

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

**TUESDAY, February 6, 2024**

1. **CALL TO ORDER AND ROLL CALL** – The meeting was called to order at 7:00 p.m. by 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: Mayor Diaz, Vice Mayor Trupiano, and Councilmembers Cloven, Tillman, and Wan. Staff present: City Manager, Bret Prebula; Police Chief Richard McEachin; Finance Manager Prapti Aryal; City Attorney Mala Subramanian; and City Clerk Stephanie Cabrera-Brown.

2. **PLEDGE OF ALLEGIANCE** – Led by Mayor Diaz.

*Mayor Diaz announced that he would be re-ordering the agenda to move Item 8a, collective bargaining agreement between the City of Clayton and the Clayton Police Officers Association, ahead of Item 3, Public Comment.*

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

*James Sinkay – Spoke regarding the need for more accessible walkways on Mitchell Canyon and improved ADA accessibility around Clayton. Mr. Sinkay also shared potential solutions.*

*Ed Hartley – Spoke regarding the January 16<sup>th</sup> meeting and the Olivia Project parking concerns.*

*Brandon Herrera – Spoke regarding a new non-profit baseball association for competitive sports and requested the city to invest more into youth recreation.*

*Mayor Diaz closed public comment.*

4. **CONSENT CALENDAR**

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

*Councilmember Wan requested item 4b be opened for discussion. Item 4b was discussed and voted on as part of the Consent Calendar.*

- a. Approval of February 6, 2024, Meeting Minutes (City Clerk)

- b. Adopt a Resolution establishing a revised Purchasing Policy to provide staff with guidance and clarity around authorized procurement practices, in compliance with Senate Bill 1383 (SB1383), for the procurement of goods, services, supplies, and equipment. (Executive Assistant to the City Manager/HR Manager)
- c. Adopt a Resolution awarding a contract for \$105,980, with Specified Play Equipment Company (SPEC) for replacement of the rubberized mat below the play structures at The Grove Park (Capital Improvement Project No. 10455); authorizing the City Manager to execute the contract on behalf of the City; and finding the project to be exempt from the California Environmental Quality Act. (Community Development)

## 5. **RECOGNITIONS AND PRESENTATIONS**

- a. 2024 Election Updates (Contra Costa County-Clerk-Recorder-Registrar)

*Assistant Registrar-Contra Costa County, Helen Nolan Prebula provided an overview of the 2024 Election Updates and answered questions.*

- b. Contra Costa Mosquito and Vector Control District Presentation

*Contra Costa Mosquito and Vector Control District Public Affairs Director Nola Woods, provided an overview of best practices to address pests during the winter months and answered questions.*

- c. Recognition of Marathon Petroleum for Grant Funding (Clayton Police Department)

*Chief Richard McEachin and Sgt. Jason Shaw provided an overview of the Grant and electric motorcycle received. Officer Mitchell Stroski demonstrated the new motorcycle functions.*

*Following discussion by the City Council, Mayor Diaz opened items 5a – 5c to public comment, but there was no one wishing to speak.*

## 6. **REPORTS**

- a. City Manager / Staff

- Link to ClearGov Transparency Portal:  
<https://cleargov.com/california/contra-costa/city/clayton/checkbook>

## 7. **PUBLIC HEARINGS**

(There are no Public Hearings scheduled for this meeting.)

## 8. **ACTION ITEMS**

- a. Approve the terms of a collective bargaining agreement between the City of Clayton and the Clayton Police Officers Association (CPOA); and authorize the City Manager to execute a Memorandum of Understanding (MOU) with a term of July 1, 2024 through June 30, 2027, for an increased amount of \$308,243. (Executive Assistant to the City Manager/HR Manger)

*City Manager Bret Prebula provided an overview of the agreement.*

*Following discussion by the City Council, Mayor Diaz opened the item to public comment:*

*Sgt. Richard Enea – Spoke regarding the agreement and thanked Clayton law enforcement officers, staff, and the council.*

