CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 7:00 PM by Mayor Kim Trupiano at Hoyer Hall, in the Clayton Community Library, 6125 Clayton Road, Clayton, California

**ROLL CALL**

**Present: 5**      Councilmember Jim Diaz, Councilmember Richard Enea, Councilmember Holly Tillman, Vice Mayor Jeff Wan, and Mayor Kim Trupiano

**Staff Present:**

City Manager, Kris Lofthus  
Administrative Services Director, Dennis Bozanich  
City Attorney, Mala Subramanian  
Police Chief, Jeremy Crone  
City Clerk, Leticia I. Miguel  
Administrative Clerk, Skyler Aitken

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**2. PLEDGE OF ALLEGIANCE**

Mayor Trupiano led the Pledge of Allegiance.

Mayor Trupiano announced revisions to the agenda order and outlined the updated sequence in which items would be addressed.

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**3. PUBLIC COMMENT ON NON-AGENDA ITEMS**

There were approximately 10 public speakers.

**Comments were made by the following individuals:**

James Sinkay, Braydsen Sinkay, Jon Van Brusselen, Stephen Selby, Jordan Selby, Nick LaSparda, Ronald Chang, Kat Graham, Annruta Achavya, Theresa Bentley

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#### **4. CONSENT CALENDAR**

No public comment was received.

*A motion was made by Councilmember Enea, seconded by Vice-Mayor Wan, and approved by a vote of those present to adopt all items in the Consent Calendar.*

*The motion passed as follows:*

*Aye: 5 – Diaz, Enea, Tillman, Wan, and Trupiano*

(a) Approve August 19, 2025 Minutes

Approved as Submitted on the Consent Calendar.

\*

#### **5. RECOGNITIONS AND PRESENTATIONS**

(a) Presentation Certificate for Unsung Hero for the Month of August 2025,  
Mechele Fong

*No public comment was received.*

Presented Certificate.

(b) Introduction of New Employee, Kraig Chalem, Senior Planner

*No public comment was received.*

New Employee was Introduced.

(c) Presentation and Update by Supervisor Ken Carlson

*No public comment was received.*

Presented.

(d) Presentation of Checks to the Parent Faculty Clubs for the Elementary and  
Middle Schools

*No public comment was received.*

Presented.

- (e) Presentation of Proclamation Honoring Officer Stroski as this Year's Blue Knight Award Recipient

*No public comment was received.*

Presented Proclamation.

## **6. REPORTS**

- (a) City Manager's Report

*No public comment was received.*

*City Manager Lofthus made the following announcements:*

- *The October 7th City Council meeting will be cancelled; the next meeting will be held on October 21, 2025.*
- *The City has reopened the Public Works Director/City Engineer recruitment, application deadline is September 29, 2025*
- *The 2nd Annual Hispanic Heritage Event will take place, Saturday, September 20th*
- *The Climatec Project is nearing completion. The City is currently in the inspection phase with both the County and PG&E*

- (b) City Council/Committees Report

*No public comment was received.*

*City Council reports were included in the agenda packet.*

**The City Council Meeting recessed at 8:22 p.m. and reconvened at 8:33 p.m.**

## **7. PUBLIC HEARINGS**

No items scheduled.

## **8. ACTION ITEMS**

- (a) Consider Adopting a Resolution of the City Council of the City of Clayton Declaring there Is No Need for the City of Clayton Successor Agency to the Redevelopment Agency to Function in the Community and Requesting that the Contra Costa County Oversight Board Approve the Dissolution of the City of Clayton Successor Agency

*Administrative Services Director, Dennis Bozanich, presented the item to the City Council and responded to questions.*

*No public comment was received.*

*A motion was made by Councilmember Enea, seconded by Vice-Mayor Wan to approved this Resolution.*

*The motion carried by the following vote:*

*Aye: 5 – Diaz, Enea, Tillman, Wan, and Trupiano*

*Adopted. Enactment No. RES 32-2025*

- (b) Consider Approval of a Contract Amendment No. 4 with Theis Engineering and Associates for City Engineering services and Authorization for the City Manager to sign the Amendment on behalf of the City.

*Administrative Services Director, Dennis Bozanich, presented the item to the City Council and responded to questions.*

*No public comment was received.*

*A motion was made by Vice-Mayor Wan, seconded by Councilmember Tillman to approved the agreement.*

*The motion carried by the following vote:*

*Aye: 5 – Diaz, Enea, Tillman, Wan, and Trupiano*

- (c) Consider Adopting Resolutions Approving the Reclassification of the Management Analyst to Project Manager, Amending the Management Memorandum of Understanding (MOU), and Amending Clayton's Salary Schedule Effective September 16, 2025[1] , in Compliance with CalPERS Requirements to Provide a Publicly Available Salary Schedule

*City Manager Kris Lofthus, presented the item to the City Council and responded to questions.*

*No public comment was received.*

*A motion was made by Vice-Mayor Wan, seconded by Councilmember Tillman to approved the Resolutions and Amended MOU.*

*The motion carried by the following vote:*

*Aye: 5 – Diaz, Enea, Tillman, Wan, and Trupiano*

*Adopted. Enactment No. RES 33-2025  
Enactment No. RES 34-2025  
Enactment No. RES 35-2025*

- (d) Future Revenue Options – Financial and Service Needs Impacting the City's Long-Term Budget Deficit - Part Two

*Administrative Services Director,, Dennis Bozanich, presented the item to the City Council and responded to questions.*

*Public Comment was received by Kat Graham*

*Received and Filed.*

- (e) Consider Designating Voting Delegate and Voting Delegate Alternate for the League of California Cities Annual Conference Being Held in Long Beach, California, on October 8 -10 ,2025

*City Clerk, Leticia I. Miugel, presented the item to the City Council and responded to questions.*

*Public Comment was received by Monica and John Padilla.*

*A motion was made by Vice-Mayor Wan, seconded by Councilmember Enea to approve Councilmember Enea as the Voting Delegate.*

*The motion carried by the following vote:*

*Aye: 5 – Diaz, Enea, Tillman, Wan, and Trupiano*

## **9. CLOSED SESSION**

*No public comment was received.*

### **The City Council Meeting adjourned to Closed Session at 10:16 p.m.**

- (a) (Public Employee Performance Evaluation (Gov. Code 54957)  
Title: City Manager
- (b) Conference with Labor Negotiators (Gov. Code 54957.6)  
Agency Designated Representative: Mayor Trupiano  
Unrepresented Employee: City Manager

### **The City Council reconvened to Regular Session at 10:58 p.m.**

*There was no reportable action.*

## **9. ADJOURNMENT**

Mayor Trupiano adjourned the meeting at 10:58 p.m.

Please note the Minutes of this meeting set forth all actions taken by the City Council on the matters stated, but not necessarily in the chronological sequence in which the matters were taken up.



# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL

**FROM:** Jeremy Crone, Police Chief

**DATE:** October 21, 2025

**SUBJECT:** Consider Adopting Resolution 36-2025 of the City Council of the City of Clayton Amending the Effective Hours for Non-turn Signs near Mount Diablo Elementary School.

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## **RECOMMENDATION**

Approve the attached resolution

## **BACKGROUND**

In September of 2022, the City Council authorized the addition of U-Turn signs and time restrictions on Four Oaks Lane to address traffic flow issues that caused traffic to back-up during the school congested ingress/egress (drop-off/pick-up) periods surrounding Mt. Diablo Elementary. Council Resolution 68-2022 was adopted on September 20, 2022, which included the placement of turn restriction signage and corresponding signage designating the times in which the turn restriction would be enforced. Enforcement hours signs were also placed on the turn restriction signs on Mitchell Canyon Road, as per the recommendation in the September 2022 staff report, corresponding to the intersection of Four Oaks Lane.

Per the Police Department, the placement of the signage was and continues to be effective in reducing congestion during drop-off and pick-up times, increasing pedestrian and vehicle safety, and has enabled the Police Department to appropriately enforce violations.

It was recently brought to the attention of the Police Department that the times of enforcement for turning movements no longer accurately aligns with the drop-off and pick-up times at Mt. Diablo Elementary. This has created an enforcement gap and confusion for drivers, the school, and residents.

## **ANALYSIS**

Per Resolution 68-2022 the enforceable hours, during school days, were to be as follows:

- Mondays, Tuesdays, Thursdays, and Fridays: 7:00 to 8:15 a.m. and 2:00 to 3:00 p.m.
- Wednesdays: 12:05 to 12:50 p.m.

The current turn restriction signs read as follows (see attached):

- School Days
  - Mon, Tue, Th, Fri 7:00 AM to 8:00 AM and 2:00 PM to 3:00 PM
  - Wed Only 7:00 AM to 8:00 AM and 12:15 PM to 1:15 PM

The current Mt. Diablo start and end times for Kindergarten – 5<sup>th</sup> Grade (bell schedule) are as follows:

- Monday, Tuesday, Thursday, and Fridays: 8:00 a.m. Start and 2:30 p.m. Dismissal
- Wednesdays: 8:00 a.m. Start and 1:20 p.m. Dismissal

The Police Department consulted with Mt. Diablo Elementary and confirmed the school does not plan to adjust their bell schedule anytime in the near future and indicated having the turn restriction signage more accurately align with their bell schedule would be helpful.

The Police Department recommends the replacement of the existing time restriction portion of the signage with updated time restriction signage that appropriately and accurately covers the heavy congestion times that correspond to the current bell schedule at Mt. Diablo Elementary School as follows:

- Monday, Tuesday, Thursday, and Friday: 7:15 a.m. to 8:15 a.m. and 2:00 p.m. and 3:00 p.m.
- Wednesday: 7:15 a.m. to 8:15 a.m. and 12:45 p.m. to 1:45 p.m.

The new time brackets would allow for minor changes made by the school to their bell schedule, should they do so in the future, without the need to purchase new signs.

The City Manager has evaluated the proposed amendments to the turn sign enforcement hours and concurs with the Police Department’s recommendations.

**CEQA**

This proposed action is not a project as defined by CEQA.

**FISCAL IMPACT**

If approved by the City Council, direction would be given to public works maintenance staff to procure the signs (ten signs – see attachment 4). The estimated cost of the signs and incidental materials is approximately \$1,000 with City-provided labor for installation.

**ATTACHMENTS**

- [Att A - Resolution 36-2025\\_Turn\\_Sign\\_Amendment](#)
- [Att B - 68-2022 Resolution](#)
- [Att C - 2025 Turn Sign Update](#)

**RESOLUTION NO. 36-2025**

**A RESOLUTION AUTHORIZING THE UPDATE OF TIMES ON TURN SIGNS ON  
FOUR OAKS LANE AND MITCHELL CANYON ROAD**

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

**WHEREAS**, Clayton Municipal Code Section 10.16.020 provides the authority for the City Engineer to place restricted turn signs whenever a resolution is approved by the City Council; and

**WHEREAS**, the Clayton City Council passed Resolution 68-2022 on September 20, 2022 authorizing the restriction of U-Turns on Four Oaks Lane and the placement of signs for the purpose of creating enforcement hours on school days; and

**WHEREAS**, the Clayton Police Department determined and recommended the turn restriction hours be updated to accurately capture current drop-off and pick-up times at Mt. Diablo Elementary School; and

**WHEREAS**, the staff at Mt. Diablo Elementary School was consulted and concurred with the Clayton Police Department's recommendations; and

**WHEREAS**, the City Manager evaluated and concurred with the Clayton Police Department's recommendations; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of Clayton, California, does hereby approve this resolution and authorizing the updating of the turn restriction signage on Four Oaks Lane and corresponding signage on Mitchell Canyon Road with the following enforcement hours on school days:

- Monday, Tuesday, Thursday, and Friday: 7:15 a.m. to 8:15 a.m. and 2:00 p.m. and 3:00 p.m.
- Wednesday: 7:15 a.m. to 8:15 a.m. and 12:45 p.m. to 1:45 p.m.

**PASSED, APPROVED AND ADOPTED** by the City Council of Clayton, California, at a regular public meeting thereof held on the 21<sup>st</sup> day of October 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The City Council of Clayton, CA

\_\_\_\_\_  
Kim Trupiano, Mayor

ATTEST:

\_\_\_\_\_  
Leticia I. Miguel, City Clerk

**RESOLUTION NO. 68-2022  
TRAFFIC ORDER NO. 1**

**A RESOLUTION AUTHORIZING THE RESTRICTION OF U-TURNS ON FOUR OAKS  
LANE**

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

**WHEREAS**, Clayton Municipal Code Section 10.16.020 provides the authority for the City Engineer to place restricted turn signs whenever a resolution is approved by the City Council;

**WHEREAS**, the Clayton Police Department has been conducting traffic safety enforcement operations around Mt. Diablo Elementary School and have identified traffic flow issues that causes vehicular traffic to back-up during the congested school ingress/egress (drop-off/pick-up) periods;

**WHEREAS**, the Clayton Police Department determined and recommended that “No U-Turn” restriction signage along Four Oaks Lane between Mitchell Canyon Road and Mt. Zion Drive would alleviate the issues and keeping traffic flowing during the school congested ingress/egress (drop-off/pick-up) periods;

**WHEREAS**, the “No U-Turn” restriction signage along Four Oaks Lane will have the same enforcement hours with the nearby turning restriction signs at Four Oaks Lane and Mitchell Canyon Road with the following enforcement hours on school days:

- Mondays, Tuesdays, Thursdays, and Fridays: 7:00 a.m. to 8:15 a.m. and 2:00 p.m. to 3:00 p.m.
- Wednesdays: 7:00 a.m. to 8:15 a.m. and 12:15 p.m. to 1:15 p.m.; and

**WHEREAS**, the Principal of Mt. Diablo Elementary school was consulted and concurred with the Clayton Police Department’s recommendations;

**WHEREAS**, the City Engineer evaluated and concurred with the Clayton Police Department’s recommendations.

**NOW THEREFORE, BE IT RESOLVED** the City Council of the City of Clayton, California does hereby approve this resolution (Traffic Order No. 1) and authorize the posting of the U-Turn restriction signage along Four Oaks Lane between Mitchell Canyon Road and Mt. Zion Drive with the following enforcement hours on school days:

- Mondays, Tuesdays, Thursdays, and Fridays: 7:00 a.m. to 8:15 a.m. and 2:00 p.m. to 3:00 p.m.
- Wednesdays: 7:00 a.m. to 8:15 a.m. and 12:15 p.m. to 1:15 p.m.

**PASSED, APPROVED AND ADOPTED** by the City Council of Clayton, California, at a regular public meeting thereof held on the 20<sup>th</sup> day of September 2022, by the following vote:

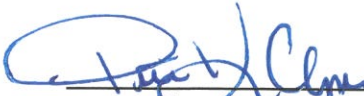
**AYES:** Mayor Cloven, Vice Mayor Tillman, Councilmembers Diaz, Wan, and Wolfe.

**NOES:** None.


**ABSENT:** None.

**ABSTAIN:** None.

THE CITY COUNCIL OF CLAYTON, CA

  
Peter Cloven, Mayor

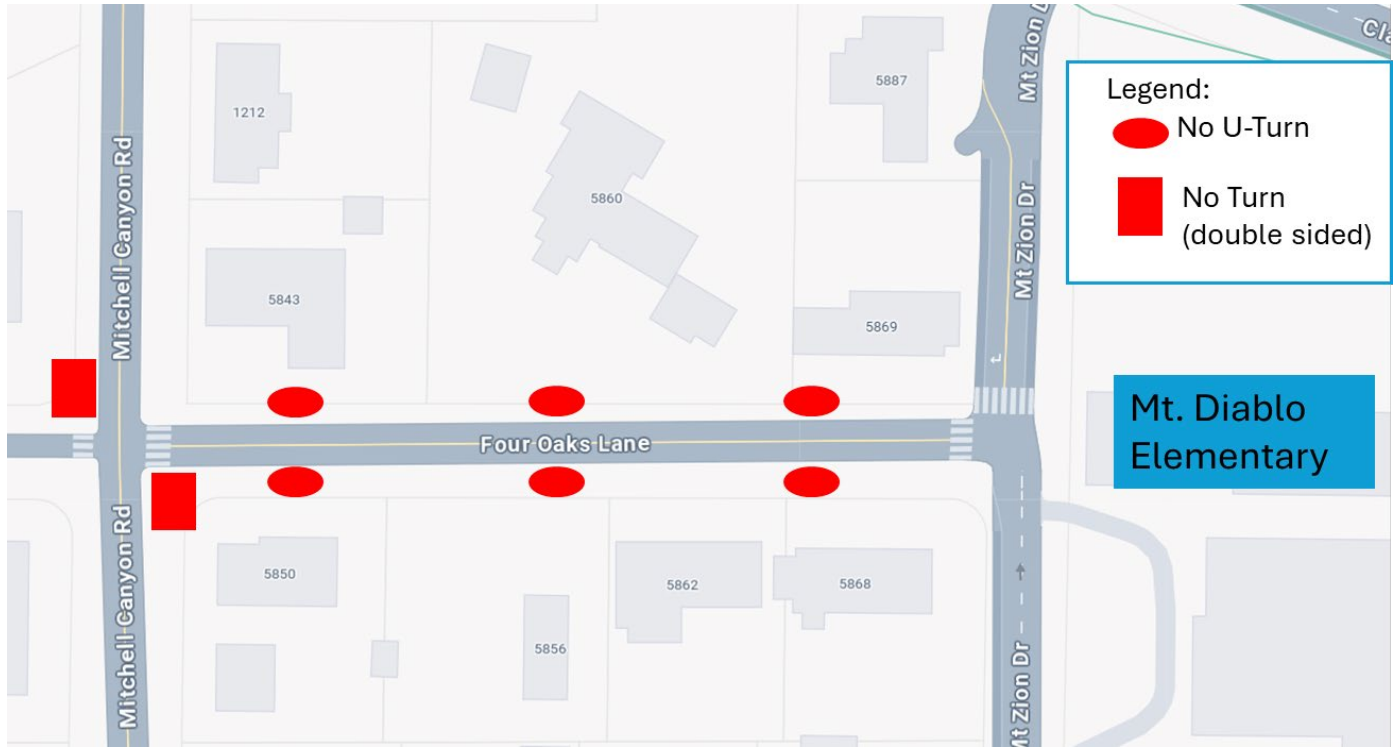
ATTEST:

  
Janet Calderon, City Clerk

**Attachment #3: Existing Time Restriction Signage**



**Attachment #4: Sign Locations**





# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL

**FROM:** Kraig Chalem, Senior Planner

**DATE:** October 21, 2025

**SUBJECT:** Consider Adopting Resolution 37-2025 of the City Council of the City of Clayton to Adopt 2024 Contra Costa County Local Hazard Mitigation Plan - City of Clayton Annex

## **RECOMMENDATION**

That the City Council adopt the attached Resolution approving the 2024 Contra Costa County Local Hazard Mitigation Plan – City of Clayton Annex.

## **BACKGROUND**

The Hazard Mitigation Plan was prepared in response to the Disaster Mitigation Act of 2000 (DMA 2000). DMA 2000 requires state and local governments to prepare mitigation plans to document their mitigation planning process, and identify hazards, potential losses, mitigation needs, goals, and strategies. This type of planning supplements the City of Clayton emergency management planning programs.

Towards the later part of 2023 and in 2024, City’s Planning staff worked with Contra Costa County (County) and other local jurisdictions to update the 2018 Contra Costa County Local Hazard Mitigation Plan (LHMP) in accordance with 44 CFR § 201.6(a)(4) - Local Mitigation Plans - which allows for local governments to work together to create a multi-jurisdiction plan. The purpose of the LHMP is to establish a partnership, pool resources in order to create a uniform hazard mitigation strategy that can be consistently applied throughout the County and ensure eligibility for specified grant funding sources to make the County more disaster-ready and resilient. City of Clayton’s last adopted LHMP was on April 20, 2021.

## **DISCUSSION**

The Contra Costa County (County) Base Plan was approved by the Federal Emergency Management Agency (FEMA) and the California Office of Emergency Services (CalOES) on September 23, 2024. Adoption of Clayton’s Annex by the City Council demonstrates the City’s commitment to the hazard mitigation goals and actions outlined in the LHMP. Adoption legitimizes the plan and authorizes responsible agencies to perform their responsibilities. Without adoption, Clayton will not have completed the mitigation planning process and will not be eligible for consideration for project grants under FEMA’s Hazard Mitigation Assistance programs, including the Hazard Mitigation Grant Program, Building Resilient Infrastructure and Communities Program and the Flood Mitigation Assistance Program. Adoption of the Annex

does not guarantee the City will be awarded future grants.

City of Clayton stakeholders and the public were given opportunities to be involved and provide feedback throughout the planning process: a public survey, County in-person and virtual public meetings, as well as City meetings, and other public engagement activities to encourage the review of the LHMP draft during the public comment period. The public meetings allowed the County and City to introduce the Plan update, identify additional hazards of concern that should be included, if any, and to provide input for the various mitigation measures intended to eliminate or reduce the negative impact on those hazards.

As required by DMA 2000, City of Clayton's Community Development Department involved the general public, and external agencies were invited to contribute to the mitigation plan during the workshop held on December 4, 2023. The comments period for the Mitigation Plan ended on May 31, 2024. The LHMP was presented to the City Council by the Community Development Director at their meeting on May 7, 2024, but the LHMP was not followed through for adoption by City Council.

### **FISCAL IMPACT**

There are no immediate fiscal impacts to adopt the City of Clayton's Annex. Not adopting the Annex makes the City ineligible for consideration for project grants under FEMA's Hazard Mitigation Assistance programs, including the Hazard Mitigation Grant Program, Building Resilient Infrastructure and Communities Program and the Flood Mitigation Assistance Program.

### **ENVIRONMENTAL REVIEW**

The project is Categorical Exempt from CEQA Guidelines Section 15378 as an administrative activity of the government that will not result in direct or indirect physical changes in the environment.

### **ATTACHMENTS**

[Att A - Resolution 37-2025 2024 LHMP](#)

[Att B - City of Clayton Annex to the 2024 Contra Costa County Local Hazard Mitigation Plan](#)

**RESOLUTION NO. 37-2025**

**A RESOLUTION APPROVING 2024 CONTRA COSTA COUNTY LOCAL HAZARD MITIGATION PLAN – CITY OF CLAYTON ANNEX**

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

**WHEREAS**, the Hazard Mitigation Plan was prepared in response to the federal Disaster Mitigation Act of 2000, requiring state and local governments to prepare mitigation plans to document their mitigation planning process, and identify hazards, potential losses, mitigation needs, goals, and strategies; supplementing City of Clayton emergency management planning programs; and

**WHEREAS**, City of Clayton adopted its last Local Hazard Mitigation Plan on April 20, 2021; and

**WHEREAS**, starting in 2003, Clayton’s planning staff worked with Contra Costa County and other local jurisdictions to update the 2018 Contra Costa County Local Hazard Mitigation Plan. The purpose of the Plan is to establish county-wide partnership, pool resources to create a uniform hazard mitigation strategy that can be consistently applied throughout the County and ensure eligibility for specified grant funding sources to make the County more disaster-ready and resilient; and

**WHEREAS**, adoption of 2024 Contra Costa County Local Hazard Mitigation Plan – City of Clayton Annex by the City Council demonstrates the City’s commitment to the hazard mitigation goals and actions outlined in the LHMP. Adoption legitimizes the plan and authorizes responsible agencies to perform their responsibilities; and

**WHEREAS**, without adoption, City of Clayton will not have completed the mitigation planning process and will not be eligible for consideration for project grants under FEMA’s Hazard Mitigation Assistance programs, including the Hazard Mitigation Grant Program, Building Resilient Infrastructure and Communities Program and the Flood Mitigation Assistance Program; and

**WHEREAS**, City of Clayton stakeholders and the public were given opportunities to be involved and provide feedback throughout the planning process: a public survey, County in-person and virtual public meetings, as well as City meetings, and other public engagement activities to encourage the review of the draft of the document during the public comment period.; and

**WHEREAS**, City of Clayton’s Community Development Department involved the general public, and external agencies were invited to contribute to the mitigation plan during the workshop held on December 4, 2023; and

**WHEREAS**, the 2024 Contra Costa County Local Hazard Mitigation Plan – City of Clayton Annex was presented to the City Council by the Community Development Director at their meeting on May 7, 2024; and

**WHEREAS**, the 2024 Contra Costa County Local Hazard Mitigation Plan – City of Clayton Annex identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Clayton from the impacts of future hazards and disasters; and

**WHEREAS**, adoption by City of Clayton demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Contra Costa County 2024 Hazard Mitigation Plan – City of Clayton Annex.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Clayton, California, does hereby approves the 2024 Contra Costa County Local Hazard Mitigation Plan – City of Clayton Annex.

**PASSED, APPROVED AND ADOPTED** by the City Council of Clayton, California, at a regular public meeting thereof held on the 21<sup>st</sup> day of October 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The City Council of Clayton, CA

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Kim Trupiano, Mayor

ATTEST:

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Leticia I. Miguel, City Clerk



# 2024 Hazard Mitigation Plan

Contra Costa County,  
California

City of  
Clayton  
Annex



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## 1. INTRODUCTION

This Annex details the hazard mitigation elements specific to the City of Clayton, a participating jurisdiction to the 2024 Contra Costa County Hazard Mitigation Plan update. This Annex is not intended to be a standalone document but supplements the information contained in **Volume 1 (Planning Area-wide Elements)**. Therefore, all sections of **Volume 1 (Planning Area-wide Elements)** including the planning process, mitigation goals and objectives, hazard identification and risk assessment, mitigation strategy, and plan maintenance apply to and were met by the City of Clayton. This Annex provides additional information specific to the City, with a focus on providing additional details on the hazard risk assessment and mitigation strategy (i.e., mitigation actions) for this community.

## 2. LOCAL PLANNING TEAM

The City of Clayton Local Planning Team was comprised of the members listed on **Table 1**.

**Table 1. City of Clayton Local Planning Team Members**

Name	Title	Department
Dana Ayers	Community Development Director	City of Clayton Community Development Department
Richard McEachin	Chief of Police	City of Clayton Police Department
Kris Lofthus	City Manager	City of Clayton City Manager's Office
Larry Theis	City Engineer	City of Clayton Engineering Department

## 3. JURISDICTION PROFILE

The City of Clayton, incorporated in 1964, is in the East Bay region of the San Francisco Bay area. Nestled at the bucolic base of picturesque Mount Diablo, Clayton is near the greater San Francisco Bay Area with all the amenities, sports and cultural opportunities offered by that choice location. Clayton is a residential community that comprises a total area of 3.8 square miles

The City is bordered on the northeast and east by unincorporated Contra Costa County land and Black Diamond Mines Regional Park; on the south by unincorporated Contra Costa County land and Mount Diablo State Park; and to the west and northwest by the City of Concord.

Clayton is a small suburban, 100% 'dry-land' community surrounded by larger urban cities, open spaces, and rural communities, and it is the smallest city in the County. Clayton has 27 miles of walking trails covering some 515 acres of open space. Since 2011, the City has been listed among Money magazine's "100 Best Places to Live" three (3) times.

### 3.1. Population

The City of Clayton had a population of 10,904 as of July 1, 2022. Between 2010 and 2020, the population increased by approximately 1.6%; however, a population decrease of 1.5% occurred between 2020 and 2022. **Table 2** shows the City of Clayton's population distribution between 2010 and 2022.<sup>1</sup>

<sup>1</sup> United States Census Bureau. (2022). Quick Facts: City of Clayton. Retrieved from <https://www.census.gov/quickfacts/fact/table/claytoncitycalifornia/>.



**Table 2. Population Estimates**

Jurisdiction	2010	2020	2022	Population Change (2010 – 2022)
City of Clayton	10,897	11,070	10,904	0.06%

**3.1.1. Underserved Population**

The 2023 California State Hazard Mitigation Plan identifies the Centers for Disease Control and Prevention (CDC) Social Vulnerability Index (SVI) as the most appropriate and authoritative dataset to identify areas where efforts can be prioritized to ensure equitable outcomes from mitigation planning and actions.

CDC’s SVI combines 16 social factors, within four (4) themes (i.e., socioeconomic status, household characteristics, racial and ethnic minority status, and housing type and transportation), to identify areas of social vulnerability. **Table 3** outlines the SVI information for the City of Clayton.

**Note:** ArcGIS mapping analysis was performed utilizing Census Tract data by overlaying Census Tracts with the City of Clayton planning area boundary. The information outlined in this section includes data from the Census Tracts that intersect the jurisdiction.

**Table 3. Social Vulnerability Index (2020)**

Theme	Social Factors	Population	Percent
Socioeconomic Status	People below 150% poverty estimate	1,857	16.8%
	Unemployed (Civilian 16 years old and older)	822	7.4%
	Housing Cost Burden	1,240	11.2%
	No High School Diploma	653	5.9%
	No Health Insurance	590	5.3%
Household Characteristics	65 years old and older	4,310	38.9%
	17 years and younger	6,225	56.2%
	Civilian with a Disability	3,007	27.2%
	Single-Parent Household	576	5.2%
	English Language Proficiency	256	2.3%
Racial and Ethnic Minority Status	<ul style="list-style-type: none"> <li>• Hispanic or Latino (of any race)</li> <li>• Black or African American</li> <li>• Asian</li> <li>• American Indian or Alaska Native</li> <li>• Native Hawaiian or Pacific Islander</li> <li>• Two or More Races</li> <li>• Other Races</li> </ul>	10,853	98.0%



Theme	Social Factors	Population	Percent
Housing Type and Transportation	Multi-Unit Structures	125	1.1%
	Mobile Homes	232	2.1%
	Crowding	61	0.6%
	No Vehicle	208	1.9%
	Group Quarters	70	0.6%

### 3.2. Brief History

In 1853, Joel Clayton purchased 40 acres of land in the Diablo Valley, established a general store, cattle ranch, the first vineyards, and laid out the streets and most of the community. Mr. Clayton’s involvement as a civic leader in the region led to the naming of the City of Clayton in his honor in 1857.

Clayton prospered during the coal mining boom in eastern Contra Costa County. The post office opened in 1861. Following a previous incorporation attempt in 1960, the City of Clayton was incorporated in 1964 to stave off an attempt by nearby Concord to annex the Cardinet Glen neighborhood in 1963. After steady expansion during the 1970s to the east and west from its original boundaries, Clayton's land area more than doubled in 1987 to near its present day boundaries with the annexations of the Dana Hills/Dana Ridge and Clayton Wood subdivisions, as well as the former Keller Ranch property that was developed during the 1990s with the Oakhurst Country Club.

On September 8, 2013, a wildfire ignited in Mount Diablo. Called the Morgan Fire, it started at the mercury mine area of Morgan Territory Road. The wildfire quickly spread and threatened homes and livestock within the City. Evacuations were ordered for several areas, including Oak Hill Lane and Curry Canyon. It took over 1,000 firefighters and eight (8) aircraft to extinguish the wildfire. Full containment was announced on September 14, 2013, after burning 3,100 acres

### 3.3. Governing Body Format

The City of Clayton has a Council/Manager form of government. Policy making and legislative authority is vested in a five (5) member City Council consisting of a Mayor and four (4) Council Members. The Council Members are elected to four (4) year overlapping terms. The City Council has a one-year rotating Mayoral position that is elected by the Council. The City Council assumes responsibility for the adoption of this Plan, and the City Manager will oversee its implementation.

The City Council presides over and adopts the City’s annual budget and financial affairs; appoints commissions and committees; and hires and supervises the City Manager. City Council members are directly responsible for service to the citizens, businesses, and policies of the City. The City Manager advises the City Council, supervises personnel and all City departments; enforces ordinances and programs approved by City Council; and oversees day-to-day city government operations.

## 4. DEVELOPMENT TRENDS

California Law requires counties and cities to prepare and adopt a General Plan, a comprehensive long-range plan to guide community development. The General Plan must contain seven (7) state-mandated elements – land use, housing, circulation, safety, open space, conservation, and noise – and may contain additional elements as a jurisdiction sees fit. Additionally, the General Plan must comprise an integrated and internally consistent set of goals, policies, and implementation measures. The City of Clayton



adopted its General Plan under this law and has updated it several times over the years, including most recently in January 2023.

The Bay Area is the fifth largest metropolitan area in the nation and has seen a steady increase in population since 1990, except for a decrease during the Great Recession that began in 2008. Many cities in the region have experienced significant growth in jobs and population. While these trends have led to a corresponding increase in demand for housing across the region, the regional production of housing has not kept pace with job and population growth.

From 1990 to 2000, the City's population increased by 47.1%, with a much smaller increase of 1.3% during the first decade of the 2000s. This large increase between 1990 to 2000 can be explained by expansion and urbanization of the undeveloped lands to the north and east of the City center. These areas were developed into residential subdivisions and incorporated into the City. Between 2010 and 2020, the population increased by 1.6%.

Clayton is primarily a residential City with minimal industrial or commercial activity. Homes in Clayton are predominantly owner-occupied. The number of households in Clayton increased from 3,852 in 2010 to 4,232 in 2019 (380 new households). Renter-occupied households decreased by 86 households, from 385 in 2010. Specific development opportunity areas in and near the City include.

- **Town Center Specific Plan:** The Town Center Specific Plan (TCSP) establishes goals and policies for development in the Town Center area. The purpose of the TCSP is to encourage appropriate commercial development while enhancing the area's historic character. The TCSP identifies appropriate land uses in the Town Center and provides design guidelines for new buildings, walkways, parking lots, and landscaping. Land use regulations allow for a combination of commercial and multifamily residential development types.
- **Marsh Creek Road Specific Plan:** The Marsh Creek Road Specific Plan (MCRSP) refers to an area of 475 acres south and east of Clayton in central Contra Costa County. This area is mostly undeveloped and is located at the edge of existing urban development. Several residential development proposals have been submitted within this area, but it is also viewed as an important natural resource by the local residents. The goal of the MCRSP is to maintain the unique rural character of the study area and designate appropriate sites for residential development. The policies in the MCRSP are intended to guide and regulate development in a manner that both protects the area's natural amenities and affords recreational opportunities and public access.

**Table 4** summarizes development trends in the performance period since development of the previous hazard mitigation plan and expected future development trends.



**Table 4. Recent and Expected Development Trends**

Criteria	Response
<b>Has your jurisdiction annexed any land since the development of the previous Hazard Mitigation Plan?</b>	No
<i>If yes, give the estimated area annexed and estimated number of parcels or structures.</i>	N/A
<b>Is your jurisdiction expected to annex any areas during the performance period of this Plan?</b>	No
<b>Has your jurisdiction had any major changes in development over the <u>past five (5) years</u> that have occurred in hazard prone areas?</b>	No
<i>If yes, please briefly describe.</i>	N/A
<b>Are any areas targeted for development or major redevelopment in the <u>next five (5) years</u> that will occur in hazard prone areas?</b>	Yes
<i>If yes, please briefly describe.</i>	<p>Various properties have been identified as housing opportunity sites to accommodate Clayton’s share of the regional housing need within the next five (5) to seven (7) years. Sites are located throughout the City, with larger sites located in:</p> <ul style="list-style-type: none"> <li>• Oakhurst Drive (14 acres, 32 houses)</li> <li>• Near the driving range of the Oakhurst Golf Course (combined 8.1 acres, potential 200 houses or townhouses)</li> <li>• Eagle Peak Avenue (7.5 acres, potential 150 houses or townhouses)</li> <li>• Two (2) church-owned properties on Clayton Road and Kirker Pass Road (combined six (6) acres, potential 120 apartments)</li> <li>• Along Marsh Creek Road (combined 3.6 acres, 81 apartments approved and 18 potential apartment units)</li> <li>• Vacant land near the City’s southeastern boundary (nine (9) acres, six (6) approved houses)</li> <li>• Various infill sites located in the City’s Town Center.</li> </ul> <p>Some of these site or portions thereof are in known hazard areas. Development will mitigate or avoid hazard areas.</p>



Criteria	Response
<p><b>Please provide the number of permits for each hazard area or provide a qualitative description of where development has occurred.</b></p>	<p>Since 2018, none of the housing permits issued have been subject to these hazards categories. However, the potential development sites previously listed could be subject to the following hazards.</p> <ul style="list-style-type: none"> <li>• <b>Special Flood Hazard Areas:</b> 60 (some of the units in the 32 unit development on Oakhurst Drive are in the 500-year floodplain, as are a portion of one (1) of the church-owned properties and some sites in the Town Center)</li> <li>• <b>Landslide:</b> 0 (units have not been entitled, though sites on Clayton Road east of the Town Center would be adjacent to steep slopes that may have some landslide risk)</li> <li>• <b>High Liquefaction Areas:</b> 0</li> <li>• <b>Dam Failure Inundation Area:</b> 0</li> <li>• <b>Wildfire Risk Areas:</b> 6 (approved houses at City’s southeastern boundary abut open grassland area; other sites near the golf course on Clayton Road are not entitled for a specific number of units but are also near open grasslands)</li> </ul>

#### 4.1. Changes in Priority

This Plan update prioritizes climate resilience (reducing greenhouse gas emissions from and energy demands of municipal operations, vehicles, and indoor space conditioning) as a means to reduce impacts of consequential hazards of climate change, including heat waves/extreme heat, drought, heavy rainfall, and flooding. Additionally, mitigation actions from the previous Plan were updated, and a more concerted effort on achieving equitable outcomes for all communities, including underserved communities and socially vulnerable populations, has been implemented.

### 5. CAPABILITY ASSESSMENT

Federal regulations require hazard mitigation plans to identify goals for reducing long-term vulnerabilities to the identified hazards in the planning area (Section 201.6(c)(3)(i)). A critical step in the development of specific hazard mitigation actions and projects is assessing existing authorities, policies, programs, and resources and capabilities to use or modify local tools to reduce losses and vulnerability from profiled hazards.

A capability assessment was conducted for the City of Clayton and participating jurisdictions’ authorities, policies, programs, and resources. Goals and mitigation actions were developed using input from this assessment. This section also includes information regarding the City’s jurisdictions’ implementation of and continued participation in the National Flood Insurance Program (NFIP).

The Local Planning Team assessed the City’s capabilities that can contribute to the reduction of long-term vulnerabilities to hazards. The capabilities include the following categories:

- Planning and Regulatory Capabilities
- Administrative and Technical Capabilities
- Financial Capabilities
- Education and Outreach Capabilities

Additionally, ways to expand on and improve these existing policies and programs to integrate hazard mitigation into the day-to-day activities and programs of the City were considered.



## 5.1. Planning and Regulatory Capabilities

These include local ordinances, policies, and laws to manage growth and development (e.g., land use plans, capital improvement plans, transportation plans, emergency preparedness and response plans, building codes, and zoning ordinances). The City of Clayton will adopt the approved 2024 Contra Costa County Hazard Mitigation Plan into the City’s General Plan Safety Element for AB 2140 compliance. **Table 5** contains a list of legal and regulatory capabilities. The description section of each Planning and Regulatory Capability includes a paragraph on expansion, implementation, and improvement.

**Table 5. Planning and Regulatory Capabilities**

<b>Municipal Code, Title 2, Chapter 2.08: Disaster Council</b>			
<p>The purpose of this Code is to provide for the preparation and carrying out of plans for the protection of people and property within the City in the event of an emergency; the direction of the emergency organization; and the coordination of the emergency functions in the City with all other public agencies, corporations, organizations, and affected private persons.</p> <p><b>Expansion, Implementation, and Improvement:</b> The hazard identification and risk analysis in this Hazard Mitigation Plan should be used to inform emergency preparedness programs. Reducing risk by mitigation actions supports emergency preparedness goals.</p>			
<b>Lead Department</b>	City of Clayton Police Department	<b>Hazards Addressed</b>	Climate Change, Dam and Levee Failure, Drought, Earthquake, Flood, Landslide, Sea Level Rise, Severe Weather, Tsunami, Wildfire
<b>Municipal Code, Title 15: Building and Construction</b>			
<p><i>Includes: Building Code, Electrical Code, Housing Code, House Moving, Grading, Community Preservation, Fire Code, Abatement of Dangerous Buildings Code, Industrial Safety</i></p> <p>City Building Regulations (incorporates by reference and is based upon the 2022 California Building Code, 2022 California Residential Code, 2022 California Green Building Standards Code, and 2022 California Existing Building Code [all codified in California Code of Regulations, Title 24]); adopted November 17, 2022.</p> <p><b>Expansion, Implementation, and Improvement:</b> The Building and Fire codes will be reviewed based on developing trends in identified hazards and mitigation measures that can make them more effective at preventing losses. They will be updated to comply with the latest International and State building codes.</p>			
<b>Lead Department</b>	City of Clayton Community Development Department	<b>Hazards Addressed</b>	Climate Change, Dam and Levee Failure, Drought, Earthquake, Flood, Landslide, Sea Level Rise, Severe Weather, Tsunami, Wildfire
<b>Municipal Code, Title 15, Chapter 15.58: Flood Damage Prevention</b>			
<p>The purpose of this Code is to provide for public health, safety, and general welfare and to minimize public and private losses due to flood conditions in specific areas.</p> <p><b>Expansion, Implementation, and Improvement:</b> The FEMA Flood Insurance Rate Maps (FIRM) will be used in selecting mitigation items related to flooding. Development in the 100-year and 500-year floodplains will be monitored and adhered to flood safe practices. As the FIRMs are updated, new mitigation activities will be considered.</p>			
<b>Lead Department</b>	City of Clayton Engineering Department	<b>Hazards Addressed</b>	Flood



**Municipal Code, Title 16: Subdivisions and Land Development**

The purpose of this Code is to regulate and control the division of land within the City and to supplement the provisions of the Subdivision Map Act concerning the design, improvement and survey data of subdivisions, the form and content of all maps provided for by the Subdivision Map Act and the procedure to be followed in securing the official approval of the Planning Commission, the City Engineer, the Community Development Department and City Council regarding the maps.

