



**TOWN OF MORAGA  
REGULAR MEETING AGENDA  
TOWN COUNCIL**

**WEDNESDAY, MAY 13, 2020**

**7:00 p.m.**

**TELECONFERENCED MEETING LOCATION ONLY**

**\* COVID-19 NOTICE \***

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT, AND PURSUANT TO THE MARCH 31, 2020 AND APRIL 29, 2020 ORDER OF THE HEALTH OFFICER OF CONTRA COSTA COUNTY, WHICH PERMITS THE TOWN TO CONDUCT ESSENTIAL BUSINESS AND IS PERMITTED UNDER THE ORDER AS AN ESSENTIAL GOVERNMENTAL FUNCTION

Consistent with Executive Orders Nos. N-25-20 and N-29-20 from Governor Gavin Newsom and the Contra Costa County Health Officer dated March 31, 2020 and April 29, 2020 Shelter in Place Orders, the May 13, 2020 regular meeting will not be physically open to the public. Town Councilmembers and essential Town staff will be teleconferencing into the meeting via teleconference.

To maximize public safety while still maintaining transparency and public access, members of the public may observe the meeting by accessing it through: <https://livestream.com/moraga>.

Members of the public may also provide public comment by sending comments to the Clerk via email at [townclerk@moraga.ca.us](mailto:townclerk@moraga.ca.us). Public comments must be received prior to the close of the public comment period in order to be read into the record. Comments will then be read into the record, with a maximum allowance of 3 minutes per individual comment, subject to the Chair's discretion. All comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time.

Any member of the public who needs accommodations should email the Town Clerk at [townclerk@moraga.ca.us](mailto:townclerk@moraga.ca.us) or call 925-888-7022 who will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the Town's procedure for resolving reasonable accommodation requests.

Note: The format of this meeting may be altered or the meeting may be cancelled if needed. You may check on the status of the meeting by visiting the Town's website at [www.moraga.ca.us](http://www.moraga.ca.us) for any updates.



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**WEDNESDAY, MAY 13, 2020**

**1. CALL TO ORDER**

**ROLL CALL:** Mayor Korpus and Vice Mayor McCluer,  
Councilmembers: Sos, Woehleke and Wykle

**2. PLEDGE OF ALLEGIANCE**

**3. SPECIAL ANNOUNCEMENTS**

**4. PROCLAMATIONS AND PRESENTATIONS**

**A.** Presentation by Pacific Gas and Electric on the St. Mary's Road Gas Pipeline Replacement Project – Phase 2

**5. PUBLIC COMMENTS AND SUGGESTIONS** – Time reserved for those in the audience who wish to address the Town Council on items which are not on the agenda. The audience should be aware that the Council cannot discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on a future agenda. Note: Public input will also be taken during each agenda item. Public Comment may be made on the Consent Agenda.

[Correspondence Received for Public Comment Period](#)

**6. ADOPTION OF CONSENT AGENDA**

- A.** Approval of Consent Items
- B.** Consideration of Consent Items Removed for Discussion

**7. ADOPTION OF MEETING AGENDA**

**8. REPORTS**

**A.** Mayor's and Councilmembers' Reports

Mayor Korpus  
Vice Mayor McCluer  
Councilmember Sos  
Councilmember Woehleke  
Councilmember Wykle

**B.** Town Manager Update

**9. DISCUSSION ITEMS**

## 10. PUBLIC HEARINGS

### A. [Short-Term Rentals Ordinance](#)

Consider Waiving the First Reading and Introducing By Title Only an Ordinance Amending Various Section of Title 8 – Planning and Zoning of the Moraga Municipal Code to Amend Section 8.04.020 – Definitions, to Include Definitions for “Bedroom,” “Hosted Short-Term Rental,” “Non-Hosted Short-Term Rental,” “Operator,” “Owner,” and “Short-Term Rental,” and Establishing Chapter 8.114 - Short-Term Rentals in Order to Regulate Short-Term Rental Units within the Town (*CEQA Determination: Exempt Pursuant to CEQA Guidelines Section 15061[b][3] - General Rule Exemption*)

[PowerPoint Presentation](#)

[Redline of Proposed Ordinance](#)

[Correspondence Received After the Agenda was Published](#)

### B. [Hetfield Estates Project One-Year Extension](#)

Consider Resolution \_\_\_\_ - 2020 Granting a One-Year Extension of an Approved Vesting Tentative Map, General Development Plan, Conditional Use Permit and Hillside Development Permit for the Hetfield Estates Project (Subdivision 9051), a Seven-Lot Single-Family Residential Development on a 58.2-Acre Property (*An Environmental Impact Report for the project was certified on July 16, 2012 and a CEQA Addendum was approved by the Town Council on May 21, 2014 for the Project’s Emergency Vehicle Access Easement*)

[PowerPoint Presentation](#)

[Correspondence Received After the Agenda was Published](#)

### C. [Updated Master Fee Schedule](#)

Consider Resolution \_\_\_\_ - 2020 Adopting the Town of Moraga’s Updated Master Fee Schedule, Effective July 13, 2020

