

**MINUTES
OF THE REGULAR MEETING
CLAYTON CITY COUNCIL
TUESDAY, November 21, 2023**

1. **CALL TO ORDER AND ROLL CALL** – The meeting was called to order at 7:00 p.m. by Vice Mayor Diaz, 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: Vice Mayor Diaz and Councilmembers Cloven, Tillman and Trupiano. Councilmembers absent: Mayor Wan. Staff present: City Manager Bret Prebula, City Attorney Mala Subramanian, and Community Development Director Dana Ayers.
2. **PLEDGE OF ALLEGIANCE** – Led by Vice Mayor Diaz.
3. **PUBLIC COMMENT ON NON - AGENDA ITEMS**

C. W. Wolfe, President of the Clayton Business & Community Association (CBCA), reported on recent grant awards; achieving goal of donating \$175,000 back to the Clayton Community in 2023:

- \$5,000 to Christmas for Everyone
- \$3,400 to Wreaths Across America
- \$6,000 Clayton Theatre Company
- Finalized \$50,000 to Mt. Diablo Interpretative Association for construction of Education Center & Pavilion at Mitchell Canyon Entrance to Mt. Diablo State Park
- \$1,500 Diablo View Middle School
- \$1,800 American Association of University Women (AAUW) Tech Trek.

He shared CBCA and the community decorated downtown Clayton in preparation for the Holidays in The Grove and Tree Lighting Event on Saturday, December 2, at 5:30 p.m.

Vice Mayor Diaz closed public comments.

4. **CONSENT CALENDAR**

There were no public comments on the Consent Calendar.

It was moved by Councilmember Cloven and seconded by Councilmember Trupiano to approve Consent Calendar items 6(a) - 6(e) as submitted. (Passed 4-0, 1 Absent).

- a. Approved the Minutes of the City Council Regular Meeting of November 7, 2023.
- b. Approved Appointment of Mike Wells to the Trails and Landscape Committee for a term beginning December 1, 2023, and ending December 30, 2025.
- c. Approved the City's Annual Report on Development Fees for the Fiscal Year Ending June 30, 2022, and June 30, 2023, in Compliance with the Reporting Requirements of Section 66006 of the California Government Code (AB 1600).
- d. Authorized Submittal of Application(s) for All CalRecycle Grants for which the City of Clayton is Eligible.
- e. Approved by Minute Order the City of Clayton Pre-Reviewed Accessory Dwelling Unit Plan Program and Authorized Staff to Implement the Program.

5. **RECOGNITIONS AND PRESENTATIONS**

- a. Certificate of Recognition of Clayton's Unsung Heroes

In acknowledgement of exemplary service to the Clayton Community, Councilmember Cloven and Councilmember Tillman presented a Certificate to Liz Abbot as an Unsung Hero.

Councilmember Cloven requested adjournment of the City Council meeting in memory of former Councilmember and Mayor Robert Kendall.

6. **REPORTS**

- a. City Manager / Staff

City Manager Bret Prebula announced the City has a new platform called "REPD" for questions and answers, which can be accessed on the City's website by clicking on ASK THE CITY. He also shared he is a potential presenter at the League of California Cities upcoming New Mayor and Councilmembers Academy. In addition, Mr. Prebula communicated he is Chair of the National Strategy Committee for City Managers relative to infrastructure funding.

7. **PUBLIC HEARINGS** - None

8. **ACTION ITEMS**

- a. Accept the Quarterly Financial Reports on the City's Investment Portfolio for the Period Ending September 30, 2023

In Finance Director Prapti Aryal's absence, City Manager Bret Prebula reported on the City's improved investment position and Budget & Audit Subcommittee decision to post the UBS investment report on the City's website. Councilmember Tillman inquired about UBS portfolio considerations. Councilmember Trupiano pointed out the Council will receive the audit report on December 19, 2023.

There were no public comments.

It was moved by Councilmember Cloven and seconded by Councilmember Trupiano to accept the City Investment Portfolio Report for the first quarter of the fiscal year 2023-2024 ending September 30, 2023. (Passed 4-0, 1 Absent).

9. **COUNCIL ITEMS**

Councilmember Tillman reiterated her request for discussion to direct the City Attorney to open an investigation on conduct of Councilmembers.

10. **COUNCIL REPORTS**

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

Councilmember Cloven reported on the following attendance and meetings: TRANSPAC; CBCA; and Clayton Pride.

Councilmember Tillman reported on the following attendance and meetings: Virtual briefing of League of California Cities League Leaders; Historical Society; VFW Veterans Day in Concord; Fire Wise Informational Town Hall; CBCA; Mt. Diablo Elementary School Growing Healthy Kids; meetings with City Manager; and Clayton Pride.


Councilmember Trupiano reported on the following attendance and meetings: Veterans Day; Concerts in The Grove Committee; Clayton Community Library Foundation; Budget/Audit Committee; CBCA and Holiday decorating; City Manager; and announced Energy Services & Infrastructure Committee meeting on November 27th, Tree Lighting, and Menorah Lighting December 7-14.

Vice Mayor Diaz reported on the following attendance and meetings: Veterans Day; Concerts in The Grove Committee, County Connection Board meeting; Downtown Holiday decorating; and City Manager.

11. **ADJOURNMENT** - On call by Vice Mayor Diaz, Councilmember Cloven and the City Council adjourned its meeting in memory of former Mayor and Councilmember Robert Kendall at 7:34 p.m.

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Respectfully submitted,



Amy Walcker, Executive Assistant to the
City Manager/HR Manager

APPROVED BY THE CLAYTON CITY COUNCIL



Jeff Wan, Mayor