**Expansion, Implementation, and Improvement:** Subdivision Code should be modified and updated to support changes in land use development. It should be implemented to require adequate infrastructure to support residential area populations.

<b>Lead Department</b>	City of Clayton Community Development Department	<b>Hazards Addressed</b>	Climate Change, Dam and Levee Failure, Drought, Earthquake, Flood, Landslide, Sea Level Rise, Severe Weather, Tsunami, Wildfire
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**Municipal Code, Title 17: Zoning**

The regulations contained in this Code are deemed necessary in order to encourage a more appropriate use of land; to conserve and stabilize the value of land; to provide adequate open spaces for light and air; to prevent and fight fires; to prevent undue congestion of population; to lessen congestion on streets; to facilitate provision of adequate community utilities such as transportation, water, sewerage, schools, parks and other public requirements; and to promote the health, safety, comfort, convenience, prosperity and general welfare of its citizens, all in accordance with the long-range, comprehensive City General Plan, and thus to provide the economic and social advantages resulting from the orderly, planned use of land resources.

**Expansion, Implementation, and Improvement:** The Zoning Code must be modified and updated to reflect changes in development. Zoning Code may be used to address land use regulations that support mitigation actions such as development in wetlands and floodplains and preservation of open space.

<b>Lead Department</b>	City of Clayton Community Development Department	<b>Hazards Addressed</b>	Climate Change, Dam and Levee Failure, Drought, Earthquake, Flood, Landslide, Sea Level Rise, Severe Weather, Tsunami, Wildfire
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**City General Plan**

*Includes the following Elements: Land Use, Growth Management, Circulation, Community Image and Design, Economic Development, Public Services and Facilities, Housing, Resource Management, Environment Hazards, Conservation*

The purpose of the City General Plan is to express the broad goals and policies, and specific implementation measures, which will guide decisions on future growth, development, and the conservation of resources. The General Plan, most recently amended in January 2023, includes 10 elements:

- Land Use
- Circulation
- Housing
- Community Design
- Open Space Conservation
- Safety
- Noise
- Community Facilities
- Environmental Analysis
- Growth Management

**Expansion, Implementation, and Improvement:** This Hazard Mitigation Plan will be incorporated in the General Plan Safety and Noise elements. The City’s General Plan will include specific actions that support mitigation throughout the City, and the Safety Element will be closely aligned with this Hazard Mitigation Plan. The opportunity to incorporate additional hazard mitigation and abatement measures will be contemplated for inclusion into the updated General Plan.

<b>Lead Department</b>	City of Clayton Community Development Department	<b>Hazards Addressed</b>	Climate Change, Dam and Levee Failure, Drought, Earthquake, Flood, Landslide, Sea Level Rise, Severe Weather, Tsunami, Wildfire
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**Contra Costa Hazardous Materials Plan / Hazardous Material Business Plan**

Addresses the storage, use, and emergency planning for hazardous materials and extremely hazardous substances in the community and businesses.

**Expansion, Implementation, and Improvement:** This Hazard Mitigation Plan will support mitigation measures compatible with the County Hazardous Materials Plan to reduce potential hazardous materials releases.

<b>Lead Department</b>	Contra Costa Health Services, Hazardous Materials Program Office; Contra Costa County Fire Protection District	<b>Hazards Addressed</b>	Hazardous Materials Incidents
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**Emergency Operations Plan**

The City of Clayton Emergency Operations Plan (EOP) is an all-hazards plan designed as a reference and guidance document, serving as the foundation for disaster response and recovery operations for the City.

**Expansion, Implementation, and Improvement:** This Hazard Mitigation Plan will be used as an essential tool to update the City EOP. California Office of Emergency Services (Cal OES) requires that EOPs describe applicable hazards as part of the Plan. The latest Hazard Mitigation Plan hazards descriptions will be included. Mitigation actions that are preparedness and response in nature will be analyzed for applicability for inclusion in the description of EOP processes and procedures.

<b>Lead Department</b>	City of Clayton Police Department	<b>Hazards Addressed</b>	Climate Change, Drought, Dam and Levee Failure, Earthquake, Flood, Landslide, Sea Level Rise, Severe Weather, Tsunami, Wildfire
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Capital Improvement Program			
<p>The 2022/2023 – 2026/2027 5-Year Capital Improvement Program is a planning tool to prioritize and schedule capital projects for 1-year budget cycles. It is a dynamic document that is updated every year. Approval of the Program does not constitute an appropriation of funds to a specific project. Capital Improvement Program projects are allocated funds by a City Council action separate from approval of the 5-Year Capital Improvement Program.</p> <p><b>Expansion, Implementation, and Improvement:</b> The 5-Year Capital Improvement Program should include mitigation measures that will be funded by the City such as improvements to stormwater collection systems, elevation of roadways at risk for flooding and strengthening of structures.</p>			
<b>Lead Department</b>	City of Clayton Engineering Department	<b>Hazards Addressed</b>	Climate Change, Dam and Levee Failure, Drought, Earthquake, Flood, Landslide, Sea Level Rise, Severe Weather, Tsunami, Wildfire
Municipal Code, Title 13, Chapter 13.12: Stormwater Management and Discharge Control			
<p>The intent of this Chapter is to protect and enhance the water quality in the City of Clayton's watercourses pursuant to, and consistent with the Porter-Cologne Water Quality Control Act. This chapter also carries out the conditions in the City's National Pollutant Discharge Elimination System (NPDES) permit that require implementation of appropriate source control and site design measures and stormwater treatment measures for development projects</p> <p><b>Expansion, Implementation, and Improvement:</b> Guidelines for developing the Stormwater Pollution Prevention Plan (SWPPP) should include mitigation measures that are identified within this Hazard Mitigation Plan.</p>			
<b>Lead Department</b>	City of Clayton Engineering Department	<b>Hazards Addressed</b>	Flood, Severe Weather
Alameda and Contra Costa County Regional Wildfire Prevention Plan			
<p>The Contra Costa Resource Conservation District (CCRCD) and the Alameda City Resource Conservation District (ACRCD) worked jointly with funding from the Coastal Conservancy to develop a Regional Priority Plan (RPP) for Contra Costa and Alameda counties. The goal of the RPP process was to identify regional natural resource concerns that could be exacerbated by catastrophic wildfire and develop projects or other methods to remedy those issues ahead of the next wildfire event. The planning process started in November 2020 and completed in September 2022.</p> <p><b>Expansion, Implementation, and Improvement:</b> This Hazard Mitigation Plan and Regional Wildfire Prevention Plan should be aligned where mitigation actions in this Hazard Mitigation Plan support the goals of the Regional Wildfire Prevention Plan. The wildfire analysis in this Hazard Mitigation Plan can inform updates and revisions to the Wildfire Prevention Plan.</p>			
<b>Lead Department</b>	Contra Costa County Fire Protection District	<b>Hazards Addressed</b>	Wildfire
Contra Costa County Community Wildfire Protection Plan			
<p>The Contra Costa County Wildfire Protection Plan (CWPP), updated in 2019, provides an analysis of wildfire hazards and risk in the wildland urban interface (WUI) in Contra Costa County. The Plan follows the standards for CWPPs established by the Federal Healthy Forest Restoration Act.</p> <p><b>Expansion, Implementation, and Improvement:</b> This Hazard Mitigation Plan and County Community Wildfire Protection Plan should be aligned where mitigation actions support the goals of the CWPP. The wildfire analysis in this Hazard Mitigation Plan can inform updates and revisions to the CWPP.</p>			
<b>Lead Department</b>	Contra Costa County Fire Protection District	<b>Hazards Addressed</b>	Wildfire



## 5.2. Administrative and Technical Capabilities

The administrative and technical capabilities include community (i.e., public and private) staff and their skills and tools, which can be used for mitigation planning and implementation. This capability includes engineers, planners, emergency managers, GIS analysts, building inspectors, grant writers, and floodplain managers. Small communities may rely on other government entities, such as counties or special districts, for resources. These capabilities may be used to support mitigation activities. **Table 6** lists administrative and technical capabilities.

**Table 6. Administrative and Technical Capabilities**

City Community Development Department	
<p>The personnel of the Community Development Department review plans for new construction and improvements, and conduct plan checks for compliance with City zoning and subdivision regulations; work with architects, engineers, designers, and building owners during pre-construction; inspect residential and commercial/industrial construction for compliance with land use conditions of permit approvals; and enforce and pursue corrections of municipal code violations. Department Staff facilitates creation of long-term plans for future City land use; implements the General Plan through land use regulations in zoning and subdivision codes; conducts environmental review of proposed development; conducts analysis of requests for conditional use permits, variances, land subdivision, and General Plan and zoning amendments; issues minor administrative permits; and responds to inquiries about zoning regulations. Review of building plans for building code compliance, building permitting and inspection services for the City of Clayton are conducted by the Contra Costa County Building Department under contract to the City.</p> <p><b>Expansion and Improvement:</b> Provide opportunities for continued education to Community Development staff to maintain state of the art knowledge of new code and regulatory requirements.</p>	
<b>Department</b>	City of Clayton Community Development Department
City Maintenance Services	
<p>The Clayton Maintenance Department oversees the maintenance and upkeep of the City’s parks, open space, trails, buildings, streets, and landscaping. The Department has six (6) full time employees and uses part-time seasonal workers to help maintain the City. The Department maintains approximately:</p> <ul style="list-style-type: none"> <li>• 35 acres of landscaping</li> <li>• 14 acres of parks</li> <li>• 80,000 square feet of public buildings</li> <li>• 1,000 streetlights</li> <li>• Over 1,000 street signs</li> <li>• 84 miles of streets and markings</li> <li>• 575 catch basins</li> <li>• 515 acres of open space with 27 miles of trails</li> <li>• 10 miles of v-ditches</li> <li>• 10 miles of creeks</li> </ul> <p><b>Expansion and Improvement:</b> Provide opportunities for continued education to Maintenance staff to maintain state-of-the-art knowledge of new code and regulatory requirements.</p>	
<b>Department</b>	City of Clayton Maintenance Services Department



**City Engineering Department**

The Engineering Department staff works under contract to the City. Engineers oversee public and private improvements in the public right-of-way; develop and implement the Capital Improvement Program by providing staff support to the City relative to City streets, sanitary sewer, storm drains, water system facilities, traffic signals, park, and recreational facilities; maintain and upgrade public infrastructure; provide services related to traffic issues; monitor the street lighting system maintained by the City and PG&E; keep and maintain record drawings and a geographic information system of City-owned infrastructure; address traffic issues in the City in coordination with the Police Department; and provide engineering support to other City Departments. Additionally, Engineering Department staff coordinates regularly with Community Development Department staff to evaluate development improvement plans for compliance with engineering, subdivision, grading, stormwater, and transportation regulations and best practices. The City Engineer also serves as the Floodplain Administrator and is responsible for collaborating with stakeholders to ensure compliance with the Floodplain Management Ordinance (Clayton Municipal Code chapter 15.58) in the City.

**Expansion and Improvement:** Provide opportunities for continued education to engineering staff to maintain state of the art knowledge of new code and regulatory requirements. Continue to manage the City's NFIP participation. Support the development of mitigation activities consistent with the best practices for floodplain management.

<b>Department</b>	City of Clayton Engineering Department
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**Police Department**

The City's Police Department provides for the coordinated response and recovery from major emergencies and disasters; develops, administers and coordinates the emergency planning preparedness program in conformity with local, State, and Federal requirements; develops emergency management and hazard mitigation plans; provides training to City staff in emergency planning and preparedness; develops, maintains, and coordinates the City Emergency Operations Center (EOC); provides businesses and residents with emergency planning and preparedness material to help reduce the loss of life and property resulting from a disaster; coordinates with City, State, and Federal counterparts; prepares emergency management grants; and coordinates the efforts of volunteer organizations. The Clayton Police Department works collaboratively with the community to reduce crime, increase traffic safety and address quality of life issues in the City.

**Expansion and Improvement:** Provide training to Officers, EOC staff, and other key personnel to better prepare for potential hazards and take action to report them

<b>Department</b>	City of Clayton Police Department
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**City Council and City Attorney**

The City Council is the elected policymaking body for the City of Clayton. It is comprised of five (5) members elected at large who serve four (4) year overlapping terms. The Mayor is selected annually by the City Council from among its members. The City Council serves as the Board of Directors for the Successor Agency to the Clayton Redevelopment Agency, the Clayton Financing Authority, and the Geological Hazard Abatement District Board of Directors. The Council sets the City's annual budget and annually selects projects to be included and/or funded in the 5-year Capital Improvement Program. Council members represent the City on the governing boards of various Joint Powers Authorities (JPA).

The City Attorney serves as the legal advisor to the City Council, the City's commissions, and the City's professional staff, and is responsible for managing all legal matters for the City. The City Attorney is appointed and serves at the pleasure of the City Council.

**Expansion and Improvement:** Continue to regularly review the adopted Capital Improvement Program to identify opportunities for hazard mitigation, upon recommendation from City staff. Support the development and funding of mitigation activities consistent with the best practices for management of hazards within the jurisdiction.

<b>Department</b>	City of Clayton City Council, supported by various City Departments
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**City Administration**

The City Administration Department includes the City Manager’s Office and the Finance Department, Human Resources and City Clerk’s Office. The City Manager is the chief executive officer of the City, is appointed by the City Council, receives policy direction from the City Council, and is responsible for facilitating, coordinating, and supervising the work of all departments to ensure policies set by the City Council are being implemented successfully and consistently. Facilitating communication with the City Council, the City’s professional staff, and the community is a key function of the City Manager’s Office. Staff of the office conduct public affairs programs including public and internal communications, community and media relations, City newsletters, video productions, and other special programs and the City’s website and social media channels.

The Finance Department oversees various essential business services of the City including budgeting, accounting, cash management, business licenses, and facility and park rentals. The Department consists of four (4) divisions – Business Services, Budgeting, Accounting and Financial Reporting, and Treasury and Investments.

The Human Resources Department is responsible for employee recruitment and selection, job classification and compensation, benefits administration, and workforce training and development. The Department is also responsible for the City’s Risk Management programs and activities, including workers’ compensation, liability and subrogation, safety programs, and insurance.

The City Clerk’s Office is responsible for preparing City Council meeting agendas and minutes; ensuring compliance with legal noticing requirements; responding to requests for public records; maintaining the City’s Municipal Code; managing the Citywide records management program; and serves as the Elections Official for the conduct of general and special elections.

**Expansion and Improvement:** Continue to use public information officers to promote awareness of this Hazard Mitigation Plan and activities associated with individual mitigation projects as they are implemented.

<b>Department</b>	City of Clayton City Manager’s Office
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**Information Technology and Geographic Information System**

Information technology (IT) and Geographic Information Systems (GIS) provide the technical resources and support necessary to operate all of the applications relating to the City’s information resources; respond to the service needs to all departments based on citywide priorities as established by the City Manager; ensure training and effective use of all City technology computer hardware, software, and peripherals; provide internal coordination of technology efforts Citywide including substantial interface with all technology vendors to assure cost-effective, secure, and reliable technologies compatible with the long-range needs of the City; and provide high-quality spatial data to City departments.

**Expansion and Improvement:** Acquire and conduct training for GIS technicians on the latest versions of ArcGIS.

<b>Department</b>	City of Clayton Information Technology Office and Engineering Department
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**Risk Management**

Risk Management provides services to assist City departments in managing their risk of injury to employees, City property, and the public at large; and purchases insurance for City departments and acts in an advisory capacity with respect to workers’ compensation, public liability, City property, and City contracts.

**Expansion and Improvement:** Continue to have the Risk Manager provide input to support the analysis of potential losses due to hazards. Update this Hazard Mitigation Plan based on current insurance values.

<b>Department</b>	City of Clayton City Manager’s Office
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County Flood Control and Water Conservation District	
The Contra Costa County Flood Control and Water Conservation District serves an advisory capacity to the Engineering Division and the Planning Commission relative to drainage and flood control problems.	
<b>Department</b>	Contra Costa County Flood Control and Water Conservation District

### 5.3. Financial Resources

**Table 7** contains a list of financial capabilities available to the City. These financial resources may be used to support mitigation activities based on procedures for each resource.

**Table 7. Financial Resources**

General Fund	
The General Fund Program funds operations and specific projects. The City’s fiscal year runs from July 1 <sup>st</sup> through June 30 <sup>th</sup> . Each year, the Finance Director, under the direction of the City Manager, compiles an annual operating budget for the City. The adopted operating budget also incorporates the City’s 5-year Capital Improvement Program budget, which is prepared by the City Engineer.	
<b>Expansion and Improvement:</b> Hazard mitigation projects may be considered during the annual budgeting process for funding from the General Fund.	
<b>Administrator</b>	City of Clayton Finance Department
City Council Administered Special Funds	
Most special revenue funds were established to mitigate the impact of projects approved in certain areas of the City, and most funds have been intended for uses that will benefit the quality of life for the communities in which the project is approved and special revenue funds originated. In the City of Clayton, special revenue funds include the Citywide Landscape Maintenance District, Oakhurst Geologic Hazard Abatement District, and Development Impact Fees.	
<b>Expansion and Improvement:</b> Focus Administered Special Funds on projects that provide mitigation to natural hazards.	
<b>Administrator</b>	City of Clayton City Council
National Pollutant Discharge Elimination System	
The National Pollutant Discharge Elimination System (NPDES) is a joint effort of the Planning, Engineering, and Maintenance departments through the Contra Costa Clean Water Program. Since 1993, the City has worked with Contra Costa County Flood Control and Water Conservation District, and 15 other cities within the County to meet federal mandates for minimizing pollutants in stormwater runoff. This revenue is used to fund its pro-rated share of the Clean Water Program’s staffing, overhead costs, and local level activities necessary to comply with the joint Municipal Regional Permit (MRP) provisions.	
<b>Expansion and Improvement:</b> Where permissible, the NPDES Fund may be considered during the annual budgeting process for funding mitigation projects.	
<b>Administrator</b>	City of Clayton Engineering Department



Community Development Block Grant	
<p>The Community Development Block Grant (CDBG) Program provides funding for eligible senior activities such as in-home care, art classes, counseling, and home-delivered meals. The United States Department of Housing and Urban Development (HUD) also provides Disaster Recovery Assistance in the form of flexible grants to help cities, counties, and states recover from Presidentially Declared Disasters, especially in low-income areas, subject to the availability of supplemental appropriations.</p> <p><b>Expansion and Improvement:</b> Where applicable, CDBG should be used to fund mitigation projects that enhance the resiliency of low-income and underserved communities.</p>	
<b>Administrator</b>	United States Department of Housing and Urban Development, City of Clayton Community Development Department
Hazard Mitigation Grant Program	
<p>The Hazard Mitigation Grant Program (HMPG) provides support for post-disaster mitigation plans and projects.</p> <p><b>Expansion and Improvement:</b> Train staff on notice of intent (NOI) procedures and track opportunities on the Cal OES mitigation website to initiate applications for grant funding.</p>	
<b>Administrator</b>	Federal Emergency Management Agency
Building Resilient Infrastructure and Communities	
<p>Building Resilient Infrastructure and Communities (BRIC) provides support for pre-disaster mitigation plans and projects.</p> <p><b>Expansion and Improvement:</b> Train staff on notice of intent (NOI) procedures and track opportunities on the Cal OES mitigation website to initiate applications for grant funding.</p>	
<b>Administrator</b>	Federal Emergency Management Agency
Flood Mitigation Assistance Grant Program	
<p>The Flood Mitigation Assistance (FMA) Grant Program mitigates structures and infrastructure with repetitive losses.</p> <p><b>Expansion and Improvement:</b> Train staff on notice of intent (NOI) procedures and track opportunities on the California OES mitigation website to initiate applications for grant funding.</p>	
<b>Administrator</b>	Federal Emergency Management Agency

## 5.4. Education and Outreach Capabilities

**Table 8** lists the City's financial and public outreach capabilities. These capabilities include fire safety programs, hazard awareness campaigns, public information, and communications offices. Education and outreach capabilities can be used to inform the public about current and potential mitigation activities.

**Table 8. Education and Outreach Resources**

Police Department Website	
<p><a href="https://claytonca.gov/police/emergency-preparedness/">https://claytonca.gov/police/emergency-preparedness/</a></p> <p>The City's Police Department website has educational material on numerous programs, including making an emergency plan, stocking supplies, staying informed, and getting involved in community preparedness programs. Furthermore, the material is available in multiple languages.</p> <p><b>Expansion and Improvement:</b> Provide links to the City and County websites. Post material on social media accounts that provide a link to the appropriate FEMA website page.</p>	
<b>Lead Organization</b>	City of Clayton Police Department



<b>City Social Media Accounts</b>	
<p><i>Facebook:</i> <a href="https://www.facebook.com/CityofClaytonCA/">https://www.facebook.com/CityofClaytonCA/</a>  <i>Twitter:</i> <a href="https://twitter.com/ClaytonPDCA">https://twitter.com/ClaytonPDCA</a>  <i>Next Door:</i> <a href="https://nextdoor.com/city/clayton--ca/">https://nextdoor.com/city/clayton--ca/</a></p>	
<p>The City uses its social media accounts to post information to collect input on updating this Hazard Mitigation Plan. These social media accounts can have links to other City webpages that provide details on mitigation projects and activities. They can also provide information and links to County, State and Federal emergency preparedness sites that provide information on individual and family preparedness.</p>	
<p><b>Expansion and Improvement:</b> Develop a comprehensive program to utilize social media to reach out to communities in the City to provide information on mitigation activities, and to educate residents about risk reduction (e.g., through promotion of “model” resilient properties). Conduct an annual survey to solicit input. Provide information and conduct the survey in English and Spanish.</p>	
<b>Lead Organization</b>	City of Clayton City Manager’s Office
<b>County Public Safety and Emergency Information</b>	
<p><a href="https://www.contracosta.ca.gov/5435/Public-Safety-Emergency-Info">https://www.contracosta.ca.gov/5435/Public-Safety-Emergency-Info</a></p>	
<p>Provides resources and links for public safety and emergency information in Contra Costa County.</p>	
<p><b>Expansion and Improvement:</b> Provide additional links to other organizations such as FEMA and PG&amp;E.</p>	
<b>Lead Organization</b>	Contra Costa County Office of Emergency Services
<b>County Community Emergency Response Team Coalition</b>	
<p>The CERT Program is a 20-hour all risk, all hazard training offered by the Contra Costa Fire Protection District. This valuable course is designed to help you protect yourself, your family, your neighbors, and your neighborhood before, during, and after an emergency. The City of Clayton is a member of the Contra Costa Cities Citizen Corps/CERT Committee. This group works Contra Costa County OES in obtaining funds and training personnel in conducting the activities of the members of the group.</p>	
<p><b>Expansion and Improvement:</b> Conduct coordinated training and exercises with all County CERTs to improve interoperability.</p>	
<b>Lead Organization</b>	City of Clayton Police Department
<b>Community Warning System</b>	
<p>The Community Warning System (CWS) can alert residents and businesses within Contra Costa County that are impacted by or are in danger of being impacted by an emergency. The CWS message will include basic information about the incident and what specific protective actions (e.g., shelter in place, lockdown, evacuate, avoid the area) are necessary for life safety and health.</p>	
<p><b>Expansion and Improvement:</b> Coordinate community evacuation drills using the CWS to implement the exercise. Conduct post exercise information fairs at evacuation collection points.</p>	
<b>Lead Organization</b>	Contra Costa Sheriff’s Office

## 6. HAZARD MITIGATION PLAN INTEGRATION

The information on hazards, risk, vulnerability, and mitigation contained in this Hazard Mitigation Plan is based on the best available data at the time of the Plan update. Plan integration consists of the incorporation of hazard mitigation into other relevant planning mechanisms (e.g., general planning and capital improvement planning). It includes the integration of natural hazard information and mitigation policies, principles, and actions into local planning mechanisms and vice versa. Additionally, plan integration is achieved through the involvement of key staff and community officials in collaborative



hazard mitigation planning. This section describes the City’s process for integrating information from this Hazard Mitigation Plan into other planning mechanisms.

## 6.1. Past Plan Integration

In the performance period since the adoption of the previous Hazard Mitigation Plan, City of Clayton made progress on integrating components of the hazard mitigation strategy (e.g., goals, objectives, and actions) into the planning initiatives listed in **Table 9**.

**Table 9. Past Plan Integration**

Planning Initiative	Description
Capital Improvement Program	The Capital Improvement Plan should continue to utilize flexibility in the CIP to incorporate mitigation measures in planned projects and the project evaluation criteria which includes public health and safety, regulatory compliance, and grant funding requirements.
City General Plan	Upon each revision of the Hazard Mitigation Plan, the Safety Element is revised (no less than every eight (8) years). The Hazard Mitigation Plan is utilized to identify new information that was not available during the previous revision of the Safety Element, relating to hazards (i.e., flood and fire), and climate adaptation and resiliency strategies.
Emergency Operations Plan	This Hazard Mitigation Plan is currently used as an essential tool to update the City EOP.
County Climate Action Plan	The strategies and actions in the County Climate Action Plan (CAP) integrate with the Hazard Mitigation Plan. For example, where possible, CAP and Hazard Mitigation Plan update cycles should be coordinated to ensure plan alignment of climate mitigation efforts.

## 6.2. Potential Future Integration

As the Hazard Mitigation Plan is implemented, the City of Clayton will use information from the Plan as the best available science and data on hazards. The capability assessment presented in Section 5 of this Annex identifies codes, plans, and programs that provide opportunities for integration. The citywide and local action plans developed for this Hazard Mitigation Plan are related to plan integration. The capability assessment identified plans and programs, listed in **Table 10**, that do not currently integrate goals and recommendations of this Plan but provide opportunities to do so in the future.



**Table 10. Potential Future Integration**

Planning Initiative	Description
Municipal Code	<p>Mitigation actions and the hazard risk assessment in this Hazard Mitigation Plan can inform updates and revisions to the City Code.</p> <ul style="list-style-type: none"> <li>• Disaster Council (Title 3) Code will use the hazard identification and risk analysis in this Hazard Mitigation Plan to inform the City’s emergency preparedness programs.</li> <li>• Stormwater Management and Discharge Control Code (Title 13, Chapter 13.12) will use this Hazard Mitigation Plan to identify mitigation actions for stormwater quality and stormwater management improvements along its various creeks, including grant funds for stream gages and creek restoration and bank repair projects.</li> <li>• Building and Construction Code (Title 15) will be reviewed based on development trends in identified hazards and mitigation measures that can make them more effective at preventing losses. They will be updated to comply with the latest International and State building codes.</li> <li>• Flood Damage Prevention Code (Title 15, Chapter 15.58) will use the FEMA Flood Insurance Rate Maps (FIRM) to select mitigation actions related to flooding. As the FIRMs are updated, new mitigation activities will be considered.</li> <li>• Subdivisions and Land Development Code (Title 16) will be modified and updated to support changes in land use development and require adequate infrastructure to support residential area populations.</li> <li>• Zoning Code (Title 17) will be modified and updated to reflect changes in development. Additionally, may be used to address land use regulations that support mitigation actions such as development in wetlands and floodplains and preservation of open space.</li> </ul>
City General Plan	<p>This Hazard Mitigation Plan will be incorporated in the General Plan Safety Element. The opportunity to incorporate additional hazard mitigation and abatement measures will be contemplated for inclusion into the updated General Plan.</p> <p>The Safety Element will be revised and this Hazard Mitigation Plan will be utilized to identify new information that was not available during the previous revision of the Safety Element, relating to hazards (i.e., flood and fire), and climate adaptation and resiliency strategies.</p>
Emergency Operations Plan	<p>This Hazard Mitigation Plan will remain an essential tool to update the City EOP. The latest Hazard Mitigation Plan hazards descriptions will be included. Mitigation actions that are preparedness and response in nature will be analyzed for applicability and for inclusion in the description of EOP processes and procedures.</p>
Subdivision Ordinance	<p>The Subdivision Ordinance restricts development in hazard areas. Portions of this Hazard Mitigation Plan with the associated mapping will be considered for inclusion into the next Subdivision Ordinance update.</p>
Capital Improvement Plan	<p>The City will continue to ensure consistency between this Hazard Mitigation Plan and future updates of the Capital Improvement Plan. The Hazard Mitigation Plan may identify new possible funding sources for capital improvement projects and may result in modifications to proposed projects based on results of the risk assessment.</p>



Planning Initiative	Description
Emergency Management	Portions of this Hazard Mitigation Plan with the associated mapping will be considered for inclusion into the next updates of various emergency management plans to include, but not limited to, Post-Disaster Recovery Plan and Comprehensive Emergency Management Plan.

The City’s Local Planning Team will identify all relevant planning initiatives that are scheduled to be updated in the next year and during the annual update process of the Hazard Mitigation Plan. Additionally, opportunities to integrate key elements of the Hazard Mitigation Plan, specifically any relevant strategies, into the planning initiatives will be identified by the Local Planning Team. Mitigation actions were identified to promote plan integration in future revisions of this Plan.

## 7. SIGNIFICANT HAZARD PAST EVENTS

A complete risk assessment, including past incidents, for each identified hazard of concern can be found in **Volume 1 (Planning Area-wide Elements)** of this Plan. **Table 11** provides information on significant hazard events that uniquely impacted the City of Clayton.

**Table 11. Significant Past Events**

Date	Event Type	Description
Ongoing	Landslide	Ongoing landslides occur along the Concord fault line, in the southern portion of the County.
August 16, 2020 – October 1, 2020	Wildfire	A total of 396,624 acres burned, 26 structures were damaged, and 222 structures were destroyed, and six (6) people were injured by the wildfire that spanned throughout Contra Costa County and another five (5) counties.
February 20, 2017	Flood	A significant amount of rainfall caused widespread flooding, debris flow, accidents, and over topping of reservoir spillways.
August 24, 2014	Earthquake	South Napa Earthquake, causing significant damage to commercial buildings and residential housing within the City.

## 8. NATIONAL FLOOD INSURANCE PROGRAM

The City of Clayton is a member of the National Flood Insurance Program (NFIP) but has chosen to not participate in the NFIP’s Community Rating System (CRS). The City’s NFIP participation information is listed in **Table 12**.

**Table 12. NFIP Participation Information**

CID	Community Name	NFIP Participation Date	Current Effective FIRM Date	CRS Entry Date	CRS Current Effective Date	CRS Class
060027	City of Clayton	5/17/1974	3/21/2017	N/A	N/A	N/A

### 8.1. Floodplain Manager

As an NFIP participating jurisdiction, the City of Clayton has a designated Floodplain Manager that is charged with enforcing floodplain regulations, routinely monitoring the floodplains, and providing community assistance such as encouraging owners to maintain flood insurance. The City’s Floodplain Manager information is listed in **Table 13**.



**Table 13. Floodplain Manager**

Jurisdiction	Department	Name	Title	Phone Number
City of Clayton	Engineering Department	Larry Theis	City Engineer	(925) 673-7300

## 8.2. Participation Activities

The City of Clayton NFIP participation activities over the last five (5) years include the following:

- Provides the following services – permit review, GIS, inspections, and engineering capability.
- The City educates private owners and other stakeholders about the importance of flood insurance through public outreach events, workshops, and/or seminars.
- Enforces local floodplain regulations and monitors compliance.
- Floodplain management regulations meet or exceed FEMA or State minimum requirements.

### 8.2.1. Substantial Damage

*Substantial damage*, for the purpose of determining compliance with the flood provisions of the Municipal Code, means damage of any origin sustained by a structure by which the cost of restoring the structure to its before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred. (*Municipal Code Title 15, Chapter 15.10 – Disaster Repair and Reconstruction*)

### 8.2.2. Substantial Improvement

*Substantial improvement*, for the purpose of determining compliance with the flood provisions of the Municipal Code, means any repair, alteration, addition, or other improvement of a building or structure, whose cost equals or exceeds 50% of the market value of the structure before the improvement or repair started. If the structure has sustained *substantial damage*, any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either:

- Any project for improvement of a building required to correct existing health, sanitary, or safety code violations identified by the code official and that is the minimum necessary to assure safe living conditions.
- Any alteration of a historic structure, provided that the alteration would not preclude the structure’s continued designation as a historic structure. (*Municipal Code Title 15, Chapter 15.10 – Disaster Repair and Reconstruction*)

## 8.3. Repetitive Loss and Severe Repetitive Loss Properties

The Federal Emergency Management Agency (FEMA) defines a Repetitive Loss property as an NFIP insured structure with two (2) or more claims of more than \$1,000 each within any rolling 10-year period, since 1978.<sup>2</sup>

A Severe Repetitive Loss property is defined by FEMA as any NFIP insured structure for which either of the following is true when at least two (2) of the claims are within 10 years of each other (claims made within 10 days will be counted as one (1) claim):<sup>3</sup>

<sup>2</sup> Federal Emergency Management Agency. (2020). Repetitive Loss Structure. Retrieved from <https://www.fema.gov/node/405233>.

<sup>3</sup> Federal Emergency Management Agency, National Flood Insurance Program. (2022). Flood Insurance Manual: Risk Rating 2.0: Equity in Action Edition. Retrieved from [https://www.fema.gov/sites/default/files/documents/fema\\_nfip-flood-insurance-full-manual\\_102022.pdf](https://www.fema.gov/sites/default/files/documents/fema_nfip-flood-insurance-full-manual_102022.pdf).



- That has incurred flood related damage for which four (4) or more separate claims payments have been made, with the amount of each claim (including buildings and contents payments) exceeding \$5,000, and with the cumulative amount of such claims exceeding \$20,000.
- For which at least two (2) separate claims payments (building payments only) have been made under such coverage, with the cumulative amount of such claims exceeding the market value of the building.

Repetitive loss records from the City of Clayton are listed in **Table 14**.

**Table 14. Repetitive Loss Properties**

Jurisdiction	Repetitive Loss Properties	Severe Repetitive Loss Properties	Mitigated Properties
City of Clayton	0	0	0

## 9. HAZARD VULNERABILITY AND IMPACT ASSESSMENT

Exposure and vulnerability to certain hazards affect the entire County and others are geographically defined. Although the entire County may be vulnerable to these hazards, their impacts may vary based on existing community conditions (e.g., underserved, or functional access needs populations may be more susceptible based on certain conditions, vulnerabilities, or needs).

The Local Planning Team identified **unique vulnerabilities and impacts** to the following natural hazards, based on the hazards profiled in **Volume 1 (Planning Area-wide Elements)**.

- Earthquake
- Flood (*riverine/creek, urban/flash flood*)
- Landslide
- Severe Weather (*heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat wave/extreme heat, tornado*)
- Wildfire

It was determined that the planning area did not have unique vulnerabilities and impacts to the following natural hazards; rather, its vulnerability and impacts are consistent with those experienced throughout the County.

- Climate Change
- Dam and Levee Failure
- Drought
- Sea Level Rise
- Tsunami

**Note:** Severe weather and flooding are profiled as the two (2) hazards. However, in an effort to have a more thorough risk assessment, the sub hazards (i.e., heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat wave/extreme heat, tornado, riverine/creek flooding, and urban/flash flooding) were ranked individually. The hazard risk assessment methodology can be found in **Appendix C** of this Annex.

**Table 15** provides information on several key vulnerabilities and impacts for the City of Clayton and only addresses the hazards that are relevant and unique to the jurisdiction. A complete risk assessment for



each identified hazard of concern is in **Volume 1 (Planning Area-wide Elements)** of this Plan. Hazard mapping can be found in **Appendix A** of this Annex.

**Table 15. Hazard Vulnerability and Impact Assessment**

Hazards	Vulnerabilities and Impacts
<b>Climate Change</b>	The Local Planning Team determined that the City does not have unique vulnerabilities and impacts to climate change; rather, the City’s vulnerability and impacts are consistent with those experienced throughout the County.
<b>Dam and Levee Failure</b>	The Local Planning Team determined that the City does not have unique vulnerabilities and impacts to dam and levee failures; rather, the City’s vulnerability and impacts are consistent with those experienced throughout the County.
<b>Drought</b>	The Local Planning Team determined that the City does not have unique vulnerabilities and impacts to droughts; rather, the City’s vulnerability and impacts are consistent with those experienced throughout the County.



