



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

**TUESDAY, October 1, 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, Kris Lofthus; Assistant City Manager, Regina Rubier; Police Chief, Richard McEachin; JorDann Crawford and Jason McKinley, 4leaf Code Enforcement Officers, City Attorney, Malathy Subramanian; and City Clerk, Stephanie Cabrera-Brown.
  
2. **PLEDGE OF ALLEGIANCE** – Led by Mayor Diaz
  
3. **PUBLIC COMMENT ON NON - AGENDA ITEMS**  
*Members of the public may address the City Council on non-agendized items within the Council's jurisdiction. To ensure an orderly meeting and an equal opportunity for everyone, each speaker is limited to three (3) minutes, or the time established by the Mayor. In accordance with State Law, no action may take place on any item not appearing on the posted agenda. The Council may respond to statements made or questions asked or may at its discretion request Staff to report back at a future meeting concerning the matter.*

*Public comment and input on other agenda items will be allowed when each item is considered by the Council.*

*Frank Gavidia (in Spanish and English) – Spoke regarding the September 21<sup>st</sup> Car show to celebrate Hispanic Heritage Month and thanked the council for supporting the event.*

*Scott Denslow- Spoke regarding public service and the choice to attend events.*

*Richard Enea – Spoke regarding his qualifications for City Council and the Housing Element.*

*Maria Shulman – Spoke regarding her qualifications for City Council and accountability in government.*

*Holly Tillman (Councilmember) – Spoke regarding her qualifications for re-election, the work that has been done during her current term, and external bodies that she sits or is the Chair of.*

*At the request of Mayor Diaz, Vice Mayor Trupiano assumed the chair at 7:18 p.m.*

*Jim Diaz (Councilmember) – Spoke regarding his qualifications for re-election, spoke regarding work that has been completed during his current term and priorities if re-elected.*

*The Mayor resumed the chair at 7:21 p.m.*

#### **4. CONSENT CALENDAR**

**It was moved by Councilmember Wan, seconded by Vice Mayor Trupiano to approve Consent Calendar item 4(a) & 4 (c) as submitted. Items 4(b) and 4 (d) to be continued to the meeting of October 15, 2024. (Passed: 5- 0).**

- a. Approval of the September 17, 2024, Meeting Minutes (City Clerk)
- b. Authorize the City Manager to execute a First Amendment to the Consulting Services Agreement with Muchmore than Consulting, LLC for interim fiscal and human resources services for an additional \$50,000 in compensation for a total contract price not to exceed \$80,000, effective June 15, 2024, through January 31, 2025. (Assistant City Manager)  
*Continued to the October 15, 2024, meeting.*
- c. Adopt a Resolution renewing the authorization to invest monies in the Local Agency Investment Fund (“LAIF”) in accordance with Section 16429.1 of the California Government Code. (Assistant City Manager)

**Resolution 38-2024**

- d. Authorize the City Manager to execute a contract with UBS for investment advisory services, at a rate of 20 basis points effective October 1, 2024. (Assistant City Manager)  
*Continued to the October 15, 2024, meeting.*

#### **5. RECOGNITIONS AND PRESENTATIONS**

- a. Proclaim November 6, 2024, as National Shelter in Place Education Day

*Mayor Diaz read the proclamation into record.*

b. Presentation on Code Enforcement Activities

JorDann Crawford and Jason McKinley, 4Leaf, Inc. Code Enforcement Officers assigned to the City of Clayton presented current code enforcement activities and future initiatives.

*Scott Denslow- Requested information on how to file a complaint.*

*Bill Walcott – Requested information on the proactive code enforcement process.*

6. **REPORTS**

a. City Manager / Staff

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

Kris Lofthus, City Manager provided a report on PG&E vegetation removal near downtown and Mt. Diablo Elementary School and removal of a leaning power pole. PG&E customers will receive notice if their power is expected to be off; and shared information on the CBCA Oktoberfest taking place on October 5<sup>th</sup> & 6<sup>th</sup>.

7. **PUBLIC HEARINGS**

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

8. **ACTION ITEMS**

a. Discussion on Whether to Create a City Flag

*Mayor Diaz introduced Ted Kaye, Vexillologist who provided an overview of the Process to create a city flag. Following discussion by the City Council, Mayor Diaz opened the item to public comment:*

*Scott Denslow – Requested additional information on costs associated with creating a flag and requested that the community be engaged in the process.*

*Bill Walcott – Spoke in support of creating a city flag and community involvement.*

*Ed Miller – Spoke in support of creating a city flag and community involvement and transparency of costs.*

*Kerry – Spoke regarding the timing and concerns that this will be distracting to city staff.*

**No Action required.**

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

Councilmember Tillman requested to agendaize a discussion to discuss hiring an independent third-party to investigate the staff turnover and requested governance training for the council.

**10. COUNCIL REPORTS**

Councilmember Wan spoke with constituents.

Councilmember Tillman attended meeting(s) for: East Bay Division – League of Cities, Elected Women’s Luncheon; Clayton Pride Board.

Councilmember Cloven attended meeting(s) for: Clayton Pride Board, Participated in: Corn Hole tournament.

Vice Mayor Trupiano attended meetings for: Attended the Low Rider Car Show, East Bay Economic Development Alliance Economic Forum, Association of Realtors; Met with: Assistant City Manager,

Mayor Diaz attended meeting(s) for: County Connection Board, Contra Costa Water District; Met with: City Manager; Attended the: Low Rider Car Show,

**11. ADJOURNMENT** – on a call by Mayor Diaz, The City Council adjourned its meeting at 8:41 p.m. in memory of Peter “Pete” Chrobak.

The next meeting will be on Tuesday October 15, 2024.

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.

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Respectfully submitted,



Stephanie Cabrera-Brown, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL



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Jim Diaz, Mayor