

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

TUESDAY, March 5, 2024

1. **CALL TO ORDER AND ROLL CALL** – The meeting was called to order at 6:30 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; Asst. To City Manager/HR Manager, Amy Walcker; 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 5a City of Clayton's Incorporation 60th Anniversary proclamation, and Item 4b Certificate of Appreciation, ahead of Item 3, Public Comment.

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

Geneva Moss (Clayton Library) – Spoke regarding the Strategic Plan and Various Library programs.

Keith Haden - Spoke regarding staffing turnover and requested the Council

Tim Whitfield - Spoke regarding research on Senior Programs and support for the senior community.

Anita Stranick - Spoke regarding the importance of Senior Programs and supporting the whole community.

Rebecca Knowland - Spoke regarding the departure of the City Manager and the need for the Council to investigate the turnover rate.

Jim K. - Thanked Council for recognizing the Police Department and spoke regarding fire safety/Firewise community.

Ben Grover - Spoke regarding reducing car lanes in Dana Hills and road safety.

Gary Hood - Spoke regarding the 2/20/24 meeting and thanked the Council for forming the ad hoc committee to discuss Parking at the Olivia Project. Mr. Hood also requested information on what outreach will be done to engage residents.

Jeff Wilson (Rotary Club) - Spoke regarding upcoming Clayton Valley/Concord Sunrise Rotary Club events and projects planned for 2024.

Terri D. – Expressed gratitude to the City Manager and spoke in support of Councilmember Tillman’s request for an investigation.

Frank Gavidia – Spoke regarding the City Manager’s departure and spoke regarding previous City Managers.

4. CONSENT CALENDAR

It was moved by Councilmember Cloven, seconded by Councilmember Tillman, to approve the Consent Calendar items 4(a) – 4(d) as submitted. (Passed; 5- 0).

Mayor Diaz presented item 4d during Item 5a. Item 4d was voted on as part of the Consent Calendar.

- a. Approval of the February 6, 2024, meeting Minutes. (City Clerk)
- b. Direct the Clerk to prepare a Certificate of Appreciation for the Contra Costa Water District crew for restoring water service after the February 2024 outage.
- c. Accept the City Investment Portfolio Report for the second quarter of Fiscal Year 2023-2024 ending December 31, 2023. (Finance Director)
- d. Adopt Juneteenth as a City of Clayton holiday, recognizing the federal holiday adopted in 2021. (Executive Assistant to the City Manager/HR Manager)

5. RECOGNITIONS AND PRESENTATIONS

Mayor Diaz called Item 5a before Item 3.

- a. City of Clayton's Incorporation 60th Anniversary proclamation

Supervisor Ken Carlson presented a Certificate of Recognition to the City of Clayton and shared memories of the city.

Keith Hayden; Dan Richardson; C.W. Wolfe - Shared memories, spoke regarding what it means to live in Clayton, and shared ideas to foster growth and volunteerism in the community.

6. REPORTS

- a. City Manager / Staff

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

7. PUBLIC HEARINGS

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

8. ACTION ITEMS

- a. Review the Five-Year Financial Forecast for FY 2024-2028; Approve the Revised Reserve Policy; Approve a Resolution outlining the adjustment to Reserve Fund assignments and amounts; and Provide staff direction on moving forward with a 2024 revenue measure to be placed on the November 2024 ballot or move to austerity measures to balance the budget. (City Manager)

City Manager Bret Prebula and Dan Matusiewicz (GovInvest) provided an overview of The Five-Year Financial Forecast, Resolution outlining adjustments to the Reserve Fund assignments, and requested direction.

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

Erin Bennet - Spoke in support of the revenue measure.

Steve - spoke in support of the revenue measure.

Doug Rogers - Spoke against supporting a sales tax initiative and requested additional information on what was used to confirm we are not spending money elsewhere.

Ed Miller - Spoke in support of the initiative to support a sales tax measure.

Jim K - Spoke regarding pension costs and concerns with future projections.

Ben Grover - Spoke in support of the revenue measure and spoke regarding vacancies in the downtown area.

Christine - Spoke in support of the revenue measure.

Lauren Kindorf - Spoke in support of the revenue measure.

Mike Wells - Spoke in Support of the revenue measure.

Kevin McFarland - Spoke in support of the revenue measure.

Pete Laurence - Spoke regarding various matters.

The Mayor Divided the question.

Update on Forecast was heard.

It was moved by Councilmember Cloven, seconded by Councilmember Tillman, to Approve the Revised Reserve Policy. (Passed; 5- 0)

It was moved by Councilmember Tillman, seconded by Councilmember Cloven, to Adopt a Resolution outlining the adjustment to Reserve Fund assignments and amounts. (Passed; 5- 0)

It was moved by Councilmember Wan, seconded by Vice Mayor Trupiano, to Direct Staff to plan accordingly for a Fiscal Year 24-25 budget to provide appropriate resources needed to fund and successfully achieve a 2026 General Parcel Tax campaign, and move forward with a general parcel tax on the 2026 ballot.

(Passed; 4- 1; Ayes: Councilmembers: Wan and Cloven; Vice Mayor Trupiano; Mayor Diaz; No: Councilmember Tillman)

Motion to continue meeting beyond 11:00 p.m.

It was moved by Mayor Diaz, seconded by Councilmember Wan, to continue the meeting beyond 11:00 p.m. (Passed; 5- 0)

- b. Discussion on possible revisions to the Purchasing Policy as requested at the February 6, 2024 meeting. (City Manager)

City Manager Bret Prebula provided an overview of the February 6, 2024, meeting discussion and requested direction.


Following discussion by the City Council, Mayor Diaz opened the item to public comment; No one spoke during public comment.

It was moved by Councilmember Wan, seconded by Councilmember Cloven, to direct staff to return to the Council with a revised Purchasing Policy (Passed; 5- 0).

- 12. ADJOURNMENT** - on a call by Mayor Diaz, the City Council adjourned its meeting at 11:42 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.

Respectfully submitted,



Stephanie Cabrera-Brown, City Clerk

APPROVED BY THE CLAYTON CITY COUNCIL



Jim Diaz, Mayor