Hazards	Vulnerabilities and Impacts
<p><b>Earthquake</b></p>	<p>Clayton is located in a seismically active region and is not uniquely affected by earthquakes generally. There are no Alquist Priolo requirements in the City. However, like other jurisdictions in the County, Clayton could be affected by movement along the Hayward Fault, which is a 45 mile long fault that runs through densely populated areas on the East Bay, parallel to the San Andreas Fault. The probability of experiencing a Magnitude 6.7 or greater earthquake along the Hayward Fault in the next 30 years is 33%. An earthquake of this magnitude has regional implications for the entire Bay Area, as the Hayward Fault crosses transportation and resource infrastructure, such as multiple highways and the Hetch-Hetchy Aqueduct. There are known active faults closer to Clayton, including the Concord Fault (under the adjacent City of Concord), which is considered to be under high stress and has a 16% probability of experiencing a Magnitude 6.7 or greater earthquake in the next 30 years; and the Mount Diablo thrust fault in the vicinity of Mount Diablo, which is just south of Clayton.</p> <p>While the City is not uniquely vulnerable to seismic ground shaking, slopes (0% to 15%) found in the downtown Town Center area, and in the area immediately northeast of Clayton Road, contain alluvial soils that could amplify ground shaking in the event the Concord Fault shifts. The fault is not classified as active; however, there is preliminary evidence that the fault may have displaced recent landslide materials. Due to this, the fault should be treated as active unless evidence proves otherwise.</p> <p>Additionally, the hilly terrain in and around the City makes Clayton uniquely vulnerable to landslides, which could be caused by ground movement. With a power transmission corridor spanning the City from southwest to northeast, and gas pipeline easements in the southeastern quadrant, the City has a unique risk for potential fire resulting from oil pipelines or power lines that are broken or downed during an earthquake.</p> <p>Clayton's proximity to the Hayward Fault and the Concord Fault places several critical assets at risk. The densely populated areas along Marsh Creek Road and within the downtown area are especially vulnerable due to the concentration of older residential structures that may not meet current seismic standards. Additionally, schools and community centers located near these fault lines are at risk of structural damage, potentially impacting vulnerable populations, including school children, elderly residents, and low-income households who may have limited resources for recovery and relocation. Due to limited mobility, the elderly population may have difficulty evacuating, especially those living alone. Furthermore, if an earthquake occurs during school hours, younger children may have heightened stress and fear as they are away from their families and may not fully understand how to respond.</p> <p>Underserved populations, particularly low-income households and renters living in older, less structurally sound buildings, are at heightened risk during a major earthquake due to limited access to financial resources for retrofitting, insurance, and rebuilding. The City's emergency response systems should prioritize these populations to ensure swift aid and recovery.</p>



Hazards	Vulnerabilities and Impacts
<p><b>Flood</b>  <i>(urban/flash flood, riverine/creek)</i></p>	<p>Clayton has a variety of creeks and streams within its boundaries, which could be subject to flooding. The principal stream running through Clayton is Mount Diablo Creek which originates on the steep north slopes of the 3,849 foot Mount Diablo and drains a watershed of approximately 30 square miles. It flows northerly and westerly through the cities of Clayton and Concord, the Concord Naval Weapons Station and eventually empties into Suisun Bay. In Clayton, Mount Diablo Creek is joined by Donner and Mitchell creeks, both of which originate on the slopes of Mount Diablo and by Peacock Creek, which flows from the Keller Ridge.</p> <p>Some portions of the Clayton downtown Town Center are located within 100-year flood zones originating from Mount Diablo Creek.</p> <p>Flooding has occurred from Mount Diablo Creek in the Town Center area of Clayton and in the floodplain between Clayton Road and Kirker Pass Road. The major floods affecting this area occurred in 1938, 1952, 1955 and 1963. The 1955 and 1963 floods both were estimated as 25-year floods. More recent storm events in 2023 greatly increased flows within the channel and caused notable bank erosion in some areas; however, no structures were damaged during that storm event. Despite these occurrences, Mount Diablo Creek is not considered a creek with a high flood history. The long floodplain between Mount Diablo and the City boundaries slows velocity and delays peak flows. As the Mount Diablo Creek watershed continues to develop, the potential for serious flooding and flood-related damage increases.</p> <p>Low-lying residential areas along Main Street and surrounding neighborhoods, particularly those with an older housing stock, are highly vulnerable. Structures in these areas may lack proper flood defenses, such as raised foundations or waterproofing, making them vulnerable to severe damage in the event of significant flooding. Furthermore, underserved populations, including low-income households in flood-prone areas, are at risk due to limited access to flood insurance and resources for recovery. Additionally, those with access and functional needs may be unable to evacuate in a timely manner and if isolated, emergency services may be delayed.</p> <p>Efforts should be made to strengthen community outreach and flood preparedness programs in these areas, ensuring that vulnerable residents have access to early warnings and evacuation plans.</p>



Hazards	Vulnerabilities and Impacts
<b>Landslides</b>	<p>The undeveloped regions of Clayton contain a number of potential geological hazards. These include slopes with unstable expansive soil, high erosion potential, evidence of springs, mudflow potential, rockslide potential and evidence of significant creep. While landslides may occur on slopes of 15% or less in unstable areas, the risk increases with steepness of slopes.</p> <p>Areas of old slide deposits are most subject to continued failure. Grading without engineered requirements tends to reduce slope stability so that road cuts and the cut and fill pads typically prepared for hillside housing carry a greater risk of slope failure than undisturbed hillsides. However, fill slopes engineered to today's standards may result in a more stable situation than in nature, particularly where smaller slide deposits are improved or arrested.</p> <p>Foothill areas of Clayton contain slope stability problems, which may be triggered by improper grading. In addition, foothill areas may experience local slope erosion, sedimentation or drainage problems, expansive soil reaction and other development limitations requiring corrective measures prior to any grading or construction. Ground rupture or slides along existing or suspected fault lines is also a possibility.</p> <p>Homes and infrastructure along Marsh Creek Road and areas bordering Mount Diablo State Park are particularly vulnerable because there is a higher number of older residential structures that may not have been built with modern slope stability considerations. Low-income households in these areas may face significant challenges if their homes are damaged or destroyed in a landslide, as they may lack the financial resources necessary for repairs and rebuilding. The elderly that live within these areas may become isolated from the community as they may have mobility issues that prohibit them from evacuating and may lack social connections and community support before, during, and after an emergency, such as a landslide.</p> <p>Planning efforts should focus on bolstering slope stabilization and creating community evacuation plans tailored to these vulnerable populations.</p>
<b>Sea Level Rise</b>	<p>The Local Planning Team determined that the City does not have unique vulnerabilities and impacts to sea level rise; rather, the City's vulnerability and impacts are consistent with those experienced throughout the County.</p>



Hazards	Vulnerabilities and Impacts
<p><b>Severe Weather</b>  <i>(heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat wave/extreme heat, tornado)</i></p>	<p>Clayton is uniquely vulnerable to severe weather, and in particular, the effects of extended heat waves on older residents. Although the number of high school and college age residents (15 to 24 years old) saw a 4% increase from 2010 to 2019, the number of 55 to 64 year old residents also increased in the same timeframe. Overall, Clayton's population is aging, with residents' median age increasing from 39.5 years in 2000 to 46 years in 2019.</p> <p>With several creeks within the City's boundaries, Clayton is also uniquely vulnerable to heavy rainfall events, as discussed under the flooding hazard.</p> <p>Clayton's vulnerability to severe weather is linked primarily to the impacts of heat waves/extreme heat and heavy rainfall. The aging population (approximately 38.9% is 65 years old and over) is particularly vulnerable to heat-related illnesses during heat wave/extreme heat events, especially those without access to cooling systems. Additionally, low-income households may struggle with the financial burden of cooling their homes during prolonged heatwaves. Residential structures without sufficient insulation or cooling systems are at increased risk during these periods. Public buildings, such as the Clayton Library and community centers, could serve as cooling centers to support vulnerable populations. However, the elderly population and those with access and functional needs may have difficulty evacuating to a cooling center on their own.</p> <p>Heavy rainfall may cause localized flooding, especially in areas with inadequate stormwater management infrastructure. Older buildings and homes that were not constructed with modern stormwater drainage systems or built to current flood-resistant building codes may be more susceptible to water damage during severe weather. Roadways, particularly near Marsh Creek Road, could be impacted by debris flow and minor flooding, affecting access to emergency services. The elderly and those with access and functional needs may face greater challenges in evacuating during severe weather events due to mobility limitations.</p>
<p><b>Tsunami</b></p>	<p>The Local Planning Team determined that the City does not have unique vulnerabilities and impacts to tsunamis; rather, the City's vulnerability and impacts are consistent with those experienced throughout the County.</p>



Hazards	Vulnerabilities and Impacts
<b>Wildfire</b>	<p>Clayton is identified as a Non-Very High Fire Severity Zone; however, it is surrounded to the north, east, and south by High and Very High Fire Severity Zones. Because the natural vegetation in the trail system and adjacent parklands is extremely flammable during the dry summer and fall seasons, wildfire is a serious hazard in the City of Clayton. Slopes, high winds, and difficulty in access increases the hazards. Traffic congestion in the case of fire can hinder firefighting. Isolated homes set in wooded canyons or on ridge tops with only one (1) narrow, winding, or steep road are subject to a high fire hazard, and burned slopes are highly subject to erosion and gullying from subsequent rains.</p> <p>Clayton’s proximity to Mount Diablo State Park and the surrounding wildland urban interface (WUI) puts several assets at risk from wildfires. Residential developments along Marsh Creek Road and Oakhurst Drive, including the Oakhurst Country Club, are particularly vulnerable due to their proximity to open grasslands and forested areas that serve as fuel for wildfires. Older homes and structures not built to current fire-resistant standards are at greater risk for damage during wildfire events.</p> <p>The City’s emergency response capacity, particularly for evacuation routes and shelters, may be strained in the event of a large wildfire. Vulnerable populations, including low-income households and elderly residents, may face challenges in evacuation due to mobility issues or lack of resources. Community outreach programs should prioritize fire prevention education and evacuation planning, particularly for underserved populations.</p> <p>Fire mitigation efforts such as defensible space requirements around homes, especially in the WUI, are essential to reduce risk. However, due to financial limitations, low-income households may not be able to maintain wildfire mitigation efforts, such as defensible space. Additionally, critical infrastructure, including water supply lines and electrical grids, is also at risk, which could hinder firefighting efforts and the provision of essential services during an emergency.</p>
<b>Active Shooter Incidents</b>	<p>The Local Planning Team determined that the City does not have unique vulnerabilities and impacts to active shooter incidents; rather, the City’s vulnerability and impacts are consistent with those experienced throughout the County.</p>
<b>Cybersecurity Threats</b>	<p>The Local Planning Team determined that the City does not have unique vulnerabilities and impacts to cybersecurity threats; rather, the City’s vulnerability and impacts are consistent with those experienced throughout the County.</p>
<b>Hazardous Materials Incidents</b>	<p>The Local Planning Team determined that the City does not have unique vulnerabilities and impacts to hazardous materials incidents; rather, the City’s vulnerability and impacts are consistent with those experienced throughout the County.</p>
<b>Terrorism (Weapons of Mass Destruction)</b>	<p>The Local Planning Team determined that the City does not have unique vulnerabilities and impacts to terrorism; rather, the City’s vulnerability and impacts are consistent with those experienced throughout the County.</p>
<b>Utility Interruptions</b>	<p>The Local Planning Team determined that the City does not have unique vulnerabilities and impacts to utility interruptions; rather, the City’s vulnerability and impacts are consistent with those experienced throughout the County.</p>



The City evaluated whether vulnerability and impact in hazard prone areas had increased, decreased, or remained the same for each natural hazard identified in this Hazard Mitigation Plan. Climate change, changes in population, infrastructure expansion, and economic shifts that can affect vulnerability were considered. For example, if planned development is in an identified hazard areas or is not built to the updated building codes, it may increase the community’s vulnerability to future hazards and disasters. On the other hand, if development occurred with mitigation practices in place, the vulnerability may have remained the same or decreased. Additionally, shifting demographics (e.g., underserved population) were taken into consideration.

**Table 16** outlines if climate change has increased or decreased the City’s vulnerability (i.e., exposure) and impact to each natural hazard over the past five (5) years, and the effect of climate change in the future probability of occurrence and impacts from each natural hazard.

**Table 16. Climate Change Current and Future Vulnerability and Impact**

Hazard	Vulnerability and Impact
<b><i>Current Vulnerability and Impact</i></b>	
Climate Change	Increased
Dam and Levee Failure	Remained the Same
Drought	Remained the Same
Earthquake	Remained the Same
Flood ( <i>urban/flash flood, riverine/creek</i> )	Remained the Same
Landslide	Remained the Same
Sea Level Rise	Remained the Same
Severe Weather ( <i>heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat wave/extreme heat, tornado</i> )	Remained the Same
Tsunami	Remained the Same
Wildfire	Remained the Same
<b><i>Future Vulnerability and Impact</i></b>	
Climate Change	Increase
Dam and Levee Failure	No Change is Anticipated
Drought	Increase
Earthquake	No Change is Anticipated
Flood ( <i>urban/flash flood, riverine/creek</i> )	Increase
Landslide	Increase
Sea Level Rise	No Change is Anticipated
Severe Weather ( <i>heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat wave/extreme heat, tornado</i> )	Increase
Tsunami	No Change is Anticipated
Wildfire	Increase



**Table 17** outlines if changes in population within the City over the past five (5) years have increased or decreased the vulnerability (i.e., exposure) and impact to these natural hazards, and the anticipated effects changes in population may have on the future probability of occurrence and impacts from these natural hazards.

**Table 17. Changes in Population Current and Future Vulnerability and Impact**

Hazard	Vulnerability and Impact
<b>Current Vulnerability and Impact</b>	
Climate Change	Remained the Same
Dam and Levee Failure	Not Applicable
Drought	Remained the Same
Earthquake	Remained the Same
Flood ( <i>urban/flash flood, riverine/creek</i> )	Remained the Same
Landslide	Remained the Same
Sea Level Rise	Remained the Same
Severe Weather ( <i>heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat wave/extreme heat, tornado</i> )	Remained the Same
Tsunami	Remained the Same
Wildfire	Remained the Same
<b>Future Vulnerability and Impact</b>	
Climate Change	Remained the Same
Dam and Levee Failure	No Change is Anticipated
Drought	Increase
Earthquake	No Change is Anticipated
Flood ( <i>urban/flash flood, riverine/creek</i> )	Increase
Landslide	Increase
Sea Level Rise	No Change is Anticipated
Severe Weather ( <i>heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat wave/extreme heat, tornado</i> )	Increase
Tsunami	No Change is Anticipated
Wildfire	Increase

**Table 18** outlines if development over the past five (5) years has increased or decreased the jurisdiction’s vulnerability (i.e., exposure) and impact to these natural hazards, and the anticipated effects changes in development may have on the future probability of occurrence and impacts from these natural hazards.

**Table 18. Changes in Development Current and Future Vulnerability and Impact**

Hazard	Vulnerability and Impact
<b>Current Vulnerability and Impact</b>	
Climate Change	Remained the Same



Hazard	Vulnerability and Impact
Dam and Levee Failure	Remained the Same
Drought	Remained the Same
Earthquake	Remained the Same
Flood ( <i>urban/flash flood, riverine/creek</i> )	Remained the Same
Landslide	Remained the Same
Sea Level Rise	Remained the Same
Severe Weather ( <i>heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat wave/extreme heat, tornado</i> )	Remained the Same
Tsunami	Remained the Same
Wildfire	Remained the Same
<i>Future Vulnerability and Impact</i>	
Climate Change	No Change is Anticipated
Dam and Levee Failure	No Change is Anticipated
Drought	Increase
Earthquake	No Change is Anticipated
Flood ( <i>urban/flash flood, riverine/creek</i> )	Increase
Landslide	Increase
Sea Level Rise	No Change is Anticipated
Severe Weather ( <i>heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat wave/extreme heat, tornado</i> )	No Change is Anticipated
Tsunami	No Change is Anticipated
Wildfire	Increase

The City anticipates future major assets may be exposed or vulnerable to any of the natural hazards identified in this Hazard Mitigation Plan. **Table 19** outlines the major assets the City expects may be exposed or vulnerable.

**Table 19. Vulnerable Assets**

Hazard	Asset
Heat Wave/Extreme Heat, Sever Weather	The City has an aging population, and it is anticipated that there may be a larger portion of the population that is vulnerable to extreme weather events, especially heat waves.
Flooding, Heavy Rainfall	New buildings in or near the downtown Town Center area.
Wildfire	Above ground utility lines.

Refer to **Appendix C** and **Appendix D** of this Annex for the hazard risk assessment methodology and jurisdiction specific details, which includes the vulnerability and impacts to population and life safety, underserved/equity, property damage, future development, and climate change.



## 9.1. FEMA National Risk Index

In the National Risk Index (NRI), risk is defined as the potential for negative impacts as a result of a natural hazard. The Risk Index is based on three (3) components – a natural hazards component (Expected Annual Loss), a consequence enhancing component (Social Vulnerability), and a consequence reduction component (Community Resilience). Using these components, the composite and hazard type Risk Index values are calculated for each community (county and Census Tract). Risk Index values form an absolute basis for measuring Risk within the NRI and are used to generate Risk Index percentiles and ratings across communities.<sup>4</sup> **Table 20** illustrates the Risk Index rating and score for the City of Clayton.

**Note:** ArcGIS mapping analysis was performed utilizing Census Tract data by overlaying Census Tracts with the City of Clayton planning area boundary. The information outlined in this section includes data from the Census Tracts that intersect the jurisdiction.

**Table 20. Risk Index Score (FEMA National Risk Index)**

Jurisdiction	Rating	Score
City of Clayton	Very High	80.1

*Risk Index scores are calculated using an equation that combines scores for Expected Annual Loss due to natural hazards, Social Vulnerability and Community Resilience (Expected Annual Loss x Social Vulnerability / Community Resilience = Risk Index).*

### 9.1.1. Expected Annual Loss

The FEMA NRI Expected Annual Loss (EAL), the natural hazards component of the NRI, represents the average economic loss in dollars resulting from natural hazards each year. It is calculated for each hazard type and quantifies loss for relevant consequence types – buildings, people, and agriculture. The EAL score and rating represent a community's relative level of expected losses each year when compared to all other communities at the same level. Since the score is associated to a community's risk; the higher EAL score results in a higher Risk Index score.<sup>5</sup> **Table 21** illustrates each hazard EAL for the City of Clayton.

**Table 21. Expected Annual Loss (FEMA National Risk Index)**

Hazard	Population Equivalence	Building Value	Agriculture Value	Total Expected Annual Loss	Expected Annual Loss Score	Rating
Coastal Flooding (Sea Level Rise)	\$0	\$0	n/a	\$0	0.0	No Expected Annual Losses
Drought	n/a	n/a	\$469	\$469	14.7	Very Low
Earthquake	\$442,396	\$1.2 Million	n/a	\$1.6 Million	96.2	Very High
Hail (Severe Weather)	\$44	\$173	\$0	\$217	26.3	Relatively Low

<sup>4</sup> Federal Emergency Management Agency. (2023). Determining Risk. Retrieved from <https://hazards.fema.gov/nri/determining-risk>.

<sup>5</sup> Federal Emergency Management Agency. (2023). Expected Annual Loss. Retrieved from <https://hazards.fema.gov/nri/expected-annual-loss>.



Hazard	Population Equivalence	Building Value	Agriculture Value	Total Expected Annual Loss	Expected Annual Loss Score	Rating
Heat Wave (Severe Weather)	\$10,920	\$2	\$1	\$10,922	55.5	Relatively Moderate
Landslide	\$517	\$3,548	n/a	\$4,065	59.5	Relatively Moderate
Riverine Flooding (Flood)	\$13,709	\$12,885	\$0	\$26,594	51.3	Relatively Moderate
Strong Winds (Severe Weather)	\$56	\$20	\$0	\$77	5.1	Very Low
Tornado (Severe Weather)	\$1,525	\$3,755	\$0	\$5,280	15.9	Very Low
Tsunami	\$0	\$0	n/a	\$0	0.0	No Expected Annual Loss
Wildfire	\$2,181	\$78,991	\$0	\$81,172	77.6	Relatively High

*Expected annual loss scores are calculated utilizing an equation that combines values for exposure, annualized frequency, and historic loss ratios (Expected Annual Loss = Exposure x Annualized Frequency x Historic Loss Ratio).*

An EAL score and rating is calculated independently for each consequence type (i.e., buildings, population, and agriculture) for each county and Census Tract. The population EAL is measured in fatalities and injuries while the building and agriculture values are measured in dollars. However, for consistency in the unit of measurement, the population EAL was monetized into population equivalence using a value of statistical life (VSL) approach where each fatality or 10 injuries is treated as \$11.6 Million of economic loss.

**9.1.2. Social Vulnerability**

Social vulnerability, the consequence enhancing risk component of the NRI, measures the susceptibility of social groups to the adverse impacts of natural hazards, including disproportionate death, injury, loss, or disruption of livelihood. The Social Vulnerability score and rating represent the relative level of a community’s social vulnerability compared to all other communities at the same level. A higher Social Vulnerability score results in a higher Risk Index score.<sup>6</sup> **Table 22** illustrates the Social Vulnerability rating and score for City of Clayton.

**Table 22. Social Vulnerability (FEMA National Risk Index)**

Jurisdiction	Rating	Score
City of Clayton	Relatively Low	21.0

*Social Vulnerability is measured using the Social Vulnerability Index (SoVI) published by the University of South Carolina’s Hazards and Vulnerability Research Institute (HVRI).*

<sup>6</sup> Federal Emergency Management Agency. (2023). Social Vulnerability. Retrieved from <https://hazards.fema.gov/nri/social-vulnerability>.



### 9.1.3. Community Resilience

Community resilience, the consequence reduction risk component, measures the ability of a community to prepare for anticipated natural hazards, adapt to changing conditions, and withstand and recover rapidly from disruptions. The Community Resilience score and rating represent the relative level of a community’s resilience compared to all other communities at the same level. Since the score is inversely proportional to a community’s risk; the higher Community Resilience score results in a lower Risk Index score.<sup>7</sup> **Table 23** illustrates the Community Resilience rating and score for the City of Clayton.

**Table 23. Community Resilience (FEMA National Risk Index)**

Jurisdiction	Rating	Score
City of Clayton	Relatively High	66.4

*Community Resilience is measured using the Baseline Resilience Indicators for Communities (HVRI BRIC) published by the University of South Carolina’s Hazards and Vulnerability Research Institute (HVRI).*

### 9.1.4. Annualized Frequency

Annualized frequency is defined as the expected frequency or probability of a hazard occurrence per year. It is a natural hazard incidence factor for Expected Annual Loss, the natural hazards component of the National Risk Index. A higher annualized frequency value results in higher Expected Annual Loss and Risk Index scores. The annualized frequency is derived from either the number of recorded hazard occurrences each year over a given period or the modeled probability of a hazard occurrence each year (e.g., earthquake).<sup>8</sup> **Table 24** outlines the annualized frequency for each hazard, based on FEMA NRI data, for the City of Clayton.

**Table 24. Hazard Annualized Frequency (FEMA National Risk Index)**

Hazard	Period of Record	Events on Record	Annualized Frequency
Coastal Flooding <i>(Sea Level Rise)</i>	Various datasets	n/a	0.0 events per year
Drought	22 years	1,154	52.4 events per year
Earthquake	2021 dataset	n/a	0.009% chance per year
Hail <i>(Severe Weather)</i>	16 years	2	0.0 events per year
Heat Wave <i>(Severe Weather)</i>	12 years	30	1.9 events per year
Landslide	24 years	1	0.0 events per year
Riverine Flooding <i>(Flood)</i>	34 years	31	1.1 events per year
Strong Winds <i>(Severe Weather)</i>	34 years	2	0.0 events per year
Tornado <i>(Severe Weather)</i>	72 years	0	0.0 events per year
Tsunami	222 years	0	0.0 events per year
Wildfire	2021 dataset	n/a	0.0% events per year

<sup>7</sup> Federal Emergency Management Agency. (2023). Community Resilience. Retrieved from <https://hazards.fema.gov/nri/community-resilience>.

<sup>8</sup> Federal Emergency Management Agency. (2023). Annualized Frequency. Retrieved from <https://hazards.fema.gov/nri/annualized-frequency>.



## 10. HAZARD RISK RANKING

**Table 25** presents the local hazard ranking for the City of Clayton of all hazards of concern listed in **Volume 1 (Planning Area-wide Elements)** of this Plan. This ranking summarizes how hazards vary for this jurisdiction. As described in detail in **Volume 1 (Planning Area-wide Elements)** and **Appendix C** of this Annex, the ranking process involves an assessment of the likelihood of occurrence for each hazard, along with its potential impacts on people, property, and the economy. For further details on how the probability, extent, vulnerability, and impact factors in **Table 25** were calculated, please refer to **Appendix D** of this Annex.

It is important to note that the sub hazards for severe weather hazards (i.e., heavy rainfall, severe thunderstorms, strong winds/damaging winds, heat wave/extreme heat, and tornado) and flood hazards (i.e., riverine/creek flooding and urban/flash flooding) were individually ranked in the hazard risk ranking; however, flood and severe weather are each considered as the main hazard throughout this Annex and **Volume 1 (Planning Area-wide Elements)**.

**Table 25. Hazard Risk Ranking**

Hazard Event	Probability Factor	Sum of Weighted Extent Factors	Sum of Weighted Vulnerability Factors	Sum of Weighted Impact Factors	Consequence Score	Total Risk Score (Probability x Consequence)
Earthquake	2	18	17	36	71	68
Wildfire	2	15	15	27	57	56
Heavy Rainfall (Severe Weather)	3	9	14	15	38	56
Flood (Urban/Flash Flood)	2	15	12	29	56	55
Strong Winds/ Damaging Winds (Severe Weather)	3	9	11	16	36	54
Severe Thunderstorm (Severe Weather)	3	6	16	14	36	54
Utility Interruptions	3	9	7	18	34	51
Heat Wave/Extreme Heat	3	9	10	15	34	51
Drought	2	18	12	20	50	50
Flood (Riverine/Creek)	2	12	7	27	46	47
Hazardous Materials Incidents	2	15	9	16	40	41
Landslide	2	9	9	20	38	40
Climate Change	2	9	12	15	36	38
Cybersecurity Threats	2	12	7	13	32	34
Active Shooter Incidents	2	9	5	15	29	32



Hazard Event	Probability Factor	Sum of Weighted Extent Factors	Sum of Weighted Vulnerability Factors	Sum of Weighted Impact Factors	Consequence Score	Total Risk Score (Probability x Consequence)
Terrorism (Weapons of Mass Destruction)	1	18	11	27	56	31
Dam and Levee Failure	1	15	6	26	47	26
Tornado (Severe Weather)	1	6	6	14	26	16
Sea Level Rise	0	0	0	3	3	0
Tsunami	0	0	0	1	1	0

**Consequence:** Sum of all weighted factors.

**Extent:** Sum of the weighted Extent factors.

**Vulnerability:** Sum of the weighted Vulnerability factors.

**Impact:** Sum of the weighted Impact factors.

**Total Risk Score\*** = Probability x Consequence

\* Normalized to 100

### Total Risk Score Legend

Classification	Probability Factor	Extent	Vulnerability	Impact	Consequence Score	Total Risk Score
Low (L)	1	0 – 6	0 – 6	0 – 12	0 – 24	0 – 24
Medium (M)	2	7 – 12	7 – 12	13 – 26	25 – 50	25 – 54
High (H)	3	13 – 18	13 – 18	27 – 39	51 – 75	55 and above

The **legend**—specifically the assignment of low, medium, and high—provides an additional means to qualitatively assess the probability factor, sum of weighted factors, and the total risk scores for each hazard. The **Consequence Score** represents the sum of the Extent, Vulnerability, and Impact Factors. The **Total Risk Score** is a measure of Probability and Consequence.



## 11. MITIGATION ACTIONS

This section includes the mitigation actions that were developed to address identified risks and vulnerabilities to hazards identified in this Plan. This Plan serves only to recommend mitigation measures based on the potential for risk reduction and available funding. Implementation of mitigation actions is dependent on risk reduction priorities, feasibility, and available funding. It is also dependent on the cooperation and support of the jurisdiction and/or department responsible for each action item.

The City of Clayton agreed upon **32** mitigation actions that apply to the jurisdiction’s properties where they have jurisdictional responsibility and authority. Two (2) mitigation actions were completed. According to the City’s Hazard Vulnerability and Impact Assessment, the City is not vulnerable to sea level rise and tsunamis. Therefore, mitigation actions for these hazards are not required. A summary of the City’s mitigation actions status is listed in **Table 26**.

**Table 26. City of Clayton Mitigation Actions Summary**

Status		Mitigation Action Total	
Ongoing		15	
In Progress/In Work		4	
Not Started		14	
Delayed/Deferred		0	
New		0	
<b>TOTAL</b>		<b>33</b>	
Completed		2	
Deleted/No Longer Needed		0	
Mitigation Actions per Hazard			
Climate Change	8	Landslide	7
Dam and Levee Failure	1	Sea Level Rise	1
Drought	8	Severe Weather	10
Earthquake	5	Tsunami	1
Flood	13	Wildfire	8

These shared actions, some of which address all hazards, help to meet the following requirements:

- Does the Plan identify and analyze a comprehensive range of specific mitigation actions and projects for each jurisdiction being considered to reduce the effects of hazards, with emphasis on new and existing buildings and infrastructure?
- Does the Plan include one (1) or more action(s) per jurisdiction for each hazard identified within the risk assessment?

A detailed explanation of the Mitigation Strategy can be found in Chapter 5 of **Volume 1 (Planning Area-wide Elements)**.

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<b>Mitigation Action</b>	Install electric vehicles (EV) Chargers for public use at City facilities.				
<b>Action Number</b>	CL-1	<b>Year Initiated / Anticipated Year of Initiation</b>	2023	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals: 1, 2, 3, 4 Objectives: 1, 18</b>		<b>Hazard(s) Mitigated</b>	Climate Change, Drought, Severe Weather	
<b>Project Status</b>	In Progress/In Work	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Manager's Office	<b>Supporting Agency / Organization (If applicable)</b>		N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Short Term	<b>Estimated Cost</b>		Low	
<b>Potential Funding Source</b>	Local Budgeted Funds, Other, HMGP, BRIC	If Other, you <b>must</b> identify a funding source.		California Energy Commission 1% Loan	
		Please provide further detail on Potential Funding Source.		Capital Improvement Program	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			



Mitigation Action	Upgrade and implement energy efficient lighting systems at City facilities.				
Action Number	CL-2	Year Initiated / Anticipated Year of Initiation	2023	Prioritization Score	High
Goal(s) / Objective(s) Addressed	<b>Goals:</b> 1, 2, 4 <b>Objectives:</b> 1, 13, 18		Hazard(s) Mitigated	Climate Change, Drought, Severe Weather	
Project Status	In Progress/In Work	If Deleted/No Longer Needed, provide reason.		N/A	
Benefits <i>(Loss Avoided)</i>	High				
Lead Agency / Organization	City of Clayton Manager's Office		Supporting Agency / Organization <i>(If applicable)</i>	N/A	
Additional Participating Jurisdictions <i>(If applicable)</i>	N/A				
Project Duration	Short Term		Estimated Cost	Low	
Potential Funding Source	Local Budgeted Funds, Other, HMGP, BRIC		If <i>Other</i> , you <b>must</b> identify a funding source.	California Energy Commission 1% Loan	
			Please provide further detail on Potential Funding Source.	Capital Improvement Program	
Implementation Priority	High	Integration Ideas <i>(Optional)</i>			



<b>Mitigation Action</b>	Conduct a comprehensive energy audit and assess recommendations.				
<b>Action Number</b>	CL-3	<b>Year Initiated / Anticipated Year of Initiation</b>	N/A	<b>Prioritization Score</b>	N/A
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 4 <b>Objectives:</b> 1, 13, 18		<b>Hazard(s) Mitigated</b>	Climate Change, Drought, Severe Weather	
<b>Project Status</b>	Completed	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> <i>(Loss Avoided)</i>	N/A				
<b>Lead Agency / Organization</b>	City of Clayton Manager's Office		<b>Supporting Agency / Organization</b> <i>(If applicable)</i>	N/A	
<b>Additional Participating Jurisdictions</b> <i>(If applicable)</i>	N/A				
<b>Project Duration</b>	N/A		<b>Estimated Cost</b>	N/A	
<b>Potential Funding Source</b>	N/A		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	N/A	
<b>Implementation Priority</b>	N/A	<b>Integration Ideas</b> <i>(Optional)</i>			



<b>Mitigation Action</b>	Upsize the average fuel efficiency of municipal fleet through addition of alternative fuel vehicles.				
<b>Action Number</b>	CL-4	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 4, 5 <b>Objectives:</b> 2, 16, 18		<b>Hazard(s) Mitigated</b>	Climate Change, Drought, Severe Weather	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> <i>(Loss Avoided)</i>	High				
<b>Lead Agency / Organization</b>	City of Clayton Maintenance Department, City of Clayton Police Department		<b>Supporting Agency / Organization</b> <i>(If applicable)</i>	N/A	
<b>Additional Participating Jurisdictions</b> <i>(If applicable)</i>	N/A				
<b>Project Duration</b>	Ongoing	<b>Estimated Cost</b>	Medium		
<b>Potential Funding Source</b>	Local Budgeted Funds, Other, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	Marathon Petroleum Grant, Private Grants	
			Please provide further detail on Potential Funding Source.	Clayton General Fund	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> <i>(Optional)</i>			

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<b>Mitigation Action</b>	Implement an employee education program including anti-idling messages.				
<b>Action Number</b>	CL-5	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	Low
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals: 1, 3, 4 Objectives: 3, 6</b>		<b>Hazard(s) Mitigated</b>	Drought, Severe Weather	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Maintenance Department		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Ongoing		<b>Estimated Cost</b>	Low	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund (Training Budget)	
<b>Implementation Priority</b>	Low	<b>Integration Ideas (Optional)</b>			

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<b>Mitigation Action</b>	Replace diesel vehicles to electric and/or compressed natural gas (CNG) vehicles.				
<b>Action Number</b>	CL-6	<b>Year Initiated / Anticipated Year of Initiation</b>	2024	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 4, 5 <b>Objectives:</b> 2, 16, 18		<b>Hazard(s) Mitigated</b>	Climate Change, Drought, Severe Weather	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> <i>(Loss Avoided)</i>	High				
<b>Lead Agency / Organization</b>	City of Clayton Maintenance Department		<b>Supporting Agency / Organization</b> <i>(If applicable)</i>	N/A	
<b>Additional Participating Jurisdictions</b> <i>(If applicable)</i>	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	High	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> <i>(Optional)</i>			



<b>Mitigation Action</b>	Implement a Geographic Information System (GIS) and conduct an inventory of the City's existing assets.				
<b>Action Number</b>	CL-7	<b>Year Initiated / Anticipated Year of Initiation</b>	2022	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 2, 3, 5 <b>Objectives:</b> 1, 5, 6, 13, 15,		<b>Hazard(s) Mitigated</b>	Earthquake, Flood, Landslide, Wildfire	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Community Development and Engineering Departments		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Ongoing	<b>Estimated Cost</b>	Medium		
<b>Potential Funding Source</b>	Local Budgeted Funds, Other, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	Initiation funded by State Senate Bill 2 grant from the California Department of Housing and Community Development (ongoing costs to be absorbed in General Fund), State Grant	
			Please provide further detail on Potential Funding Source.	Clayton General Fund, Capital Improvement Program	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			



<b>Mitigation Action</b>	Increase healthy urban forests and promote tree planting to increase shading and absorb Carbon Dioxide.				
<b>Action Number</b>	CL-8	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals: 1, 4 Objectives: 17, 18</b>		<b>Hazard(s) Mitigated</b>	Climate Change, Drought, Landslide, Severe Weather	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Community Development Department		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Ongoing	<b>Estimated Cost</b>	Low		
<b>Potential Funding Source</b>	Local Budgeted Funds, Other, HMGP, BRIC	If Other, you <b>must</b> identify a funding source.		Private/Nonprofit Fees	
		Please provide further detail on Potential Funding Source.		Clayton General Fund – Maintenance Department (Impact fees from and landscape requirements of private and nonprofit developers), Capital Improvement Program	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			

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<b>Mitigation Action</b>	Facilitate and/or coordinate the distribution of mitigation materials prepared by others via community access television and social media.				
<b>Action Number</b>	CL-9	<b>Year Initiated / Anticipated Year of Initiation</b>	2020	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals: 1, 3, 5 Objectives: 3, 16</b>		<b>Hazard(s) Mitigated</b>	Wildfire	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Manager's Office	<b>Supporting Agency / Organization (If applicable)</b>		N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Ongoing	<b>Estimated Cost</b>		Low	
<b>Potential Funding Source</b>	Local Budgeted Funds	If Other, you <b>must</b> identify a funding source.		N/A	
		Please provide further detail on Potential Funding Source.		Clayton General Fund (Staff Time)	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			



<b>Mitigation Action</b>	Identify funding sources to purchase and install solar power and backup batteries at all City facilities.				
<b>Action Number</b>	CL-10	<b>Year Initiated / Anticipated Year of Initiation</b>	2023	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals: 1, 2, 4, 5 Objectives:</b>		<b>Hazard(s) Mitigated</b>	Climate Change, Severe Weather	
<b>Project Status</b>	In Progress/In Work	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton City Manager's Office	<b>Supporting Agency / Organization (If applicable)</b>		N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Short Term	<b>Estimated Cost</b>		High	
<b>Potential Funding Source</b>	Local Budgeted Funds, Other, HMGP, BRIC	If Other, you <b>must</b> identify a funding source.		California Energy Commission 1% Loan	
		Please provide further detail on Potential Funding Source.		Capital Improvement Program	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			

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<b>Mitigation Action</b>	Design and ultimately construct/install emergency/auxiliary power (i.e., generator) to the City Hall complex including Corporation Yard and Library building allowing the City to remain functional during a power outage or disaster. <i>(Source: City Capital Improvement Program #10447)</i>				
<b>Action Number</b>	CL-11	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	Medium
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals: 1, 2, 3, 5</b> <b>Objectives: 1, 13, 15</b>		<b>Hazard(s) Mitigated</b>	Severe Weather	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> <i>(Loss Avoided)</i>	High				
<b>Lead Agency / Organization</b>	City of Clayton Maintenance Department	<b>Supporting Agency / Organization</b> <i>(If applicable)</i>	N/A		
<b>Additional Participating Jurisdictions</b> <i>(If applicable)</i>	N/A				
<b>Project Duration</b>	Short Term	<b>Estimated Cost</b>	Medium		
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC	If Other, you <b>must</b> identify a funding source.	N/A		
		Please provide further detail on Potential Funding Source.	Clayton General Fund, Capital Improvement Program		
<b>Implementation Priority</b>	Medium	<b>Integration Ideas</b> <i>(Optional)</i>			



<b>Mitigation Action</b>	Identify funding to support City's compliance National Pollutant Discharge Elimination System (NPDES) Municipal Regional Permit (MRP) requirements for local government.				
<b>Action Number</b>	CL-12	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 5 <b>Objectives:</b> 1, 6, 9, 10		<b>Hazard(s) Mitigated</b>	Flood	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Manager's Office		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	High	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund, Staff time	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			

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<b>Mitigation Action</b>	Enhance exiting sanitary sewer mains to prevent potential sewer overflows in areas adjacent to Mount Diablo Creek. (Source: City Capital Improvement Program Project #10422)				
<b>Action Number</b>	CL-13	<b>Year Initiated / Anticipated Year of Initiation</b>	N/A	<b>Prioritization Score</b>	N/A
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 5 <b>Objectives:</b> 1, 6, 9, 10		<b>Hazard(s) Mitigated</b>	Landslide	
<b>Project Status</b>	Completed	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> (Loss Avoided)	N/A				
<b>Lead Agency / Organization</b>	City of Clayton Manager's Office		<b>Supporting Agency / Organization</b> (If applicable)	N/A	
<b>Additional Participating Jurisdictions</b> (If applicable)	N/A				
<b>Project Duration</b>	N/A		<b>Estimated Cost</b>	N/A	
<b>Potential Funding Source</b>	N/A		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	N/A	
<b>Implementation Priority</b>	N/A	<b>Integration Ideas</b> (Optional)			



<b>Mitigation Action</b>	Conduct study into seismic adequacy of City's Corporation Yard.				
<b>Action Number</b>	CL-14	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 5 <b>Objectives:</b> 1, 2, 6, 13, 15		<b>Hazard(s) Mitigated</b>	Earthquake	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> <i>(Loss Avoided)</i>	High				
<b>Lead Agency / Organization</b>	City of Clayton Community Development Department		<b>Supporting Agency / Organization</b> <i>(If applicable)</i>	N/A	
<b>Additional Participating Jurisdictions</b> <i>(If applicable)</i>	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	High	
<b>Potential Funding Source</b>	Local Budgeted, Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund, Staff time	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> <i>(Optional)</i>			



<b>Mitigation Action</b>	Conduct study into seismic adequacy of the City's Library.				
<b>Action Number</b>	CL-15	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 5 <b>Objectives:</b> 1, 2, 6, 13, 15		<b>Hazard(s) Mitigated</b>	Earthquake	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> <i>(Loss Avoided)</i>	High				
<b>Lead Agency / Organization</b>	City of Clayton Community Development Department		<b>Supporting Agency / Organization</b> <i>(If applicable)</i>	N/A	
<b>Additional Participating Jurisdictions</b> <i>(If applicable)</i>	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	High	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund, Staff time	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> <i>(Optional)</i>			



<b>Mitigation Action</b>	Conduct study into seismic adequacy of historic Keller House.				
<b>Action Number</b>	CL-16	<b>Year Initiated / Anticipated Year of Initiation</b>	2024	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 5 <b>Objectives:</b> 1, 2, 6, 13, 15		<b>Hazard(s) Mitigated</b>	Earthquake	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Community Development Department		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	High	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			

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<b>Mitigation Action</b>	Provide sandbags and plastic sheeting to property owners and tenants prior to rainstorms.				
<b>Action Number</b>	CL-17	<b>Year Initiated / Anticipated Year of Initiation</b>	2022	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals: 1, 2, 3, 5 Objectives: 1, 3</b>		<b>Hazard(s) Mitigated</b>	Flood	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Maintenance Department	<b>Supporting Agency / Organization (If applicable)</b>		N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Ongoing	<b>Estimated Cost</b>		Medium	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC	If Other, you <b>must</b> identify a funding source.		N/A	
		Please provide further detail on Potential Funding Source.	Clayton General Fund (currently pays for sand and bags for residents, businesses in wet season)		
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			

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<b>Mitigation Action</b>	Encourage private business and private property owners to participate in acquisition and relocation programs for areas within floodplains as funding opportunities become available.				
<b>Action Number</b>	CL-18	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 5 <b>Objectives:</b> 1, 3, 15, 16, 17		<b>Hazard(s) Mitigated</b>	Flood	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Long Term		<b>Estimated Cost</b>	Low	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund, Staff time	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			



<b>Mitigation Action</b>	Continue participation in the Federal Emergency Management Agency (FEMA) National Flood Insurance Program (NFIP).				
<b>Action Number</b>	CL-19	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 5 <b>Objectives:</b> 1, 3, 5, 6, 7, 15, 16		<b>Hazard(s) Mitigated</b>	Flood	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	N/A				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Ongoing	<b>Estimated Cost</b>		Low	
<b>Potential Funding Source</b>	Local Budgeted Funds	If Other, you <b>must</b> identify a funding source.		N/A	
		Please provide further detail on Potential Funding Source.		Clayton General Fund, Staff Time	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			

