

**TOWN OF MORAGA
TOWN COUNCIL REGULAR MEETING**

**July 10, 2013
MINUTES**

7:00 P.M. Regular Meeting

Joaquin Moraga Intermediate School Auditorium
1010 Camino Pablo, Moraga, California 94556

I. CALL TO ORDER

The regular meeting was called to order at 7:02 P.M. by **Mayor Dave Trotter**.

ROLL CALL

Councilmembers present: Mayor Dave Trotter, and Councilmembers Phil Arth and Michael Metcalf

Councilmembers absent: Vice Mayor Ken Chew and Councilmember Roger Wykle

II. PLEDGE OF ALLEGIANCE

Mayor Trotter led the Pledge of Allegiance.

III. SPECIAL ANNOUNCEMENTS

There were no special announcements.

IV. PROCLAMATIONS AND PRESENTATIONS

There were no proclamations or presentations.

V. PUBLIC COMMENTS AND SUGGESTIONS

Lynda Deschambault, Moraga, Director of Contra Costa Climate Leaders, reported that the organization held a workshop in February 2013 to discuss resiliency plans in the Climate Action Plan (CAP), similar to what the Community Emergency Response Team (CERT) provided to the community. She presented the Council with a fact sheet, and asked the Town of Moraga to consider developing a Resiliency Plan for discussion on a future agenda. She reported that five cities in Contra Costa County had signed the Mayors' Accord on City Resiliency and offered to provide copies to the Council.

VI. ADOPTION OF THE CONSENT AGENDA

A. Approval of the Consent Items

No Consent Agenda Items were removed from the agenda.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

ACTION: It was M/S (Metcalf/Arth) to approve the Consent Agenda, as shown. Vote: 3-0-2. Absent: Chew, Wykle.

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|----|---|----------|
| 1) | Accounts Payable Claims for 6/28/13 (\$124,908.07)
7/01/13 (\$72,854.53) | Approved |
| 2) | Approve Minutes for Town Council Regular and
Special Meetings on June 12, 2013 | Approved |
| 3) | Review and Accept Second Quarter Update of Town Council
Adopted Goals for 2013 | Approved |
| 4) | Approve by Motion Authorization for the Town Manager to
Deem Identified Town-Owned Vehicles as Surplus | Approved |

B. Consideration of Consent Items Removed for Discussion

No Consent Items were removed for discussion.

VII. ADOPTION OF MEETING AGENDA

ACTION: It was M/S (Arth/Metcalf) to adopt the Meeting Agenda, as shown. Vote: 3-0-2. Absent: Chew, Wykle.

VIII. REPORTS

A. Mayor's and Councilmembers' Reports

Mayor Trotter - Reported that he had attended the Mayor and Chairs meeting on June 28; represented the Town of Moraga at various events during the 4th of July celebrations; and helped to raise a little over \$2,000 for the cost of the fireworks display with the Town having reached its \$24,000 goal. He thanked everyone who had helped to raise funds for the celebrations.

Vice Mayor Chew - Not present.

Councilmember Arth - No report.

Councilmember Metcalf - Reported that he had attended a recent Southwest Area Transportation Committee (SWAT) meeting and had attended the Town's 4th of July celebrations.

Councilmember Wykle - Not present.

- B. Town Manager Update** – Town Manager Jill Keimach reported that the Central Contra Costa Solid Waste Authority (CCCSWA) Board would be considering an item on its July 25 agenda for the Town of Moraga to prepare a Garbage Vehicle Nexus Study. She explained that the Council Liaison appointees would vote whether to have the franchise fees include a vehicle impact fee, with the maximum not-to-exceed amount for the study set at \$9,500 with funds from the reserve the Town had with the CCCSWA.

Ms. Keimach added the Town had contracted with an outside firm to review the value of the Rheem Theatre operation to determine whether the Parks and Recreation Department should lease the facility, whether the business was viable, and whether there was something the Town or an outside community organization could, or should, be doing, with said data to be brought back to the Council in September or October 2013.

Mayor Trotter advised that consideration of the Nexus Study with the CCCSWA Board would not be a Consent Agenda item; he understood the not-to-exceed amount could actually be reduced if at least one other jurisdiction agreed to update its nexus study; and that the cost for funding the study would come from the Town's Diversion Incentive Fund at CCCSWA.

Ms. Keimach understood the Nexus Study had been scheduled to be completed in the September timeframe and would then be considered in the CCCSWA rate-setting process. The schedule would allow time for an end-of-the-year review and consideration of any changes to the Town's fees.

