

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

**TUESDAY, February 7, 2023**

1. **CALL TO ORDER THE CITY COUNCIL** – The meeting was called to order at 7:00 p.m. by Mayor Wan held 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 Wan, Vice Mayor Diaz, and Councilmembers Cloven, Tillman, and Trupiano. Councilmembers absent: None. Staff present: Interim City Manager Ron Bernal, City Attorney Mala Subramanian, Interim Finance Director Nitsh Sharma, Police Chief Richard McEachin, and City Clerk Janet Calderon.
  
2. **PLEDGE OF ALLEGIANCE** – led by Mayor Wan.
  
3. **PUBLIC COMMENT ON NON - AGENDA ITEMS** – None.
  
4. **CONSENT CALENDAR**  
  

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

  - (a) Approved the minutes of the City Council’s regular meeting of December 20, 2022 and City Council’s special meeting of January 10, 2023. (City Clerk)
  - (b) Approved the Financial Demands and Obligations of the City. (Finance)
  - (c) Adopted Resolution No. 9-2023 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)
  
5. **RECOGNITIONS AND PRESENTATIONS**
  - (a) Information Only – No Action Requested.
    - Black and African American History Month.
  
6. **REPORTS**
  - (a) Interim City Manager Ron Bernal advised 18 applications were received for the City Manager recruitment, the City’s new Finance Director Angeline Loeffler will be starting next week, and an item to rescind Clayton’s Emergency Declaration will be at the next regular City Council meeting of February 21, 2023.

8. **ACTION ITEMS**

- (a) Audited Annual Financial Report of the City of Clayton for the Fiscal Year Ended June 30, 2022. (Interim Finance Director)

Interim City Finance Director Nitish Sharma presented the report. Bryce Rojas, CPA Cropper Rowe, LLC presented the PowerPoint.

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

**It was moved by Councilmember Cloven, seconded by Councilmember Tillman, to Accept the Audited Financial Report of the City of Clayton for the Fiscal Year Ended June 30, 2022. (Passed; 5-0)**

- (b) Adopt a Resolution Adding One Police Sergeant Position and Reducing One Police Officer Position. (Police Chief)

Police Chief Rich McEachin presented the report.

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

**It was moved by Councilmember Cloven, seconded by Councilmember Tillman, to Adopt Resolution No. 10-2023 Approving the Addition of One Police Sergeant Position and Elimination of One Police Officer Position. (Passed; 5-0)**

- (c) Waive First Reading and Introduce an Ordinance Amending Clayton Municipal Code 3.08.010 Signatures – Authority Designated. (City Manager)

Interim City Manager Ron Bernal presented the report.

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

The City Council modified the wording of the ordinance to require all checks to have two authorized signatures and to add the Mayor to the list of individuals authorized to sign.

**It was moved by Councilmember Cloven, seconded by Vice Mayor Diaz, to Waive First Reading and Introduce an Ordinance Amending Clayton Municipal Code 3.08.010 Signatures – Authority Designated. (Passed; 5-0)**

9. **COUNCIL ITEMS**

Councilmember Tillman requested a future agenda item to include consideration to establish a Community Facilities District to fund additional Police Officers and

consideration to extend the Trails and Landscaping Committee (Landscape Maintenance District) Parcel Tax.

Councilmember Trupiano requested a future agenda item to include the City Council Goal Setting Session.

**9. COUNCIL REPORTS**

- (a) City Council - Reports from Council liaisons to Regional Committees, Commissions and Boards.

Councilmember Cloven attended the Clayton Business and Community Association Art and Wine Committee meeting, and announced Clayton Cleans Up taking place on April 22, 2023.

Councilmember Tillman attended the Trails and Landscaping Committee meeting, attended the Cal Cities Community Services Policy Committee meeting, attended the Clayton Pride Parade Committee meeting; noting the parade will be taking place on June 4, 2023, and met with City staff.

Councilmember Trupiano attended the League of California Cities New Councilmember Academy, met with Senator Glazer and Alexia Lopez District Representative, attended the East Bay Leadership Council meeting, attended the Concerts in The Grove Committee meeting; noting the series will begin on May 13, 2023, attended the Contra Costa County Mayors' Conference, and met with the City Engineer.

Vice Mayor Diaz attended the County Connection Board and Administrative Committee meetings, met with former Clayton Police Chiefs Dan Lawrence and Elise Warren, attended the Clayton Business and Community Association Art and Wine Committee and BBQ Cook-off meetings; noting the Art and Wine will be taking place on April 29 and 30, 2023, and the BBQ Cook-off will be taking place on August 26 and 27, 2023, and attended the Concerts in The Grove Committee meeting.

Mayor Wan attended the Contra Costa County Mayors' Conference, the Budget/Audit Committee meeting, and the Garbage/Recycling Consultant meeting.

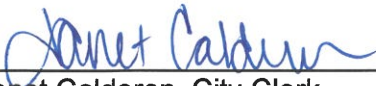
**11. CLOSED SESSION – None.**

**12. ADJOURNMENT– on call by Mayor Wan, the City Council adjourned its meeting at 8:31 p.m.**

The next regularly scheduled meeting of the City Council will be February 21, 2023.

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Respectfully submitted,

  
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Janet Calderon, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL

  
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Jeff Wan, Mayor

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