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<b>Mitigation Action</b>	Conduct watershed study of runoff and drainage systems to predict areas of insufficient capacity in the storm drain and natural creek system.				
<b>Action Number</b>	CL-20	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 5 <b>Objectives:</b> 1, 3, 5, 6, 7, 15, 16		<b>Hazard(s) Mitigated</b>	Flood	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Long Term		<b>Estimated Cost</b>	Medium	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Capital Improvement Program, Clayton General Fund	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			



<b>Mitigation Action</b>	Ensure storm drains and creeks are free of obstructions while retaining appropriate vegetation in the channel to allow for the free flow of water.				
<b>Action Number</b>	CL-21	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 5 <b>Objectives:</b> 1, 6, 9, 10, 17		<b>Hazard(s) Mitigated</b>	Flood	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Maintenance Department		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Ongoing	<b>Estimated Cost</b>		N/A	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Capital Improvement Program	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			



Mitigation Action	Identify funding for stream gauges along Mount Diablo Creek.				
Action Number	CL-22	Year Initiated / Anticipated Year of Initiation	2026	Prioritization Score	Medium
Goal(s) / Objective(s) Addressed	Goals: 1, 2, 3, 5 Objectives: 1, 6, 9, 10		Hazard(s) Mitigated	Flood	
Project Status	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
Benefits (Loss Avoided)	High				
Lead Agency / Organization	City of Clayton Manager's Office		Supporting Agency / Organization (If applicable)	N/A	
Additional Participating Jurisdictions (If applicable)	N/A				
Project Duration	Short Term		Estimated Cost	High	
Potential Funding Source	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund	
Implementation Priority	Medium	Integration Ideas (Optional)			



<b>Mitigation Action</b>	Improve drainage flow through pavement resurfacing and treatment on various streets.				
<b>Action Number</b>	CL-23	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 4, 5 <b>Objectives:</b> 1, 2, 10, 13		<b>Hazard(s) Mitigated</b>	Flood	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department, City of Clayton City Manager's Office		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Long Term		<b>Estimated Cost</b>	High	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Capital Improvement Program	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			

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<b>Mitigation Action</b>	Require new development near floodways to incorporate a buffer zone or setback from that floodway to allow for changes in stormwater flows in the watershed over time.				
<b>Action Number</b>	CL-24	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 4 <b>Objectives:</b> 1, 5, 7, 10, 12, 14, 17		<b>Hazard(s) Mitigated</b>	Flood	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Ongoing	<b>Estimated Cost</b>	Low		
<b>Potential Funding Source</b>	Local Budgeted Funds	If Other, you <b>must</b> identify a funding source.		N/A	
		Please provide further detail on Potential Funding Source.	Private development permitting and impact fees		
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			

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<b>Mitigation Action</b>	Clean out debris basin located in Geological Hazard Abatement District (GHAD) easement behind golf course and single-family lots. (Source: Capital Improvement Program Project #10343)				
<b>Action Number</b>	CL-25	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals: 1, 2, 3 Objectives: 1, 10</b>		<b>Hazard(s) Mitigated</b>	Flood	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> (Loss Avoided)	High				
<b>Lead Agency / Organization</b>	City of Clayton Maintenance Department		<b>Supporting Agency / Organization</b> (If applicable)	N/A	
<b>Additional Participating Jurisdictions</b> (If applicable)	N/A				
<b>Project Duration</b>	Long Term		<b>Estimated Cost</b>	Medium	
<b>Potential Funding Source</b>	Local Budgeted Funds		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Capital Improvement Program, Fees assessed to owners of property in the Geologic Hazard Abatement District (GHAD)	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> (Optional)			

2024 Hazard Mitigation Plan  
 Contra Costa County, California



<b>Mitigation Action</b>	Clean out creeks, improve access to creek banks, reinforce creek banks, repair adjacent trails where needed, and replace riparian vegetation. (Source: Capital Improvement Program Project # 10370)				
<b>Action Number</b>	CL-26	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 5 <b>Objectives:</b> 1, 10, 17		<b>Hazard(s) Mitigated</b>	Flood	
<b>Project Status</b>	In Progress/In Work	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> (Loss Avoided)	High				
<b>Lead Agency / Organization</b>	City of Clayton Maintenance Department		<b>Supporting Agency / Organization</b> (If applicable)	N/A	
<b>Additional Participating Jurisdictions</b> (If applicable)	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	High	
<b>Potential Funding Source</b>	Local Budgeted Funds		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund, Capital Improvement Program	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> (Optional)			



<b>Mitigation Action</b>	Enhance and manage the oak/grassland savanna open space parcels Citywide. These parcels provide wildfire protection for the City by creating a low-fuel buffer zone between open space and developed neighborhoods. These parcels require management to prevent noxious and invasive plants from invading and taking over the grassland savanna. Noxious and invasive plants provide higher fuel loading and deplete the buffer protecting developed neighborhoods. (Source: Capital Improvement Program Project #10446)				
<b>Action Number</b>	CL-27	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3 <b>Objectives:</b> 1, 13, 17		<b>Hazard(s) Mitigated</b>	Wildfire	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> (Loss Avoided)	High				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department, City of Clayton Maintenance Department		<b>Supporting Agency / Organization</b> (If applicable)	N/A	
<b>Additional Participating Jurisdictions</b> (If applicable)	N/A				
<b>Project Duration</b>	Ongoing	<b>Estimated Cost</b>		High	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	Clayton General Fund, Capital Improvement Program	
			Please provide further detail on Potential Funding Source.		
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> (Optional)			

2024 Hazard Mitigation Plan  
 Contra Costa County, California



<b>Mitigation Action</b>	Identify “model” properties within the community and region within the Wildland Urban Interface (WUI) area showing defensible space and structural survivability.				
<b>Action Number</b>	CL-28	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3 <b>Objectives:</b> 1, 3, 5, 7		<b>Hazard(s) Mitigated</b>	Wildfire	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> <i>(Loss Avoided)</i>	Medium				
<b>Lead Agency / Organization</b>	City of Clayton Community Development Department		<b>Supporting Agency / Organization</b> <i>(If applicable)</i>	N/A	
<b>Additional Participating Jurisdictions</b> <i>(If applicable)</i>	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	Low	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Capital Improvement Program, Clayton General Fund	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> <i>(Optional)</i>			



<b>Mitigation Action</b>	Continue implementation of defensible space vegetation program.				
<b>Action Number</b>	CL-29	<b>Year Initiated / Anticipated Year of Initiation</b>	2021	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3 <b>Objectives:</b> 1, 3, 5, 7, 17		<b>Hazard(s) Mitigated</b>	Wildfire	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Maintenance Department		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Long Term		<b>Estimated Cost</b>	Medium	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC, Other		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund, Capital Improvement Program	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			

2024 Hazard Mitigation Plan  
Contra Costa County, California



<b>Mitigation Action</b>	Install oversized sprinkler in Wildland Urban Interface (WUI) medians to assist with wildfire response.				
<b>Action Number</b>	CL-30	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals: 1, 2, 3 Objectives: 1, 14</b>		<b>Hazard(s) Mitigated</b>	Wildfire	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits (Loss Avoided)</b>	High				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department (Landscape Districts)		<b>Supporting Agency / Organization (If applicable)</b>	N/A	
<b>Additional Participating Jurisdictions (If applicable)</b>	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	High	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Clayton General Fund, Capital Improvement Program	
<b>Implementation Priority</b>	High	<b>Integration Ideas (Optional)</b>			

2024 Hazard Mitigation Plan  
Contra Costa County, California



<b>Mitigation Action</b>	Underground overhead utility lines. (Source: Capital Improvement Program Project #10397)				
<b>Action Number</b>	CL-31	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3 <b>Objectives:</b> 1, 12,15		<b>Hazard(s) Mitigated</b>	Wildfire	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> (Loss Avoided)	High				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department		<b>Supporting Agency / Organization</b> (If applicable)	N/A	
<b>Additional Participating Jurisdictions</b> (If applicable)	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	High	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Capital Improvement Program	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> (Optional)			

2024 Hazard Mitigation Plan  
 Contra Costa County, California



<b>Mitigation Action</b>	Stabilize and/or repair large slope moving adjacent to single-family houses and streets in Eagle Peak Subdivision. (Source: Capital Improvement Program Project #10347A)				
<b>Action Number</b>	CL-32	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 3 <b>Objectives:</b> 3, 5, 12, 15		<b>Hazard(s) Mitigated</b>	Landslide	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> (Loss Avoided)	High				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department		<b>Supporting Agency / Organization</b> (If applicable)	N/A	
<b>Additional Participating Jurisdictions</b> (If applicable)	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	Medium	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Capital Improvement Program, Geological Hazard Abatement District (GHAD) property owner assessments	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> (Optional)			

2024 Hazard Mitigation Plan  
 Contra Costa County, California



<b>Mitigation Action</b>	Stabilize and/or repair small slope pop-out in the Keller Ridge Drive Area adjacent to single-family homes. (Source: Capital Improvement Program Project #10348)				
<b>Action Number</b>	CL-33	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals: 1, 3</b> <b>Objectives: 3, 5, 12, 15</b>		<b>Hazard(s) Mitigated</b>	Landslide	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> (Loss Avoided)	High				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department		<b>Supporting Agency / Organization</b> (If applicable)	N/A	
<b>Additional Participating Jurisdictions</b> (If applicable)	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	Medium	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Capital Improvement Program, Geological Hazard Abatement District (GHAD) property owner assessments	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> (Optional)			

2024 Hazard Mitigation Plan  
 Contra Costa County, California



<b>Mitigation Action</b>	Repair landslides at Community Park that occurred above field #3 (uppermost field). <i>(Source: Capital Improvement Program Project # 10349)</i>				
<b>Action Number</b>	CL-34	<b>Year Initiated / Anticipated Year of Initiation</b>	2026	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 3 <b>Objectives:</b> 3, 5, 12, 15		<b>Hazard(s) Mitigated</b>	Landslide	
<b>Project Status</b>	Not Started	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> <i>(Loss Avoided)</i>	High				
<b>Lead Agency / Organization</b>	City of Clayton Engineering Department		<b>Supporting Agency / Organization</b> <i>(If applicable)</i>	N/A	
<b>Additional Participating Jurisdictions</b> <i>(If applicable)</i>	N/A				
<b>Project Duration</b>	Short Term		<b>Estimated Cost</b>	Medium	
<b>Potential Funding Source</b>	Local Budgeted Funds, HMGP, BRIC		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	Capital Improvement Program, Geologic Hazard Abatement District (GHAD) property owner assessments	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> <i>(Optional)</i>			



<b>Mitigation Action</b>	Actively participate in the Hazard Mitigation Plan maintenance protocols outlined in Volume 1 of the Contra Costa County Hazard Mitigation Plan.				
<b>Action Number</b>	CL-35	<b>Year Initiated / Anticipated Year of Initiation</b>	2024	<b>Prioritization Score</b>	High
<b>Goal(s) / Objective(s) Addressed</b>	<b>Goals:</b> 1, 2, 3, 4, 5 <b>Objectives:</b> 3, 8, 16		<b>Hazard(s) Mitigated</b>	Climate Change, Dam and Levee Failure, Drought, Earthquake, Flood, Landslide, Sea Level Rise, Severe Weather, Tsunami, Wildfire	
<b>Project Status</b>	Ongoing	If Deleted/No Longer Needed, provide reason.		N/A	
<b>Benefits</b> <i>(Loss Avoided)</i>	Low				
<b>Lead Agency / Organization</b>	City of Clayton Community Development Department		<b>Supporting Agency / Organization</b> <i>(If applicable)</i>	N/A	
<b>Additional Participating Jurisdictions</b> <i>(If applicable)</i>	N/A				
<b>Project Duration</b>	Ongoing		<b>Estimated Cost</b>	Low	
<b>Potential Funding Source</b>	Local Budgeted Funds		If Other, you <b>must</b> identify a funding source.	N/A	
			Please provide further detail on Potential Funding Source.	General Fund (Staff Time)	
<b>Implementation Priority</b>	High	<b>Integration Ideas</b> <i>(Optional)</i>			



## APPENDIX A. HAZARD MAPS

The following hazards were mapped for the City of Clayton – earthquakes, floods, landslides, and wildfires.

- **Figure 1** illustrates the liquefaction susceptibility, which helps assess potential damage from earthquakes in the City.
- **Figure 2** illustrates the City of Clayton Special Flood Hazard Area (SFHZ), including each Flood Zone, and the 500-year floodplain. Flood Insurance Rate Maps (FIRMs) show the flood zones, floodplain boundaries, and Base Floor Elevation (BFE) and are used for floodplain management, flood insurance ratings, and to determine flood insurance requirements. FIRMs show areas with a 1% chance of flooding each year, commonly known as the 100-year floodplains, and are illustrated as the SFHA.<sup>9</sup> The 500-year floodplains show areas with a 0.2% chance of flooding each year.
- **Figure 3** illustrates landslide susceptibility in the City. Landslide susceptibility maps describe the relative likelihood of future land sliding based solely on the intrinsic properties of a location or site. There are three (3) site factors that most determine susceptibility – prior failure, rock or soil strength, and steepness of slope.<sup>10</sup>
- **Figure 4** illustrates the California Fire Hazard Severity Zones (FHSZ) in the State Responsibility Area (SRA) within the City.

<sup>9</sup> Federal Emergency Management Agency. (2017). Flood Insurance Study: Contra Costa County, California and Incorporated Areas. Retrieved from <https://www.contracosta.ca.gov/DocumentCenter/View/77626/Volumes-I-V?bidId=>.

<sup>10</sup> California Department of Conservation. (n.d.). Landslides. Retrieved from <https://www.conservation.ca.gov/cgs/landslides>.



Figure 1. Liquefaction Susceptibility (Earthquake)

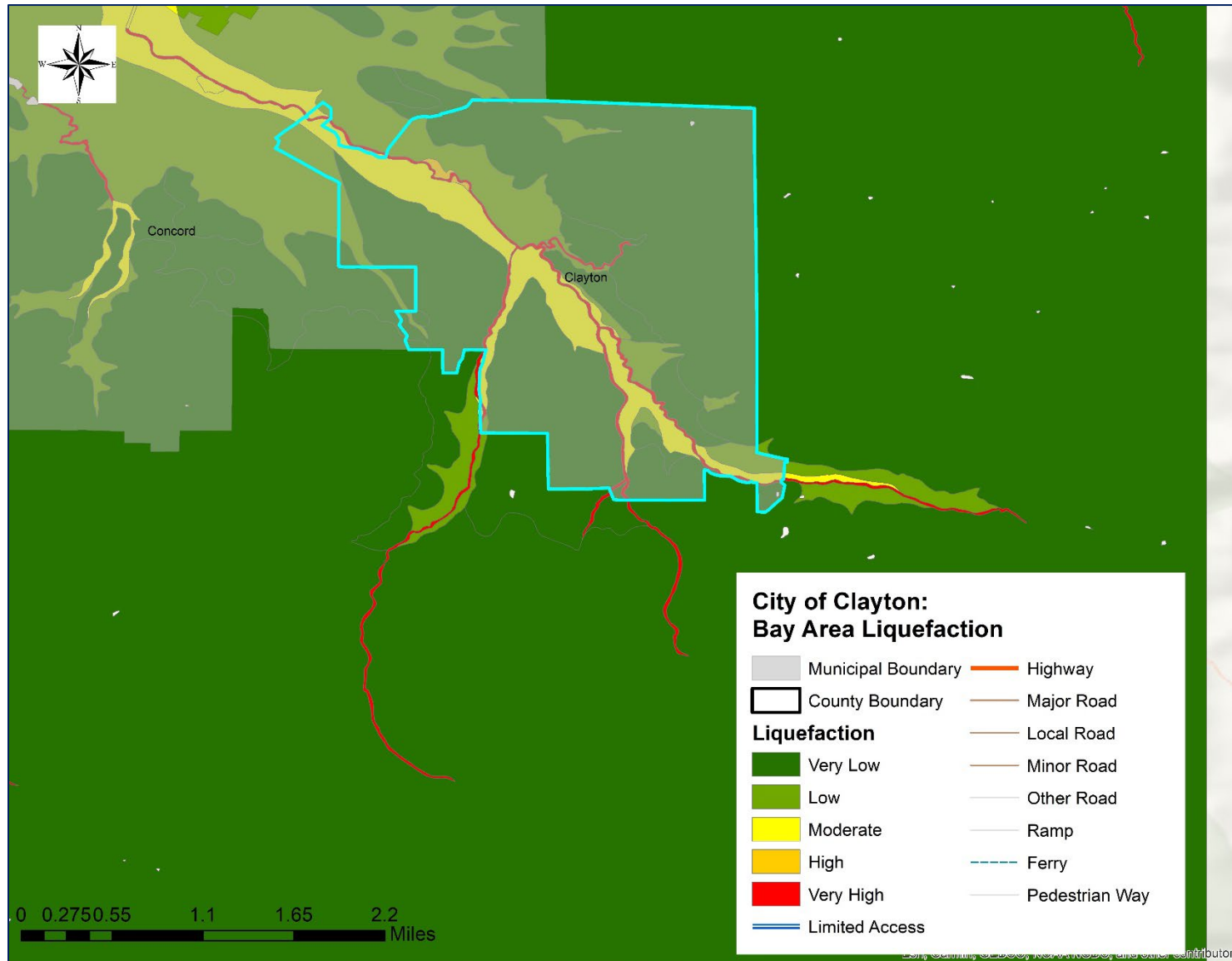




Figure 2. Special Flood Hazard Area

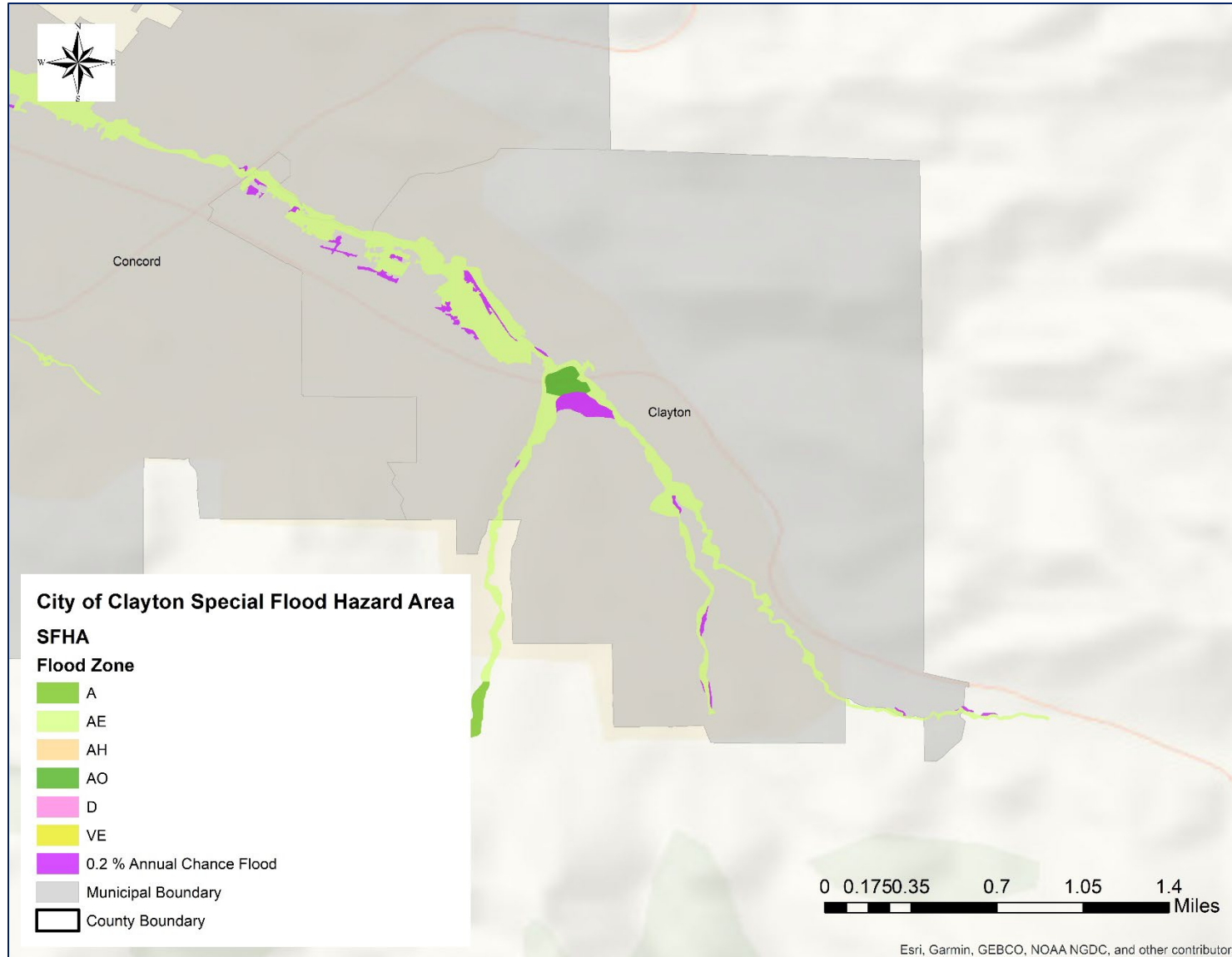




Figure 3. Landslide Susceptibility

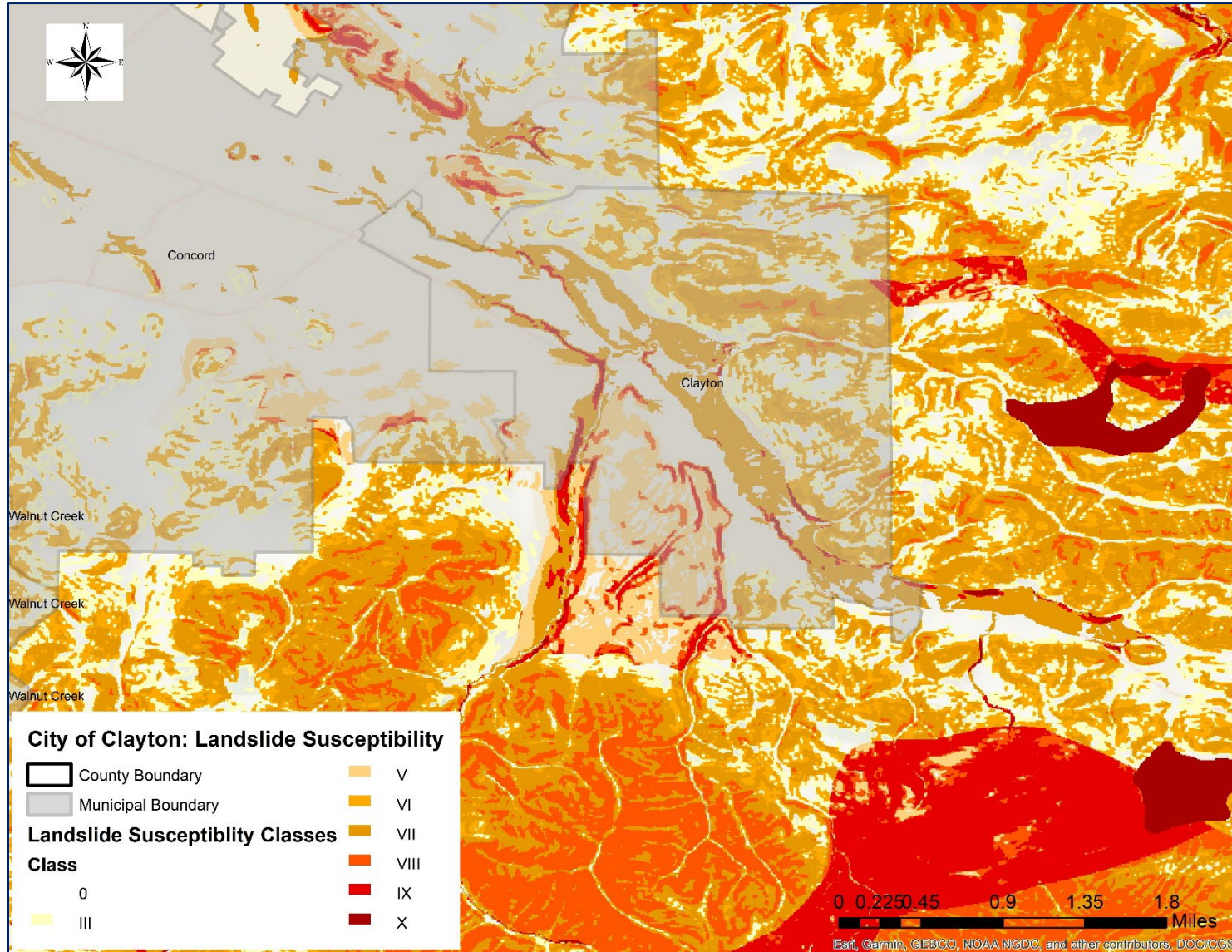
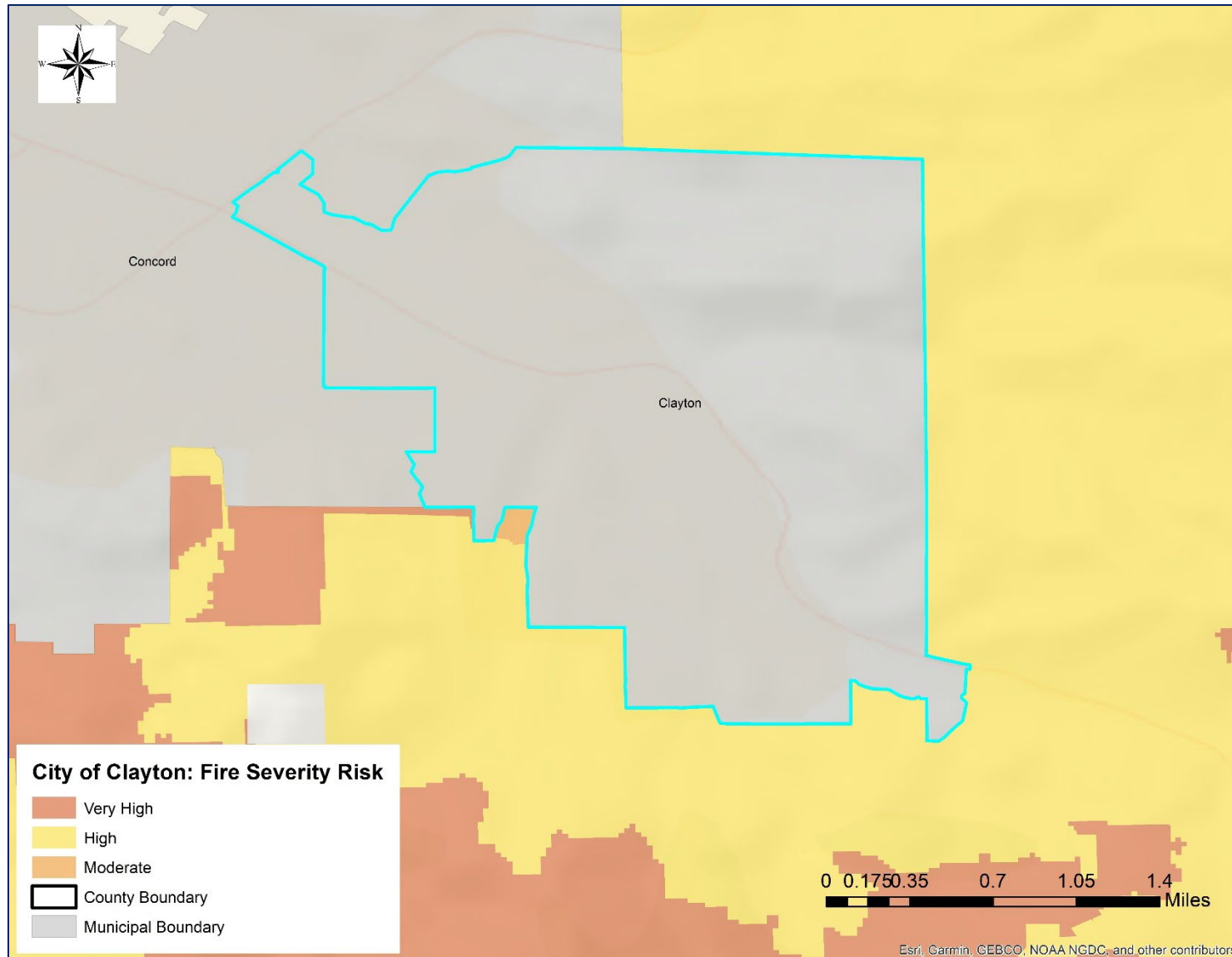




Figure 4. Fire Hazard Severity Zones





## APPENDIX B. STAKEHOLDER AND PUBLIC ENGAGEMENT

The mitigation planning process promotes awareness of hazard risks and continues the conversation about the community's safety and resilience. A hazard mitigation plan generates additional community support when it accurately reflects the values and priorities of the community which will lead to successfully implementing the mitigation actions and projects identified in this Plan.

Federal regulations for mitigation plan approval require that stakeholders and the general public are given opportunities to be involved in the plan's development and update process. Input from community members can strengthen the content and outcomes of the hazard mitigation plan. Furthermore, the Plan must state continued public engagement as the Plan is carried out during its lifetime. A public outreach strategy outlines what the community intends to achieve throughout the outreach efforts. Additionally, it identifies who to involve in the process, and how and when to effectively engage the community. Contra Costa County and the City of Clayton worked together to ensure that the stakeholder and public engagement was meaningful and productive. Refer to **Volume 1 (Planning Area-wide Elements)** for further information on how stakeholders and the general public were given opportunities to be involved throughout the planning process. However, every plan participant employed a slightly tailored engagement strategy that suits the community's demographics, including the underserved population, and needs in addition to the lead jurisdiction's engagement strategy.

City of Clayton stakeholders and the public were given a number of opportunities to be involved throughout the planning process. Opportunities were provided via a public survey, in person and virtual public meetings, and public engagement activities to review the Plan draft (i.e., public comment period). The public meetings allowed the County to introduce the Plan update, identify additional hazards of concern that should be included, if any, and to provide input for the various mitigation measures intended to eliminate or reduce the negative impact to those hazards. Language translation assistance in Spanish was available in all public meetings. The public survey asked community representatives and members of the public to rate each of the hazards in terms of perceived risk. Furthermore, they were asked to rate "mitigation importance" for each of the identified hazards in the Plan. The information gathered from this survey was used to inform the hazard risk prioritization process, and to ensure the Plan adequately addressed the public's concerns and priorities. The survey was available in English, Spanish, Tagalog, Traditional Chinese, and Simplified Chinese. A total of 17 respondents that lived in the City and three (3) that worked in the City participated in the survey. Please refer to **Volume 1 (Planning Area-wide Elements)** for further information and supporting documentation of the public meetings and public survey.

### *How Public Input was Incorporated into the Plan*

Information and feedback gained through the public survey, public meetings, and public comment period provided valuable data to validate and confirm the risk assessment findings and potential mitigation strategies. Specifically, feedback from the public offered during the public meetings offered greater insights into the public's concerns regarding specific hazards and their impacts. The public also offered specific initiatives they felt would create greater resiliency for the City and its residents.

Survey results helped validate the hazards included in the Plan, the hazard ranking process, and areas where the County and jurisdictions could further improve outreach and education efforts. Open-ended responses, specifically regarding their experience with damages from past hazards, helped to validate hazard-specific impact data in *Chapter 4 (Hazard Identification and Risk Assessment)* of **Volume 1 (Planning Area-wide Elements)**. These, and related findings, helped the County and City Core Planning Team determine meaningful mitigation projects.



After the public comment period ended, no public feedback was received for the City of Clayton Annex. However, in order to keep the Plan current after it is approved, the City will ensure that the public continues to be involved in the Plan and how it is carried out. Refer to Section B.2 of this Annex for further details on continued public engagement.

**B.1. Public Comment Period**

Once the draft Plan was completed, the public was given an opportunity to review and provide comments on the County Hazard Mitigation Plan, including the City of Clayton’s Annex, prior to submitting the Plan to the State and FEMA. The countywide public comment period began on April 22, 2024, and went on through May 31, 2024. Prior to the public comment period, the Contra Costa County Core Planning Team conducted a strategy meeting with all plan participants (i.e., City of Clayton) that served as a brainstorming session and helped determine the public outreach goals and proper outreach methods for the public comment period. Subsequently, the City of Clayton Core Planning Team developed a public outreach strategy that meets the City’s unique needs of the community to engage stakeholders and the public during the public comment period. The City ensured equitable outreach by targeting Contra Costa County’s vulnerable communities, including the younger (under 18 years old) and elderly (over 65 years old) population, individuals with limited English proficiency, and those with access and functional needs.

The City of Clayton Local Planning Team coordinated with its stakeholders to ensure that the public had an opportunity to learn about the Plan, mitigation actions planned for their community, and ways to get involved in the planning process. Outreach to the Clayton community involved a combination of in person, printed, and digital media starting on April 20, 2024, through the end of the public comment period on May 31, 2024. To ensure equitable outreach a calendar was created to strategize and map all events.

**Public Comment Outreach Calendar**

April 2024		
Date	Saturday, April 20 <sup>th</sup>	Saturday, April 27 <sup>th</sup> Sunday, April 28 <sup>th</sup>
Event Name	Annual Clayton Cleans Up Event	Clayton Business and Community Association Art & Wine Festival
Location	Clayton City Hall 6000 Heritage Trail Martinez, CA 94517	Clayton Town Center
Outreach Method	Community Event	Community Event
Outreach Purpose	Inform	Inform
Targeted Population	Age (Elderly and Younger), Community Service groups	Countywide, Age (Elderly), Local business owners and patrons
Accommodations Provided	Weekend Event, Spanish outreach available	Weekend Event, Spanish outreach available



<b>May 2024</b>	
<b>Date</b>	<b>Tuesday, May 7<sup>th</sup></b>
<b>Event Name</b>	Clayton City Council Presentation
<b>Location</b>	Hoyer Hall, Clayton Community Library 6125 Clayton Road Clayton, CA 94517
<b>Outreach Method</b>	Presenting to Governing Body
<b>Outreach Purpose</b>	Inform
<b>Targeted Population</b>	Citywide
<b>Accommodations Provided</b>	Virtual Option, After Hours



*April 20, 2024 – Annual Clayton Cleans Up Event*

The Annual Clayton Cleans Up Event is a local day of volunteerism open to the public on Saturday. City staff hosted a table to share information on the Contra Costa County Hazard Mitigation Plan, including the City's Annex, opportunities to review and provide feedback on the Plan, and the community's local hazards. Information was available in English and Spanish.





*April 27, 2024 and April 28, 2024 – Clayton Business and Community Association Art & Wine Festival*

The Art & Wine Festival was open to the public on Saturday and Sunday. Printed handouts were available in English and Spanish at the Contra Costa Clean Water Program table during the two (2) day event. The event is regional; therefore, the event reached several thousand attendees.






**May 7, 2024 – City Council Meeting**

The City Council Meeting was held in person with a virtual option, after hours (7:00 PM) on a weekday. The City’s Community Development Director conducted a presentation on the Contra Costa County Hazard Mitigation Plan, including the City of Clayton’s Annex, and gave options to review and provide feedback on the Plan. Virtual attendees were able to access the Plan via a QR Code that was provided in the presentation and handouts were available to those attending the meeting in person. All City Council meetings are open to the general public. Below are portions of the agenda and presentation; however, the entire agenda packet with slide deck can be found via the following link:

<https://claytonca.gov/fc/agendas/council/2024/050724.pdf>.

  
**CITY OF CLAYTON**  
 CLAYTON CITY COUNCIL  
 REGULAR MEETING AGENDA  
 Tuesday, May 7, 2024  
 7:00 p.m.  
 Hoyer Hall, Clayton Community Library  
 6123 Clayton Road, Clayton, CA 94517  
 Zoom Videoconference and Call-In:  
 Webinar: <https://us02web.zoom.us/j/342918961>  
 Telephone: 1 + (866) 800 - 9129 Webinar ID: 813 4281 8951

Kim Trupiano, Vice Mayor      Jim Diaz, Mayor      Peter Cloven, Councilmember  
 Holly Tillman, Councilmember      Jeff Wan, Councilmember

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1. **CALL TO ORDER AND ROLL CALL**

2. **PLEDGE OF ALLEGIANCE**

3. **PUBLIC COMMENT ON NON -AGENDA ITEMS**  
*Members of the public may address the City Council on non-agendized items within the Council's jurisdiction. To ensure an orderly meeting and an equal opportunity for everyone, each speaker is limited to three (3) minutes, or the time established by the Mayor. 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 other agenda items will be allowed when each item is considered by the Council.*

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4. **CONSENT CALENDAR**  
*Consent Calendar items are typically routine in nature and are considered for approval by one single motion. Members of the Council, audience, or Staff wishing an item removed from the Consent Calendar for purpose of public comment, question, discussion, or alternative action may request so through the Mayor.*

a. Approval of Meeting Minutes  
 i. April 16, 2024  
 ii. April 30, 2024  
 (City Clerk)  
(Time)

b. Adopt a Resolution renewing the authorization to invest monies in the Local Agency Investment Fund ("LAIF") in accordance with Section 16420.1 of the California Government Code. LAIF is a pooled investment fund managed by the State of California Treasures Office. (City Manager)  
(Time)

c. Adopt a Resolution accepting the Playground Mat Replacement at The Grove performed by SPEC as complete; approving the Notice of Completion and directing the City Clerk to record same with the County Recorder; and authorizing the payment of all retained funds to SPEC 35 days after recording the Notice of Completion. (Community Development Director)  
(Time)

d. Adopt a Resolution making findings and declaring pursuant to Government Code section 54221 that certain real property located near the intersection of Clayton Road and Peacock Creek Drive comprising 1 acre of assessor's parcel no. 118-370-077 and 4 acres of assessor's parcel no. 118-020-011 is non-exempt surplus land, authorizing the City Manager to comply with the Surplus Land Act. (Community Development Director)  
(Time)

e. Adopt a Resolution ordering the levying of a Special Tax for Fiscal Year 2024/25 within the High Street Permanent Road Division for the repayment of funds advanced for the reconstruction of the bridge and future maintenance. (City Engineer)  
(Time)

f. Adopt a Resolution confirming the levy of assessments for Fiscal Year 2024/25 within the Lyda Lane Sewer Assessment District for the repayment of bonds issued for the construction of municipal sanitary sewers. (City Engineer)  
(Time)

City Council Agenda      May 7, 2024      Page 2

g. Adopt a Resolution ordering the levying of a Special Tax for Fiscal Year 2024/25 within the Oak Street Permanent Road Division for the future maintenance and administration. (City Engineer)  
(Time)

h. Adopt a Resolution confirming the levying of assessments for Fiscal Year 2024/25 within the Oak Street Sewer Assessment District for the repayment of bonds issued for the construction of municipal sanitary sewers. (City Engineer)  
(Time)

i. Approve an agreement with Waraner Brothers Tree service, for annual weed abatement services on City-owned public properties within the Landscape Maintenance District, for a term of May 1, 2024 through April 30, 2025, with an option for three (3) one-year extensions, for a total of four years. (Maintenance Supervisor)  
(Time)

6. **RECOGNITIONS AND PRESENTATIONS**

a. Proclamation Honoring Ed Moresi

b. Prescribed Fire Presentation (Mount Diablo State Park)

c. Countywide 2024 Local Hazard Mitigation Plan (Community Development Director)  
(Time)

6. **REPORTS**

a. City Manager / Staff  
 • Link to ClearGov Transparency Portal:  
<https://cleargov.com/california/contra-costa/city/clayton/checkbook>

7. **PUBLIC HEARINGS**  
 (There are no Public Hearings scheduled for this meeting.)

8. **ACTION ITEMS**

a. Authorize the City Manager to execute Amendment No. 1 to the City of Clayton's Professional Services Agreement with Theirs Engineering & Associates for City Engineering Services which will extend the term of the agreement by one year from June 30, 2024 to June 30, 2025. (City Engineer)  
(Time)

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b. Provide staff with direction on restriping Mountaire Parkway between Marsh Creek Road and Mountaire Circle (south, swim pool) from four to two traffic lanes. (City Engineer)  
(Time)

9. **COUNCIL ITEMS** – Limited to Council requests and directives for future meetings.

