

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

Monday, August 14, 2017

1. CALL TO ORDER AND ROLL CALL

The Clayton City Council special meeting was called to order at 5:44 p.m. by Mayor Diaz in the 1st Floor Conference Room, Clayton City Hall, 6000 Heritage Trail, Clayton, CA. Councilmembers present: Mayor Diaz, Vice Mayor Haydon, and Councilmember Catalano. Councilmembers absent: Councilmembers Pierce and Shuey. City Staff present: City Manager Gary Napper.

2. PUBLIC COMMENT PERIOD – No comments.

3. CONSENT CALENDAR

Item 3(a) was pulled from the Consent Calendar at time of posting. No action taken.

- (a) Adopt a Resolution approving the Parcel Map and authorizing the execution of a subdivision Improvement Agreement for the St. John's Church/Southbrook Drive Mixed Use Planned Development Project.

4. ACTION ITEMS

- (a) Consider the approval of a proposed Professional Engineering Services Agreement with Harris & Associates (Concord, CA) for its provision of city engineering services to and for the City of Clayton at a flat monthly retainer of \$9,585 for basic services plus other hourly rate schedules and appoint Mr. Scott Alman, P.E., as the Clayton City Engineer.
(City Manager)

City Manager Napper presented the report indicating the proposed Agreement with the selected engineering firm has a one year term at which time both parties can consider extension of the relationship and financial terms. It specifies a basic monthly retainer for city engineering services to be provided by Harris & Associates for the amount of \$9,585 per month with other special services provided at the specified hourly rates noted in Exhibit A. Mr. Scott Alman, the Director of Engineering Services at Harris & Associates, has been presented to the City for its appointment as the new Clayton City Engineer. City Manager Napper noted Mr. Alman is in the audience and has already been working to provide transitional engineering services to the City, and he considers Mr. Alman will be an excellent addition to the City and its organization.

Vice Mayor Haydon inquired if there were any changes made to the proposed consultant agreement. City Manager Napper responded there were modifications made to the initial template provided by the City Attorney, mostly involving language changes

to the insurance provisions of the Agreement. None were significant or substantial in nature or content.

Councilmember Catalano asked if the City Attorney has approved the revised contract. City Manager Napper responded the City Attorney's office was directly involved in evaluating the proposed modifications by Harris & Associates and it has approved the Agreement submitted tonight.

Mayor Diaz opened the item for public comments. No public comments were offered.

**It was moved by Vice Mayor Haydon, seconded by Councilmember Catalano, to approve the one year Professional Engineering Services Agreement with Harris & Associates for city engineering services, appoint Mr. Scott Alman, P.E., as its City Engineer, and authorize the City Manager to execute the Agreement for and on behalf of the City of Clayton.
(Passed; 3-0 vote).**

Mayor Diaz welcomed Mr. Alman to the City of Clayton organization and presented him with the official lapel pin of the City. Mr. Alman indicated he is very excited about this opportunity to work with the City of Clayton.

4. **ADJOURNMENT**– on call by Mayor Diaz the Clayton City Council special meeting adjourned at 5:48 p.m.

The next regularly scheduled City Council meeting is September 19, 2017.

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Respectfully submitted,

Janet Brown, City Clerk

APPROVED BY CLAYTON CITY COUNCIL

Jim Diaz, Mayor