Mayor Trotter noted that the City of Lafayette had provided for the fee as part of its rate-setting process for the last several years.

IX. DISCUSSION ITEMS

There were no discussion items.

X. PUBLIC HEARINGS

There were no public hearings.

XI. ORDINANCES, RESOLUTIONS AND REQUESTS FOR ACTION

- A. Receive Climate Action Plan Task Force Update and Provide Comments on Proposed Action Programs/Strategies**

Climate Action Plan (CAP) Task Force Chair Graig Crossley reported that the Planning Director had done a good job outlining the CAP Task Force efforts for proposed action programs/strategies as reflected in the July 10, 2013 staff report. He reported that the all-volunteer CAP Task Force hoped to complete its mandate on this effort, and had scheduled a meeting for July 15, 2013 to continue deliberation on the CAP Task Force recommendations as outlined in the staff report. Another meeting could also be considered in early September prior to the sunset of the CAP Task Force, if needed, to complete the effort. He clarified that if the CAP Task Force was unable to complete the items of discussion, it would likely come back to the Council in September to request an extension of the sunset date. He expressed hope that the group would meet the work required within the sunset date.

Mayor Trotter supported allowing the CAP Task Force additional time to complete its efforts.

Mr. Crossley asked that the sunset date be deferred two months. He referenced Attachment B, List of Potential Strategies, being considered by the CAP Task Force, and expressed his hope the CAP Task Force would have the opportunity to list its views on the items shown.

Mr. Crossley acknowledged information that had just been presented to the Council from Russell Driver, a member of the CAP Task Force, on Energy Conservation and Green Building Methods. While he had not yet read the information, he understood that Mr. Driver had

presented the same proposal to the CAP Task Force, and the information provided by Mr. Driver had expanded on the basic items the Planning Director had included in the staff report.

PUBLIC COMMENTS OPENED

Dave Bruzzone, Moraga, expressed concern that some of the information from the CAP Task Force was potentially intrusive to citizens' everyday lives. He referenced proposed amendments to the Moraga Municipal Code (MMC), zoning ordinance, land use plans, modification and evaluation of major road corridors; and modification, restriction, and reduction of energy use to be applied to residents of Moraga who were unaware of the proposal. While he understood that a CAP was required pursuant to State law, he expressed concern with impacts to the Town's Regional Housing Needs Allocation requirements (RHNA), and potential impacts to future home sales if more regulations were implemented. He questioned how the new regulations would be implemented and regulated to ensure that the goal of reducing energy was achieved, and expressed his hope the Town would not be forcing its residents to move towards energy-efficient apartments and away from the single-family residential developments currently enjoyed in the community.

PUBLIC COMMENTS CLOSED

Responding to the Council, Ms. Keimach explained that the CAP Task Force was currently staffed by the Planning Director; the effort had been ongoing a little over a year; CAP Task Force meetings were held once a month; and the Town had expended approximately \$12,000 to date in staff costs. She described the background of the CAP Task Force efforts and the State mandate for a CAP. The CAP was intended to be a report offering a menu of strategies for applicants to choose from with the goal of reducing greenhouse gas (GHG) emissions. The next step after the menu of strategies would be how, and how far, to regulate or encourage those strategies, and then to analyze the effectiveness of the strategies on reducing GHGs. A consultant would typically be hired to conduct the analysis.

Ms. Keimach advised that the CAP Task Force was intended to be a strong committee with staff support and with guidance and direction by Task Force members themselves. Once the list of strategies had been finalized, a consultant could then be hired to analyze the list of strategies, with a report either prepared in-house or the Council could direct the CAP Task Force to write the CAP itself. She acknowledged that identifying the strategies represented the bulk of the process, with the remainder work more quantitative in nature.

Mr. Crossley agreed with the Town Manager's assessment and noted that in two months or less he expected the CAP Task Force to clearly identify its support for the list of strategies based on value judgment and a host of options. The CAP Task Force would make a recommendation to the Town Council and he foresaw a menu of strategies and options with the Council to decide which would be appropriate for the Town of Moraga. He pointed out that CAP Task Force members were not technicians and did not have the detailed background to determine the amount of GHGs to be reduced by the strategies, which would have to be determined by a consultant.

Ms. Keimach urged caution in the creation of a list of strategies that could be too narrow, eliminating an applicant's flexibility. She emphasized the importance of having an acceptable menu of strategies where some would provide incentives while others would be mandates.