10. **COUNCIL REPORTS**

11. **ADJOURNMENT**  
 The next regularly scheduled meeting of the City Council will be May 21, 2024.

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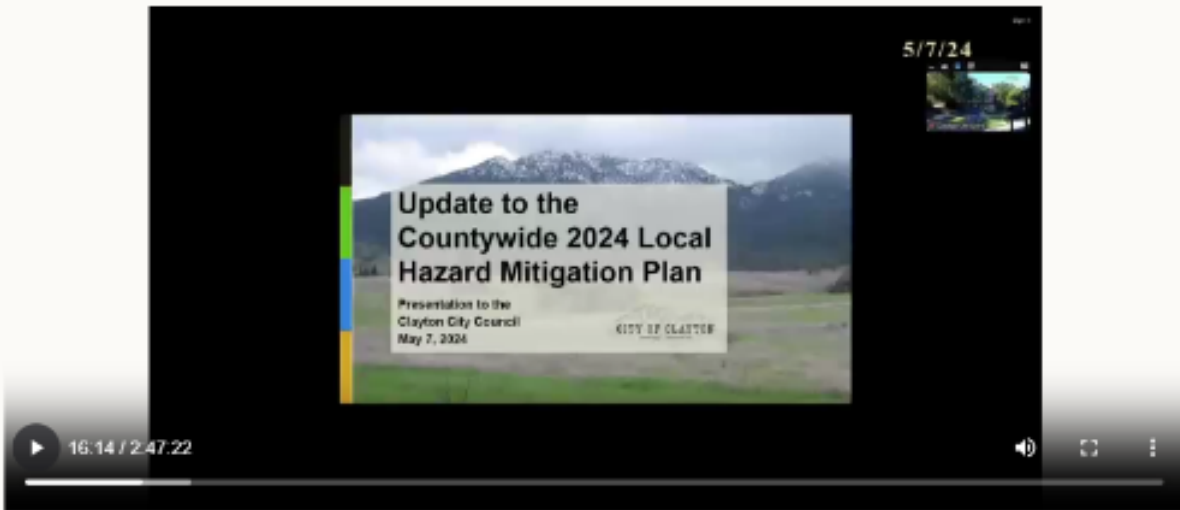


## City Council Meeting 05-07-24

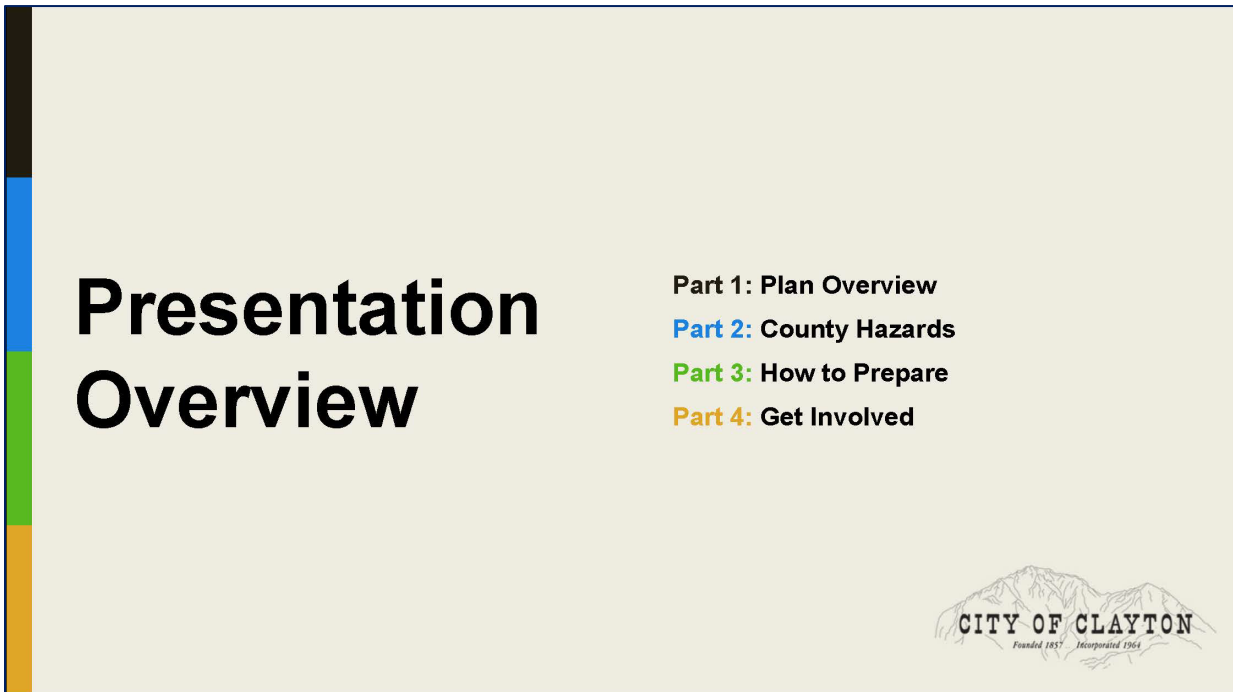


1. CALL TO ORDER AND ROLL CALL

## City Council Meeting 05-07-24



1. CALL TO ORDER AND ROLL CALL





The logo for the City of Clayton, featuring a stylized mountain range and the text "CITY OF CLAYTON" with "Founded 1857" and "Incorporated 1964" below it.

## Get Involved in the Planning Process

-  Read the plan!
-  Comment!
-  Share what you learned!



SCAN ME

Check the County Website at <https://www.contracosta.ca.gov/6415/Local-Hazard-Mitigation-Plan> for more information.

A photograph of a river flowing through a lush green landscape with large, mature trees in the foreground and background.



**Printed Materials**

Two (2) different types of materials were created specifically for the public comment period. The trifold (Figure B-1) contains information on the planning process, the top three (3) hazards in the County, ways to prepare, and ways to get involved in the planning process. A full-page flyer (Figure B-2) was created with information on the planning process, ways to get involved, and ways to prepare. Both the trifold and full-page flyer were distributed in English and Spanish at public meetings and outreach events. Printed materials are especially helpful to communities with limited English proficiency as the materials include a visual component.

**Figure B-1 Trifold (English and Spanish)**

**Prepare for Disasters**

Pack your emergency kit and keep it in an accessible place. Each member of your household and pet should have a kit.

Make an emergency plan with everyone in your household.

Practice your plan and check your emergency kit at least twice a year.

Consider getting hazard specific insurance. More info: [insurance.ca.gov](https://insurance.ca.gov)

Sign up to receive emergency alerts at: [CWSAlerts.com](https://CWSAlerts.com)

**To learn more, visit:**

Ready [ready.gov](https://ready.gov) CITY OF CLAYTON [claytonca.gov](https://claytonca.gov)

**Do you know your local hazards?**

Contra Costa County has many identified natural and human caused hazards.

Which ones affect your area?

**Prepare for Disasters**

Pack your emergency kit and keep it in an accessible place. Each member of your household and pet should have a kit.

Make an emergency plan with everyone in your household.

Practice your plan and check your emergency kit at least twice a year.

Consider getting hazard specific insurance. More info: [insurance.ca.gov](https://insurance.ca.gov)

Sign up to receive emergency alerts at: [CWSAlerts.com](https://CWSAlerts.com)

**To learn more, visit:**

Ready [ready.gov](https://ready.gov) CITY OF CLAYTON [claytonca.gov](https://claytonca.gov)

**Do you know your local hazards?**

Contra Costa County has many identified natural and human caused hazards.

Which ones affect your area?

**Prepárese para los Desastres**

Empaque su kit de emergencia y manténgalo en un lugar accesible. Cada miembro de su hogar y mascota debe tener un kit.

Haga un plan de emergencia con todos los miembros de su hogar.

Practique su plan y revise su kit de emergencia al menos dos veces al año.

Considere obtener un seguro contra riesgos como terremotos o inundaciones. Para más información: [insurance.ca.gov](https://insurance.ca.gov)

Regístrese para recibir alertas de emergencia. Visite: [CWSAlerts.com](https://CWSAlerts.com)

**Para obtener más información, visite:**

Ready [ready.gov/es](https://ready.gov/es) CITY OF CLAYTON [claytonca.gov](https://claytonca.gov)

**¿Conoce sus riesgos?**

Se han identificado 21 riesgos de origen natural y humano en el condado de Contra Costa.

¿Sabe cuáles le afectan?

**El Plan Local de Mitigación de Riesgos**

El Plan Local de Mitigación de Riesgos (LHMP) es un plan que se actualiza cada 5 años e identifica las prioridades de mitigación y riesgos para el condado. El proceso de planificación incluye:

- Trabajar con ciudades y agencias gubernamentales para identificar riesgos importantes en cada comunidad.
- Desarrollar acciones de mitigación para cada riesgo.
- Solicitar comentarios públicos. Ahora que tenemos un borrador queremos su opinión!

Como parte del proceso de planificación del LHMP, se identificaron 21 riesgos naturales y causados por humanos en el condado de Contra Costa. Estos riesgos cubren todo el condado y pueden ser clasificados de manera diferente para cada agencia y ciudad que participe en el desarrollo del plan. A continuación se detallan los tres que presentan mayor riesgo en la ciudad de Clayton.

- Terremotos**: Los terremotos son movimientos rápidos de la tierra.
- Incendios Forestales**: Los incendios forestales son incendios no planificados que ocurren en zonas silvestres. En nuestro condado existe un alto riesgo en la interfaz entre ciudades y áreas silvestres.
- Fuertes Lluvias**: Fuerte precipitación en forma de lluvia o por el derretimiento de nieve, también pueden aumentar el riesgo de deslizamientos de tierra e inundaciones río abajo.

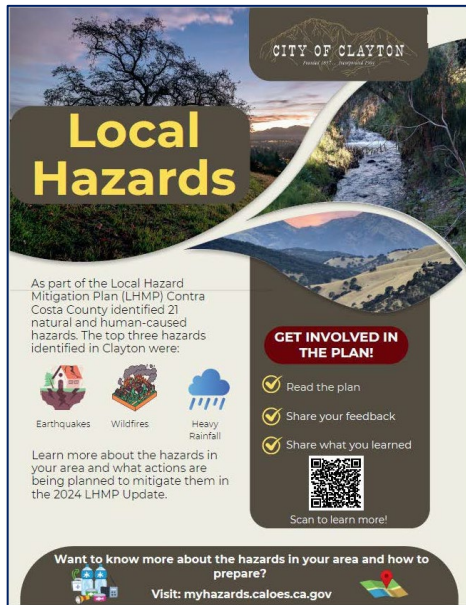
**¡Involúcrese en el Plan!**

- LEA EL PLAN**: Léalo aquí!
- COMPARTA SU OPINIÓN**: Llene la encuesta, la puede encontrar en el sitio web del condado.
- COMPARTA LO QUE APRENDIÓ**: ¡Comparta el plan y lo que aprendió con sus amigos y seres queridos!

¡lea el plan en el sitio web del condado!



Figure B-2 Local Hazard Flyer (English and Spanish)



Throughout the month of May, flyers and trifold informational handouts in English and Spanish were posted on three (3) community noticing boards in City Hall, the Clayton Community Library and Hoyer Hall (community room), and Ohm’s Board in Clayton Town Center (downtown). Additionally, the printed materials were placed inside the lobby of the Library and community room, the Police Department and Community Development Department permit/facility rental counters at City Hall, and, to staff and residents of the Diamond Terrace Assisted Living Facility.

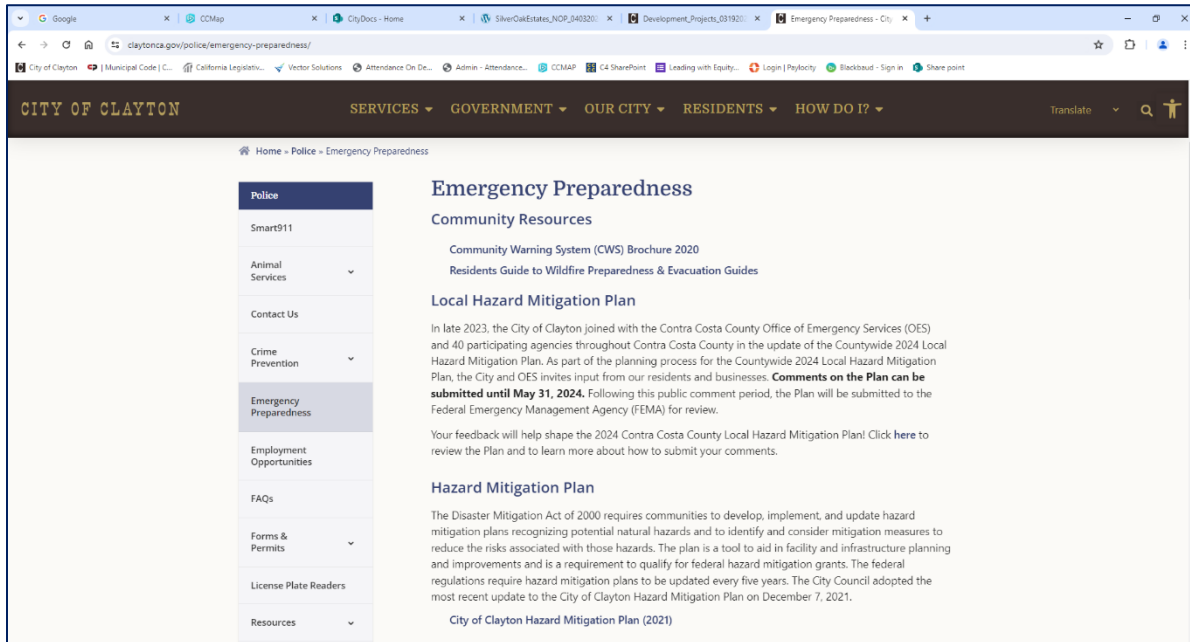


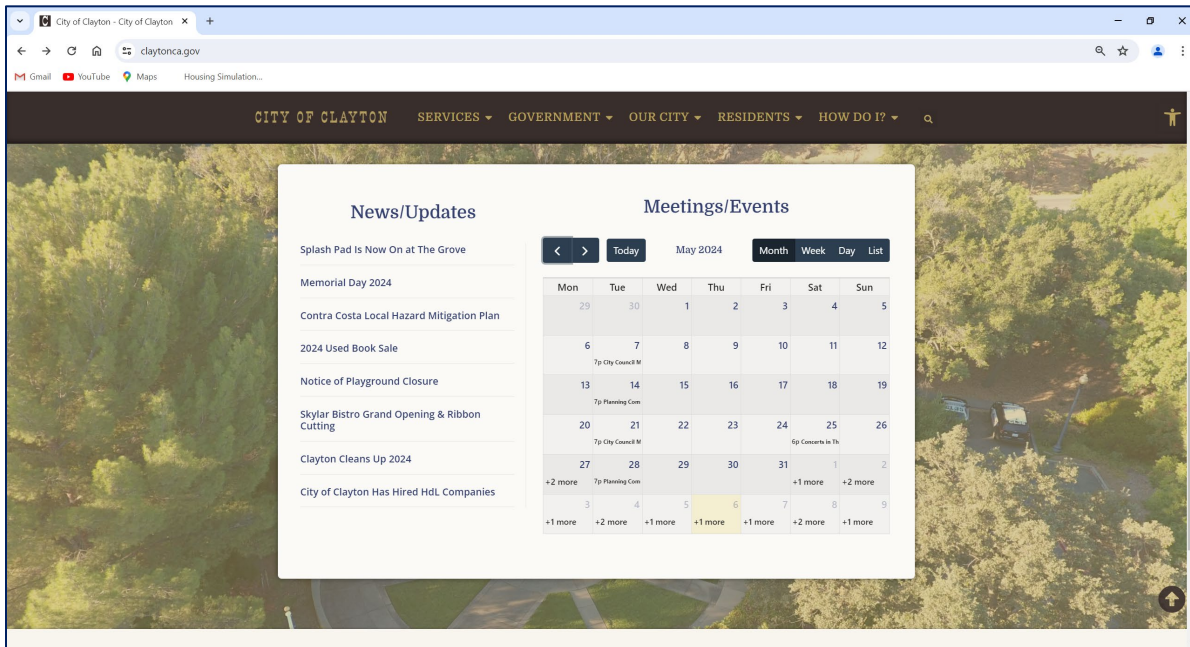




City Website

Announcements providing opportunity to comment on the Contra Costa County Hazard Mitigation Plan and the City's Annex were posted, in English and Spanish, under the City News section of the City homepage and the Clayton Police Department/Emergency Preparedness webpage starting on April 24, 2024. The website served as a central place which allowed all residents, stakeholders, and partners in the City of Clayton to review and provide feedback on the County's Hazard Mitigation Plan and the City's Annex, and thus promoted more public comment.





**Social Media Posts**

Public comment period announcements were disseminated through the City’s Facebook and Nextdoor on April 25, 2024, and May 27, 2024. Membership between the two (2) social media pages exceeds 7,500 consisting of residents and local business owners.





**Stakeholder Engagement**

Due to the size of the Plan (the Base Plan and 40 annexes), some stakeholders would receive the same invitation a significant amount of times. For a more productive outreach and to avoid overwhelming stakeholders, Contra Costa County sent a single invitation to all the countywide stakeholders via e-mail. However, each plan participant was required to cross-reference the countywide list and identify the stakeholders that applied specifically to their jurisdiction. Not only did this help ensure that a comprehensive list was compiled as part of the stakeholder engagement, but it assisted each plan participant identify any additional stakeholders that may have not been on the list. **Table 27** outlines the stakeholders the City of Clayton identified and provided an opportunity to review and provide feedback on the draft Plan and Annex, via the countywide stakeholders e-mail.

**Table 27. City of Clayton Specific Stakeholders List**

Local and Regional Agencies	
Cal OES	Contra Costa County Library
CalFire	Contra Costa County Mosquito and Vector Control District
California Department of Social Services	Contra Costa County Office of Communication and Media
California Highway Patrol	Contra Costa County Office of the Sheriff
Contra Costa County Administrator’s Office	Contra Costa Water District
Contra Costa County Animal Services Department	East Bay Regional Park District
Contra Costa County Department of Information Technology	National Weather Service
Contra Costa County Department of Public Works	Tri Delta Transit
Contra Costa County Health Services	
Agencies that have the Authority to Regulate Development	
Contra Costa County Department of Conservation Development	Contra Costa Local Agency Formation Commission
Neighboring Communities	
City of Concord	
Nonprofit Organizations	
American Red Cross	Independent Living Resources – Solano and Contra Costa Counties
Contra Costa County Crisis Center - 211	
Businesses, Academia, and Other Private Organizations	
County Connection Transportation and Link Paratransit Services	Pacific Gas & Electric
Food Bank of Contra Costa and Solano	

Refer to **Volume 1 (Planning Area-wide Elements)** for a full list of the countywide stakeholders.



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## B.2. Continued Public Engagement

To ensure continued public engagement, Contra Costa County and the City of Clayton will ensure the Plan is available in the County's Hazard Mitigation Plan webpage after it has been approved to allow the public an opportunity to provide continual feedback and input. As future needs and concerns arise, or if the public would like to provide feedback regarding the latest version of the Plan and the City's Annex, the public is invited to use the comment form, which is provided on the website, to provide comments.

**County Hazard Mitigation Webpage:** [contracosta.ca.gov/6415/Local-Hazard-Mitigation-Plan](https://contracosta.ca.gov/6415/Local-Hazard-Mitigation-Plan)

**Comment Form:** [survey.alchemer.com/s3/7792090/CommentFormContraCostaCountyHMP](https://survey.alchemer.com/s3/7792090/CommentFormContraCostaCountyHMP)

The City of Clayton will continue to work with Contra Costa County and stakeholders to ensure that the public has an opportunity to learn about the Plan, mitigation actions planned for their communities, and ways to get involved. Hazard mitigation will be a part of the City's community outreach strategy to include, but not limited to, public meetings, community events, social media, and public surveys throughout the year. Furthermore, the City of Clayton will continue to ensure equitable outreach by working with other departments, non-profits, and agencies that work with underserved communities throughout the County.



## APPENDIX C. HAZARD RISK ASSESSMENT METHODOLOGY

As part of the Contra Costa County Office of Emergency Services (OES), the risk assessment identifies the natural, human-caused, and technological hazards that have potential impacts on all or portions of the County. Hazard identification, historical occurrences, and risk modeling (where applicable and available for specific hazards) information was collected from multiple sources including, but not limited to:

- Environmental Systems Research Institute (Esri)
- Federal Emergency Management Agency (FEMA)
- National Centers for Environmental Information (NCEI)
- National Weather Services (NWS)
- United States Geological Survey (USGS)
- Local repositories

This information was analyzed to assess the risk and vulnerability of people, property, the environment, and the jurisdiction's essential operations from these hazards. Furthermore, a risk ranking was performed for the hazards of concern described in this Plan. The risk ranking is an important step in developing an action plan, as it allows jurisdictions to compare the risk factors from one hazard to another. That comparison provides critical information to use in selecting hazard mitigation actions and their priorities. This process is not only intended to help focus actions on the hazards with the highest ranking, but also to ensure that jurisdictions are aware of the hazards that ranked low yet still pose significant risk.

In order to provide an informed and comprehensive ranking of the hazards addressed in this Plan, a number of factors were considered: probability, extent, vulnerability, and impact. The sum of all the weighted factors for the extent, vulnerability, and impact categories was combined into a final consequence score. Probability multiplied by consequence resulted in a total risk score for each hazard.

**Extent + Vulnerability + Impact = Consequence**

**Consequence x Probability = Total Risk Score**

These results were determined by following a data driven quantitative assessment, reviewing, and ranking local knowledge from local subject matter experts, and developing other risk elements by the Core Planning Team based on the data collected. These elements were then aggregated to inform the analysis.

At the fundamental level, consequence is an assessment of the potential impact(s) if the hazard incident actually occurs. In this assessment, the consequence of an event (or the impact) will be interdependent on the following factors:

- Vulnerabilities (i.e., social, physical, and community conditions)
- Capabilities and capacities
- Mitigation



- Characteristics of the hazard event (i.e., magnitude, scale)

The frequency/probability of the hazard is not included in assessing the consequence because without the event, there is no consequence or impact.

### C.1. Probability of Occurrence

The probability of occurrence of a hazard is indicated by a probability factor based on the likelihood of annual occurrence. Numerical probability factors were assigned as follows.

**Table 28** outlines the probability of occurrence factors used in the risk assessment calculations for this Plan. A significant hazard event is defined as any hazard occurrence that directly or indirectly damages structures or infrastructure, impedes normal business operations, and/or is likely to cause serious or fatal injuries.

**Table 28. Probability of Occurrence**

Probability	Description	Probability Factor
High	Significant hazard event is likely to occur annually.	3
Medium	Significant hazard event is likely to occur within 25 years.	2
Low	Significant hazard event is likely to occur within 100 years.	1
Unlikely	There is little to no probability of significant occurrence, or the recurrence interval is greater than every 100 years.	0

The assessment of hazard frequency is generally based on past hazard events in the area and professional judgment of local subject matter experts.

### C.2. Extent Factors

Extent was assessed in two (2) categories – extent/intensity potential and catastrophic probability of the hazard. Numerical extent factors were assigned as follows.

#### C.2.1. Extent/Intensity Factor

Extent is defined as the range of anticipated intensities of the identified hazards. This category is most commonly expressed using various scientific scales (e.g., Saffir-Simpson, Enhanced Fujita, Modified Mercalli). Extent/Intensity Factors are hazard-specific and are detailed in each hazard profile. **Table 29** outlines the extent/intensity factors used in the risk assessment calculations for this Plan.

**Table 29. Extent/Intensity Factor**

Probability	Description	Extent Factor
High	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a high-intensity incident.	3
Medium	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a medium-intensity incident.	2
Low	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a low-intensity incident.	1
Unlikely	Historical and/or probabilistic models/studies for this hazard indicate the possibility of little to no intensity.	0



### C.2.2. Catastrophic Factor

The probability that a hazard could be catastrophic. Catastrophes are defined as significant incidents that cause sudden and great harm or destruction. **Table 30** outlines the catastrophic factors used in the risk assessment calculations for this Plan.

**Table 30. Catastrophic Factor**

Probability	Description	Extent Factor
High	Catastrophic hazard event is likely to occur at least once in 10 years.	3
Medium	Catastrophic hazard event is likely to occur at least once between 11 and 50 years.	2
Low	Catastrophic hazard event is likely to occur at least once in 51 or more years.	1
No Impact	Virtually no probability that this hazard could be catastrophic.	0

Each category was assigned a weighting factor to reflect its significance, consistent with this typically used for measuring the benefits of hazard mitigation actions – a weighting factor of three (3) was assigned for *Extent/Intensity* and its potential for *Catastrophe*.

### C.3. Vulnerability Factors

Vulnerabilities were assessed in three (3) categories – population exposure, property exposure, and exposure based on changes in development. Numerical vulnerability factors were assigned as follows.

#### C.3.1. Population Exposure Factor

Population exposure values were assigned based on the percentage of the total population exposed to the hazard event. **Table 31** outlines the population exposure factors used in the risk assessment calculations for this Plan.

**Table 31. Population Exposure Factor**

Probability	Description	Vulnerability Factor
High	30% or more of the population is exposed to the hazard.	3
Medium	15% to 29% of the population is exposed to the hazard.	2
Low	14% or less of the population is exposed to the hazard.	1
No Vulnerability	None of the population is exposed to the hazard.	0

#### C.3.2. Property Exposure Factor

Property exposure values were assigned based on the percentage of the total property value exposed to the hazard event. **Table 32** outlines the property exposure factors used in the risk assessment calculations for this Plan.



**Table 32. Property Exposure Factor**

Probability	Description	Vulnerability Factor
High	25% or more of the total assessed property value is exposed to the hazard.	3
Medium	10% to 24% of the total assessed property value is exposed to a hazard.	2
Low	9% or less of the total assessed property value is exposed to a hazard.	1
No Vulnerability	None of the total assessed property value is exposed to a hazard.	0

**C.3.3. Changes in Development**

Changes in development in the past five (5) years have increased or decreased the community’s vulnerability/exposure to the hazard. **Table 33** outlines the changes in development factors used in the risk assessment calculations for this Plan.

**Table 33. Changes in Development Factor**

Probability	Description	Vulnerability Factor
High	Changes in development have increased the vulnerability/exposure of the community to the hazard by 10% or more.	3
Medium	Changes in development have increased the vulnerability/exposure of the community to the hazard between 5% and 9%.	2
Low	Changes in development have increased the vulnerability/exposure of the community to the hazard by 4% or less.	1
No Vulnerability	Changes in development had no effect and/or have decreased the vulnerability/exposure of the community to the hazard.	0

Each category was assigned a weighting factor to reflect the significance, consistent with those typically used for measuring the benefits of hazard mitigation actions – a weighting factor of three (3) was assigned for *Population Exposure*, and a weighting factor of one (1) was assigned for *Property Exposed* and *Changes in Development*.

**C.4. Impact Factors**

Hazard impacts were assessed in eight (8) categories – population and life/safety, underserved/equity, property damages, economic, environmental, essential operations, future development, and climate change. Numerical impact factors were assigned as follows.

**C.4.1. Population and Life Safety Factor**

Population and life safety values were assigned based on the best available data (historical and probabilistic) for people vulnerable to the hazard event and whether the affected population is likely to experience adverse impacts from the hazard incident. **Table 34** outlines the population and life safety factors used in the risk assessment calculations for this Plan.



**Table 34. Population and Life Safety Factor**

Probability	Description	Impact Factor
High	Populations exposed to this hazard are likely to experience significant adverse impacts, such as fatalities and severe injuries.	3
Medium	Populations exposed to this hazard are likely to experience some adverse impacts, such as injuries requiring acute medical care.	2
Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1
No Impact	Populations exposed to this hazard are not likely to experience significant adverse impacts.	0

**C.4.2. Underserved/Equity Factor**

Underserved/equity values were assigned based on the best available data for underserved populations vulnerable to the hazard event and whether the affected population is likely to experience adverse/disproportionate impacts from the hazard incident resulting in greater disparity in equity. **Table 35** outlines the underserved/equity factors used in the risk assessment calculations for this Plan.

**Table 35. Underserved/Equity Factor**

Probability	Description	Impact Factor
High	Underserved populations exposed to the hazard are likely to experience significant adverse/disproportionate impacts, such as fatalities and severe injuries.	3
Medium	Underserved populations exposed to the hazard are likely to experience some adverse/disproportionate impacts, such as injuries requiring acute medical care.	2
Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1
No Impact	Underserved populations exposed to the hazard are not likely to experience significant adverse/disproportionate impacts.	0

**C.4.3. Property Damage Factor**

Property damage values were assigned based on the expected total property damage incurred from a hazard incident. It is important to note that values represent estimates of the loss from a major incident based on historical data or probabilistic models/studies. **Table 36** outlines the property damage factors used in the risk assessment calculations for this Plan.

**Table 36. Property Damage Factor**

Probability	Description	Impact Factor
High	More than \$5 Million in property damages is expected from a single major hazard event, or damages are expected to occur to 15% or more of the property value within the jurisdiction.	3
Medium	More than \$500,000 but less than \$5 Million in property damages is expected from a single major hazard event, or damages are expected to occur to more than 5% but less than 15% of the property value within the jurisdiction.	2



Probability	Description	Impact Factor
Low	Less than \$500,000 in property damages is expected from a single major hazard event or less than 5% of the property value within the jurisdiction.	1
No Impact	Little to no property damage is expected from a single major hazard event.	0

**C.4.4. Economic Factor**

An estimation of the impact, expressed in terms of dollars, on the local economy is based on a loss of business revenue, crops, worker wages, and local tax revenues or on the impact on the local gross domestic product (GDP). **Table 37** outlines the economic factors used in the risk assessment calculations for this Plan.

**Table 37. Economic Factor**

Probability	Description	Impact Factor
High	Where the total economic impact is likely to be greater than \$10 Million.	3
Medium	Total economic impact is likely to be greater than \$500,000, but less than or equal to \$10 Million.	2
Low	Total economic impact is not likely to be greater than \$100,000.	1
No Impact	Virtually no significant economic impact.	0

**C.4.5. Environmental Factor**

An estimate of the environmental impact from a major hazard event requiring outside resources and support; and/or repair, clean-up, restoration, and/or preservation work. **Table 38** outlines the environmental factors used in the risk assessment calculations for this Plan.

**Table 38. Environmental Factor**

Probability	Description	Impact Factor
High	Environmental impact from a single major hazard event is likely to be significant, requiring extensive outside resources and support; and/or repair, clean-up, restoration, and/or preservation work.	3
Medium	Environmental impact from a single major hazard event is likely to be localized, requiring some outside resources and support; and/or repair, clean-up, restoration, or preservation work.	2
Low	Environmental impact from a single major hazard event is likely to be minimal, requiring little to no outside resources and support, and/or minimal repair, clean-up, restoration, or preservation work.	1
No Impact	No environmental impacts from a single major hazard event are likely.	0

**C.4.6. Essential Operations Factors**

The essential operations factor is the impact on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community after a single major hazard event. **Table 39** outlines the essential operations factors used in the risk assessment calculations for this Plan.



**Table 39. Essential Operations Factor**

Probability	Description	Impact Factor
High	Impact greater than 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	3
Medium	Impact between 24 and 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	2
Low	Impact less than 24 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	1
No Impact	No impact on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	0

**C.4.7. Future Development Factor**

The future development factor is the potential that future development will have on increasing or decreasing the impact/consequence of the hazard. **Table 40** outlines the future development factors used in the risk assessment calculations for this Plan.

**Table 40. Future Development Factor**

Probability	Description	Impact Factor
High	Future development trends will significantly increase the impact/consequence of this hazard.	3
Medium	Future development trends will increase the impact/consequence of this hazard, but not significantly.	2
Low	Future development trends will minimally increase impact/consequence of this hazard.	1
No Impact	Future development trends will not increase the impact/consequence of the hazard, and/or may even decrease the impact/consequence of this hazard.	0

**C.4.8. Climate Change Factor**

The potential that climate change will increase the risk of the hazard (i.e., type, location, and range of anticipated intensities of the hazard and impacts). **Table 41** outlines the climate change factors used in the risk assessment calculations for this Plan.

**Table 41. Climate Change Factor**

Probability	Description	Impact Factor
High	Climate Change trends will significantly increase the risk of this hazard and its impacts.	3
Medium	Climate Change trends will increase the risk of this hazard and its impacts, but not significantly.	2
Low	Climate Change trends will minimally increase the risk of this hazard and its impacts.	1
No Impact	Climate change trends will not increase the risk of the hazard and its impacts.	0



Each category was assigned a weighting factor to reflect its significance, consistent with those typically used for measuring the benefits of hazard mitigation actions – a weighting factor of three (3) was assigned for *Population and Life Safety*, and *Underserved/Equity*, and a weighting factor of two (2) was assigned for *Property Damage*. A weighting factor of one (1) was assigned for *Economic, Environmental, Essential Operations, Future Development, and Climate Change*.



## APPENDIX D. HAZARD RISK RANKING DETAILS

### D.1. Probability of Occurrence

Hazard Event	Probability of Occurrence		Probability Factor	Weighted Factor
Climate Change	Medium	Significant hazard event is likely to occur within 25 years.	2	N/A
Dam and Levee Failure	Low	Significant hazard event is likely to occur within 100 years.	1	N/A
Drought	Medium	Significant hazard event is likely to occur within 25 years.	2	N/A
Earthquake	Medium	Significant hazard event is likely to occur within 25 years.	2	N/A
Flood (Riverine/Creek)	Medium	Significant hazard event is likely to occur within 25 years.	2	N/A
Flood (Urban/Flash Flood)	Medium	Significant hazard event is likely to occur within 25 years.	2	N/A
Heat Wave/Extreme Heat (Severe Weather)	High	Significant hazard event is likely to occur annually.	3	N/A
Heavy Rainfall (Severe Weather)	High	Significant hazard event is likely to occur annually.	3	N/A
Landslide	Medium	Significant hazard event is likely to occur within 25 years.	2	N/A
Sea Level Rise	Unlikely	There is little to no probability of significant occurrence, or the recurrence interval is greater than every 100 years.	0	N/A
Severe Thunderstorm (Severe Weather)	High	Significant hazard event is likely to occur annually.	3	N/A
Strong Winds/ Damaging Winds (Severe Weather)	High	Significant hazard event is likely to occur annually.	3	N/A
Tornado (Severe Weather)	Low	Significant hazard event is likely to occur within 100 years.	1	N/A
Tsunami	Unlikely	There is little to no probability of significant occurrence, or the recurrence interval is greater than every 100 years.	0	N/A
Wildfire	Medium	Significant hazard event is likely to occur within 25 years.	2	N/A
Active Shooter Incidents	Medium	Significant hazard event is likely to occur within 25 years.	2	N/A
Cybersecurity Threats	Medium	Significant hazard event is likely to occur within 25 years.	2	N/A
Hazardous Materials Incidents	Medium	Significant hazard event is likely to occur within 25 years.	2	N/A



Hazard Event	Probability of Occurrence		Probability Factor	Weighted Factor
Terrorism (Weapons of Mass Destruction)	Low	Significant hazard event is likely to occur within 100 years.	1	N/A
Utility Interruptions	High	Significant hazard event is likely to occur annually.	3	N/A

## D.2. Extent Factors

Hazard Event	Extent Factor	Extent		Extent Factor	Weighted Factor
Climate Change	<i>Extent/Intensity</i>	Medium	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a medium-intensity incident.	2	6
	<i>Catastrophic</i>	Low	Catastrophic hazard event is likely to occur at least once in 51 or more years.	1	3
Dam and Levee Failure	<i>Extent/Intensity</i>	High	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a high-intensity incident.	3	9
	<i>Catastrophic</i>	Medium	Catastrophic hazard event is likely to occur at least once between 11 and 50 years.	2	6
Drought	<i>Extent/Intensity</i>	High	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a high-intensity incident.	3	9
	<i>Catastrophic</i>	High	Catastrophic hazard event is likely to occur at least once in 10 years.	3	9
Earthquake	<i>Extent/Intensity</i>	High	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a high-intensity incident.	3	9
	<i>Catastrophic</i>	High	Catastrophic hazard event is likely to occur at least once in 10 years.	3	9
Flood (Riverine/Creek)	<i>Extent/Intensity</i>	Medium	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a medium-intensity incident.	2	6
	<i>Catastrophic</i>	Medium	Catastrophic hazard event is likely to occur at least once between 11 and 50 years.	2	6
Flood (Urban/Flash Flood)	<i>Extent/Intensity</i>	High	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a high-intensity incident.	3	9
	<i>Catastrophic</i>	Medium	Catastrophic hazard event is likely to occur at least once between 11 and 50 years.	2	6

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Hazard Event	Extent Factor	Extent		Extent Factor	Weighted Factor
Heat Wave/Extreme Heat (Severe Weather)	<b>Extent/Intensity</b>	Medium	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a medium-intensity incident.	2	6
	<b>Catastrophic</b>	Low	Catastrophic hazard event is likely to occur at least once in 51 or more years.	1	3
Heavy Rainfall (Severe Weather)	<b>Extent/Intensity</b>	Medium	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a medium-intensity incident.	2	6
	<b>Catastrophic</b>	Low	Catastrophic hazard event is likely to occur at least once in 51 or more years.	1	3
Landslide	<b>Extent/Intensity</b>	Medium	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a medium-intensity incident.	2	6
	<b>Catastrophic</b>	Low	Catastrophic hazard event is likely to occur at least once in 51 or more years.	1	3
Sea Level Rise	<b>Extent/Intensity</b>	Unlikely	Historical and/or probabilistic models/studies for this hazard indicate the possibility of little to no intensity.	0	0
	<b>Catastrophic</b>	Unlikely	Virtually no probability that this hazard could be catastrophic.	0	0
Severe Thunderstorm (Severe Weather)	<b>Extent/Intensity</b>	Low	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a low-intensity incident.	1	3
	<b>Catastrophic</b>	Low	Catastrophic hazard event is likely to occur at least once in 51 or more years.	1	3
Strong Winds/ Damaging Winds (Severe Weather)	<b>Extent/Intensity</b>	Medium	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a medium-intensity incident.	2	6
	<b>Catastrophic</b>	Low	Catastrophic hazard event is likely to occur at least once in 51 or more years.	1	3
Tornado (Severe Weather)	<b>Extent/Intensity</b>	Low	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a low-intensity incident.	1	3
	<b>Catastrophic</b>	Low	Catastrophic hazard event is likely to occur at least once in 51 or more years.	1	3
Tsunami	<b>Extent/Intensity</b>	Unlikely	Historical and/or probabilistic models/studies for this hazard indicate the possibility of little to no intensity.	0	0
	<b>Catastrophic</b>	Unlikely	Virtually no probability that this hazard could be catastrophic.	0	0



Hazard Event	Extent Factor	Extent		Extent Factor	Weighted Factor
Wildfire	<i>Extent/Intensity</i>	High	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a high-intensity incident.	3	9
	<i>Catastrophic</i>	Medium	Catastrophic hazard event is likely to occur at least once between 11 and 50 years.	2	6
Active Shooter Incidents	<i>Extent/Intensity</i>	Medium	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a medium-intensity incident.	2	6
	<i>Catastrophic</i>	Low	Catastrophic hazard event is likely to occur at least once in 51 or more years.	1	3
Cybersecurity Threats	<i>Extent/Intensity</i>	Medium	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a medium-intensity incident.	2	6
	<i>Catastrophic</i>	Medium	Catastrophic hazard event is likely to occur at least once between 11 and 50 years.	2	6
Hazardous Materials Incidents	<i>Extent/Intensity</i>	High	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a high-intensity incident.	3	9
	<i>Catastrophic</i>	Medium	Catastrophic hazard event is likely to occur at least once between 11 and 50 years.	2	6
Terrorism (Weapons of Mass Destruction)	<i>Extent/Intensity</i>	High	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a high-intensity incident.	3	9
	<i>Catastrophic</i>	High	Catastrophic hazard event is likely to occur at least once in 10 years.	3	9
Utility Interruptions	<i>Extent/Intensity</i>	Medium	Historical and/or probabilistic models/studies for this hazard indicate the possibility of a medium-intensity incident.	2	6
	<i>Catastrophic</i>	Low	Catastrophic hazard event is likely to occur at least once in 51 or more years.	1	3

