



**FINANCIAL SUSTAINABILITY COMMITTEE
REGULAR MEETING AGENDA**

MONDAY, MARCH 3, 2025

4:00 PM

**City Hall, 1st Floor Conference Room
6000 Heritage Trail, Clayton, CA 94517**

Committee Members

Hank Stratford
Howard Kaplan
Frank Gavidia

1. Call to Order and Roll Call

2. Public Comment on Non-Agenda Items

Members of the public may address the Committee on non-agendized items within the Committee's jurisdiction. To ensure an orderly meeting and an equal opportunity for everyone, each speaker is limited to three (3) minutes, enforced at the Committee's discretion. In accordance with State Law, no action may take place on any item not appearing on the posted agenda. The Committee 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 Committee.

3. Approval of Meeting Minutes

- (a) [Approval of Meeting Minutes from the October 22, 2024, and February 3, 2025, Meetings.](#)

4. Discussion of the Scope of Work for the Financial Sustainability Committee and Report to out to the City Council

5. Discussion of the 5-Year Capital Improvement Plan

6. Adjournment

The next proposed meeting of the Financial Sustainability Committee will be April 7, 2025.

Please visit www.claytonca.gov for more information on the next regularly scheduled meeting of the Financial Sustainability Committee



STAFF REPORT

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: Regina Rubier, City Engineer

DATE: March 3, 2025

SUBJECT: Approval of Meeting Minutes from the October 22, 2024, and February 3, 2025, Meetings.

ATTACHMENTS

[FSC Minutes 102224.pdf](#)

[FSC Minutes 020325.pdf](#)



FINANCIAL SUSTAINABILITY COMMITTEE MEETING MINUTES

**Tuesday, October 22, 2024
4:00 p.m.**

**City Hall, 1st Floor Conference Room
6000 Heritage Trail, Clayton, CA 94517**

Committee Members

*Hank Stratford
Howard Kaplan
Frank Gavidia*

1. Call to Order and Roll Call

Chair Kaplan, Members Gavidia and Stratford present

2. Public Comment

Ann Stanaway - Spoke regarding the lack of ADA compliance throughout the City.

3. Discussion of the Deferred Maintenance and Priority Levels

City Engineer Larry Theis provided an overview of the deferred maintenance and priority levels of the City's streets.

No Action Required

4. Discussion of the 5-Year Capital Improvement Plan

City Engineer Larry Theis provided an overview of the 5-Year Capital Improvement Plan and how the funding works.

No Action Required

5. Update on the City Hall Refresh Project

Assistant City Manager Regina Rubier provided a cost estimate and timing update on the City Hall Refresh project.

No Action Required

6. Update on Contract Management

Assistant City Manager Regina Rubier provided an update on the findings of the City's contracts.

No Action Required

7. Future Topics

The Committee agreed that a discussion on Long-term Financial Planning and Budgeting needs scheduled.

No Action Required

8. ADJOURNMENT

The Financial Sustainability Committee adjourned at 5:07 p.m. The next proposed meeting of the will be November 4, 2024.

Please visit www.claytonca.gov for more information on the next regularly scheduled meeting of the Financial Sustainability Committee.



FINANCIAL SUSTAINABILITY COMMITTEE MEETING MINUTES

**Monday, February 3, 2025
4:00 p.m.**

**City Hall, 1st Floor Conference Room
6000 Heritage Trail, Clayton, CA 94517**

Committee Members

*Hank Stratford
Howard Kaplan
Frank Gavidia*

1. Call to Order and Roll Call

Chair Kaplan, Members Gavidia and Stratford present

2. Public Comment

Jim Killoran – Spoke regarding concerns with the street report.

3. Discussion of the FY 2025-26 Budget Process

Assistant City Manager Regina Rubier provided an overview of the FY2025-26 budget process.

No Action Required

4. Update on Municipal Pooling Authority (MPA) Self-Insurance

Assistant City Manager Regina Rubier advised the committee of the MPA annual strategic planning session and the Authority's goals and objectives for calendar year 2025.

No Action Required

5. Update on the City Hall Refresh Project

Assistant City Manager Regina Rubier reported to the Committee that the City Hall Refresh Project was completed and within budget.

No Action Required

6. Discussion of the Successor Housing to the Redevelopment Agency

The Committee Continued this item to a future meeting

7. ADJOURNMENT

The Financial Sustainability Committee adjourned at 6:11 p.m.

Please visit www.claytonca.gov for more information on the next regularly scheduled meeting of the Financial Sustainability Committee.