Speaking to Attachment B, List of Potential Strategies, **Councilmember Metcalf** expressed concern with Strategy W13 (alternative method of future land development), and questioned how that strategy, which he characterized as a global sweeping recommendation, had been

included in the document. He expressed concern with what would be presented to the Council in the next two months.

Mr. Crossley reiterated that the CAP Task Force had yet to vote on the list of strategies. He recognized the concerns expressed, and the intent for the list of strategies was not to limit choices but to offer a full range of options.

Councilmember Metcalf commented that the Council packet (under Communications) had also included a letter from the State of California regarding the requirements for updating the General Plan. He clarified with staff that as the General Plan was updated it would include a new element including the CAP. The CAP would appear different from the other elements of the General Plan and would include monitoring as required by other State regulations.

Mr. Crossley stated that the CAP would be a public document and emphasized that the public had always been invited and recognized during CAP Task Force meetings, although the document had not yet been vetted at the Council level. While it could be done during the update of the General Plan, the document still required public review.

Mayor Trotter found the CAP to be a living document and spoke to the List of Potential Strategies "Solid Waste, Waste Reduction and Recycling" strategy SW4 (adopt a Multi-family Dwelling, Schools, and Business recycling Ordinance and review and revise the Town's franchise agreement with its waste hauler), noting that the CCCSWA was in the process of a Request for Proposal (RFP) for a new solid waste franchise which was not within the Town's authority. He also spoke to strategy SW1 (support State goal to achieve 75% diversion rate by 2020) and noted that strategy was an ambitious goal and not a mandate, although by the year 2020 it would likely become a mandate.

Councilmember Metcalf referenced "Land Use and Transportation" strategy LUT7 (require new residential development to offer free or discounted bus pass to residents) and questioned how that strategy had come about, to which Mr. Crossley reiterated that the CAP Task Force offered recommended strategies and the Town Council would then decide how viable or feasible those strategies would be for the Town.

Councilmember Arth offered a motion to extend the sunset date for the CAP Task Force to September 11, 2013.

Mayor Trotter recommended the motion be amended to extend the sunset date for the CAP Task Force to November 15, 2013.

ACTION: It was M/S (Arth/Trotter) to extend the sunset date for the Climate Action Plan Task Force to November 15, 2013. Vote 3-0-2. Absent: Chew, Wykle.

Mayor Trotter disagreed with the staff recommendation to hire a consultant to work with the CAP Task Force, noting that through the General Plan Update the Town would likely secure the services of a consultant at that time.

Ms. Keimach commented that the bulk of the work for the CAP Task Force would be the identification of a menu of strategies with the remainder to be considered as part of the General Plan Update. Whether or not the menu of strategies should include any analysis of the strategy's effectiveness of reducing GHG emissions would be something the Town Council would have to determine.

Mr. Crossley acknowledged that Mr. Driver was a former member of the Moraga Planning Commission and had more experience than the other members of the CAP Task Force,

although he could not speak on behalf of Mr. Driver as to his willingness to provide that level of analysis on the remainder of the items before the Council.

Mayor Trotter sought an analysis which would allow the Council to track how a particular strategy may result in terms of GHG reductions, and which may provide a rough basis for cost benefit analysis, apart from whether a particular strategy met other tests.

Councilmember Arth noted that some of the strategies were unrealistic; expressed hope that the strategies would be better defined when a final report was returned to the Town Council; and sought some research to determine whether the strategy would make sense.

Mr. Crossley stated that of the Bay Area cities that had already prepared CAPs, the Council would find that there was at least one city that had each of the proposed strategies although he recognized that Moraga would choose its own path.

Councilmember Metcalf noted he wanted the CAP Task Force to understand that it must consider whether the strategies were measurable and quantifiable, with presumed benefits.

Mayor Trotter found Mr. Driver's information to be quite quantitative, and requested any citations, documents, and evidence supporting the proposed GHG reductions when the issue returned to the Town Council.