[PowerPoint Presentation](#)

## 11. ORDINANCES, RESOLUTIONS AND REQUESTS FOR ACTION

### A. [Local Sales Tax Oversight Committee’s Independent Report](#)

Review and Accept the Local Sales Tax Oversight Committee’s Independent Report to the Town Council for Fiscal Year 2018/19 Regarding the Revenue and Expenditures of the Transactions and Use Tax

### B. [Update on Public Facilities and Community Events](#)

Receive a Status Update on Public Facilities and Community Events

[PowerPoint Presentation](#)

### C. [COVID-19’s Projected Impact to the General Fund Budgets](#)

Receive an Update on COVID-19's Projected Impact to the Town's Fiscal Year (FY) 2019/20 and FY 2020/21 General Fund Budgets; Discuss Strategies to Address the Budget Impacts of COVID-19 and Priorities for the Projected FY 2020/21 Budget; and Provide Direction to Staff

[PowerPoint Presentation](#)

**D. Voluntary Temporary Furlough Program**

Consider the Following Resolutions:

Resolution \_\_\_\_ - 2020 Authorizing the Town Manager to Enter Into the Town of Moraga and the Moraga Employees Association Side Letter Agreement Establishing a Voluntary Temporary Furlough Program

Resolution \_\_\_\_ - 2020 Adding a Provision Establishing a Voluntary Temporary Furlough Program to Resolution No. 32-2019 Regarding the Compensation Package for Mid-Management/Professional Employees

Resolution \_\_\_\_ - 2020 Adding a Provision Establishing a Voluntary Temporary Furlough Program to Resolution No. 31-2019 Regarding the Compensation Package for Department Directors

**12. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS**

**13. COMMUNICATIONS**

**14. ADJOURNMENT**

Notices of Town Council Meetings are posted at 2100 Donald Drive, The Moraga Commons and 329 Rheem Boulevard. Copies of the Agenda packets can be viewed prior to the meeting at the Town Offices, 329 Rheem Blvd. NOTICE: If you challenge a Town's zoning, planning, or other decision in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Town Council at, or prior to, the public hearing. Judicial review of any Town administrative decision may be had only if petition is filed with the court not later than the 90<sup>th</sup> day following the date upon which the decision becomes final. Judicial review of environment determination may be subject to a shorter time period for litigation, in certain cases 30 days following the date of final decision. The Town of Moraga will provide special assistance for disabled citizens upon at least 72 hours advance notice to the Town Manager's office (925-888-7022). If you need sign assistance or written material printed in a larger font or taped, advance notice is necessary. All meeting rooms are accessible to the disabled.

**CONSENT AGENDA  
WEDNESDAY, MAY 13, 2020**

<u>ITEMS</u>	<u>TOWN MANAGER'S RECOMMENDATION</u>
6.1 Receive <a href="#">Accounts Payable</a> Claims for: 04/15/20 (\$11,453.48); 04/24/20 (\$156,775.00)	<b>Approve</b>
6.2 Approve <a href="#">Minutes</a> for the Town Council Regular Meeting on March 11, 2020	<b>Approve</b>
6.3 Approve <a href="#">Minutes</a> for the Town Council Special Meeting on March 23, 2020	<b>Approve</b>
6.4 Approve <a href="#">Minutes</a> for the Town Council Special Meeting on April 8, 2020	<b>Approve</b>
6.5 <a href="#">Easement Ordinance Amendment</a> Consider Waiving the Second Reading and Adopting Ordinance ____ Amending Ordinance No. 57 Relating to Easements ( <i>CEQA Status: Exempt</i> )	<b>Approve</b>
6.6 <a href="#">Local Early Action Planning (LEAP) Grant Funds</a> Consider Resolution ____ - 2020 Authorizing the Town Manager to Submit an Application to the State of California, Department of Housing and Community Development (HCD), for Receipt of Local Early Action Planning (LEAP) Grant Funds and Authorizing the Town Manager to Execute a Grant Agreement and Other Grant Related Documents	<b>Approve</b>
6.7 <a href="#">Continue Local Emergency Due to Coronavirus (COVID-19)</a> Consider Resolution ____ - 2020 Renewing and Continuing the Local Emergency Relating to COVID-19 as Proclaimed by the Director of Emergency Services on March 17, 2020 and Ratified by Town Council on March 23, 2020	<b>Approve</b>
6.8 <a href="#">Fire Prevention Ad Hoc Committee</a> Confirm Appointment of Mayor Korpus and Councilmember Woehleke to the Fire Prevention Ad Hoc Committee	<b>Approve</b>

Consent agendas consist of items of a non-controversial and routine nature submitted by the Town Manager. The Town Manager shall propose specific action on each consent agenda item and such recommendation will become the action of the Council upon adoption of the consent agenda. Any member of the Town Council may direct that a consent agenda item be placed on the regular agenda for consideration and discussion by the Council. Consent agenda items are adopted in total and under one (1) motion by the Council, and are not subject to individual debate and discussion. Anyone wishing to discuss items on this agenda should inform the Town Council during their review of the consent agenda.