

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

**TUESDAY, November 15, 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. Councilmembers absent: None. Staff present: City Manager Reina Schwartz, City Attorney Mala Subramanian, City Engineer Larry Thesis, Community Development Director Dana Ayers, 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(e), as submitted. (Passed 5-0).**

  - (a) Approved the minutes of the City Council’s regular meeting of November 1, 2022. (City Clerk)
  - (b) Approved the Financial Demands and Obligations of the City. (Finance)
  - (c) Adopted Resolution No. 78-2022 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. 79-2022 Authorizing the City Manager to Execute a Professional Services Agreement with Apex Technology Management for \$68,000 for an Initial One-Year Term for Information Technology Security, Communication and Infrastructure Improvements (\$35,000) and Managed Information Technology Support (\$33,000) and for Managed Information Technology Services for \$33,000 Annually for up to a Four-Year Term Total. (City Manager)
  - (e) Adopted Resolution No. 80-2022 Accepting the City of Clayton (2022) Neighborhood Paving Preservation Project (CIP No. 10449) performed by Bay Cities Paving and Grading, Inc. as Complete, Approving the Notice of Completion, Directing the City Clerk to Record same with the County Recorder and Authorizing Payment of all retained funds to Bay Cities Paving and Grading, Inc. 35 days after recording of the Notice of Completion. (City Engineer)

## **5. RECOGNITIONS AND PRESENTATIONS**

- (a) Administration of the Oath of Office to Clayton's new Chief of Police, Richard McEachin, Jr.

The City Clerk administered the Oath of Office to Clayton's new Chief of Police, Richard McEachin. Chief McEachin's girlfriend Yvette then pinned the chief's badge to Chief McEachin's police uniform.

Chief McEachin stated he is looking forward to leading a very capable Police Department and the great things its future holds.

Members of the Clayton City Council also welcomed Chief McEachin.

- (b) Overview of AB 2011 and SB 6.  
(City Attorney and Community Development Director)

City Attorney Mala Subramanian presented the PowerPoint presentation.

Community Development Director Dana Ayers answered questions by the City Council.

Following questions by the City Council, Mayor Cloven opened the public comment.

Maria Shulman expressed her concerns of developers not wanting to pay prevailing wages for lower income projects.

Mayor Cloven closed public comment.

## **6. REPORTS**

- (a) City Manager Reina Schwartz advised the City is still accepting applications for the Community Financial Sustainability Committee.
- (b) City Council - Reports from Council liaisons to Regional Committees, Commissions and Boards.

Councilmember Jeff Wan invited the community to recognize the end of the election at Ed's Mudville Grill this evening.

Vice Mayor Tillman attended the Trails and Landscaping Committee meeting, met with Chief Kreins, attended the Contra Costa County Mayors' Conference, attended the League of CA Cities League Leaders meeting, met with the Community Development Director, met with the City Manager, met with citizens on a variety of topics, attended the Pride Committee meeting, announced the Clayton Business and Community Association is looking for volunteers to assist in the holiday decorating this weekend, and advised she will not be able to attend the upcoming Contra Costa County Mayors' Conference on December 1.

Councilmember Wolfe met with the City Manager, met with the Mayor, attended several Clayton Business and Community Association Committee meetings, attended the Pride

Committee meeting and will be attending the upcoming East Contra Costa County Habitat Conservancy meeting.

Councilmember Diaz worked the Clayton Business and Community Association decorating and tree lighting chairs, attended the Veterans' Day Ceremony, attended the Clayton Business and Community Association Art and Wine Committee meeting, met with Chief McEachin and met with the City Manager.

Mayor Cloven attended Transportation Partnership and Cooperation for Central Contra Costa (TRANSPAC) meeting, attended the Veterans Day Ceremony, attended the Clayton Business and Community Association Art and Wine Committee meeting, and contacted CEMEX regarding their activities and monitoring efforts.

**7. PUBLIC COMMENT ON NON - AGENDA ITEMS**

Larry Love expressed small businesses in Clayton are still struggling and requested the City Council consider disbursement of additional ARPA funding for small businesses in Clayton.

Mayor Cloven closed public comment.

**8. PUBLIC HEARINGS – None.**

**9. ACTION ITEMS**

- (a) Discuss Process for City Manager Recruitment, Potential Interim City Manager Appointment and Appointing a City Council Ad Hoc Subcommittee to Assist in the City Manager Recruitment Process for an Interim and Permanent City Manager.  
(City Manager)

City Manager Reina Schwartz presented the report.

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

**It was moved by Mayor Cloven, seconded by Councilmember Wan, to hire a recruiting firm for the City Manager recruitment, determine Rainy Day Fund as the funding source for the recruitment of City Manager, appointed Vice Mayor Tillman and Councilmember Wan as the Ad-Hoc Committee for the City Manager Recruitment, and approved the Ad Hoc Committee to select a recruiting firm for the City Manager recruitment. (Passed; 5-0)**

**10. CLOSED SESSION – None.**

**11. COUNCIL ITEMS**

Vice Mayor Tillman requested a future agenda item regarding a proclamation in support of human rights in Iran, as requested by the Mayor of Pinole at the most recent Contra Costa Mayor's Conference meeting.

Councilmember Wolfe announced the Clayton Business and Community Association will be having its Christmas in The Grove event on December 3 at 6:00 pm.

12. **ADJOURNMENT**– on call by Mayor Cloven, the City Council adjourned its meeting at 8:12 p.m.

The next regularly scheduled meeting of the City Council will be December 6, 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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