B. Legal Documents for Certificates of Participation (COP) Using Revenue from the Town of Moraga's One Cent Local Sales Tax to Provide Funds for Infrastructure Improvement Projects, Including Consideration of:

Resolution 58-2013 Approving the Execution and Delivery on Behalf of the Town of Not to Exceed \$10,000,000 of 2013 Certificates of Participation (Infrastructure Improvement Projects); and Approving the Forms of and Authorizing and Directing the Execution and Delivery of a Site Lease, a Facility Lease, a Continuing Disclosure Certificate, and a Certificate of Purchase Contract; and Authorizing a Lease Financing with Association of Bay Area Governments (ABAG) Finance Authority for Nonprofit Corporations and the Taking of all Necessary Actions in Connection Therewith; and Approving the Forms of a Trust Agreement and a Preliminary Official Statement

Administrative Services Director Stephanie Hom presented the request for the Town Council to consider legal documents and a resolution for the Town of Moraga to execute and deliver Certificates of Participation (COP) using revenue from the Town of Moraga's One Cent Local Sales Tax to provide funds for Infrastructure Improvement Projects. She introduced Eileen Gallagher with Stifel, Nicolaus & Company and David Fama with Jones Hall, the Town's Bond Counsel, to summarize the information contained in the July 10, 2013 staff report.

Eileen Gallagher, Stifel, Nicolaus & Company, presented a PowerPoint presentation on the 2013 COP which provided an overview of the financing to leverage Measure K sales tax revenues to fund infrastructure using a lease-leaseback structure similar to the 2010 Town Hall project, for a not-to-exceed amount of \$10 million in total principal. She described the particulars of each component of the COP for the site lease, the facility lease, and the trust agreement; and for leased facilities identified Town assets to be considered as collateral, the value of which must exceed the borrowing amount. She described the pros and cons of each asset with a mix of assets being considered; identified the rating for the security with the Town's current rating at AA+ and with the expectation for a similar rating for the proposed COP; noted current market conditions which had been volatile over the past month with a sharp uptick in interest rates; described the bond rates and historic revenue bond index; and acknowledged the

item was predicated on the Town borrowing \$10 million although the analysis had been based on an \$8 million figure, which was intended to provide flexibility in the parameters for the proposed financing.

Ms. Gallagher also described in detail each of the documents under consideration. If the Council approved the agenda item; the next step would involve the ABAG Finance Authority for Nonprofit Corporations (a subsidiary of ABAG) as a party to the key documents to consider and approve the financing documents. ABAG's Finance Authority for Nonprofit Corporations had scheduled the item for consideration during its next meeting on July 22, 2013. She clarified why the agency was involved in the action, and verified that would not mean that ABAG would become involved in the Town of Moraga's land use decisions.

In response to the Council, Ms. Hom reported that the Town had a current Trustee with the 2010 COP, but as part of good government practice, staff had conducted a Request for Proposal (RFP) to eight different trustees; received four responses; and as of this date, staff recommended Wilmington Trust (West Coast branch based in Los Angeles) which was different from the current Trustee of U.S. Bank. The name of Wilmington Trust would be inserted into the documents once finalized and after the Town reached an agreement with Wilmington Trust.

Assistant Town Attorney Karen Murphy affirmed that the name of the trustee could be filled into the documents along with other specifics for the documents, unless otherwise directed by the Council.

Ms. Gallagher commented that once ABAG took its action, she expected the reading on the financing to occur in mid-July, in the market by late July, and hoped to close by mid-August. She also identified the factors that had been used to determine the maximum annual payment for the COP at \$600,000 based on discussions with staff on different options of the proceeds to be generated, comfort in revenues and cushion, and a reasonable cushion for pay-as-you-go projects and flexibility in revenues.

Ms. Keimach explained that although the amount of \$600,000 had been shown as a maximum amount, it was a flat amount and would not fluctuate over the 20 years.

David Fama, Jones Hall, Bond Counsel, described the background of the firm with a specialty in municipal bonds over the past 30 years, which represented a number of cities and special districts in the State, and clarified that Meyers Nave, the firm involved in the 2010 COP, had recommended Jones Hall to the Town of Moraga when the Principal of Meyers Nave had retired.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

Mayor Trotter asked for clarification on what facilities the Town would lease to the ABAG Finance Authority for Nonprofit Corporations.

Ms. Hom explained that the expectation was to use 2100 Donald Drive as the primary value and add the Town Offices. While there was already a lien on the Town Offices from the 2010 COP, the value of the Town Offices exceeded the 2010 COP and there would be no leftover value. The Town had worked with a real estate expert on the land values to prepare a matrix on the values per asset, with an effort to minimize the number of assets used; 2100 Donald Drive had been valued at approximately \$8.25 million and 329 Rheem Boulevard at \$2.5 million. In the

event one of those two assets failed due to seismic issues, the rest of the list would be reevaluated.

Ms. Keimach identified a third option, 331 Rheem Boulevard, which could add another million dollars in the event the Town did not get the value needed from the identified two properties.

