

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

**TUESDAY, August 16, 2022**

1. **CALL TO ORDER THE CITY COUNCIL** – The meeting was called to order at 7:00 p.m. by Mayor Cloven via a hybrid meeting format live in-person and Zoom videoconference and broadcast from Hoyer Hall, Clayton Community Library, 6125 Clayton Road, Clayton, California. Councilmembers present: Mayor Cloven, Vice Mayor Tillman, and Councilmembers Diaz, Wan, and Wolfe (via Zoom). Councilmembers absent: None. Staff present: City Manager Reina Schwartz, City Attorney Mala Subramanian, City Engineer Larry Theis, and City Clerk/HR Manager Janet Calderon.
  
2. **MEETING PROTOCOL VIDEO** – City Clerk.
  
3. **PLEDGE OF ALLEGIANCE** – led by Mayor Cloven.
  
4. **CONSENT CALENDAR**  

**It was moved by Councilmember Diaz seconded by Vice Mayor Tillman, to approve the Consent Calendar items 4(a) – 4(d) as submitted. (Passed 5-0).**

  - (a) Approve the minutes of the City Council’s regular meeting of August 2, 2022. (City Clerk)
  - (b) Approve the Financial Demands and Obligations of the City. (Finance)
  - (c) Adopted Resolution No. 64-2022 of the City Council of the City of Clayton Allowing for Video and Teleconference Meetings as Needed during the COVID-19 State of Emergency Under AB 361. (City Manager)
  - (d) Adopted Resolution No. 65-2022 Authorizing the City Manager and the City Engineer to Execute Caltrans Right of Way Certifications on Behalf of the City of Clayton. (City Engineer)
  
5. **RECOGNITIONS AND PRESENTATIONS** - None.

**6. REPORTS**

- (a) City Manager Reina Schwartz advised she received notice that Assistant to the City Manager Laura Hoffmeister has resigned noting her last day will be August 26, 2022 and acknowledging Ms. Hoffmeister's long service to the Clayton community.
- (b) City Council - Reports from Council liaisons to Regional Committees, Commissions and Boards.

Councilmember Wolfe met with the City Manager, met with the Mayor, met with the Vice Mayor, met with potential candidates for City Council, notified school principals of the upcoming "Do The Right Thing" recognition, announced the Clayton Community Church and Clayton Business and Community Association hosting a Trunk or Treat on October 30, provided condolences to Braden Fahey's family on his recent unexpected passing, thanked Laura Hoffmeister for her long service to the Clayton community, and requested City Manager Reina Schwartz to clarify costs for operating the fountain.

City Manager Reina Schwartz provided a brief historical update on the costs associated with operating the fountain.

Councilmember Wan requested additional information on the actual operating costs of running the fountain, had several conversations regarding the recent pavement work, called and emailed constituents.

Councilmember Diaz attended the final Classic Car Show and DJ event; thanked Sandy Johnson for her assistance with the giveaways and the community for its support, attended the Morgan Territory Community Association meeting, attended the Contra Costa Fire Protection District Ribbon Cutting for Station 86, attended the Concert in The Grove, met with the Police Chief, and met with the City Manager.

Vice Mayor Tillman met with the City Manager, met with the Mayor, met with Councilmember Wolfe, attended various Pride Parade Committee meetings, attended the Contra Costa County Mayors' Conference, attended the East Bay Division Cal Cities Battle of the Bay event, and announced the Library Foundation's next Book Sale scheduled for October 28 – 30, 2022.

Mayor Cloven answered phone calls and letters regarding Maintenance concerns and requested the City Manager begin posting weekly City Manager reports to the City website, attended a meeting of Central Contra Costa County Transportation Authority (TRANSPAC) meeting, attended the Concert in The Grove, and attended the Prayer Vigil for Braden Fahey at The Grove Park.

**7. PUBLIC COMMENT ON NON - AGENDA ITEMS – None.**

**8. PUBLIC HEARINGS – None.**

**9. ACTION ITEMS**

- (a) Designation of Voting Delegate and Alternate Delegate for League of California Cities 2022 Annual Conference being held September 7 through 9, in Long Beach and the City's position on League Conference General Resolutions (documents were not available at the time of publishing, and will be provided as a supplemental document). (City Clerk)

City Clerk Janet Calderon presented the report.

Following questions by the City Council, Mayor Cloven opened public comment; no comments were offered.

**It was moved by Councilmember Wolfe, seconded by Councilmember Wan, to designate Mayor Cloven as Voting Delegate and Vice Mayor Tillman as Voting Delegate - Alternate at the League of California Cities 2022 Annual Conference held September 7 – 9, 2022 in Long Beach, California. (Passed 5-0).**

- (b) Approve the Resolution of Intention to Establish a Community Facilities District related to the Diablo Meadows Project. (City Engineer)

City Engineer Larry Theis presented the report.

Following questions by the City Council, Mayor Cloven opened public comment; no comments were offered.

**It was moved by Councilmember Wan, seconded by Councilmember Diaz, to Adopt Resolution No. 66-2022 Stating the Intention to Establish a Community Facilities District and Future Annexation Area, Community Facilities District No. 2022-01 (Public Services). (Passed 5-0).**

- (c) Review and Provide Direction to Staff Regarding City Council Request Items – Open and Completed. (City Manager)

City Manager Reina Schwartz presented the report.

Following questions by the City Council, Mayor Cloven opened public comment; no comments were offered.

Direction provided to staff.

**10. COUNCIL ITEMS**

Vice Mayor Tillman requested a future item to include establishment of a process, with a possible ribbon cutting ceremony to recognize business that open in the City of Clayton.

Mayor Cloven requested a future agenda item to include establishing a Citizen Advisory Committee for placing a measure on the 2024 Municipal Election ballot.

11. **ADJOURNMENT**– on call by Mayor Cloven, the City Council adjourned its meeting at 8:03 p.m.

The next regularly scheduled meeting of the City Council will be September 20, 2022.

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Respectfully submitted,

  
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Janet Calderon, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL

  
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Peter Cloven, Mayor

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