**It was moved by Councilmember Wan, seconded by Councilmember Tillman, to approve the terms of the collective bargaining agreement between the City of Clayton and the Clayton Police Officers Association (CPOA). (Passed; 5- 0).**

- b. Receive update on the Community Survey presented by the market research team who conducted the survey. (City Manager)

*City Manager Bret Prebula provided a brief overview and introduced the consultants. Consultants Lydia Avramenko, Dimitry Teplyuk, and Dasha Barmina provided an overview of the Community Survey and responses, and answered questions.*

*Following discussion by the City Council, Mayor Diaz opened the item to public comment:*

*Lauren Kindorf – Spoke regarding State and Federal laws that the city needs to consider when balancing town aesthetics and legal requirements.*

**No Action Taken.**

- c. Provide direction to staff on their initial ten (10) strategic goals and identify a variety of 2-person Ad Hoc committees to add strategic objectives to each goal. (City Manager)

*City Manager Bret Prebula provided an overview of the strategic goals and committee formation process.*

Strategic Goal	Ad Hoc Committee
Public Safety, Infrastructure, and accessibility (roads, sidewalks, and ADA)-	Tillman/Trupiano
Community Parks and Recreation	Wan/Cloven
Economic Development- promoting available spaces, growing number of families into community, improved downtown activity	Trupiano/Cloven
Maintain vibrant police force, maintaining community policing model	Cloven/Tillman
Balancing the budget	Wan/Trupiano
Maintain the aesthetic of the City of Clayton (LMD)	Cloven/Diaz
Disaster Preparedness and Fire Prevention	Tillman/Diaz
Preserving the historical nature of the town	Trupiano/Diaz
Environmental Sustainability	Cloven/Tillman

*Following discussion by the City Council, Mayor Diaz opened the item to public comment, but there was no one wishing to speak.*

**It was moved by Councilmember Cloven, seconded by Councilmember Tillman, to approve the Ad Hoc committees and the nine (9) strategic goals. (Passed; 5- 0).**

**9. COUNCIL ITEMS – Limited to Council requests and directives for future meetings.**

*Councilmember Cloven requested a future agenda item to discuss the purchasing policy*

*Councilmember Tillman requested a future agenda item to discuss the censure of councilmembers and requesting to the City Attorney review concerns regarding treatment of staff by councilmembers.*

*Mayor Diaz, Vice Mayor Trupiano and Councilmember Wan did not request any future agenda items.*

**10. COUNCIL REPORTS**

*Councilmember Cloven attended: Art and Wine Festival planning meeting and informed the Council of the Clayton Cleans – up event schedule for April 20th.*

*Councilmember Wan: Attended City Sponsored Special Events Committee and spoke with constituents.*

*Councilmember Tillman attended meetings for: Clayton Pride; California League of Cities – Community Services Policy Committees; California League of Cities – Easy Bay Division; Mount Diablo Education Board; and met with the City Manager, and various constituents.*

*Vice Major Trupiano attended: Oakhurst Country Club Townhall; Coffee with Supervisor Ken Carlson event; attended meetings with/for City Sponsored Special Events Committee; Clayton Library Refresh w/County representatives; East Bay Leadership Council; Supervisor Ken Carlson and Alejandra Sanchez; shared when and where the Clayton Community Library Foundation will meet next; and shared updates on upcoming City sponsored events.*

*Mayor Diaz attended meeting for: County Connection Board; Coffee with Supervisor Ken Carlson event; CBCA General membership; Mayors' Conference in El Cerrito; BBQ Committee; Met with the Chief of Police and the City Manager. The Mayor also provided an update on former Clayton Mayor Hoyer.*


**11. CLOSED SESSION**

(There was no Closed Session schedule for this meeting)

**12. ADJOURNMENT** - on a call by Mayor Diaz, the City Council adjourned its meeting at 9:39 p.m.

Please note the Minutes of this meeting set forth all actions taken by the City Council on the matters stated, but not necessarily in the chronological sequence in which the matters were taken up.

Respectfully submitted,

  
Stephanie Cabrera-Brown, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL

  
Jim Diaz, Mayor