



# From The Desk of the City Manager

## Message from the City Manager

Hello Clayton Community!

This week's letter is shorter than usual as the teams are all busy with a variety of projects, so we have fewer articles than past editions.

In Community Development, the team is working hard on the revisions to our Housing Element and re-zoning approvals. Over the next few weeks, the Planning Commission will be reviewing the zoning and text amendment changes which must be approved prior to the end of January 2024. This work takes a lot of time and back and forth with the State housing department, commonly known as HCD. At the bottom of the newsletter are the dates of the next two Planning Commission meetings in which this information will be discussed. If this topic is of interest to you, please attend the meetings. After the Planning Commission review, the City Council will then review the zoning changes--tentatively scheduled to occur in mid-January.

The Maintenance/Public Works Department continues to prepare for the upcoming winter. The team is working on storm drain cleanouts, V-ditch clean outs, and just completed cleaning out various creeks. This work happens over multiple weeks and can be one of the busiest times of the year for the team.

The Police Department continues their proactive policing work. The team has both electric motorcycles operational and they have been patrolling around town. The holiday season can be a busy time for any city police force due to opportunistic "porch pirates"--those who steal packages delivered to your home. Please remember to report any issues and don't leave your packages on the doorstep too long.

The administrative unit (the behind-the-scenes team of Finance/HR/IT/City Manager) are working on a variety of initiatives. We are nearing the end of our FY 2022/23 audit. In government accounting, final fiscal year numbers are typically provided to the public by the end of December.

We are also working on the implementation of transferring the operation of business

licenses to HdL Companies. As we have discussed in previous letters, this will free up code enforcement staff time and improve consistency in our process. As this process transition gets closer, the team will reach out to business owners about the transition.

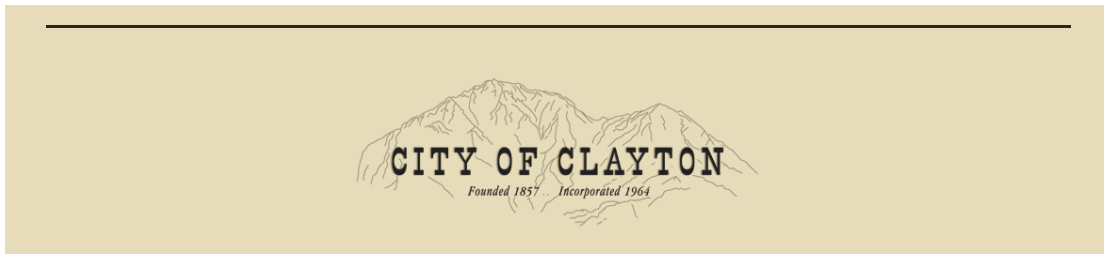
The team is also working on a recruitment for City Clerk. We have some great staff stepping up to assist with the core basic functions of this role, but it will be important to get a full-time replacement to lead some of the large projects like the Granicus Agenda Management system.

All teams will soon be working on the 5-year forecast. This work, scheduled for City Council review during the second meeting in February, will lay out the current state and needed state for city operations and capital needs. This analysis will trigger a discussion with City Council about next steps to creating a sustainable financial future for Clayton. I won't "bury the lead" (although we don't have the analysis yet), I have been doing this long enough in my career and reviewed enough figures to see we have a structural deficit. In February we will know the depth (range) of the deficit and that will facilitate discussions as to what do we, as a City, want to do to address it.

Again, I appreciate all the hard work of the 28-FTE providing service for the City of Clayton.

Warm regards,

Bret Prebula  
City Manager



**City of Clayton Meetings/Events Coming  
Up**

**November 7, 2023, City Council Meeting 7pm**  
**November 7, 2023, GHAD Meeting 6pm**  
**November 14, 2023, Planning Commission 7pm**  
**November 14, 2023, Concert in the Grove Committee 4pm**  
**November 16, 2023 Budget/Audit Committee 4pm**  
**November 21, 2023, City Council Meeting 7pm**  
**November 28, 2023, Planning Commission 7pm**

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Email Us



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