



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

TUESDAY, JANUARY 7, 2025

1. **CALL TO ORDER AND ROLL CALL** – The meeting was called to order at 7:00 p.m. by Mayor Trupiano 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: Councilmember: Diaz, Enea, Tillman, Vice Mayor Wan, and Mayor Trupiano. Staff present: City Manager, Kris Lofthus; Assistant City Manager, Regina Rubier; Interim Police Chief, Don Mort; City Attorney, Malathy Subramanian; City Clerk, Stephanie Cabrera.
2. **PLEDGE OF ALLEGIANCE** – Led by Mayor Trupiano
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.

Glen Miller – Spoke regarding concerns with loitering, littering and street light outage near Peacock Creek

Lauren Kindorf – Spoke regarding staffing and requested an update on recruitment status.

Meredeth G. – Spoke regarding Hybrid meetings and a street light outage on Round House Place.

Scott Denslow – Spoke regarding the loitering and littering near Peacock Creek and spoke regarding hybrid meetings.

4. CONSENT CALENDAR

It was moved by Councilmember Diaz, seconded by Vice Mayor Wan, to approve Consent Calendar item 4(a) (Passed; 5- 0).

- a. Approval of the December 17, 2025, Meeting Minutes:
(City Clerk)

5. RECOGNITIONS AND PRESENTATIONS

(There were no Recognitions or Presentations scheduled for this meeting.)

6. ACTION ITEMS

- a. Consider and Decide Whether to Continue Use of Hybrid Meetings for City Council, Planning Commission and Budget/Audit Committee Meetings.
(City Manager)

Keith Haydon, Laura Kindorf, Ed Miller, Meredith Yalenty, Terri Denslow, Scott Denslow, Rachel Levy, Karen Amos, Scott Collier, Rosy Straka, Roy Correa, and Jordan Tillman – Spoke in support of continuing hybrid meetings with remote public comment.

It was moved by Vice Mayor Wan and seconded by Councilmember Diaz to discontinue the use of remote public comment. (Passed 4/1; Yes: Councilmembers: Enea, Diaz, Vice Mayor Wan, and Mayor Trupiano. No: Councilmember Tillman)

- b. Consider Adoption of Proposed Updates to the City Council Guidelines and Procedures. (City Manager)

Laura Kindorf – Spoke regarding concerns with updates to how councilmembers can request items to be agendized.

Terri Denslow, Meredith Yalenty, Keith Haydon, Scott Denslow, Karen Amos, Brooke Halliday, Matt Tillman – Spoke regarding concerns with a lack of transparency with recommended updates to the council guidelines.

Dane Horton – Spoke in support of the recommended updates to the council guidelines.

It was moved by Vice Mayor Wan and seconded by Councilmember Diaz to Adopt the proposed updates to the City Council Guidelines. (Passed 4/1; Yes: Councilmembers: Enea, Diaz, Vice Mayor Diaz, and Mayor Trupiano. No: Councilmember Tillman)

c. Discuss and Approve City Council Committees and Assignments for Standing/Ad-Hoc Committees and Liaison Positions.

Committee	Primary	Alternate
Association of Bay Area Governments (ABAG)	Tillman	Diaz
Budget and Audit	Trupiano/Wan	
Citizens Corp (CERT)	Diaz	Trupiano
City Sponsored Special Events	Diaz/Trupiano	
Clayton Financing Authority (CFA)	Discuss at a future meeting	
Community Park Sports Field Committee	Enea/Wan	
Contra Costa Water District (CCWD)	Diaz	Enea
CCCTA – County Connection	Diaz	Tillman
Do the Right Thing	Tillman	Trupiano
Unsung Heroes	Full Council	
East Bay Division - League of California Cities	Enea	Diaz
East Contra Costa County Habitat Conservancy (ECCCHC)	Trupiano	Wan
Garbage and Recycling	Committee dissolved	
Interview Committees:		
Planning Commission	Full Council	
Trails and Landscape Committee	Full Council	
Clayton Community Library Foundation	Trupiano	Tillman
Mayors Conference	Full Council	
Mt. Diablo School District	Tillman/Enea	
Geological Hazard Abatement District	Discuss at a future meeting	
Trails and Landscaping Committee Liaison	Tillman/Wan	
TRANSPAC	Enea	Tillman
Internship Training Program	Full Council	
Parking Ad-Hoc	Tillman/Wan	

Lauren Kindorf – Requested an update on the Financial Sustainability Committee and meeting scheduling.

It was moved by Vice Mayor Wan and seconded by Councilmember Diaz to accept the Council Committee Assignments. (Passed 5/0).

7. REPORTS

a. City Manager / Staff

- Link to ClearGov Transparency Portal:

<https://cleargov.com/california/contra-costa/city/clayton/checkbook>

Kris Lofthus, City Manager, spoke regarding the Planning Commission vacancy and how to apply. Mr. Lofthus shared an update on the Community Development consultant and introduced the Interim Police Chief Don Mort. Interim Chief Mort spoke regarding his experience and plans for his time in Clayton.

8. PUBLIC HEARINGS

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

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

Councilmember Tillman Councilmember Tillman requested to agendaize a discussion with the City Attorney to discuss hiring an independent third party to conduct an investigation into staff turnover and requested governance training for the City Council.

Mayor Trupiano requested a future discussion on developing a city flag, and governance training for the City Council.

10. COUNCIL REPORTS

Councilmember Tillman attended former Chief McEachin’s farewell luncheon and the Hannukah celebrations downtown, swearing in ceremony for Supervisor Scales-Preston. Met with staff and constituents regarding Firewise.

Councilmember Enea attended former Chief McEachin’s farewell luncheon, the holiday tree lighting, and met with constituents.

Councilmember Diaz attended former Chief McEachin’s farewell luncheon, the Hannukah celebrations downtown, and the County Connection Board meeting.

Vice Mayor Wan met with constituents and attended the Budget & Audit, and City Sponsored Special Events Committee meetings.

Mayor Trupiano attended the Hannukah celebrations downtown, the Budget & Audit, and City Sponsored Special Events Committee meetings.

11. **ADJOURNMENT** – on a call by Mayor Trupiano, The City Council adjourned its meeting at 9:09 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.