### D.3. Vulnerability Factors

Hazard Event	Vulnerability Factor	Vulnerability		Vulnerability Factor	Weighted Factor
Climate Change	<i>Population Exposure</i>	High	30% or more of the population (including underserved population) is exposed to the hazard.	3	9
	<i>Property Exposure</i>	Low	9% or less of the total assessed property value is exposed to the hazard.	1	2

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Hazard Event	Vulnerability Factor	Vulnerability		Vulnerability Factor	Weighted Factor
	<b>Changes in Development</b>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Dam and Levee Failure	<b>Population Exposure</b>	Low	14% or less of the population (including underserved population) is exposed to the hazard.	1	3
	<b>Property Exposure</b>	Low	9% or less of the total assessed property value is exposed to the hazard.	1	2
	<b>Changes in Development</b>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Drought	<b>Population Exposure</b>	High	30% or more of the population (including underserved population) is exposed to the hazard.	3	9
	<b>Property Exposure</b>	Low	9% or less of the total assessed property value is exposed to the hazard.	1	2
	<b>Changes in Development</b>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Earthquake	<b>Population Exposure</b>	High	30% or more of the population (including underserved population) is exposed to the hazard.	3	9
	<b>Property Exposure</b>	High	25% of the total assessed property is exposed to the hazard.	3	6
	<b>Changes in Development</b>	Medium	The changes in development have increased the vulnerability of the community to the hazard between 5% and 9%.	2	2
Flood (Riverine/Creek)	<b>Population Exposure</b>	Low	14% or less of the population (including underserved population) is exposed to the hazard.	1	3
	<b>Property Exposure</b>	Low	9% or less of the total assessed property value is exposed to the hazard.	1	2
	<b>Changes in Development</b>	Medium	The changes in development have increased the vulnerability of the community to the hazard between 5% and 9%.	2	2
Flood (Urban/Flash Flood)	<b>Population Exposure</b>	Medium	15% to 29% of the population (including underserved population) is exposed to the hazard.	2	6
	<b>Property Exposure</b>	Medium	10% to 24% of the total assessed property value is exposed to the hazard.	2	4
	<b>Changes in Development</b>	Medium	The changes in development have increased the vulnerability of the community to the hazard between 5% and 9%.	2	2
Heat Wave/Extreme Heat (Severe Weather)	<b>Population Exposure</b>	High	30% or more of the population (including underserved population) is exposed to the hazard.	3	9

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Hazard Event	Vulnerability Factor	Vulnerability		Vulnerability Factor	Weighted Factor
	<b>Property Exposure</b>	No Vulnerability	None of the total assessed property value is exposed to the hazard.	0	0
	<b>Changes in Development</b>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Heavy Rainfall (Severe Weather)	<b>Population Exposure</b>	High	30% or more of the population (including underserved population) is exposed to the hazard.	3	9
	<b>Property Exposure</b>	Medium	10 to 14% of the total assessed property is exposed to the hazard.	2	4
	<b>Changes in Development</b>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Landslide	<b>Population Exposure</b>	Low	14% or less of the population (including underserved population) is exposed to the hazard.	1	3
	<b>Property Exposure</b>	Low	9% or less of the total assessed property value is exposed to the hazard.	1	2
	<b>Changes in Development</b>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Sea Level Rise	<b>Population Exposure</b>	No Vulnerability	None of the population is exposed to the hazard.	0	0
	<b>Property Exposure</b>	No Vulnerability	None of the total assessed property value is exposed to a hazard.	0	0
	<b>Changes in Development</b>	No Vulnerability	Changes in development had no effect and/or have decreased the vulnerability/exposure of the community to the hazard.	0	0
Severe Thunderstorm (Severe Weather)	<b>Population Exposure</b>	High	30% or more of the population (including underserved population) is exposed to the hazard.	3	9
	<b>Property Exposure</b>	High	25% of the total assessed property is exposed to the hazard.	3	6
	<b>Changes in Development</b>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Strong Winds/ Damaging Winds (Severe Weather)	<b>Population Exposure</b>	Medium	15% to 29% of the population (including underserved population) is exposed to the hazard.	2	6
	<b>Property Exposure</b>	Medium	10% to 24% of the total assessed property value is exposed to the hazard.	2	4
	<b>Changes in Development</b>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1

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Hazard Event	Vulnerability Factor	Vulnerability		Vulnerability Factor	Weighted Factor
Tornado (Severe Weather)	<b>Population Exposure</b>	Low	15% to 29% of the population (including underserved population) is exposed to the hazard.	1	3
	<b>Property Exposure</b>	Low	10% to 24% of the total assessed property value is exposed to the hazard.	1	2
	<b>Changes in Development</b>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Tsunami	<b>Population Exposure</b>	No Vulnerability	None of the population is exposed to the hazard.	0	0
	<b>Property Exposure</b>	No Vulnerability	None of the total assessed property value is exposed to a hazard.	0	0
	<b>Changes in Development</b>	No Vulnerability	Changes in development had no effect and/or have decreased the vulnerability/exposure of the community to the hazard.	0	0
Wildfire	<b>Population Exposure</b>	High	30% or more of the population (including underserved population) is exposed to the hazard.	3	9
	<b>Property Exposure</b>	Medium	10% to 24% of the total assessed property value is exposed to the hazard.	2	4
	<b>Changes in Development</b>	Medium	The changes in development have increased the vulnerability of the community to the hazard between 5% and 9%.	2	2
Active Shooter Incidents	<b>Population Exposure</b>	Low	14% or less of the population (including underserved population) is exposed to the hazard.	1	3
	<b>Property Exposure</b>	Low	9% or less of the total assessed property value is exposed to the hazard.	1	2
	<b>Changes in Development</b>	No Vulnerability	Changes in development had no effect and/or decreased the vulnerability of the community to the hazard.	0	0
Cybersecurity Threats	<b>Population Exposure</b>	Medium	15% to 29% of the population (including underserved population) is exposed to the hazard.	2	6
	<b>Property Exposure</b>	No Vulnerability	None of the total assessed property value is exposed to the hazard.	0	0
	<b>Changes in Development</b>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Hazardous Materials Incidents	<b>Population Exposure</b>	Medium	15% to 29% of the population (including underserved population) is exposed to the hazard.	2	6
	<b>Property Exposure</b>	Low	9% or less of the total assessed property value is exposed to the hazard.	1	2



Hazard Event	Vulnerability Factor	Vulnerability		Vulnerability Factor	Weighted Factor
	<i>Changes in Development</i>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Terrorism (Weapons of Mass Destruction)	<i>Population Exposure</i>	Medium	15% to 29% of the population (including underserved population) is exposed to the hazard.	2	6
	<i>Property Exposure</i>	Medium	10% to 24% of the total assessed property value is exposed to the hazard.	2	4
	<i>Changes in Development</i>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1
Utility Interruptions	<i>Population Exposure</i>	Medium	15% to 29% of the population (including underserved population) is exposed to the hazard.	2	6
	<i>Property Exposure</i>	No Vulnerability	None of the total assessed property value is exposed to the hazard.	0	0
	<i>Changes in Development</i>	Low	Changes in development have minimally increased the vulnerability of the community to the hazard by 4% or less.	1	1

#### D.4. Impact Factors

Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
Climate Change	<i>Population and Life Safety</i>	Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1	3
	<i>Underserved/Equity</i>	Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1	3
	<i>Property Damage</i>	Low	Less than \$500,000 in property damages is expected from a single major hazard event or less than 5% of the property value within the jurisdiction.	1	2
	<i>Economic</i>	Low	Total economic impact is not likely to be greater than \$100,000.	1	1
	<i>Environmental</i>	Low	Environmental impact from a single major hazard event is likely to be minimal, requiring little to no outside resources and support, and/or minimal repair, clean-up, restoration, or preservation work.	1	1



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<b>Essential Operations</b>	Low	Impact less than 24 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	1	1
	<b>Future Development</b>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1
	<b>Climate Change</b>	High	Climate Change trends will significantly increase the risk of this hazard and its impacts.	3	3
Dam and Levee Failure	<b>Population and Life Safety</b>	Medium	Populations exposed to this hazard are likely to experience some adverse impacts, such as injuries requiring acute medical care.	2	6
	<b>Underserved/Equity</b>	Medium	Underserved populations exposed to the hazard are likely to experience some adverse/disproportionate impacts, such as injuries requiring acute medical care.	2	6
	<b>Property Damage</b>	Medium	More than \$500,000 but less than \$5 Million in property damages is expected from a single major hazard event, or damages are expected to occur to more than 5% but less than 15% of the property value within the jurisdiction.	2	4
	<b>Economic</b>	Medium	Total economic impact is likely to be greater than \$500,000, but less than or equal to \$10 Million.	2	2
	<b>Environmental</b>	Medium	Environmental impact from a single major hazard event is likely to be localized, requiring some outside resources and support; and/or repair, clean-up, restoration, or preservation work.	2	2
	<b>Essential Operations</b>	Medium	Impact between 24 and 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	2	2
	<b>Future Development</b>	Medium	Future development trends will increase the impact/consequence of this hazard, but not significantly.	2	2
	<b>Climate Change</b>	Medium	Climate Change trends will increase the risk of this hazard and its impacts, but not significantly.	2	2
Drought	<b>Population and Life Safety</b>	Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1	3
	<b>Underserved/Equity</b>	Medium	Underserved populations exposed to the hazard are likely to experience some adverse/disproportionate impacts, such as injuries requiring acute medical care.	2	6



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<b>Property Damage</b>	Low	Less than \$500,000 in property damages is expected from a single major hazard event or less than 5% of the property value within the jurisdiction.	1	2
	<b>Economic</b>	Medium	Total economic impact is likely to be greater than \$500,000, but less than or equal to \$10 Million.	2	2
	<b>Environmental</b>	Low	Environmental impact from a single major hazard event is likely to be minimal, requiring little to no outside resources and support, and/or minimal repair, clean-up, restoration, or preservation work.	1	1
	<b>Essential Operations</b>	Low	Impact less than 24 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	1	1
	<b>Future Development</b>	Medium	Future development trends will increase the impact/consequence of this hazard, but not significantly.	2	2
	<b>Climate Change</b>	High	Climate Change trends will significantly increase the risk of this hazard and its impacts.	3	3
Earthquake	<b>Population and Life Safety</b>	High	Populations exposed to this hazard are likely to experience significant adverse impacts, such as fatalities and severe injuries.	3	9
	<b>Underserved/Equity</b>	High	Underserved populations exposed to the hazard are likely to experience significant adverse/disproportionate impacts, such as fatalities and severe injuries.	3	9
	<b>Property Damage</b>	High	More than \$5 Million in property damages is expected from a single major hazard event, or damages are expected to occur to 15% or more of the property value within the jurisdiction.	3	6
	<b>Economic</b>	High	Where the total economic impact is likely to be greater than \$10 Million.	3	3
	<b>Environmental</b>	High	Environmental impact from a single major hazard event is likely to be significant, requiring extensive outside resources and support; and/or repair, clean-up, restoration, and/or preservation work.	3	3
	<b>Essential Operations</b>	High	Impact greater than 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	3	3
	<b>Future Development</b>	High	Future development trends will significantly increase the impact/consequence of this hazard.	3	3



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<b>Climate Change</b>	No Impact	Climate change trends will not increase the risk of the hazard and its impacts.	0	0
Flood (Riverine/Creek)	<b>Population and Life Safety</b>	Medium	Populations exposed to this hazard are likely to experience some adverse impacts, such as injuries requiring acute medical care.	2	6
	<b>Underserved/Equity</b>	Medium	Underserved populations exposed to the hazard are likely to experience some adverse/disproportionate impacts, such as injuries requiring acute medical care.	2	6
	<b>Property Damage</b>	Medium	More than \$500,000 but less than \$5 Million in property damages is expected from a single major hazard event, or damages are expected to occur to more than 5% but less than 15% of the property value within the jurisdiction.	2	4
	<b>Economic</b>	Medium	Total economic impact is likely to be greater than \$500,000, but less than or equal to \$10 Million.	2	2
	<b>Environmental</b>	Medium	Environmental impact from a single major hazard event is likely to be localized, requiring some outside resources and support; and/or repair, clean-up, restoration, or preservation work.	2	2
	<b>Essential Operations</b>	Medium	Impact between 24 and 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	2	2
	<b>Future Development</b>	Medium	Future development trends will increase the impact/consequence of this hazard, but not significantly.	2	2
	<b>Climate Change</b>	High	Climate Change trends will significantly increase the risk of this hazard and its impacts.	3	3
Flood (Urban/Flash Flood)	<b>Population and Life Safety</b>	Medium	Populations exposed to this hazard are likely to experience some adverse impacts, such as injuries requiring acute medical care.	2	6
	<b>Underserved/Equity</b>	Medium	Underserved populations exposed to the hazard are likely to experience some adverse/disproportionate impacts, such as injuries requiring acute medical care.	2	6
	<b>Property Damage</b>	High	More than \$5 Million in property damages is expected from a single major hazard event, or damages are expected to occur to 15% or more of the property value within the jurisdiction.	3	6
	<b>Economic</b>	Medium	Total economic impact is likely to be greater than \$500,000, but less than or equal to \$10 Million.	2	2



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<b>Environmental</b>	Medium	Environmental impact from a single major hazard event is likely to be localized, requiring some outside resources and support; and/or repair, clean-up, restoration, or preservation work.	2	2
	<b>Essential Operations</b>	Medium	Impact between 24 and 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	2	2
	<b>Future Development</b>	Medium	Future development trends will increase the impact/consequence of this hazard, but not significantly.	2	2
	<b>Climate Change</b>	High	Climate Change trends will significantly increase the risk of this hazard and its impacts.	3	3
Heat Wave/Extreme Heat (Severe Weather)	<b>Population and Life Safety</b>	Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1	3
	<b>Underserved/Equity</b>	Medium	Underserved populations exposed to the hazard are likely to experience some adverse/disproportionate impacts, such as injuries requiring acute medical care.	2	6
	<b>Property Damage</b>	No Impact	Little to no property damage is expected from a single major hazard event.	0	0
	<b>Economic</b>	Low	Total economic impact is not likely to be greater than \$100,000.	1	1
	<b>Environmental</b>	No Impact	No environmental impacts from a single major hazard event are likely.	0	0
	<b>Essential Operations</b>	Low	Impact less than 24 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	1	1
	<b>Future Development</b>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1
	<b>Climate Change</b>	High	Climate Change trends will significantly increase the risk of this hazard and its impacts.	3	3
Heavy Rainfall (Severe Weather)	<b>Population and Life Safety</b>	Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1	3
	<b>Underserved/Equity</b>	Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1	3



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<b>Property Damage</b>	Low	Less than \$500,000 in property damages is expected from a single major hazard event or less than 5% of the property value within the jurisdiction.	1	2
	<b>Economic</b>	Low	Total economic impact is not likely to be greater than \$100,000.	1	1
	<b>Environmental</b>	Low	Environmental impact from a single major hazard event is likely to be minimal, requiring little to no outside resources and support, and/or minimal repair, clean-up, restoration, or preservation work.	1	1
	<b>Essential Operations</b>	Low	Impact less than 24 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	1	1
	<b>Future Development</b>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1
	<b>Climate Change</b>	High	Climate Change trends will significantly increase the risk of this hazard and its impacts.	3	3
Landslide	<b>Population and Life Safety</b>	Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1	3
	<b>Underserved/Equity</b>	Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1	3
	<b>Property Damage</b>	Medium	More than \$500,000 but less than \$5 Million in property damages is expected from a single major hazard event, or damages are expected to occur to more than 5% but less than 15% of the property value within the jurisdiction.	2	4
	<b>Economic</b>	Low	Total economic impact is not likely to be greater than \$100,000.	1	1
	<b>Environmental</b>	Low	Environmental impact from a single major hazard event is likely to be minimal, requiring little to no outside resources and support, and/or minimal repair, clean-up, restoration, or preservation work.	1	1
	<b>Essential Operations</b>	Medium	Impact between 24 and 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	2	2
	<b>Future Development</b>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<b>Climate Change</b>	Medium	Climate Change trends will increase the risk of this hazard and its impacts, but not significantly.	2	2
Sea Level Rise	<b>Population and Life Safety</b>	No Impact	Populations exposed to this hazard are not likely to experience significant adverse impacts.	0	0
	<b>Underserved/Equity</b>	No Impact	Underserved populations exposed to the hazard are not likely to experience significant adverse/disproportionate impacts.	0	0
	<b>Property Damage</b>	No Impact	Little to no property damage is expected from a single major hazard event.	0	0
	<b>Economic</b>	No Impact	Virtually no significant economic impact.	0	0
	<b>Environmental</b>	No Impact	No environmental impacts from a single major hazard event are likely.	0	0
	<b>Essential Operations</b>	No Impact	No impact on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	0	0
	<b>Future Development</b>	No Impact	Future development trends will not increase the impact/consequence of the hazard, and/or may even decrease the impact/consequence of this hazard.	0	0
	<b>Climate Change</b>	High	Climate Change trends will significantly increase the risk of this hazard and its impacts.	3	3
Severe Thunderstorm (Severe Weather)	<b>Population and Life Safety</b>	Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1	3
	<b>Underserved/Equity</b>	Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1	3
	<b>Property Damage</b>	Low	Less than \$500,000 in property damages is expected from a single major hazard event or less than 5% of the property value within the jurisdiction.	1	2
	<b>Economic</b>	Low	Total economic impact is not likely to be greater than \$100,000.	1	1
	<b>Environmental</b>	Low	Environmental impact from a single major hazard event is likely to be minimal, requiring little to no outside resources and support, and/or minimal repair, clean-up, restoration, or preservation work.	1	1
	<b>Essential Operations</b>	Low	Impact less than 24 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	1	1



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<b>Future Development</b>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1
	<b>Climate Change</b>	Medium	Climate Change trends will increase the risk of this hazard and its impacts, but not significantly.	2	2
Strong Winds/ Damaging Winds (Severe Weather)	<b>Population and Life Safety</b>	Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1	3
	<b>Underserved/Equity</b>	Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1	3
	<b>Property Damage</b>	Medium	More than \$500,000 but less than \$5 Million in property damages is expected from a single major hazard event, or damages are expected to occur to more than 5% but less than 15% of the property value within the jurisdiction.	2	4
	<b>Economic</b>	Low	Total economic impact is not likely to be greater than \$100,000.	1	1
	<b>Environmental</b>	Low	Environmental impact from a single major hazard event is likely to be minimal, requiring little to no outside resources and support, and/or minimal repair, clean-up, restoration, or preservation work.	1	1
	<b>Essential Operations</b>	Low	Impact less than 24 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	1	1
	<b>Future Development</b>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1
	<b>Climate Change</b>	Medium	Climate Change trends will increase the risk of this hazard and its impacts, but not significantly.	2	2
Tornado (Severe Weather)	<b>Population and Life Safety</b>	Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1	3
	<b>Underserved/Equity</b>	Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1	3
	<b>Property Damage</b>	Low	Less than \$500,000 in property damages is expected from a single major hazard event or less than 5% of the property value within the jurisdiction.	1	2
	<b>Economic</b>	Low	Total economic impact is not likely to be greater than \$100,000.	1	1



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<i>Environmental</i>	Low	Environmental impact from a single major hazard event is likely to be minimal, requiring little to no outside resources and support, and/or minimal repair, clean-up, restoration, or preservation work.	1	1
	<i>Essential Operations</i>	Low	Impact less than 24 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	1	1
	<i>Future Development</i>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1
	<i>Climate Change</i>	Medium	Climate Change trends will increase the risk of this hazard and its impacts, but not significantly.	2	2
Tsunami	<i>Population and Life Safety</i>	No Impact	Populations exposed to this hazard are not likely to experience significant adverse impacts.	0	0
	<i>Underserved/Equity</i>	No Impact	Underserved populations exposed to the hazard are not likely to experience significant adverse/disproportionate impacts.	0	0
	<i>Property Damage</i>	No Impact	Little to no property damage is expected from a single major hazard event.	0	0
	<i>Economic</i>	No Impact	Virtually no significant economic impact.	0	0
	<i>Environmental</i>	No Impact	No environmental impacts from a single major hazard event are likely.	0	0
	<i>Essential Operations</i>	No Impact	No impact on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	0	0
	<i>Future Development</i>	No Impact	Future development trends will not increase the impact/consequence of the hazard, and/or may even decrease the impact/consequence of this hazard.	0	0
	<i>Climate Change</i>	Low	Climate Change trends will minimally increase the risk of this hazard and its impacts.	1	1
Wildfire	<i>Population and Life Safety</i>	Medium	Populations exposed to this hazard are likely to experience some adverse impacts, such as injuries requiring acute medical care.	2	6
	<i>Underserved/Equity</i>	Medium	Underserved populations exposed to the hazard are likely to experience some adverse/disproportionate impacts, such as injuries requiring acute medical care.	2	6



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<b>Property Damage</b>	Medium	More than \$500,000 but less than \$5 Million in property damages is expected from a single major hazard event, or damages are expected to occur to more than 5% but less than 15% of the property value within the jurisdiction.	2	4
	<b>Economic</b>	Medium	Total economic impact is likely to be greater than \$500,000, but less than or equal to \$10 Million.	2	2
	<b>Environmental</b>	Medium	Environmental impact from a single major hazard event is likely to be localized, requiring some outside resources and support; and/or repair, clean-up, restoration, or preservation work.	2	2
	<b>Essential Operations</b>	Medium	Impact between 24 and 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	2	2
	<b>Future Development</b>	Medium	Future development trends will increase the impact/consequence of this hazard, but not significantly.	2	2
	<b>Climate Change</b>	High	Climate Change trends will significantly increase the risk of this hazard and its impacts.	3	3
Active Shooter Incidents	<b>Population and Life Safety</b>	Medium	Populations exposed to this hazard are likely to experience some adverse impacts, such as injuries requiring acute medical care.	2	6
	<b>Underserved/Equity</b>	Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1	3
	<b>Property Damage</b>	Low	Less than \$500,000 in property damages is expected from a single major hazard event or less than 5% of the property value within the jurisdiction.	1	2
	<b>Economic</b>	Low	Total economic impact is not likely to be greater than \$100,000.	1	1
	<b>Environmental</b>	No Impact	No environmental impacts from a single major hazard event are likely.	0	0
	<b>Essential Operations</b>	Medium	Impact between 24 and 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	2	2
	<b>Future Development</b>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1
	<b>Climate Change</b>	No Impact	Climate change trends will not increase the risk of the hazard and its impacts.	0	0



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
Cybersecurity Threats	<b>Population and Life Safety</b>	Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1	3
	<b>Underserved/Equity</b>	Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1	3
	<b>Property Damage</b>	Low	Less than \$500,000 in property damages is expected from a single major hazard event or less than 5% of the property value within the jurisdiction.	1	2
	<b>Economic</b>	Medium	Total economic impact is likely to be greater than \$500,000, but less than or equal to \$10 Million.	2	2
	<b>Environmental</b>	No Impact	No environmental impacts from a single major hazard event are likely.	0	0
	<b>Essential Operations</b>	Medium	Impact between 24 and 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	2	2
	<b>Future Development</b>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1
	<b>Climate Change</b>	No Impact	Climate change trends will not increase the risk of the hazard and its impacts.	0	0
Hazardous Materials Incidents	<b>Population and Life Safety</b>	Low	Populations exposed to this hazard are likely to experience minimal adverse impacts, such as ambulatory injuries.	1	3
	<b>Underserved/Equity</b>	Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1	3
	<b>Property Damage</b>	Low	Less than \$500,000 in property damages is expected from a single major hazard event or less than 5% of the property value within the jurisdiction.	1	2
	<b>Economic</b>	Medium	Total economic impact is likely to be greater than \$500,000, but less than or equal to \$10 Million.	2	2
	<b>Environmental</b>	High	Environmental impact from a single major hazard event is likely to be significant, requiring extensive outside resources and support; and/or repair, clean-up, restoration, and/or preservation work.	3	3
	<b>Essential Operations</b>	Medium	Impact between 24 and 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	2	2



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<i>Future Development</i>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1
	<i>Climate Change</i>	No Impact	Climate change trends will not increase the risk of the hazard and its impacts.	0	0
Terrorism (Weapons of Mass Destruction)	<i>Population and Life Safety</i>	High	Populations exposed to this hazard are likely to experience significant adverse impacts, such as fatalities and severe injuries.	3	9
	<i>Underserved/Equity</i>	Low	Underserved populations exposed to the hazard are likely to experience minimal adverse/disproportionate impacts, such as ambulatory injuries.	1	3
	<i>Property Damage</i>	High	More than \$5 Million in property damages is expected from a single major hazard event, or damages are expected to occur to 15% or more of the property value within the jurisdiction.	3	6
	<i>Economic</i>	High	Where the total economic impact is likely to be greater than \$10 Million.	3	3
	<i>Environmental</i>	Medium	Environmental impact from a single major hazard event is likely to be localized, requiring some outside resources and support; and/or repair, clean-up, restoration, or preservation work.	2	2
	<i>Essential Operations</i>	High	Impact greater than 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	3	3
	<i>Future Development</i>	Low	Future development trends will minimally increase impact/consequence of this hazard.	1	1
	<i>Climate Change</i>	No Impact	Climate change trends will not increase the risk of the hazard and its impacts.	0	0
	Utility Interruptions	<i>Population and Life Safety</i>	Medium	Populations exposed to this hazard are likely to experience some adverse impacts, such as injuries requiring acute medical care.	2
<i>Underserved/Equity</i>		Medium	Underserved populations exposed to the hazard are likely to experience some adverse/disproportionate impacts, such as injuries requiring acute medical care.	2	6
<i>Property Damage</i>		No Impact	Little to no property damage is expected from a single major hazard event.	0	0
<i>Economic</i>		Medium	Total economic impact is likely to be greater than \$500,000, but less than or equal to \$10 Million.	2	2
<i>Environmental</i>		No Impact	No environmental impacts from a single major hazard event are likely.	0	0



Hazard Event	Impact Factor	Impact		Impact Factor	Weighted Factor
	<i>Essential Operations</i>	Medium	Impact between 24 and 72 hours on the ability of the jurisdiction to meet the essential day-to-day operational demands and needs of the community from a single major hazard event.	2	2
	<i>Future Development</i>	No Impact	Future development trends will not increase the impact/consequence of the hazard, and/or may even decrease the impact/consequence of this hazard.	0	0
	<i>Climate Change</i>	Medium	Climate Change trends will increase the risk of this hazard and its impacts, but not significantly.	2	2



## APPENDIX E. PLAN ADOPTION

[Placeholder for adoption documentation after State and FEMA Approval]



# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL

**FROM:** Dennis Bozanich

**DATE:** October 21, 2025

**SUBJECT: Consider Adopting Resolution 38-2025 of the City Council of the City of Clayton Appointing Both a Board Member and an Alternative Board Member to the Municipal Pooling Authority of Northern California Board of Directors**

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## **RECOMMENDATION**

Adopt a Resolution appointing both a Board Member and an Alternative Board Member to the Municipal Pooling Authority (MPA) of Northern California Board of Directors.

## **BACKGROUND**

On December 5, 1995, the City of Clayton adopted a resolution repealing resolution 72-91, reaffirming designation of a Board Member and designating an alternative board member to what was formally known as the Contra Costa Municipal Risk Management Authority, now known as the Municipal Pooling Authority of Northern California (MPA).

On June 4, 2024, the City of Clayton removed the title “Assistant to the City Manager/Human Resources Director” from their position list and replaced the position with “Assistant City Manager/Administrative Services Director”.

## **DISCUSSION**

The current MPA agreement states that the Board Member appointed for the City of Clayton is the City’s City Manager and the alternate is listed as the Assistant City Manager. Earlier this year the city eliminated the position of Assistant City Manager and created the Administrative Services Director. The “Administrative Services Director”, will be the Board Member representing the City of Clayton and the alternate Board Member shall be the position of “City Manager.”

## **CEQA**

Adopting this resolution is an administrative action that is exempt from CEQA.

## **FISCAL IMPACT**

By approving this action, there is no fiscal impact.

## **ATTACHMENTS**

[Att A - Resolution 38-2025 Appointing Both a Board Member and an Alternative Board](#)

Member to the Municipal Pooling Authority.

**RESOLUTION NO. 38-2025**

**APPOINTING BOTH A BOARD MEMBER AND AN ALTERNATIVE BOARD MEMBER  
TO THE MUNICIPAL POOLING AUTHORITY OF NORTHERN CALIFORNIA BOARD  
OF DIRECTORS**

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

**WHEREAS**, the City of Clayton is a member of the Municipal Pooling Authority of Northern California; and

**WHEREAS**, the governing documents of the Municipal Pooling Authority of Northern California require the city council of each member city to appoint one Board member and one alternative Board member to the Board of Directors of the Authority; and

**WHEREAS**, the governing documents of the Municipal Pooling Authority of Northern California require that the City shall appoint its City Manager or department head or staff person responsible for the City's risk management function as the primary Board Member, and that the alternative Board Member shall have the same qualifications as the primary Board Member;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Clayton hereby designates the Administrative Services Director as the City's Board Member to the Municipal Pooling Authority of Northern California;

**BE IT FURTHER RESOLVED**, that the City Manger is hereby appointed as the City's alternate Board Member to the Municipal Pooling Authority of Northern California.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Clayton at a regular meeting held on the 21<sup>st</sup> day of October 2025 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The City Council of Clayton, CA

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Kim Trupiano, Mayor

ATTEST:

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Leticia I. Miguel, City Clerk



# STAFF REPORT

**TO: CLAYTON CITY COUNCIL**

**FROM: Dennis Bozanich**

**DATE: October 21, 2025**

**SUBJECT: Receive the Proposed Fiscal Year 2025-26 Budget and Finance Calendar**

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## **RECOMMENDATION**

Receive the Fiscal Year 2025-26 Budget and Finance Calendar for the City of Clayton and provide comments as needed

## **BACKGROUND**

The City Adopted a two-year Budget for Fiscal Years 2025-26 and 2026-27. Quarterly budget updates will be provided to the Financial Sustainability Committee, Budget and Audit Committee and the City Council. Regular budget adjustments will also be made to recognize revenue changes and to practically manage expenses.

## **CEQA**

This proposed action is not a project as defined by CEQA.

## **FISCAL IMPACT**

No fiscal impact associated with this agenda item.

## **DISCUSSION**

This calendar provides a planned, intentional and timely schedule for when those items will be placed on the agendas for the committees and the Council. The calendar provides another element of consistency and transparency for advisory and policy making bodies as well as the public.

## **ATTACHMENTS**

[Att A - City of Clayton FY2025-26 Budget and Finance Calendar - Updated](#)

## City of Clayton

### FY 2025-26 Budget and Finance Calendar

<b>Date</b>	<b>Event or Milestone</b>	<b>Budget and Finance Activity</b>
10/06/2025	Financial Sustainability Committee	<ul style="list-style-type: none"> <li>Investment Report Template Review</li> <li>FY25-26 Budget/Finance Calendar</li> </ul>
10/13/2025	Budget and Audit Committee	<ul style="list-style-type: none"> <li>Cancelled</li> </ul>
10/21/2025	City Council	<ul style="list-style-type: none"> <li>FY25-26 Budget/Finance Calendar</li> <li>Revenue Options 3.0 – Reviewing Options with Needs + Seeking Consensus on Moving Forward</li> <li>Master fee Schedule CPI Increase &amp; Revision Plan</li> </ul>
11/03/2025	FY2024-25 Audit	Audit team onsite through 11/07/2025
11/03/2025	Financial Sustainability Committee	<ul style="list-style-type: none"> <li>FY25-26 Q1 Contract Management Project Report</li> <li>FY24-25 Q3, Q4 and 25-26 Q1 Investment Reports</li> <li>Discussion on the Investment Policy</li> </ul>
11/10/2025	Budget and Audit Committee	<ul style="list-style-type: none"> <li>FY24-25 Q3, Q4 and 25-26 Q1 Investment Reports</li> <li>FY24-25 Q4 + FY25-26 Q1 Budget Status Report</li> <li>FY25-26 Mid-Year Budget Revisions</li> </ul>
11/18/2025	City Council	<ul style="list-style-type: none"> <li><b>FY25-26 Q1 Contract Management Project Report</b></li> <li><b>FY24-25 Q3, Q4 and 25-26 Q1 Investment Reports</b></li> <li>FY24-25 Q4 + FY25-26 Q1 Budget Status Report</li> <li>FY25-26 Mid-Year Budget Revisions</li> <li>Revenue Options 4.0 – Outlining the Steps for Consensus Revenue Enhancement Plan</li> </ul>
12/01/2025	Financial Sustainability Committee	
12/02/2025	City Council	<ul style="list-style-type: none"> <li>LMD Revenue Options 1.0 – Outlining Revenue Options</li> </ul>
12/08/2025	Budget and Audit Committee	<ul style="list-style-type: none"> <li>MPA Presentation</li> </ul>
12/16/2025	City Council	<ul style="list-style-type: none"> <li>LMD Revenue Options 2.0 – Outlining Needs</li> </ul>
01/05/2026	Financial Sustainability Committee	
01/06/2026	City Council	<ul style="list-style-type: none"> <li>LMD Revenue Options 3.0 – Connecting Revenue Options with Identified Needs</li> </ul>
01/12/2026	Budget and Audit Committee	<ul style="list-style-type: none"> <li>FY25-26 Q2 Budget Status Report</li> </ul>
01/20/2026	City Council	<ul style="list-style-type: none"> <li>FY25-26 Q2 Budget Status Report</li> </ul>

02/02/2026	Financial Sustainability Committee	<ul style="list-style-type: none"> <li>• Draft FY24-25 Annual Audit Report</li> <li>• FY25-26 Q2 Contract Management Project Report</li> <li>• FY25-26 Q2 Investment Report</li> </ul>
02/03/2026	City Council	
02/09/2026	Budget and Audit Committee	<ul style="list-style-type: none"> <li>• Draft FY24-25 Annual Audit Report</li> <li>• FY25-26 Mid-Year Budget Adjustments</li> </ul>
02/17/2026	City Council	<ul style="list-style-type: none"> <li>• <b>FY25-26 Q2 Contract Management Project Report</b></li> <li>• <b>FY25-26 Q2 Investment Report</b></li> <li>• FY24-25 Annual Audit Report</li> <li>• FY25-26 Mid-Year Budget Adjustments</li> </ul>
03/02/2026	Financial Sustainability Committee	<ul style="list-style-type: none"> <li>• FY26-27 Budget Adjustments</li> </ul>
03/03/2026	City Council	
03/09/2026	Budget and Audit Committee	<ul style="list-style-type: none"> <li>• FY26-27 Budget Adjustments</li> </ul>
03/17/2026	City Council	<ul style="list-style-type: none"> <li>• FY26-27 Budget Adjustments</li> </ul>
04/06/2026	Financial Sustainability Committee	
04/07/2026	City Council	
04/13/2026	Budget and Audit Committee	<ul style="list-style-type: none"> <li>• FY25-26 Q3 Budget Status Report</li> </ul>
04/21/2026	City Council	<ul style="list-style-type: none"> <li>• FY25-26 Q3 Budget Status Report</li> </ul>
05/04/2026	Financial Sustainability Committee	<ul style="list-style-type: none"> <li>• FY25-26 Q3 Contract Management Project Report</li> <li>• FY25-26 Q3 Investment Report</li> </ul>
05/05/2026	City Council	
05/11/2026	Budget and Audit Committee	
05/19/2026	City Council	<ul style="list-style-type: none"> <li>• <b>FY25-26 Q3 Contract Management Project Report</b></li> <li>• <b>FY25-26 Q3 Investment Report</b></li> </ul>
06/01/2026	Financial Sustainability Committee	
06/02/2026	City Council	
06/08/2026	Budget and Audit Committee	
06/19/2026	City Council	
07/01/2026	Fiscal New Year	

\* Items in **GREEN** font are planned for the Consent Agenda



# STAFF REPORT

**TO: CLAYTON CITY COUNCIL**

**FROM: Dennis Bozanich**

**DATE: October 21, 2025**

**SUBJECT: Report on the Annual Update of the Master Fee Schedule and Improvement Plan**

## **RECOMMENDATION**

Staff recommend that the Council receive this report on the update to the City’s Master Fee Schedule for new permits, use fees and facility reservations.

## **BACKGROUND**

The City of Clayton’s Master Fee Schedule was adopted on August 15, 2023 (Resolution 49-2023.) The Master Fee Schedule includes various fees for Administrative, Police Service, Zoning and Building Permits, Special Event and Facility Use Fees. The adopted Master Fee Schedule includes a provision to update the fees annually based on the Consumer Price Index.

## **DISCUSSION**

### **Current Fee Increase:**

The adopted Master Fee Schedule includes a provision to update all the included fees on an annual basis. The updates are to be made, “based on the annual Consumer Price Index (CPI) Change for ‘All Items’ April to April year, San Francisco Bay Area Average CPI.

Earlier this year, fees were increased by 3.8% for April 2023 to April 2024.

Staff referred to the Bureau of Labor Statistics report dated September 11, 2025, and identified that the Index had increased by 1.3% from April 2024 to April 2025.

### **Future Updates to the Master Fee Schedule**

In the coming year, staff will perform various analysis to determine if fees need to be raised beyond CPI to cover costs of performing work and maintaining the facilities.

Some staff assumptions and actions so far for your information:

- Staff have rounded up the draft fees to the next whole dollar
- Staff have not changed the salaries of staff.
- Staff have changed deposit amounts to include credit card fees
- Staff have added a column to show credit card fees. Those items that are exempt from

credit card fees have a note in the credit card column stating their exemption

- Staff will make organizational updates that will make the fee schedule more user friendly and will include previously excluded items.
- Staff will continue to analyze the cost of performing various work, and will propose future changes if the findings show the need for significant increase
- Staff is working with the police department and the planning department on how to best implement administrative citations that are already included in the municipal code (Municipal Codes Chapters 1.14 – General Provisions, 1.18 – Administrative Citations, 1.20 – General Penalty, 1.22 - Enforcement Officers and 11.04 – Parks provide for the issuing of permits)

### **CEQA**

Updating the Master Fee Schedule is an administrative action that is exempt from CEQA.

### **FISCAL IMPACT**

The increase due to CPI is minimal at this time. Once the cost analysis is completed, the fiscal impact will be included in a future staff report. We anticipate presenting our findings February 9th to the budget and audit committee, and February 17th to City Council.



# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL

**FROM:** Leticia Miguel, City Clerk

**DATE:** October 21, 2025

**SUBJECT:** Presentation Certificate for Unsung Hero for the Month of September 2025,  
Dan Sullivan and Richard Nelson

---

## **BACKGROUND**

Does not apply to this item

## **FISCAL IMPACT**

No fiscal impact associated with this agenda item.

## **ATTACHMENTS**

[Att A - Unsung Hero Award 20251021](#)

**DAN SULLIVAN**

Dan is a Clayton Treasure.

He is a Concord resident who is always willing to help our City in any capacity. Dan is always there at our City events:

- July 4<sup>th</sup>,
- Art & Wine Festival,
- Memorial Day,
- Christmas Tree Lighting,
- Concerts In The Grove

He is probably the hardest working and most dedicated "Non-Clayton Resident" who effortlessly makes his mark on our Community.

**RICHARD NELSON**

Richard is a Team Leader and a Local Clayton Resident.

At the Concerts In The Grove, he is one that arrives early and stays late to make sure that every detail is handled.

Richard takes pride in arranging the securing of the Performance Stage and that all Totters are in-place for each Concert event.

He makes sure that the Blue Star Memorial remains protected for all to see and treasure.

Richard is the one who can handle any detail to assure each Concert Performance is memorable.

He is a true asset to the entire Concert Volunteer Team!



# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL

**FROM:** Leticia Miguel, City Clerk

**DATE:** October 21, 2025

**SUBJECT:** Certificates of Recognition to Public School Students for Exemplifying the "Do the Right Thing" Character Trait of "Inclusion"

---

## **BACKGROUND**

Does not apply to this item

## **FISCAL IMPACT**

Does not apply to this item



# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL

**FROM:** Leticia Miguel, City Clerk

**DATE:** October 21, 2025

**SUBJECT:** Certificates of Recognition to Public School Students for Exemplifying the "Do the Right Thing" Character Trait of "Courage"

---

## **BACKGROUND**

Does not apply to this item

## **FISCAL IMPACT**

Does not apply to this item



# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL

**FROM:** Leticia Miguel, City Clerk

**DATE:** October 21, 2025

**SUBJECT:** City Manager's Report

---

## **BACKGROUND**

Does not apply to this item

## **FISCAL IMPACT**

Does not apply to this item



# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL  
**FROM:** Leticia Miguel, City Clerk  
**DATE:** October 21, 2025  
**SUBJECT:** City Council/Committees Reports

---

## **BACKGROUND**

The City Council provides a report of activities that took place between the city council meetings.

