

**COMMITTEE MEMBERS**

Timothy A. McGallian, Chair  
Dominic D. Aliano, Member

Civic Center  
1950 Parkside Drive  
Concord, CA 94519  
[www.cityofconcord.org](http://www.cityofconcord.org)



**ANNOTATED AGENDA  
Special Meeting of the  
Policy Development  
and Internal  
Operations  
Committee**

Monday,  
March 29, 2021

5:30 p.m.

various  
telephonic/electronic  
locations

The Contra Costa County Health Department has ordered individuals in Contra Costa County to “shelter in place”. The California Department of Public Health issued its “Mass Gatherings Guidance on Novel Coronavirus or COVID-19” followed by a recommendation that certain gatherings in California be postponed or canceled. The Governor of the State of California issued Executive Order N-25-20 which, among other things, orders that all California residents are to “. . . heed any orders and guidance of state and local public health officials, including but not limited to the imposition of social distancing measures, to control the spread of COVID-19” and pursuant to Executive Order N-33-20 has ordered all individuals in California to stay home or at their place of residence with very limited exceptions. That means residents must obey State, County, and City of Concord rules and guidelines.

**City of Concord Rules:** The City of Concord has declared a local state of emergency due to COVID-19 and is closed to the public. This Committee meeting is an essential event; therefore, it has not been cancelled. However, City of Concord officials and staff will conduct this meeting telephonically or otherwise electronically. The City will **not** make available any physical location from which members of the public may observe the meeting and offer public comment. Instead, members of the public may observe and address the meeting remotely. Below is information on how to do that.

### **Join from a PC, Mac, iPad, iPhone or Android device:**

<https://cityofconcord.zoom.us/j/98537144079?pwd=ak9oNjBJWUhERUxOdGZQbndrWC83UT09>

Webinar ID: 985 3714 4079

Passcode: 181895

By phone: US: +1 669 900 6833

**Under California law, public comments at special meetings are limited to subjects on the agenda only. Therefore, public comment will only be taken prior to Council's consideration of each item.**

### **How to Submit Public Comments:**

**Written:** All comments received **before 3:00 pm the day of the meeting** will be posted on the City's website as "Correspondence" under the agenda item and provided to the City Council prior to the meeting.

- Email comments to [cityclerk@cityofconcord.org](mailto:cityclerk@cityofconcord.org).
- Please identify the agenda item number and letter.

### **To Participate in Public Comment During the Meeting:**

**Live Remote Public Comments:** Members of the public may submit a live remote public comment via Zoom video conferencing. Download the Zoom mobile app from the Apple Appstore or Google Play. If you are using a desktop computer, you can test your connection to Zoom by clicking [here](#). Zoom also allows you to join the meeting by phone.

From a PC, Mac, iPad, iPhone or Android:

<https://cityofconcord.zoom.us/j/98537144079?pwd=ak9oNjBJWUhERUxOdGZQbndrWC83UT09>

- Webinar ID: 985 3714 4079
- Passcode: 181895
- By phone: US: +1 669 900 6833
- Speakers will be asked to provide their name and city of residence, although providing this is not required for participation.
- Each speaker will be afforded up to 3 minutes to speak.
- Speakers will be muted until their opportunity to provide public comment.

When the Chair opens a public comment period on the item on which you would like to comment, please use the "raise hand" feature (or press \*9 if connecting via telephone) which will alert staff that you have a comment to provide.

# Meeting of the Policy Development and Internal Operations Committee

1. **ROLL CALL:** All present

2. **REPORTS**

The public is entitled to address the Committee on items appearing on the agenda before or during the Committee's consideration of that item. Each speaker will be limited to approximately three minutes. Please see "How to Submit Public Comments" above.

a. **Considering** – the proposed FY 2021-22 and 2022-23 City Council Services Program Budget. **Report by Joelle Fockler, City Clerk.**

**ACTION: The Committee approved the FY 2021-22 and 2022-23 City Council Services Program Budget as presented and directed staff to include it with the bi-annual budget presented to the City Council in May 2021.**

b. **Considering** – revisions to Policy and Procedure No. 89, Council Appointments to Boards and Commissions, to extend the application period by five working days if any incumbent does not reapply and to make other technical clean ups. **Report by Joelle Fockler, City Clerk.**

**ACTION: The Committee approved the proposed changes to Policy and Procedure No. 89 as presented and directed staff to bring Policy and Procedure No. 89 to a future City Council meeting for approval.**

c. **Considering** – revising City of Concord Resolution No. 17-73 reaffirming the City's commitment to being a welcoming, inclusive, tolerant, and supportive community for all. **Report by Joelle Fockler, City Clerk.**

**ACTION: The Committee approved the proposed Resolution reaffirming the City's commitment to being a welcoming, inclusive, tolerant, and supportive community for all with the following text change (additions in red strikethrough font and directed staff to bring the Resolution to a future City Council meeting for adoption.**

**WHEREAS**, recently certain events throughout the country have created concern for those who may feel vulnerable potentially including but not limited to foreign-born individuals, those who may be perceived to be immigrants, those of the Muslim or Jewish faith, or of **South and Central Asian, Asian American, Pacific Islander**, or Middle-Eastern descent, members of the LGBTQ+ community, and African-Americans, causing them concern and fear for their well-being; and

3. **ADJOURNMENT:** The meeting adjourned at 6:04 p.m.

Next Meeting: Special Meeting

Date: 4/29/2021 5:30 p.m.

## **NOTICE TO THE PUBLIC**

*There is a 90-day limit for the filing of a challenge in the Superior Court to certain City administrative decisions and orders which require a hearing by law, the receipt of evidence, and the exercise of discretion. The 90-day limit begins on the date the decision is final (Code of Civil Procedure §1094.6). Further, if you challenge an action taken by the City Council in court, you may be limited by California law to raising only those issues you or someone else raised in the hearing or in a written correspondence delivered to the City Council prior to or at the hearing.*

*In accordance with the Americans with Disabilities Act and California Law, it is the policy of the City of Concord to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, or an agenda and/or agenda packet in an appropriate alternative format; or if you require other accommodation, please contact the ADA Coordinator Tianjun Cao at (925) 671-3243 or [Tianjun.cao@cityofconcord.org](mailto:Tianjun.cao@cityofconcord.org), at least 24 hours in advance of the meeting. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.*

Distribution: City Council  
Valerie Barone, City Manager  
Susanne Brown, City Attorney  
Justin Ezell, Director of Public Works  
Joelle Fockler, City Clerk