ACTION: It was M/S (Metcalf/Arth) to approve Resolution 58-2013 Approving the Execution and Delivery on Behalf of the Town of Not to Exceed \$10,000,000 of 2013 Certificates of Participation (Infrastructure Improvement Projects); and Approving the Forms of and Authorizing and Directing the Execution and Delivery of a Site Lease, a Facility Lease, a Continuing Disclosure Certificate, and a Certificate of Purchase Contract; and Authorizing a Lease Financing with Association of Bay Area Governments (ABAG) Finance Authority for Nonprofit Corporations and the Taking of all Necessary Actions in Connection Therewith; and Approving the Forms of a Trust Agreement and a Preliminary Official Statement. Vote 3-0-2. Absent: Chew, Wykle.

C. Consider Resolution 59-2013 Approving the Personnel Rules, Regulations and Procedures for the Town of Moraga

Ms. Hom advised that the Town Council and the public had been provided revised pages to be inserted in Attachment A, Personnel Rules, Regulations and Procedures for the Town of Moraga, dated July 10, 2013. She emphasized the value of personnel rules, regulations and procedures as a fundamental guideline for staff in dealing with personnel actions consistently and following applicable laws. The Town had operated for many years under similar rules, titled the Employee Handbook, which had provided those guidelines although some inaccuracies had been found in the document in 2009.

Ms. Hom reported that beginning in the summer of 2012, she had worked with legal counsel familiar with such documents, and had revised and restructured the document. She provided an overview of the document at that time. She asked that the Town Council adopt a resolution approving the Personnel Rules, Regulations and Procedures for the Town of Moraga, and provide the Town Manager the authority to make administrative changes to the document, as necessary.

Councilmember Metcalf referenced Page 55 of Attachment A, Personnel Rules, Regulations and Procedures for the Town of Moraga, Section 13. Employment Policies and Procedures, Section 13.0 Application, and commented that the Contra Costa Transportation Authority (CCTA) annually required its commissioners and alternates to read the entire CCTA policy and execute an affidavit that it had been done. He asked whether it would be beneficial for the Town of Moraga to impose a similar requirement.

Ms. Hom suggested she be allowed to work with the Town Manager and the Town Attorney on annual reviews, and noted that as soon as the Town Council took action on the item the intent was to create a new staff orientation packet for new and existing employees, with an open meeting to review and checklist all the things employees should be aware of.

Ms. Keimach agreed with the need to read the policy annually and sign an agreement with documentation on file that employees and elected officials had been trained on the personnel rules, regulations and procedures, with Councilmembers briefed only on those sections applicable to Councilmembers and not on the entire document. Councilmembers already went through a similar process pursuant to state requirements.

Ms. Hom stated with respect to harassment training that staff was currently required to comply with Assembly Bill (AB) 1825 in order to be eligible for insurance coverage with the employee

portion of the Municipal Pooling Authority (MPA), with training due every two years. She was uncertain whether the training was required of elected officials.

Mayor Trotter spoke to the information in the staff report that in 2009 language in the Employee Handbook may have led one to believe that post-retirement medical benefits and coverage would be provided, which language had never been reviewed or approved by the Council. While the current document clarified such benefit was not provided, he sought additional language in the document that employees had no right to receive post-retirement health and welfare benefits.

Ms. Hom understood the concern and suggested that the Town Council may specifically state what the Town shall not provide as a way of righting the document.

Mayor Trotter requested the addition of language whereby the benefits applicable to all employees in the Classified and Unclassified Service would not apply to post-retirement, termination or otherwise.

Ms. Hom commented that the purpose of the document was to clearly state the rules which applied unless otherwise stated in a Memorandum of Understanding (MOU) which would supersede the document.

PUBLIC COMMENTS OPENED

Maureen Freeman, Moraga, referenced Page 33, 9.5.2, Sworn Police Employees (covered by Labor Code Section 4850), and in the event of a disability understood that rather than receive disability payments, an officer would be retained at full salary with benefits.

Ms. Hom clarified the section referenced, Sworn Police Employees (covered by Labor Code Section 4850) and pursuant to State law, if a sworn employee was injured on duty the sworn employee was allowed to be off and recovering for 365 days at full pay prior to applicability of the actual Worker's Compensation benefits.

Moraga Chief of Police Robert Priebe offered further clarification with Labor Code Section 4850 dealing specifically with police and fire, and which only applied to Public Employees' Retirement System (PERS) employees; provided for one year of continued full pay and benefits while the officer had the opportunity to rehabilitate. If the officer did not completely rehabilitate in one year, that officer would not necessarily lose his/her job or retire but could then go on to full disability payments while rehabbing.