## **CEQA**

This item is not a project as defined by CEQA.

## **FISCAL IMPACT**

No fiscal impact associated with this agenda item.

## **ATTACHMENTS**

[City Council Committees Reports](#)

**Jim Diaz, Councilmember**

- 09-18-2025: Attended County Connection Board Meeting: Elected 2025-26 Board Officers (Chair, Vice-Chair, Secretary).  
Appointed Committee Members - Assigned to the Operations & Scheduling Committee, Received a "Youth Ride Free" Update  
Received an "Electric Bus" Update and a "Route 4 Restructuring" Update Appointed/Re-Appointed Members to the Advisory Committee (Contra Costa County, Town of Danville, and "At-Large" Members).
- 09-20-2025: Attended Clayton Hispanic Heritage Event
- 09-24-2025: Attended Supervisor District 4 Ken Carlson Event
- 09-26-2025: Attended CBCA General Membership Meeting
- 10-01-2025: Attended Clayton "Concerts In The Grove" and "Hispanic Heritage Event" Re-Cap Meetings
- 10-03-2025 Attended Contra Costa County Sheriff's Posse Annual Range Day
- 10-04-2025: Volunteered / Participated at Clayton Oktoberfest
- 10-08-10-2025: Attended California League of Cities Annual Conference - Long Beach  
Meetings attended:
  - . General Sessions,
  - . Effective Parking Management,
  - . Inaugural Veterans & Military City Officials Meeting
- 10-13-2025: Recognized 250th U.S. Navy Anniversary
- 10-16-2025: Attended County Connection Board Meeting

**Richard G Enea, Councilmember**

- Attended Hispanic Heritage Day
- Attended the Italian American Monthly dinner and talked with Clayton members
- Attended the East Bay League of California Cities Dinner/ Meeting
- Attended the Elks Club dinner and met with Clayton residents who are members
- Attended the RPEA (Retired Public Employees Association Luncheon)
- Attended the Black Diamond HOA meeting
- Attended the Teen Volunteer Fair
- Attended the League of California Cities Conference in Long Beach

**Holly Tillman, Councilmember**

- September 11: Attended the 9/11 ceremony at Clayton Firestation 11
- September 19: Had a Clayton Firewise Collaboration call with Michelle Rinehart, ConFire County Coordinator, Wildfire Mitigation and Grants
- September 21: Attended the Mount Diablo Interpretive Association Tarantula Hike on Mt. Diablo
- September 23: Attended Keller Ridge Firewise planning meeting
- September 24: Attended Supervisor Ken Carlson's Birthday Fundraiser
- September 25: Attended the Cal Cities East Bay Division Board meeting followed by the general Division meeting
- September 28: Attended the Keller Ridge Firewise planning meeting
- September 29: Attended the Trails and Landscape Committee meeting
- September 30: Met with Chief Crone
- October 2: Attended the CBCA Oktoberfest tasting event
- October 3: Attended a planning meeting with other local Black elected officials
- October 4: Attended the CBCA Oktoberfest pouring wine at the Clayton Pride booth
- October 5: Attended the CBCA Oktoberfest
- October 6: Attended the local teen volunteer fair organized by resident Patti Pratt. This event connected volunteers with numerous non-profits in our region who need support from teens and adults.
- October 8-9: Attended the League of California Cities Annual conference in Long Beach to collaborate with peers throughout the State and attended sessions regarding passing local sales taxes, emergency response coordination, and challenges for city managers. I was also officially sworn in as the Vice President of the East Bay Division and look forward to serving in this capacity this year.
- I have also had several conversations regarding community projects in Peacock Creek and Silver Oaks, Diamond Terrace, trails and landscaping, maintenance, and Firewise neighborhoods in Easley Estates.

**Jeff Wan, Vice Mayor**

- Attended the Sept 29 Trails and Landscape Committee meeting.
- Discussions and phone calls with residents.

**Kim Trupiano, Mayor**

- Weekly One-on-One meetings with City Manager, Kris Lofthus
- September 20th: 2nd Annual Hispanic Heritage Day Event, with a great line-up of entertainers, delicious food and a terrific turnout at The Grove. Thank you to the sponsors, city staff, and volunteers who all made it possible and looking forward to making it even more exciting event next year.
- September 25th: Tour of Clayton Valley Charter High School campus with Executive Director Bill Morones, his leadership team and Concord Mayor Carlyn Obringer.
- September 25th: League of Cal Cities, East Bay Division annual dinner, which included a presentation: “What do Federal Economic Policy Changes Mean for California?” Featuring: Irena Asmundson, CEO, Practical Idealism Economics, Emlyn Struthers, Deputy County Administrator, Contra Costa County, and Ben Triffo, Revenue and Taxation Legislative Representative, Cal Cities
- October 1st: Concerts in the Grove 2025 recap meeting with Prime Time Entertainment and city staff
- October 1st: Hispanic Heritage Day 2025 recap meeting with volunteers and city staff
- October 2nd: Mayor's Conference, City of Martinez. Presentations by County Clerk Recorder, Kristin Connelly with a reminder to get your ballots in early for November 4th election and Dana Brechwald, Assistant Planning Director for Climate Adaptation, Bay Conservation and Development Commission
- October 4th: Coffee with Assemblymember Avila Faris at Sip N' Sweet
- October 4th: Volunteered at CBCA Oktoberfest and attended again on October 5th
- October 6th: Attended the Teen Volunteer drive for nonprofit organizations at Roadside 22. Over 13 local nonprofits in attendance and several prospective teen volunteers.
- October 8th - October 10th: Attended the Annual Conference and Expo, League of Cal Cities, Long Beach. Here is my report out on what I attended at the conference:
  - October 8th: Opening General Session, welcome and presentation by Crystal Washington, The Future is Now: Technology and Trends That Will

Revolutionize; Tour of Expo Hall Grand Opening and connected with several vendors (current and prospective) and Host City Reception

- October 9th: The New Grants and Economic Development Playbook; General Session with Keynote Address; East Bay Division luncheon; Sharing the Story of Your City's Financial Situation
- October 12th: Attended the Clayton Valley Village Annual Supper at La Veranda
- October 16th: Meeting with City Manager and CBCA, Holidays in the Grove, December 6th, planning
- October 17th: Clayton Community Library Foundation Fall Book Sale
- October 21st: Clayton Community Library Foundation board meeting



# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL

**FROM:** Kris Lofthus, City Manager

**DATE:** October 21, 2025

**SUBJECT:** Consider Adopting Resolution 39-2025 Approving the Job Description of Community Services Coordinator, Resolution 40-2025 Amending the Miscellaneous Memorandum of Understanding (MOU) related to the Community Services Coordinator, and Resolution 41-2025 Amending Clayton's Salary Schedule Effective October 21, 2025 to include the Community Services Coordinator, in Conformance with CalPERS Requirements to Provide a Publicly Available Salary Schedule

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## **RECOMMENDATION**

Staff recommends that the City Council adopt three Resolutions for:

1. Approving the job description of the Community Services Coordinator (Resolution 39-2025)
2. Approving an amendment to the Memorandum of Understanding for the Miscellaneous Employees Bargaining Unit (Resolution 40-2025)
3. Adopting the City of Clayton's Salary Schedule Effective October 21, 2025, in Conformance with CalPERS requirements to provide a publicly available salary (Resolution 41-2025)

## **BACKGROUND**

At the January 21, 2025 City Council meeting, the City Council authorized the addition of an Administrative Clerk position. While the position was subsequently filled, it became vacant in September of this year. Upon review, the City Manager has determined that the Administrative Clerk role is not the most critical operational need at this time.

Instead, there is an identified need for a Community Services Coordinator to support the planning and execution of special events, collaborate with community-based organizations, and expand opportunities for additional City-sponsored programming. The responsibilities previously assigned to the Administrative Clerk can be effectively absorbed by existing staff and the newly proposed Community Services Coordinator position.

## **ANALYSIS**

The establishment of the Community Services Coordinator position represents a strategic and forward-thinking step in supporting and enhancing the City of Clayton's commitment to community engagement. This role is designed to provide dedicated leadership and coordination for the City's current calendar of community events, ensuring they are executed efficiently, inclusively, and with a high level of quality.

In addition to managing existing events, the Community Services Coordinator will be responsible for identifying opportunities to expand and diversify the City's events in alignment with community interests and emerging needs. By proactively assessing gaps in programming and exploring innovative event concepts, this role will help to broaden Clayton's appeal, strengthen neighborhood connections, and enhance the overall quality of life for residents.

A key function of the position will be to serve as a central point of contact for collaboration with existing community-based organizations. The Coordinator will support these partners in the planning and execution of their events, offering resources, guidance, and logistical support as needed. Furthermore, the role will actively seek to build relationships with new and diverse community groups that may be interested in organizing events, helping to foster a more inclusive and vibrant community culture.

Ultimately, the Community Services Coordinator will play a vital role in shaping the City's public programming, ensuring that community events are not only well-organized and impactful, but also reflective of the diverse voices and interests of Clayton's residents.

This change will result in significant improvements in operational efficiency and customer service, especially for residents, developers, and business owners who interact frequently with the city. The Community Services Coordinator will also be the central figure to communicate with the various departments to ensure readiness for the day of the event. goals are accomplished in a timely and consistent manner.

Community events do more than bring people together, they fuel local economies and spark lasting growth. Whether it's a street fair, cultural festival, or farmers market, these gatherings generate spending, create jobs, and attract new opportunities to a city. Visitors spend money on food, shopping, boosting revenue for local restaurants, hotels, and shops. At the same time, events create temporary opportunities for jobs, from security to setup, and clean up positions.

Local businesses benefit from increased foot traffic and exposure. Community events provide entrepreneurs and home-based businesses and opportunity to launch or test new products, reach new audiences, which lead to business growth and innovation. In some cases, events

even inspire new business models, like food trucks or pop-up shops. Larger events can also put a city on the map, attracting tourists and building a lasting reputation.

Perhaps most importantly, community events build civic pride. They make people feel more connected to their city, encouraging them to spend locally and support community development. In short, community events are powerful economic engines sparking spending, attracting visitors, creating jobs, and building a stronger, more vibrant city for everyone.

Approval of this operational structure will leave the Administrative Clerk on the salary scale and Miscellaneous Employee MOU, but this position would be unfunded. The Community Services Coordinator will be added to both the salary schedule and the Miscellaneous Employee MOU. The updated positions within the MOU would be:

- Administrative Clerk
- Community Development Technician
- Community Services Coordinator
- Senior Maintenance Worker
- Maintenance Worker II
- Maintenance Worker I
- Police Administrative Clerk
- Police Office Coordinator

This action will also cause a need for an amendment to the currently adopted salary schedule. When amendments are made to the salary schedule, the City Council must adopt those amendments by resolution to keep aligning with requirements set by the California Public Employees' Retirement System (CalPERS), the City must ensure that employee compensation data, including base salaries and any forms of special compensation, is formally recognized and publicly accessible. This is a critical step in ensuring that earnable income is accurately reported and used in the calculation of retirement benefits. To this end, the City of Clayton's Salary Schedule must be formally adopted by the City Council during a publicly noticed meeting. In addition to the adoption of the salary schedule itself, all relevant documentation, including individual pay rates and special compensation details, must be made available to the public to satisfy transparency and compliance obligations under CalPERS regulations.

### **CEQA**

Adopting these resolutions is an administrative action that is exempt from CEQA.

### **FISCAL IMPACT**

The funding for this position will be the transfer of funds from the existing Administrative Clerk and will show cost savings of \$20,000 with the Community Services Coordinator in the current year. In 2026/2027 the increased cost would be a maximum of \$13,000 annually based on top step of the Clayton Salary Schedule.

**ATTACHMENTS**

Att A - Resolution 39-2025 Adding Position of Community Services Coordinator

Att B - Resolution 40-2025 MOU

Updated Att C - Resolution 41-2025 Salary Schedule

Att C - Resolution 41-2025 Salary Schedule

Att D - Community Services Coordinator-Job Description

Att E - MOU 2025-2027

Updated Att F - Salary Schedule FY26 10-21-25.pdf

Att F - Salary Schedule FY26 Proposed

**RESOLUTION NO. 39-2025**

**ADDING THE POSITION OF COMMUNITY SERVICES COORDINATOR**

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

**WHEREAS**, The City Council of the City of Clayton ("City") desires to add the classification of Community Services Coordinator; and

**WHEREAS**, staff has determined that this position is best aligned with the Miscellaneous employee group; and

**WHEREAS**, the addition of this position will result in significant improvements in providing community event to the residents of the City of Clayton; and

**WHEREAS**, the addition of the Community Services Coordinator also promotes the City of Clayton, assisting with driving economic viability and creating additional tourism dollars; and

**WHEREAS**, the local businesses benefit from increased foot traffic and exposure and community events provide entrepreneurs and home-based businesses and opportunity to launch or test new products, reach new audiences, which lead to business growth; and

**WHEREAS**, community events build civic pride and they make people feel more connected to their city, encouraging them to spend locally and support community development; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Clayton hereby creates the position of Community Services Coordinator

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Clayton at a regular meeting held on the 21st day of October 2025 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The City Council of Clayton, CA

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Kim Trupiano, Mayor

ATTEST:

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Leticia I. Miguel, City Clerk

**RESOLUTION NO. 40-2025**

**A RESOLUTION AMENDING THE CITY OF CLAYTON MISCELLANIOUS MEMORANDUM OF UNDERSTANDING EMPLOYMENT AGREEMENT TO ADD COMMUNITY SERVICES COORDINATOR**

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

**WHEREAS**, on June 17, 2025, the City Council approved the Miscellaneous Memorandum of Understanding employment agreement; and

**WHEREAS**, it has been determined that there is no operational need for the Administrative Clerk but do have a need for a Community Services Coordinator; and

**WHEREAS**, it has been determined that there is an operational need for a Community Services Coordinator to lead the areas of community event coordination, collaborative event coordination with community-based organizations, and developing new community events to enhance civic pride and attract tourism dollars; and

**WHEREAS**, creating the position of Community Services Coordinator is a strategic organizational decision aimed at aligning leadership structure with the city's evolving operational and administrative priorities

**NOW, THEREFORE, BE IT RESOLVED** the City Council of Clayton, California does hereby adopt the amended Memorandum of Understanding for Miscellaneous Employees effective October 21, 2025, for FY 2025 - 26 as shown in Attachment E.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Clayton at a regular meeting held on the 21<sup>st</sup> day of October 2025 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The City Council of Clayton, CA

---

Kim Trupiano, Mayor

ATTEST:

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Leticia I. Miguel, City Clerk

**RESOLUTION NO. 41-2025**

**A RESOLUTION AMENDING THE CITY OF CLAYTON SALARY SCHEDULE FOR FISCAL YEAR 2025 - 26 IN CONFORMANCE WITH CALPERS REQUIREMENT TO PROVIDE A PUBLICALLY AVAILABLE PAY SALARY SCHEDULE**

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

**WHEREAS**, on July 15, 2025, the City Council did receive a presentation on the proposed budgets for operation of the City of Clayton in Fiscal Years 2025 – 26 and 2026 - 27 commencing July 1, 2025; and

**WHEREAS**, in an action on June 17, 2025, the City Council approved a Memorandum of Understanding for the Miscellaneous Employees bargaining unit effective July 1, 2025, through June 30, 2027; and

**WHEREAS**, in an action on August 15, 20205, the City Council amended the salary schedule to reclassify the Assistant City Manager to Administrative Services Director; and

**WHEREAS**, in an action on September 21, 2025, the City Council amended the salary schedule to reclassify the Management Analyst position to Project Manager; and

**WHEREAS**, in a separate action this evening, the City Council approved adding the position of Community Services Coordinator; and

**WHEREAS**, the California Public Employees Retirement System (CalPERS) regulations require member agencies formally adopt a publicly available pay schedule under Government Code section 20636(b)(1) and California Code of Regulations (CCR) Section 570.5; and

**WHEREAS**, the information contained in the salary schedule effective as of October 21, 2025, for FY 2025 - 26 reflects approved employee contracts memoranda of understanding with the City's Miscellaneous labor group, the City's Management labor group, and various City resolutions governing compensation; and

**WHEREAS**, CalPERS regulations require all this information be included in one document.

**NOW, THEREFORE, BE IT RESOLVED** the City Council of Clayton, California does hereby adopt the salary schedule effective October 21, 2025, for FY 2025 - 26 as shown in the updated Attachment F.

**PASSED, APPROVED AND ADOPTED** by the City Council of Clayton, California during a public meeting thereof held on October 21, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Kim Trupiano  
Mayor, City of Clayton

ATTEST:

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Leticia Miguel  
City Clerk

**RESOLUTION NO. 41-2025**

**A RESOLUTION AMENDING THE CITY OF CLAYTON SALARY SCHEDULE FOR FISCAL YEAR 2025 - 26 IN CONFORMANCE WITH CALPERS REQUIREMENT TO PROVIDE A PUBLICALLY AVAILABLE PAY SALARY SCHEDULE**

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

**WHEREAS**, on July 15, 2025, the City Council did receive a presentation on the proposed budgets for operation of the City of Clayton in Fiscal Years 2025 – 26 and 2026 - 27 commencing July 1, 2025; and

**WHEREAS**, in an action on June 17, 2025, the City Council approved a Memorandum of Understanding for the Miscellaneous Employees bargaining unit effective July 1, 2025, through June 30, 2027; and

**WHEREAS**, in an action on August 15, 2025, the City Council amended the salary schedule to reclassify the Assistant City Manager to Administrative Services Director; and

**WHEREAS**, In a separate action on September 21, 2025, the City Council amended the salary schedule to reclassify the Management Analyst position to Project Manager; and

**WHEREAS**, the California Public Employees Retirement System (CalPERS) regulations require member agencies formally adopt a publicly available pay schedule under Government Code section 20636(b)(1) and California Code of Regulations (CCR) Section 570.5; and

**WHEREAS**, the information contained in the salary schedule effective as of October 21, 2025, for FY 2025 - 26 reflects approved employee contracts memoranda of understanding with the City's Miscellaneous labor group, the City's Management labor group, and various City resolutions governing compensation; and

**WHEREAS**, CalPERS regulations require all this information be included in one document.

**NOW, THEREFORE, BE IT RESOLVED** the City Council of Clayton, California does hereby adopt the salary schedule effective October 21, 2025, for FY 2025 - 26 as shown in Attachment F.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Clayton at a regular meeting held on the 21<sup>st</sup> day of October 2025 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The City Council of Clayton, CA

---

Kim Trupiano, Mayor

ATTEST:

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Leticia I. Miguel, City Clerk

# Job Description

## Community Services Coordinator

### **DEFINITION**

Under general direction from the **Administrative Services Director**, the Community Services Coordinator plans, organizes, coordinates, promotes, implements, and evaluates a wide range of community-focused events, programs, activities, and facility rentals. This role provides both administrative and technical support for these services and maintains accurate work records. The position serves as a technical resource for assigned personnel and delivers exceptional customer service to the public.

This is a **full-time lead position** responsible for overseeing part-time staff, volunteers, and interns, while working collaboratively with various community organizations and stakeholders.

### **CLASS CHARACTERISTICS**

The Community Services Coordinator is a lead-level classification with responsibility for the day-to-day oversight and implementation of community events, programs, and facility rentals. The position requires the ability to work independently, exercise sound judgment, and ensure services are delivered effectively and efficiently.

### **Typical Job Functions**

Duties may include, but are not limited to:

- Plan, organize, coordinate, implement, and evaluate the delivery of assigned community events, programs, and facility rentals.
- Develop, monitor, and manage schedules of activities, staffing, and program implementation.
- Assess community needs and interests; recommend and develop new programs or enhancements to existing services.
- Recruit, train, supervise, and evaluate part-time staff, contractors, and volunteers; provide guidance and corrective feedback as necessary.
- Ensure safe work practices and adherence to City policies and procedures.
- Provide front-line customer service, including responding to inquiries, resolving complaints, and offering program information to the public.
- Assist in the preparation, monitoring, and administration of assigned program budgets.
- Promote programs and events through marketing strategies, including press releases, brochures, flyers, and social media.
- Administer agreements and partnerships with community-based organizations.
- Monitor the condition of rental facilities; coordinate necessary repairs and maintenance.
- Maintain accurate records, statistics, evaluations, and reports related to programs and events.
- Serve as liaison to community groups, advisory boards, and stakeholders as assigned.

- Participate in the development and implementation of policies, procedures, and strategic plans.
- Attend relevant meetings, trainings, and professional development opportunities to stay current on trends and best practices.
- Perform related duties as assigned.

## **Qualifications**

### **Education and Experience**

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying.

- Education: High school diploma or equivalent required. Completion of college-level coursework in recreation, nonprofit management, public administration, physical education, or a related field is preferred.
- Experience: At least two (2) years of increasingly responsible experience in recreation, event planning, community programming, or a related area.

### **License and Certifications**

- Possession of a valid California driver's license.
- Possession of, or ability to obtain, current certification in Standard First Aid and CPR.

### **Knowledge of:**

- Principles and practices of event and program planning, coordination, and evaluation.
- Community needs related to community events, recreational, educational, cultural, and social services.
- Budget preparation and fiscal monitoring.
- Marketing and promotional strategies for community programs and events.
- Public relations techniques and customer service practices.
- Basic principles of supervision, training, and staff development.
- Recordkeeping, reporting, and administrative procedures.
- Laws, regulations, and policies related to community services and facility usage.
- Standard office software and technology.
- Safety procedures and first aid practices.

### **Skill in:**

- Developing, organizing, and coordinating events, programs, and facility rentals.
- Recruiting, supervising, and mentoring part-time staff and volunteers.
- Promoting community participation and engagement.
- Analyzing community needs and developing appropriate responses.
- Effectively resolving conflicts and complaints.
- Preparing marketing and promotional materials.
- Maintaining accurate records and preparing comprehensive reports.

**Ability to:**

- Assess program effectiveness and recommend improvements.
- Interpret and apply policies, procedures, and regulations.
- Communicate effectively, both orally and in writing.
- Deliver excellent customer service in a fast-paced environment.
- Prepare and manage budgets and monitor expenditures.
- Organize and prioritize multiple tasks and projects.
- Work independently and collaboratively with diverse groups.
- Use computers and relevant software applications.
- Administer CPR and first aid in emergency situations.
- Establish and maintain positive working relationships with staff, volunteers, community partners, and the general public.

**Work Environment**

The conditions described are representative of those that must be met to successfully perform the essential functions of the position. Reasonable accommodations may be made.

Work is performed in an office setting and at indoor/outdoor facilities. Requires travel to various locations and the ability to work evenings, weekends, and holidays as needed.

Physical: Must be able to lift and carry up to 25 pounds. Regularly required to sit, stand, walk, bend, kneel, reach, and operate office equipment.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

**TERMS AND CONDITIONS OF EMPLOYMENT FOR THE UNDESIGNATED  
MISCELLANEOUS CITY EMPLOYEES UNIT EFFECTIVE  
July 1, 2025 through June 30, 2027**

**ARTICLE 1: PREAMBLE**

This agreement, pursuant to the State of California Government Code Section 3500 et seq., entered into by the City of Clayton, hereinafter referred to as "City", and its Undesignated Miscellaneous City Employees, hereinafter referred to as "Unit", is hereby effective July 1, 2025 through June 30, 2027.

It is the intent and purpose of this document to set forth the understanding and agreement of the parties reached as a result of meeting and consulting in good faith regarding, but not limited to, matters relating to wages, hours, and terms and conditions of employees represented by the Unit. Any and all other employment matters not contained in this document are applicable as found in the City's "Personnel Systems and Guidelines" dated March 1993.

**ARTICLE 2: GROUP DESCRIPTION**

The following job classifications are members of this Unit for purposes of the agreements in this document:

**Job Classifications**

Administrative Clerk  
Community Development Technician  
Community Services Coordinator  
Senior Maintenance Worker  
Maintenance Worker II  
Maintenance Worker I  
Police Administrative Clerk  
Police Office Coordinator

**ARTICLE 3: PERSONNEL FILES**

The City's secure personnel files, maintained in the city offices, are not subject to public inspection. Any employee has the right to inspect their own personnel file. An employee has the right, in accordance with law, to respond in writing to anything contained or placed

in their own personnel file and any such response(s) shall become part of their personnel file.

## **ARTICLE 4: WORK CONDITIONS**

### **4.1 Hours of Work**

The work period (hours) for classification and corresponding compensation in this Unit will be 40 work hours in a 7-day work period (which runs from 12:00 a.m. Monday through 12:00 midnight Sunday), paid bi-weekly every 14 days.

Any employee in this Unit scheduled to regularly work less hours than the defined work period shall receive a corresponding pro-rated portion of the monthly compensation and employee benefits outlined in Articles 5, 6, and 8 below to the extent permitted by the applicable plan.

### **4.2 Pay Periods**

The pay period for all employees shall be bi-weekly. The pay period is two consecutive 7-day work periods beginning 12:00 a.m. Monday through 12:00 midnight the second Sunday thereafter. There are twenty-six (26) pay periods in a fiscal year from July 1 through June 30. Time sheets are due to Payroll at the start of the day work shift the Monday following close of the pay period Sunday. City pay checks are available and distributed on the Friday after the close of a pay period.

NOTE: From time to time, Payroll deadlines for submittal of time sheets and actual pay day may be altered due to designated City holidays. Payroll will notify all employees in advance when these circumstances arise. The time sheet deadline may be adjusted as needed to meet City payroll deadlines. Employees required to estimate hours worked due to an early time sheet deadline shall do so based on an employee's normally-assigned work schedule.

### **4.3 Probation**

Employees shall be required to serve a twelve (12) month initial probationary period and a six (6) month promotional probationary period for promotions. The probationary period shall be regarded as part of the testing process and shall be utilized for closely observing the employee's work, for securing the most effective adjustment of a new employee to the employee's position and for rejecting any probationary employee whose performance does not meet the required standards of work during the probationary period, an employee may be rejected at any time by the Department Head, or designee, without cause and without the right of appeal. If a Department Head requests an extension of an established

probationary period prior to expiration, the City Manager, or designee, may extend the probationary period in intervals of three (3) months beyond the end of the normal probationary period. The probationary period may be extended for two three (3) month intervals (six (6) months total); If the probationary period is extended, a written notice shall be provided to the employee prior to the expiration of the probationary period.

At the discretion of their supervisor, Department Head, and City Manager, Probationary Employees may receive a performance evaluation and release from probationary status after six months, if the Employee's performance exceeds "Meets Standard".

#### 4.4 Lunch Period

Employees shall be provided with a non-paid, duty-free lunch period of at least one half hour. No additional travel time will be permitted for return to the yard or other locations for meal break. The City will provide waterless soap and towels for those at work in the field. When employees are assigned by their supervisor to eat at the job site, such employees shall be paid for that half-hour lunch period.

### **ARTICLE 5: COMPENSATION**

#### Section 5.1 Wages

- A. Effective July 1, 2025, the monthly base salary ranges for the following job classifications in this unit shall be increased by four percent (4%):
  - i. Senior Maintenance Worker
  - ii. Maintenance Worker II
  - iii. Maintenance Worker I
  - iv. Police Administrative Clerk
  - v. Police Office Coordinator
  
- B. Effective July 1, 2026, the monthly base salary ranges for the following job clarifications in this unit shall be increased by three percent (3%):
  - i. Administrative Clerk
  - ii. Community Development Technician
  - iii. Community Services Coordinator
  - iv. Senior Maintenance Worker
  - v. Maintenance Worker II
  - vi. Maintenance Worker I
  - vii. Police Administrative Clerk
  - viii. Police Office Coordinator

#### 5.2 Salary Schedule Advancement

Employees who have not yet reached Step E for their respective classifications may be eligible for a merit increase step increase once yearly on their annual salary anniversary dates. Eligibility is contingent on above satisfactory evaluation, and such merit step increase must be approved in writing by the City Manager. In no event shall a merit step increase be earned or granted beyond Step E or the expiration date of this agreement.

### 5.3 Certification Pay

The City has the sole and exclusive right to determine and designate which Employees, and how many Employees, are eligible to receive Notary Pay of \$50.00 per month.

Designated Employees will be required to successful complete any and all training courses and pass any associated testing.

### 5.4 Deferred Compensation

Employer maintains a deferred compensation plan pursuant to Internal Revenue Code Section 457 ("the Plan"). Employer shall provide a monthly contribution of \$100, paid directly into the Plan on Employee's behalf. In addition, Employee shall match at a minimum the employers contribution from their own wages to the Plan, subject to limitations and restrictions imposed by the Plan and applicable law.

### 5.5 Longevity Pay

Employees listed in this agreement who have achieved the following years of service shall receive the Longevity Pay Incentive applied to base pay as shown. Years of service only pertain to City of Clayton service time. Percentages are not cumulative.

- Five Years 2%
- Ten Years 3%
- Twenty Years 5%

### 5.6 Work Boot Reimbursement

For employees required to wear safety boots, the City shall reimburse employees up to \$250 annually, provided the boots meet the following requirements: oil resistant soles, leather uppers, and ankle height or above. Receipts are required and reimbursements will be paid by a separate check and are not subject to payroll taxes.

## **ARTICLE 6: MEDICAL, DENTAL, AND LIFE/ACCIDENTAL DEATH DISMEMBERMENT INSURANCE**

### Section 6.1 City contribution to Medical and Dental Insurance Premiums

The maximum monthly City premium contribution for medical and/or dental insurance coverage for regular, full-time members of this Unit shall be paid by the City in accord with the following employee subscription enrollment schedule:

A. The City's maximum premium contribution to employee-enrolled medical and dental insurance coverage shall be as follows:

1. Medical Insurance (thru CalPERS' Public Employees' Medical and Hospital Care Act). The City's maximum monthly co-pay contribution specified below is benchmarked to the least costly medical insurance program offered between Blue Shield Net Value HMO or Kaiser Permanente plans. Should a member of this Unit elect to enroll in CalPERS medical insurance plan with a corresponding monthly premium higher than the least costly premium between the two medical plans listed above, the employee is responsible for 100% of the added premium cost above the least costly plan's premium for each of the enrollment options noted below:

A. Employee Only enrollment: City Pays 100% of the selected Plan premium.

B. Employee + 1 Dependent enrollment: City pays 100% of the selected Plan premium for the Employee Only and 50% of additional premium expense for the one (1) Dependent.

C. Employee + Family enrollment: City pays 100% of the selected Plan premium for the Employee Only and 59.375% additional premium expense for the Family.

2. Dental Insurance (thru the Municipal Pooling Authority's Delta Dental Health Care Employees/Employers Dental Trust)

A. Employee Only enrollment: City pays 100% of the Plan premium.

B. Employee + 1 Dependent enrollment: City pays 100% of the Plan premium for the Employee Only and 46.8% of additional premium expense for the one (1) Dependent.

C. Employee + Family enrollment: City pays 100% of the Plan premium for the Employee Only and 60.94% of additional premium expense for the Family.

Proration of the above City premium contributions for permanent part-time eligible employees shall be calculated and applied based on said employee's percentage of regularly-scheduled work hours as to regularly-scheduled forty (40) hours work week, (e.g.,

an employee scheduled to work 24 hours per week received sixty (60) percent of the City's premium contributions).

#### Section 6.2 Life/Accidental Death/Dismemberment Insurance

The City will contract and pay the full premium to enroll each department full-time and part-time employee in a \$50,000 face amount life insurance policy and a \$50,000 Accidental Death and Dismemberment Insurance coverage.

#### Section 6.3 Short Term and Long-Term Disability Insurance

The City shall continue to provide and pay for short term (STD) and long-term disability (LTD) insurance(s) at the benefit level in place in June 2025 on behalf of each employee of this unit for the purpose of providing contracted levels of continued compensation in the event of an off-duty illness or injury.

### **ARTICLE 7: EMPLOYEE RETIREMENT PENSION SYSTEM**

The City is a member of the California Public Employees' Retirement System, hereinafter referred to as "CalPERS". All regular full-time and regular part-time employees of this Unit are required by contract and corresponding law to be participating members of this retirement system.

#### Section 7.1 Tier I "Classic" Existing Employees as of June 30, 2010

By contract, the City and its eligible employees of this Unit are members of the 2% at age 55 Miscellaneous Employees CalPERS retirement system. The City shall pay the entire required Employer CalPERS rate and share for this Miscellaneous Retirement System and all increase in rate thereof during the term of this Agreement, including any

costs of administration. In addition, the City shall pay 100% of the current 7% Employee CalPERS fixed rate and share for member of this Miscellaneous Retirement System.

#### Section 7.2 Tier II Retirement System for "Classic" Employees

By contract, all regular full-time and regular part-time employees of this Unit hired on or after July 1, 2010 are required to be participating members in the California Public Employees' Retirement System ("CalPERS"). In addition, any new City employees hired after that date but deemed "Classic" CalPERS members due to enrollment and active participation in a CalPERS pension system through another CalPERS public agency, as defined by state law, shall become members of the City's Tier II CalPERS plan. The City shall contract with CalPERS and enroll eligible employees in this hiring category in the CalPERS "2% at age 60" Miscellaneous Retirement System.

The City shall pay the entire required Employer CalPERS rate for this "2% at age 60" retirement system and all increases in the rate thereof, and the employee shall pay 100% of the entire required Employee CalPERS fixed rate. For purpose of calculating eligible retirement pension, the 2% at 60 Plan shall be the average of the highest 3 years of eligible compensation paid to the employee.

#### Section 7.3 Tier III Retirement System for New Members of this Unit

By contract, all regular full-time and regular part-time employees of this Unit hired on or after January 1, 2013, that are CalPERS "new" members as defined by statute shall become members of the City's Tier III CalPERS plan. The City shall contract with CalPERS and enroll eligible employees in this hiring category in the CalPERS "2% at age 62" Miscellaneous Retirement System.

The City and employee enrolled in this CalPERS plan shall each pay fifty percent (50%) of the "normal cost rate", as defined in the Public Employees' Pension Reform Act (PEPRA), and as calculated by CalPERS. The "normal cost rate" is subject to annual change as ordered by CalPERS.

### **ARTICLE 8: HOLIDAYS AND LEAVES**

#### Section 8.1 Eligibility for Paid Leave

Permanent employees of this Unit regularly scheduled to work less than an average eighty (80) hour bi-weekly pay period will earn each paid leaves at a rate proportionate to their number of bi-weekly regularly scheduled work hours.

#### Section 8.2 Holiday Leave

Permanent regular employees of this Unit shall receive the following eleven (12) 8-hour days of paid holiday leave each calendar year:

New Year's Day	January 1
Martin Luther King Jr. Day	Third Monday in January
Presidents' Day	Third Monday in February
Memorial Day	Last Monday in May
Labor Day	First Monday in September
Juneteenth	June 19
Independence Day	July 4
Veterans' Day	November 11
Thanksgiving Day	Fourth Thursday in November
Friday after Thanksgiving	Day After Thanksgiving
December 24	

December 25

Holidays falling on non-work days will be observed on the nearest regular workday. Non-exempt employees must be in a paid status the day before or day following a paid holiday (or be on a pre-approved paid leave) in order to earn the paid holiday.

Staff shall receive eight (8) hours of paid leave on the above mentioned holidays. Those staff working alternative work schedules may choose to utilize approved leave banks such as vacation, personal, or administrative leave, to cover the additional normal hours worked on that given day or work additional hours during that same week to equal the amount of leave that would otherwise be utilized. For example, if an employee works 4- 10 schedule, they would receive 8 hours of holiday pay on the above mentioned holidays, and could utilize 2 hours of leave on that day to make up the difference or work 2 additional hours that same week, either option will be allowed.

#### Section 8.3 Personal or "Floating" Leave

In addition to the holidays listed under Section 8.2, all members of this Unit shall receive twenty-four (24) hours of paid Personal Leave in each fiscal year. Said leave hours will be credited on July 1st of each year and shall be taken at the employees' discretion, with the advance consent of their supervisor. If one's Personal Leave hours are not used or exhausted by the end of the fiscal year (June 30th), the remaining hours are forfeited.

Permanent regular employees working less than a 40-hour work week shall receive paid Personal Leave hours on a pro-rata basis based on their number of regularly scheduled work hours per week. Unused Personal Leave is not compensable on separation of employment.

#### Section 8.4 Vacation Leave

- A. Permanent regular employees of this Unit shall be entitled to earn annual paid vacation leave with pay. Vacation leave credit for a 40-hour work week employee shall be accrued on the following basis:

Month 1 through Month 24:	6.67 hours per month
Month 25 through Month 48:	8.00 hours per month
Month 49 through Month 96:	10.00 hours per month
Month 97 through Month 180:	13.33 hours per month
Month 181 and thereafter:	16.67 hours per month

- B. Vacation leave credit for permanent regular employees working less than a 40-hour week shall be credited as in Section "A" above on a pro-rata basis based upon the number of hours regularly scheduled to work per week.
- C. Vacation leave may be used as earned, subject to the advance approval of one's department manager, based on staffing requirements.
- D. Vacation leave may only be used in increments of one-quarter (0.25) hour or more.
- E. Vacation leave may be accrued to a maximum number of hour's equivalent to twenty- four (24) times one's current monthly accrual rate.
- F. Upon leaving City employment, the employee will be paid for all accrued, unused vacation leave.
- G. An employee may elect once per fiscal year to convert accrued vacation leave hours into accrued sick hours before the end of the fiscal year at a conversion rate of one (1) hour of accrued vacation into one-half (0.50) hour of sick leave, provided the employee's accrued vacation leave balance exceeds their annual vacation accrual specified in sub-section "A" above at the time of conversion.
- H. An employee may elect to convert 40 hours of accrued vacation leave per calendar year in accordance with the "Leave Sell-Back" Administrative Policy. Election for participation in the program shall occur no later than 60 days prior to the start of the new calendar year. The cash-out period shall generally occur 12 months after the election. At the time of cash out, the employees' vacation leave balance may not fall below 40 hours after participation in this program.
- I. The City Manager may assign FLSA Exempt classification an accrual rate commensurate with their experience, not to exceed the maximum accrual rate above.

#### Section 8.5 Sick Leave

- A. Paid sick leave is earned at the rate of eight (8) hours for each month worked. Permanent regular employees working less than a 40-hour work week shall earn paid sick leave hours on a pro-rata basis based on their number of hours regularly scheduled to work per week.
- B. Maximum accrual of sick leave is limited to nine-hundred sixty (960) hours of unused leave.

- C. Unused sick leave shall not be paid off in cash upon separation from City employment. The City contracts with CalPERS for retirement benefits and is subject to Section 20965 - Credit for Unused Sick Leave.
- D. Up to forty (40) hours of accrued sick leave may be used by an employee to attend a funeral of close family members (which means spouse, child, parent, sibling, grandparent, grandchild, domestic partner, or parent-in-law), with the approval of the City Manager.
- E. Employees may use accrued sick leave for non-work-related disabilities or illnesses up to the effective or commencement date of short-term or long-term disability benefits or as otherwise required by law.
- F. A physician's report may be required by one's department manager for extended periods of sick leave usage by an employee in this Unit, or if in the determination of the City Manager, the employees exhibits greater than average, or unusual patterns or circumstances in their use of sick leave.
- G. Employees unable to return to work within six (6) months of the date of disability (whether work or non-work-related) may be separated from City employment, unless an extension is approved by the City Manager, and except as otherwise restricted by state or federal law.
- H. Employees who have accumulated two-hundred forty hours or more of accrued sick leave may be credited, at the employee's written request, with two additional vacation leave hours for each consecutive three (3) month period in which no paid sick leave was used by the employee.

#### **ARTICLE 9: STAND BY / CALL BACK**

Standby is defined as an assignment to remain available for telephone contact and ready to respond to trouble calls relating to City work during a stated off- work period. Standby is governed by the Standby Duty Policy adopted by the City Council, December 5, 2023.

#### **ARTICLE 10: OVERTIME**

##### Section 10.1 Regular Overtime

The City will compensate eligible non-exempt employees for each one-quarter hour (0.25) of overtime worked at the rate of one and one-half times (1.5) the employee's regular rate of

pay including applicable FLSA-required compensation. Overtime is defined as hours worked in excess of 40 hours per 7-day work period or hours worked in excess of regularly-scheduled shift (double counting not permitted). Employee working partial or reduced schedules will not be eligible for overtime until their hours worked exceed the regular work hours noted in Article 4. Authorization of the employee's supervisor must be obtained prior to the working of overtime hours, except in emergency situations. Compensation for overtime shall be in the form of cash payment, or if requested by the employee and approved by their supervisor, in the form of compensatory time off (CTO) that shall also accrue at the rate of one and one-half (1.5) times the actual overtime hours worked.

