



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

TUESDAY, JANUARY 21, 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: Councilmembers: Diaz, Enea, Tillman, and Mayor Trupiano; Councilmember Absent: Vice Mayor Wan. 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

Mayor Trupiano announced that she would be re-ordering the agenda to move Item 5 Recognitions and Presentations heard before Item 3 Public Comment on Non- Agenda Items.

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.

James Killoren – Spoke regarding sidewalk safety and the city's current sidewalk repair program.

4. CONSENT CALENDAR

It was moved by Councilmember Enea and seconded by Councilmember Tillman, to approve Consent Calendar Item 4(a) (Passed 4/0; Absent: Vice Mayor Wan)

- a. Approval of the January 7, 2025, Meeting Minutes.
(City Clerk)
- b. Authorize Execution and Recordation of Noise Abatement Agreement for Oakhurst Golf Course Maintenance Activities (Interim Community Development Director)

Continued to the Call of the Council

Following discussion by the City Council, Mayor Trupiano opened the item to public comment; there were no members of the public wishing to make public comment.

5. RECOGNITIONS AND PRESENTATIONS

- a. Certificates of Recognition to Public School Students for Exemplifying the “Do the Right Thing” Character Trait of “Kindness” During the Months of November and December 2024.

Councilmember Tillman presented the awards with Diablo View Middle School, Principal Vicki Wilson, Mt. Diablo Elementary School, Vice Principal Miranda Romo, and the student’s nominating teachers.

- b. Certificates of Recognition for Saving a Life: Officer Wiggins and Sgt. Enea

Interim Police Chief, Don Mort provided a brief overview of the January 5th event and presented the awards.

Sgt. Enea commended Officer Wiggins for her heroic efforts.

6. REPORT

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

Kris Lofthus, City Manager, attended a meeting with Contra Costa Fire regarding fire mapping, East Bay Regional Parks to discuss future projects, provided an update on the Housing Element, and shared information on how to apply to the Planning Commission vacancy.

- b. City Council / Committees
Reports provided as an attachment to the agenda.

7. PUBLIC HEARINGS

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

8. ACTION ITEMS

- a. Adopt a Resolution Authorizing the Revised Job Descriptions for the Full-Time Administrative Clerk, the Part-Time Community Services Leader and Approving the Additions of a Full-Time Management Analyst, Senior Planner and Community Development Technician, and a Resolution Approving a Publicly Available Pay Schedule for the Full-Time Positions of Administrative Clerk, Management Analyst, Senior Planner and Community Development Technician and the Part-Time Community Services Leader. (Assistant City Manager)

Regina Rubier, Assistant City Manager, provided an overview of the proposed positions and related pay schedule. Following discussion by the City Council, Mayor Trupiano opened the item to public comment:

Lauren Kindorf – Spoke regarding staffing and in support of the additional positions.

James Killoren – Spoke regarding staffing and need for a longer-term view on the budget when adding or removing positions.

Resolution	1-2025
Resolution	2-2025

It was moved by Councilmember Enea and seconded by Councilmember Tillman to Adopt a Resolution Authorizing the Revised Job Descriptions for the Full-Time Administrative Clerk, the amended Part-Time Community Services Leader and Approving the Additions of a Full-Time Management Analyst, Senior Planner and Community Development Technician, and a Resolution Approving a Publicly Available Pay Schedule for the Full-Time Positions of Administrative Clerk, Management Analyst, Senior Planner and Community Development Technician and the Part-Time Community Services Leader. (Passed 4/0; Absent: Vice Mayor Wan)

- b. Approve a Grant Application for the Mountaire Parkway Bicycle Lanes Project to the Metropolitan Transportation Commission for the Allocation of Fiscal Year 2025-2026 Transportation Development Act (TDA) Article 3 Pedestrian/Bicycle Funding Including Adopting a Resolution Approving the Grant Application, Finding the Project is Categorically Exempt Under CEQA and Filing with the County Clerk Recorder. (City Engineer)

Larry Theis, City Engineer, provided an overview of the Grant Application for the Mountaire Parkway Bicycle Lanes Project. Following discussion by the City Council, Mayor Trupiano opened the item to public comment:

James Killoren – Spoke regarding street overlays, water retention, road work costs, and requested additional information from contractors hired.

Ben Grover – Spoke regarding the need for safer streets and made recommendations on the resurfacing and restriping.

Resolution 3-2025

It was moved by Councilmember Tillman and seconded by Councilmember Enea to Approve a Grant Application for the Mountaire Parkway Bicycle Lanes Project and submit segment 1 proposed layout – Replacing the Bike Lane with a Buffer Zone and Allowing on Street Parking, and Adopt a Resolution Approving the Grant Application, Finding the Project is Categorically Exempt Under CEQA and Filing with the County Clerk Recorded. (Passed 4/0; Absent: Vice Mayor Wan)

9. **ADJOURNMENT** – on a call by Mayor Trupiano, The City Council adjourned its meeting at 8:42 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.