PUBLIC COMMENTS CLOSED

Councilmember Arth supported the Mayor's recommendation for additional language to clarify that medical benefits did not extend post employment.

Mayor Trotter asked that specific language be worked out between the Town Manager as part of her ministerial approval and with the Town Attorney. He otherwise commended staff, legal staff, and the Department Heads for all of their work in preparing an easily understood Personnel Rules, Regulations and Procedures manual for the Town. He understood the request for the Town Manager to have the authority to make administrative changes, as needed, in recognition that it would be a living document.

Ms. Keimach affirmed the document was a living document and noted it included the most recent MOUs. Substantial changes would require the document to be returned for Town Council review.

Mayor Trotter suggested that staff was appropriately sensitized to the fact that any changes would have to be reviewed to determine whether it would require amendments to the document.

ACTION: It was M/S (Trotter/Arth) to adopt Resolution 59-2013 Approving the Personnel Rules, Regulations and Procedures for the Town of Moraga, effective July 10, 2013; subject to redline corrected Pages 13, 29, 41 and 65; additional language to be added to Page 41, Benefits, to reflect that the benefits would not apply to post-retirement termination or otherwise; and with the Town Manager provided the authority to make administrative changes as necessary. Vote 3-0-2. Absent: Chew, Wykle.

- D. Review and Consider Town Response to Grand Jury Report No. 1302, "Outsourcing Municipal Services" by the 2012-2013 Contra Costa Grand Jury

Ms. Hom explained that the item was one of four requests the Town of Moraga had received from the Grand Jury the current year with staff having drafted a response to the Grand Jury's findings and recommendations, as contained in Attachment B, Town of Moraga Response Letter to Grand Jury Report No. 1302, "Outsourcing Municipal Services." She noted that all Contra Costa County communities had received and been required to respond to the report.

PUBLIC COMMENTS OPENED

There were no comments from the public.

PUBLIC COMMENTS CLOSED

Mayor Trotter commended staff on the letter and agreed with the staff response to Grand Jury recommendation #3.

ACTION: It was M/S (Metcalf/Arth) to Consider Town Response to Grand Jury Report No. 1302, "Outsourcing Municipal Services" by the 2012-2013 Contra Costa Grand Jury; and direct staff to forward the response to the Grand Jury. Vote 3-0-2. Absent: Chew, Wykle.

XII. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Councilmember Arth requested a report from staff on the status of the bocce courts, and Parks and Recreation Director Jay Ingram offered a brief history of the issue; reported the current President of the Moraga Movers, Robert Foxall, had been actively involved in the Measure K efforts and would now be able to focus on the bocce court issue.

Mayor Trotter also spoke to the history of the bocce courts, the issues that had arisen during those past discussions such as payment of permit fees and interference with the disc golf course, and suggested those issues would likely resurface when the matter was discussed again in the future.

Mr. Ingram clarified the concerns with respect to interference with the disc golf course had arisen with the potential replacement of the horseshoe pits; the new version of the bocce courts would not interfere with the disc golf course.

Ms. Keimach advised that the next meeting of the Town Council would be August 28, 2013. She offered to send Councilmembers an e-mail with an update on the bocce courts, with the Council updated on the progress of discussions until such time as there was something to consider.

XIII. COMMUNICATIONS

The Town Council acknowledged receipt of the following:

- A. Letter from Contra Costa County Office of Assessor Regarding *The 2013-14 County Assessment Roll* dated July 1, 2013
- B. Letter from Saint Mary's College Chief of Public Safety dated June 17, 2013 and Response Letter from Town of Moraga Chief of Police dated June 20, 2013
- C. Letter from Building Industry Association Regarding *Plan Bay Area* dated June 28, 2013
- D. Memo from the Association of Bay Area Governments (ABAG) Regarding *Final Regional Housing Need Allocation (RHNA)* dated June 3, 2013
- E. Letter from the Governor's Office of Planning and Research Regarding *The Town of Moraga's General Plan* dated May 30, 2013

XIV. ADJOURNMENT

**ACTION: It was M/S (Metcalf/Arth) to adjourn the meeting at 9:16 P.M. Vote: 3-0-2.
Absent: Chew, Wykle.**

Respectfully submitted by:


Marty C. McInturf, Town Clerk

Approved by the Town Council:


Dave Trotter, Mayor