For purposes of calculating overtime and compensatory time, all City-paid vacation, sick, and or CTO leave shall be considered as hours worked.

#### Section 10.2 Compensatory Time Off

A maximum of one hundred (100) hours of compensatory time off (CTO) may be accrued by each non-exempt employee of this Unit. Compensatory time off may be approved upon written request of the employee filed at least three (3) days in advance with the appropriate supervisor. Employee request to utilize accrued CTO time will be granted within a reasonable time of the request unless granting it would unduly disrupt operations. Accrued unused CTO is compensable on separation of City employment.

#### **ARTICLE 11: BILINGUAL PAY**

The City has the sole and exclusive right to determine and designate which Employees, and how many Employees, are eligible to receive bilingual pay of \$75.00 per month.

Designated Employees will be required to demonstrate conversational fluency in a language (e.g., Spanish) as determined by the City Manager based on community/public needs and organizational usage. The City may administer a competency test to certify fluency of the Employee in the designated language. Any such certification shall be a condition prior to Employee qualifying for monthly bilingual pay.

#### **ARTICLE 12: TERM OF AGREEMENT**

Except as indicated herein, this Agreement shall be effective commencing July 1, 2025 and continue to and through June 30, 2027.

IN WITNESS THEREOF, this agreement is entered into by the following authorized representatives this 17 day of June, 2025, pursuant to the provision of CA Government Code Section 3500, et seq. for presentation to and adoption by the City Council of Clayton, California.

CLAYTON UNDESIGNATED MISCELLANEOUS CITY EMPLOYEES (UNIT)

By: \_\_\_\_\_  
Unit Representative

By: \_\_\_\_\_  
Unit Representative

CITY OF CLAYTON, CA (CITY)

By: \_\_\_\_\_  
City Attorney

BY: \_\_\_\_\_  
Kris Lofthus, City Manager

**City of Clayton Salary Schedule FY 2025-26**

<i>Admin/Finance</i>								
City Manager	City Manager	Effective 7/1/2024	Monthly				\$ 20,000.00	\$ 20,833.33
			Hourly				\$ 115.38	\$ 120.19
			Annually				\$ 240,000.00	\$ 250,000.00
				A	B	C	D	E
<b>Administrative Services Director</b>	Management City Employee	Effective 9/16/2025	Monthly	\$ 12,338.74	\$ 12,955.67	\$ 13,603.46	\$ 14,283.63	\$ 14,997.81
			Hourly	\$ 71.19	\$ 74.74	\$ 78.48	\$ 82.41	\$ 86.53
			Annually	\$ 148,064.84	\$ 155,468.08	\$ 163,241.49	\$ 171,403.56	\$ 179,973.74
<b>Public Works Director/City Engineer</b>	Management City Employee	Effective 7/1/2025	Monthly	\$ 14,247.50	\$ 14,959.87	\$ 15,707.87	\$ 16,493.26	\$ 17,317.93
			Hourly	\$ 82.20	\$ 86.31	\$ 90.62	\$ 95.15	\$ 99.91
			Annually	\$ 170,970.00	\$ 179,518.50	\$ 188,494.42	\$ 197,919.14	\$ 207,815.10
<b>City Clerk/Assistant to CM</b>	Management City Employee	Effective 7/1/2025	Monthly	\$ 9,384.49	\$ 9,853.71	\$ 10,346.40	\$ 10,863.72	\$ 11,406.90
			Hourly	\$ 54.14	\$ 56.85	\$ 57.39	\$ 62.68	\$ 65.81
			Annually	\$ 112,613.84	\$ 118,244.53	\$ 124,156.76	\$ 130,364.59	\$ 136,882.82
<b>Project Manager</b>	Management City Employee	Effective 9/16/25	Monthly	\$ 7,583.17	\$ 7,962.33	\$ 8,360.44	\$ 8,778.46	\$ 9,217.39
			Hourly	\$ 43.75	\$ 45.94	\$ 48.23	\$ 50.64	\$ 53.18
			Annually	\$ 90,998.00	\$ 95,547.90	\$ 100,325.30	\$ 105,341.56	\$ 110,608.64
<b>Accountant</b>	Management City Employee	Effective 7/1/2025	Monthly	\$ 7,262.78	\$ 7,625.92	\$ 8,007.21	\$ 8,407.57	\$ 8,827.95
			Hourly	\$ 41.90	\$ 44.00	\$ 46.20	\$ 48.51	\$ 50.93
			Annually	\$ 87,153.32	\$ 91,510.99	\$ 96,086.54	\$ 100,890.87	\$ 105,935.41
<b>Community Services Coordinator</b>	Miscellaneous City Employee	Effective 10/21/2025	Monthly	\$ 5,438.00	\$ 5,709.90	\$ 5,995.39	\$ 6,295.16	\$ 6,609.92
			Hourly	\$ 31.37	\$ 32.94	\$ 34.59	\$ 36.32	\$ 38.13
			Annually	\$ 65,255.97	\$ 68,518.77	\$ 71,944.71	\$ 75,541.94	\$ 79,319.04
<b>Community Services Leader</b>	Miscellaneous City Employee	Effective 7/1/2025	Hourly (Part Time)	\$ 17.92	\$ 18.82	\$ 19.76	\$ 20.74	\$ 21.78
<i>Maintenance</i>				A	B	C	D	E
<b>Senior Maintenance Worker</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 6,335.26	\$ 6,652.02	\$ 6,984.62	\$ 7,331.88	\$ 7,694.62
			Hourly	\$ 33.15	\$ 34.51	\$ 36.55	\$ 38.38	\$ 40.30
			Annually	\$ 75,843.12	\$ 79,824.22	\$ 83,815.43	\$ 88,058.56	\$ 91,963.56
<b>Maintenance Worker II</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 5,244.84	\$ 5,507.99	\$ 5,782.44	\$ 6,071.56	\$ 6,375.14
			Hourly	\$ 30.26	\$ 31.67	\$ 33.36	\$ 35.03	\$ 36.78
			Annually	\$ 62,938.13	\$ 66,083.84	\$ 69,389.29	\$ 72,858.76	\$ 76,501.69
<b>Maintenance Worker I</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 4,756.46	\$ 4,994.29	\$ 5,244.00	\$ 5,506.20	\$ 5,781.51
			Hourly	\$ 27.44	\$ 28.81	\$ 30.25	\$ 31.77	\$ 33.35
			Annually	\$ 57,077.55	\$ 59,931.42	\$ 62,927.99	\$ 66,074.39	\$ 69,378.11
<b>Seasonal Maintenance Worker-Temporary</b>	Miscellaneous City Employee	Effective 7/15/25	Hourly (Part Time)	\$ 22.50	\$ 23.63	\$ 24.81	\$ 26.05	\$ 27.35
<i>Planning</i>				A	B	C	D	E
<b>Senior Planner</b>	Management City Employee	Effective 7/15/2025	Monthly	\$ 9,001.75	\$ 9,451.84	\$ 9,924.43	\$ 10,420.65	\$ 10,941.68
			Hourly	\$ 51.93	\$ 54.53	\$ 57.26	\$ 60.12	\$ 63.13
			Annually	\$ 108,021.00	\$ 113,422.05	\$ 119,093.15	\$ 125,047.81	\$ 131,300.20
<b>Community Development Technician</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 5,139.63	\$ 5,396.61	\$ 5,666.44	\$ 5,949.76	\$ 6,247.25
			Hourly	\$ 29.65	\$ 31.13	\$ 32.69	\$ 34.33	\$ 36.04
			Annually	\$ 61,675.53	\$ 64,759.31	\$ 67,997.27	\$ 71,397.14	\$ 74,966.99
<i>Police</i>				A	B	C	D	E
<b>Chief of Police</b>	Police Chief	Effective 2/18/25	Monthly	\$ 12,338.74	\$ 12,955.67	\$ 13,603.46	\$ 14,283.63	\$ 14,997.81
			Hourly	\$ 71.19	\$ 74.74	\$ 78.48	\$ 82.41	\$ 86.53
			Annually	\$ 148,064.84	\$ 155,468.08	\$ 163,241.49	\$ 171,403.56	\$ 179,973.74
<b>Police Sergeant</b>	Police Officers' Association	Effective 7/1/2025	Monthly	\$ 9,363.48	\$ 9,831.66	\$ 10,323.24	\$ 10,839.40	\$ 11,381.37
			Hourly	\$ 54.02	\$ 56.72	\$ 59.56	\$ 62.54	\$ 65.66
			Annually	\$ 112,361.80	\$ 117,979.89	\$ 123,878.89	\$ 130,072.83	\$ 136,576.47
<b>Police Officers</b>	Police Officers' Association	Effective 7/1/2025	Monthly	\$ 7,969.16	\$ 8,367.61	\$ 8,785.99	\$ 9,225.29	\$ 9,686.56
			Hourly	\$ 45.98	\$ 48.27	\$ 50.69	\$ 53.22	\$ 55.88
			Annually	\$ 95,629.87	\$ 100,411.36	\$ 105,431.93	\$ 110,703.52	\$ 116,238.70
<b>Police Office Coordinator</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 5,387.25	\$ 5,656.61	\$ 5,939.44	\$ 6,236.41	\$ 6,548.23
			Hourly	\$ 31.08	\$ 32.63	\$ 34.27	\$ 35.98	\$ 37.78
			Annually	\$ 64,646.97	\$ 67,879.32	\$ 71,273.28	\$ 74,836.95	\$ 78,578.79
<b>Police Administrative Clerk</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 4,548.36	\$ 4,775.78	\$ 5,014.57	\$ 5,265.29	\$ 5,528.56
			Hourly	\$ 26.24	\$ 27.55	\$ 28.93	\$ 30.38	\$ 31.90
			Annually	\$ 54,580.31	\$ 57,309.33	\$ 60,174.79	\$ 63,183.53	\$ 66,342.71

**City of Clayton Salary Schedule FY 2025-26**

<i>Admin/Finance</i>								
City Manager	City Manager	Effective 7/1/2024	Monthly				\$ 20,000.00	\$ 20,833.33
			Hourly				\$ 115.38	\$ 120.19
			Annually				\$ 240,000.00	\$ 250,000.00
				A	B	C	D	E
<b>Administrative Services Director</b>	Management City Employee	Effective 7/1/2025	Monthly	\$ 12,338.74	\$ 12,955.67	\$ 13,603.46	\$ 14,283.63	\$ 14,997.81
			Hourly	\$ 71.19	\$ 74.74	\$ 78.48	\$ 82.41	\$ 86.53
			Annually	\$ 148,064.84	\$ 155,468.08	\$ 163,241.49	\$ 171,403.56	\$ 179,973.74
<b>Public Works Director/City Engineer</b>	Management City Employee	Effective 7/1/2025	Monthly	\$ 14,247.50	\$ 14,959.87	\$ 15,707.87	\$ 16,493.26	\$ 17,317.93
			Hourly	\$ 82.20	\$ 86.31	\$ 90.62	\$ 95.15	\$ 99.91
			Annually	\$ 170,970.00	\$ 179,518.50	\$ 188,494.42	\$ 197,919.14	\$ 207,815.10
<b>City Clerk/Assistant to CM</b>	Management City Employee	Effective 7/1/2025	Monthly	\$ 9,384.49	\$ 9,853.71	\$ 10,346.40	\$ 10,863.72	\$ 11,406.90
			Hourly	\$ 54.14	\$ 56.85	\$ 57.39	\$ 62.68	\$ 65.81
			Annually	\$ 112,613.84	\$ 118,244.53	\$ 124,156.76	\$ 130,364.59	\$ 136,882.82
<b>Project Manager</b>	Management City Employee	Effective 2/18/25	Monthly	\$ 7,583.17	\$ 7,962.33	\$ 8,360.44	\$ 8,778.46	\$ 9,217.39
			Hourly	\$ 43.75	\$ 45.94	\$ 48.23	\$ 50.64	\$ 53.18
			Annually	\$ 90,998.00	\$ 95,547.90	\$ 100,325.30	\$ 105,341.56	\$ 110,608.64
<b>Accountant</b>	Management City Employee	Effective 7/1/2025	Monthly	\$ 7,262.78	\$ 7,625.92	\$ 8,007.21	\$ 8,407.57	\$ 8,827.95
			Hourly	\$ 41.90	\$ 44.00	\$ 46.20	\$ 48.51	\$ 50.93
			Annually	\$ 87,153.32	\$ 91,510.99	\$ 96,086.54	\$ 100,890.87	\$ 105,935.41
<b>Administrative Clerk</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 4,548.36	\$ 4,775.78	\$ 5,014.57	\$ 5,265.29	\$ 5,528.56
			Hourly	\$ 26.24	\$ 27.55	\$ 28.93	\$ 30.38	\$ 31.90
			Annually	\$ 54,580.31	\$ 57,309.33	\$ 60,174.79	\$ 63,183.53	\$ 66,342.71
<b>Community Services Leader</b>	Miscellaneous City Employee	Effective 7/1/2025	Hourly (Part Time)	\$ 17.92	\$ 18.82	\$ 19.76	\$ 20.74	\$ 21.78
<i>Maintenance</i>				A	B	C	D	E
<b>Senior Maintenance Worker</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 5,746.26	\$ 6,033.58	\$ 6,335.26	\$ 6,652.02	\$ 6,984.62
			Hourly	\$ 33.15	\$ 34.81	\$ 36.55	\$ 38.38	\$ 40.30
			Annually	\$ 68,955.16	\$ 72,402.92	\$ 76,023.07	\$ 79,824.22	\$ 83,815.43
<b>Maintenance Worker I</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 4,564.41	\$ 4,904.29	\$ 5,244.00	\$ 5,506.20	\$ 5,781.51
			Hourly	\$ 27.44	\$ 28.81	\$ 30.25	\$ 31.77	\$ 33.35
			Annually	\$ 57,077.55	\$ 59,931.42	\$ 62,927.99	\$ 66,074.39	\$ 69,378.11
<b>Maintenance Worker II</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 5,244.84	\$ 5,507.09	\$ 5,782.44	\$ 6,071.56	\$ 6,375.14
			Hourly	\$ 30.26	\$ 31.77	\$ 33.36	\$ 35.03	\$ 36.78
			Annually	\$ 62,938.13	\$ 66,085.04	\$ 69,389.29	\$ 72,858.76	\$ 76,501.69
<b>Seasonal Maintenance Worker-Temporary</b>	Miscellaneous City Employee	Effective 7/15/25	Hourly (Part Time)	\$ 22.50	\$ 23.63	\$ 24.81	\$ 26.05	\$ 27.35
<i>Planning</i>				A	B	C	D	E
<b>Senior Planner</b>	Management City Employee	Effective 7/1/2025	Monthly	\$ 9,001.75	\$ 9,451.84	\$ 9,924.43	\$ 10,420.65	\$ 10,941.68
			Hourly	\$ 51.93	\$ 54.53	\$ 57.26	\$ 60.12	\$ 63.13
			Annually	\$ 108,021.00	\$ 113,422.05	\$ 119,093.15	\$ 125,047.81	\$ 131,300.20
<b>Community Development Technician</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 5,139.63	\$ 5,396.61	\$ 5,666.44	\$ 5,949.76	\$ 6,247.25
			Hourly	\$ 29.65	\$ 31.13	\$ 32.69	\$ 34.33	\$ 36.04
			Annually	\$ 61,675.53	\$ 64,759.31	\$ 67,997.27	\$ 71,397.14	\$ 74,966.99
<i>Police</i>				A	B	C	D	E
<b>Chief of Police</b>	Police Chief	Effective 2/18/25	Monthly	\$ 12,338.74	\$ 12,955.67	\$ 13,603.46	\$ 14,283.63	\$ 14,997.81
			Hourly	\$ 71.19	\$ 74.74	\$ 78.48	\$ 82.41	\$ 86.53
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<b>Police Office Coordinator</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 5,387.25	\$ 5,656.61	\$ 5,939.44	\$ 6,236.41	\$ 6,548.23
			Hourly	\$ 31.08	\$ 32.63	\$ 34.27	\$ 35.98	\$ 37.78
			Annually	\$ 64,646.97	\$ 67,879.32	\$ 71,273.28	\$ 74,836.95	\$ 78,578.79
<b>Police Administrative Clerk</b>	Miscellaneous City Employee	Effective 7/1/2025	Monthly	\$ 4,548.36	\$ 4,775.78	\$ 5,014.57	\$ 5,265.29	\$ 5,528.56
			Hourly	\$ 26.24	\$ 27.55	\$ 28.93	\$ 30.38	\$ 31.90
			Annually	\$ 54,580.31	\$ 57,309.33	\$ 60,174.79	\$ 63,183.53	\$ 66,342.71
<b>Police Officers</b>	Police Officers' Association	Effective 7/1/2025	Monthly	\$ 7,969.16	\$ 8,367.61	\$ 8,785.99	\$ 9,225.29	\$ 9,686.56
			Hourly	\$ 45.98	\$ 48.27	\$ 50.69	\$ 53.22	\$ 55.88
			Annually	\$ 95,629.87	\$ 100,411.36	\$ 105,431.93	\$ 110,703.52	\$ 116,238.70
<b>Police Sergeant</b>	Police Officers' Association	Effective 7/1/2025	Monthly	\$ 9,363.48	\$ 9,831.66	\$ 10,323.24	\$ 10,839.40	\$ 11,381.37
			Hourly	\$ 54.02	\$ 56.72	\$ 59.56	\$ 62.54	\$ 65.66
			Annually	\$ 112,361.80	\$ 117,979.89	\$ 123,878.89	\$ 130,072.83	\$ 136,576.47



# STAFF REPORT

**TO: CLAYTON CITY COUNCIL**

**FROM: Dennis Bozanich**

**DATE: October 21, 2025**

**SUBJECT: Receive a Report and Provide Direction to Staff on Future Revenue Options – Financial and Service Needs Impacting the City’s Long-Term Budget Deficit - Part Three**

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## **RECOMMENDATION**

Staff recommends that the City Council:

1. Receive this report and presentation regarding future revenue options to address identified long-term fiscal needs.
2. Provide direction to staff on preferred revenue mechanisms for further analysis and potential placement on a future ballot measure.
3. Direct staff to return to the City Council on November 18, 2025, with additional information and refined options consistent with Council feedback.

## **BACKGROUND**

On August 19, 2025, the City Council received an initial overview of Clayton’s short- and long-term financial needs and potential revenue sources to sustain essential municipal operations. At that time, staff identified four major areas of need and six possible revenue mechanisms for Council consideration.

On September 21, 2025, staff returned with additional detail on three specific areas of need:

- Closing the structural budget gap, estimated at \$700,000 in FY 2027 and rising to \$1.1 million annually by FY 2036–37.
- Maintaining and improving infrastructure, including pavement condition, sidewalk repairs, and facility improvements, with an estimated annual cost of \$2.3 million to \$2.94 million over the forecast period.
- Supporting employee recruitment and retention, with compensation levels currently averaging 85% of the median for comparable Bay Area cities, requiring an estimated \$99,000 in FY 2027 increasing to \$128,000 in FY 2036–37.

Council directed staff to integrate these fiscal and operational needs with previously identified aspirational goals and to provide a more detailed evaluation of potential revenue mechanisms.

## **ANALYSIS**

### **Fiscal Outlook**

Clayton's ten-year financial projection demonstrates a widening structural gap between General Fund revenues and expenditures under current conditions. Even with moderate economic growth assumptions, expenditures are projected to outpace revenues by over \$1 million annually by FY 2036–37, primarily due to increased personnel, contract, and infrastructure maintenance costs. Without new revenue, service levels, infrastructure quality, and staffing competitiveness will continue to decline.

### **Identified Financial Needs**

Staff's projection analysis applies a 2.5% annual inflation factor to reflect standard cost escalation. The estimated cumulative annual need—including infrastructure investment, competitive compensation, and operational enhancements—ranges from **\$3.2 million in FY 2027** to over **\$4.1 million by FY 2037**.

Priority areas include:

- **Street and sidewalk maintenance** (maintaining PCI of ~73 with routine sealing, patching, and replacement).
- **Public facility and park improvements** beyond Landscape Maintenance District boundaries.
- **Technology and operational efficiency projects**, such as records digitization, e-commerce, and website accessibility.

### **Potential Revenue Options**

Six primary mechanisms were reviewed for feasibility and potential yield:

- **Parcel Tax** – Estimated **\$1.7M to \$3.9M annually** depending on rate (\$400–\$800 per parcel). Requires two-thirds voter approval.
- **Citywide Parcel Assessment** – Could generate comparable revenues if supported by a property-owner weighted vote; must meet benefit nexus requirements.
- **Documentary Transfer Tax** – Would generate **\$60,000 to \$825,000 annually** depending on transaction volume; requires majority voter approval.
- **Sales Tax (Transactions & Use Tax)** – A 1.0% add-on could yield **approximately \$1.0M annually** based on HdL estimates; requires majority approval for a general tax or two-thirds for a special tax.
- **Utility Users Tax (UUT)** – A 3% UUT on telecommunications, electricity, gas, and water use would generate approximately **\$1.0M annually**; voter approval required.

- **Cannabis Development Agreement (DA)** – Could produce **\$500,000 to \$750,000 annually** through negotiated revenue-sharing terms; requires lifting the City’s existing prohibition and entering a formal agreement.

### **Next Steps**

If the Council wishes to pursue one or more revenue options for a **November 2026 ballot**, staff will prepare detailed timelines and procedural steps for Council consideration. Public engagement, fiscal modeling, and legal review would need to begin in early 2026 to stay on schedule.

Clayton faces long-term structural fiscal challenges that cannot be resolved through expenditure reductions alone. Establishing a stable, locally controlled revenue source is essential to maintaining public safety, infrastructure, and community quality of life.

### **CEQA**

CEQA: This proposed action is not a project as defined by CEQA.

### **FISCAL IMPACT**

Accepting the recommendations will not have a direct fiscal impact.

### **ATTACHMENTS**

[Attachment - Future Revenue Options 3.0.pdf](#)

# **FUTURE REVENUE OPTIONS - PART 3: UPDATED OPTIONS + NEEDS & NEXT STEPS**

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**CITY OF CLAYTON**

**CITY COUNCIL**

**OCTOBER 21, 2025**

# OVERVIEW

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- On August 19, staff outlined four short- and long-term financial needs and six potential revenue sources. Council directed staff to return with details on the needs to better understand the scale of the revenue needed
- On September 21, staff outlined three areas of needs: closing the budget gap, salary standards to aid in recruitment/retention, infrastructure quality standards. Council directed staff to return with integrating the aspirational goals with the previously identified revenue options
- Purpose of this presentation:
  - Demonstrate how each of the revenue options would address intermediate to long term needs
  - Provide staff with requests for additional information or direction

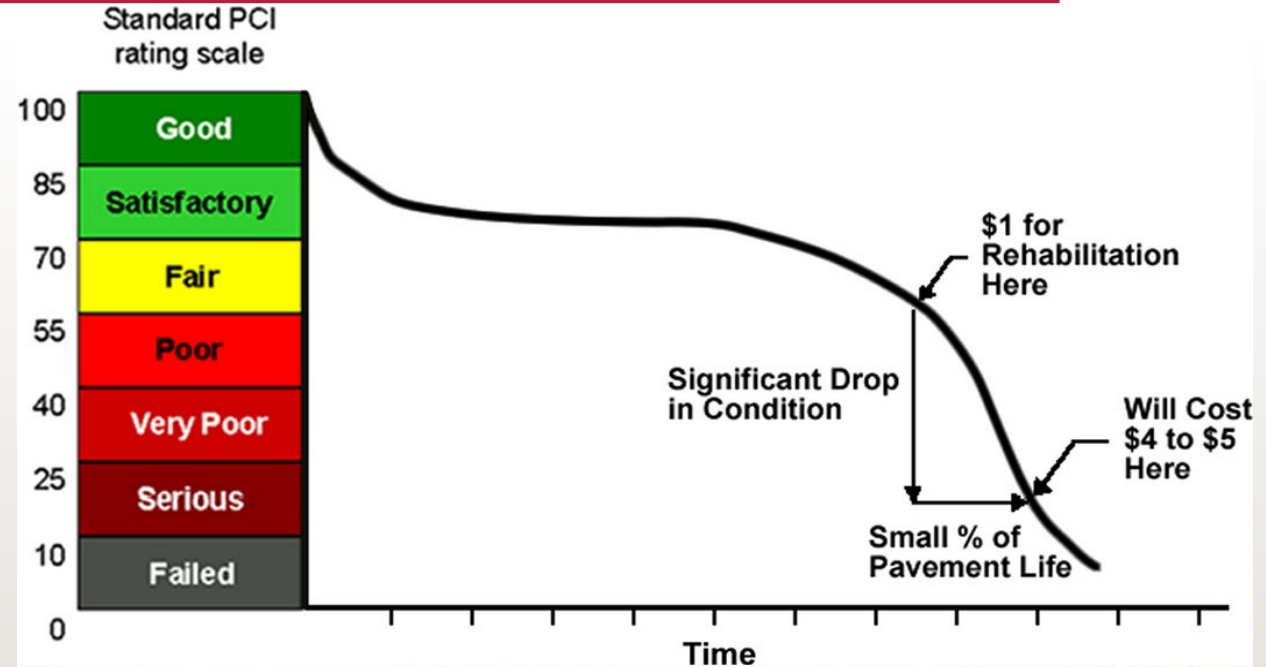
# FUTURE NEEDS DISCUSSION ON 9/16

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- Closing the revenue/expense gap - \$700K in 2027\$\$ to \$1.1M annually by FY36-37
- Aging infrastructure - \$2.3M in 2027\$\$ to \$2.94M annually by FY36-37
  - PCI “status quo-ish” at around 73; Repairing potholes, cracks and sealing on a regular basis; Replacement as needed
  - Addressing City owned sidewalk repair/replacement - ~\$100,000+ annually
- Staff recruitment and retention - \$99K in 2027 \$\$ to \$128K in FY36-37
  - 85% of median for comparable cities
- Rising costs for municipal operations
  - Increased costs for Dispatch and IT support for the Police Department
  - Efficient operations opportunities: Records scanning/indexing/storage, website compliance and e-commerce
  - Enhancement of park and street landscaping and facilities maintenance (non-LMD areas)
  - Park facility improvements

# PCI/INFRASTRUCTURE EXECUTION

- PCI is a tool to identify treatment needs-not scientific
- City's can only get the level of infrastructure maintenance and development that they can afford
- Reframing the aspirational goal as X number of dollars to invest in infrastructure may be a benefit



PCI = 88



PCI = 59



PCI = 6

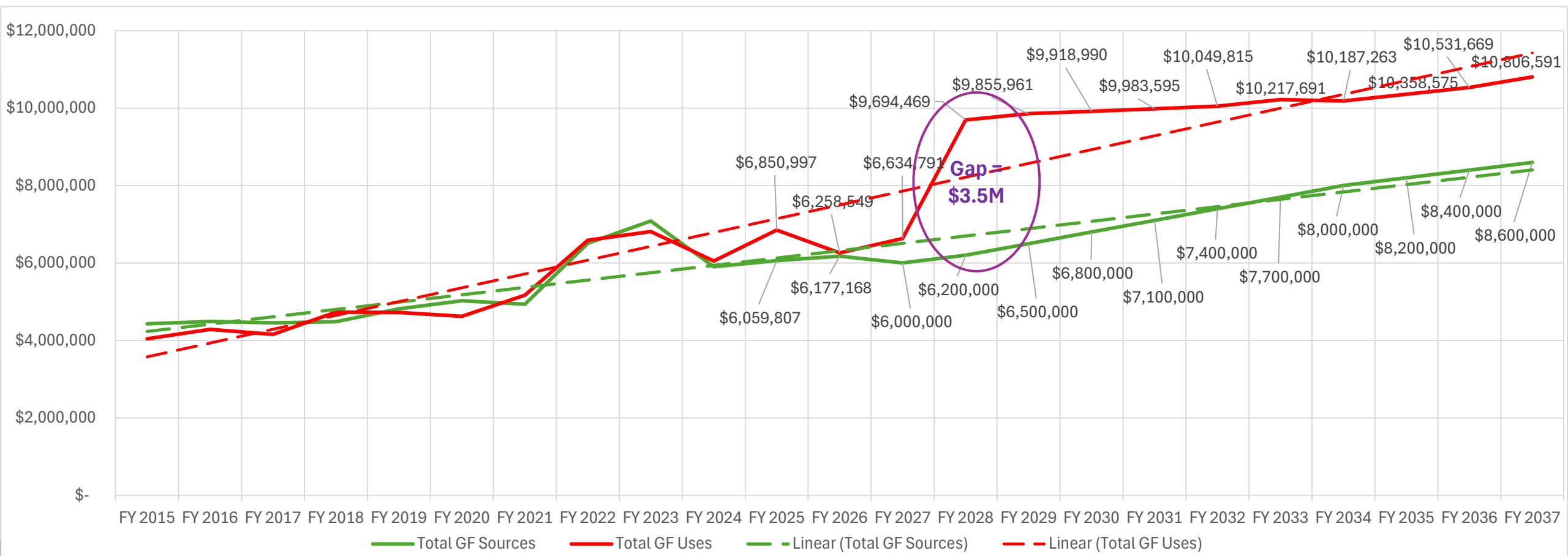
# NEEDS WITH ANNUALLY ADJUSTED COSTS

	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	FY 33	FY 34	FY 35	FY 36	FY 37
Revenue Gap <sup>1</sup>	\$0.70M	\$0.60M	\$0.70M	\$0.70M	\$0.70M	\$0.70M	\$0.80M	\$0.70M	\$0.80M	\$0.90M	\$1.10M
Salary - 85%/median <sup>2</sup>	\$0.10M	\$0.10M	\$0.10M	\$0.11M	\$0.11M	\$0.11M	\$0.12M	\$0.12M	\$0.12M	\$0.12M	\$0.13M
PCI – Status quo-ish <sup>2</sup>	\$2.30M	\$2.36M	\$2.42M	\$2.48M	\$2.54M	\$2.60M	\$2.67M	\$2.73M	\$2.80M	\$2.87M	\$2.94M
<b>Total</b>	<b>\$3.10M</b>	\$3.06M	\$3.22M	\$3.29M	\$3.35M	\$3.41M	\$3.59M	\$3.55M	\$3.72M	\$3.89M	<b>\$4.17M</b>

<sup>1</sup> Gap determined by linear projection analysis

<sup>2</sup> Year-over-Year changes use a 2.5% cost inflation factor

# GF BUDGET GAP PROJECTION W/ NEEDS AND ASPIRATIONAL GOALS PRICED IN AND EXISTING REVENUE AT PROJECTED GROWTH RATE - NO NEW REVENUE ADDED



# REVENUE ENHANCEMENT OPTIONS

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# PARCEL TAX

- What is it?

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  - Special tax with specific purpose
  - $\geq 2/3$  of registered voters
  - Local governing body or voter initiative
  - Applies equally across all parcels
  - Temporary (sunset) or permanent
  - Must specify intended use of funds
  - Annual reporting required to governing board
  - A flat dollar amount per parcel per year
- Annual revenue generation estimates for FY 2027 and FY 2028
  - Estimated annual City revenue: \$1.7M @ \$400/parcel, \$2.54M @ \$600/parcel, \$3.93M @ \$800/parcel
- Procedures and timeline required for approval
  1. Draft a measure with clear spending purposes
  2. Decide on flat, uniform rates across parcels or
  3. Set a sunset date if desired
  4. Place on ballot via Council resolution
  5. Secure at least 66.7% “yes” votes at election
  6. Upon passage, begin annual reporting on collections and expenditures

# CITY-WIDE PARCEL ASSESSMENT

- What is it?
  - Benefit assessment
  - Weighted majority of affected properties
  - Must confer a special benefit to assessed parcels
  - Benefitting parcels pay the fee
  - Fees must go to the improvement of service
  - Examples: Landscaping, street lighting, etc.
- Annual revenue generation estimates for FY 2027 and FY 2028
- Procedures and timeline required for approval
  1. Identify special benefit
  2. Prepare engineer's report
  3. Resolution of intention
  4. Notice & mail ballots (45 days before hearing)
  5. Public hearing
  6. Weighted ballot tabulation
  7. Governing body confirms
  8. Annual reporting & compliance

# DOCUMENTARY (PARCEL) TRANSFER TAX

- What is it?

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- Assessed already by the State and some counties
- Imposed at time of recording transfer of a property
- State levy is \$1.10 /\$1K; SF is \$7.50/\$1K
- Sellers pay the fee, but negotiable
- Requires Clayton to adopt a “Charter”
- Extra Clayton rate would be combined with CCC
- Annual revenue generation estimates for FY 2027 and FY 2028
  - Estimated annual revenue for the City: \$60.5K - \$824.5K
- Procedures and timeline required for approval
  1. Consider a charter to enact rate above the State’s rate
  2. Without Charter, the top rate in Clayton would be \$0.55/\$1K
  3. For a general tax, a majority vote is sufficient.
  4. For a special tax, a two-thirds majority vote is required

# SALES TAX

- What is it?
- Clayton already get 1% (Bradley/Burns) of the State's base 7.25% sales tax rate plus a bit for public safety
- Clayton can add on up to 1% of additional sales tax that comes to the City
- Sales tax is owed on most goods, however groceries, prescription meds & some services are excluded
- Taxable goods from out of state sellers are charged the sales tax rate as a use tax
- Annual revenue generation estimates for FY 2027 and FY 2028
  - Estimated annual revenue for the City: \$1.0M estimate from HdL with the additional 1% local tax
- Procedures and timeline required for approval
  - Local governments (cities, counties, or special districts) can propose additional local sales tax measures that add on top of the state base rate
  - These measures usually fund specific projects or services like transportation, public safety, or libraries
  - This is a special taxes, it must be approved by a two-thirds majority of voters in the local election
  - Local sales taxes are often placed on the ballot by local government ordinance or by citizen initiatives

# UTILITY USER TAX (UUT)

- What is it?

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  - A local tax imposed by cities or counties on the consumption of certain utility services. It's a form of revenue for local governments based on residents' and businesses' use of utilities
  - Electricity, gas, water, telecommunications are some of the utilities that can be assessed a UUT
  - Los Altos has a 3.2% tax on wired and wireless telecom and cable & 2.5% on prepaid wireless services
- Annual revenue generation estimates for FY 2027 and FY 2028
  - Los Altos collects \$94.60 per resident.
  - Estimated annual revenue for the City: \$1.02M
- Procedures and timeline required for approval
  - For a general tax, a majority vote is sufficient. For a special tax, which is dedicated to a specific purpose, a two-thirds majority vote is required
  - The tax must be applied to the consumption of utility services, and the rate must be clearly defined
  - Local governments are required to notify utility service providers of any changes to the UUT that would affect the collection and remittance of the tax

# CANNABIS DEVELOPMENT AGREEMENT (DA)

- What is it?
  - A legal contract between a cannabis business and a city. It outlines the terms and conditions under which the cannabis operation will develop and operate, ensuring compliance with both local ordinances and state regulations
  - Specifies any fees or revenue-sharing arrangements between the business and the city
  - City would also receive their Bradley-Burns share plus any local sales tax on each cannabis sale
- Annual revenue generation estimates for FY 2027 and FY 2028
  - Options for a flat dollar amount or a % of gross receipts
  - Estimated annual revenue for the City: \$500 to \$750K
- Procedures and timeline required for approval
  1. Change local prohibition on cannabis related business
  2. Identify interested cannabis retail business
  3. Negotiate a Development Agreement

# REVENUE OPTIONS SUMMARY

Revenue Source	Estimated New Revenue	General or Special Purpose	Path to Approval
Parcel Tax		Special	Council, then Voters
Parcel Assessment		Special	Council, then Property-owners
Documentary Transfer Tax	\$60,000 - \$824,000	General or Special	Council, then Voters for Charter + Tax
Sales Tax	\$1,000,000	General or Special	Council, then Voters
Utility User Tax	\$1,000,000	General or Special	Council, then Voters
Cannabis Retail DA	\$500,000 - \$750,000	General or Special	Council

# BALLOT MEASURE PROCESS FOR TAX OPTIONS

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October/November 2025	Council decision to pursue a measure (direction, budget authorization, staff work)
October/December 2025	Begin drafting the tax measure, legal review, polling, stakeholder outreach
February/March 2026	Confirm with County Elections / Registrar's office the procedural
August 7, 2026	Deadline to place a measure on the ballot with the Elections Office
August 8-18, 2026	Public examination/challenge period — time for public review and filing of legal challenges/objections to measure
August 10, 2026	Deadline for the Elections Office to designate measure letter (e.g., "Measure A").
August 11–21, 2026	Public examination/challenge period for digests, analyses, ballot questions.
August 19, 2026	Deadline to file official proponent and opponent ballot arguments
August 24, 2026	Deadline to submit rebuttal arguments
September 24, 2026	Mailing of Voter Information Pamphlet including the measure, arguments, analyses
November 3, 2026	<b>Election Day</b> — measure appears on the ballot

# NEXT STEPS

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- Answer any questions
- Receive feedback and direction on this report from Council after public comment
- Based on direction, return on November 18, 2025, with additional information
- Return on December 2, 2025 with LMD renewal options

# THANKS

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# STAFF REPORT

**TO:** CLAYTON CITY COUNCIL

**FROM:** Kris Lofthus, City Manager

**DATE:** October 21, 2025

**SUBJECT:** Consider Adopting Resolution 42-2025 Approving the Selected Updated City of Clayton Logo

## **RECOMMENDATION**

Staff recommends that the City Council adopt a Resolution approving the selected updated City of Clayton logo.

## **BACKGROUND**

The current City of Clayton logo is difficult to see clearly, especially in digital formats and smaller sizes, which makes it less effective for modern communication needs. Its intricate design and lack of contrast can make it hard to distinguish, particularly on websites, social media, and mobile devices. In an era where clear, recognizable branding is essential, the logo should be updated to reflect a more modern, simplified, and visually accessible design. A refreshed logo would not only enhance visibility but also better represent the city's growth and forward-thinking identity.

## **ANALYSIS**

City logos play a vital role in shaping the identity and perception of a place like Clayton. A strong, well-designed logo serves as a visual symbol of Clayton's values, character, and community spirit. It helps establish a clear and recognizable brand that reflects what makes Clayton unique — whether that's its rich history, welcoming neighborhoods, thriving local economy, or commitment to growth and innovation. A thoughtful city logo can boost tourism, attract new residents and businesses, and strengthen civic pride among the people who call Clayton home. It also ensures visual consistency across city communications — from websites and signage to social media and official documents — reinforcing a sense of professionalism and unity. Ultimately, a city logo for Clayton is more than just a design; it's a powerful tool for telling the city's story, promoting its strengths, and building a connected, forward-looking.

## **CEQA**

Adopting these resolutions is an administrative action that is exempt from CEQA.

## **FISCAL IMPACT**

The cost for implementing a change from the current logo would be the applied expenses in new marketing materials such as banners, table coverings, and light pole displays. This is estimated to be approximately \$7,500.

## **ATTACHMENTS**

[Att A - Resolution 42-2025 Approving Selected Updated City Logo](#)

[Att B - Clayton Logo Ideas 2B-C.pdf](#)

**RESOLUTION NO. 42-2025**

**APPROVING THE CITY COUNCIL SELECTED UPDATED CITY OF CLAYTON LOGO  
THE CITY COUNCIL  
City of Clayton, California**

**WHEREAS**, the current City of Clayton logo is difficult to see clearly, especially in digital formats and smaller sizes; and

**WHEREAS**, A refreshed logo would not only enhance visibility but also better represent the city's growth and forward-thinking identity; and

**WHEREAS**, the addition of this position will result in significant improvements in providing community event to the residents of the City of Clayton; and

**WHEREAS**, City logos play a vital role in shaping the identity and perception of a place like Clayton; and

**WHEREAS**, the city logo helps establish a clear and recognizable brand that reflects what makes Clayton unique; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Clayton hereby adopts the selected updated city logo.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Clayton at a regular meeting held on the 21st day of October 2025 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The City Council of Clayton, CA

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Kim Trupiano, Mayor

ATTEST:

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Leticia I. Miguel, City Clerk

VERSION 2a



VERSION 2B



VERSION 2Ba



VERSION 2C

