



**TOWN OF MORAGA  
REGULAR MEETING  
TOWN COUNCIL**

**WEDNESDAY, FEBRUARY 12, 2025  
MINUTES**

**5:30 PM**

The following are minutes of the actions taken by the Town of Moraga Town Council.  
A full video recording of the meeting is available on the Town's website at:  
<https://livestream.com/moraga>

Council Chambers  
335 Rheem Boulevard, Moraga, California 94556

**1. CALL TO ORDER**

The regular meeting was called to order at 5:30 p.m. by Mayor Steve Woehleke.

**ROLL CALL**

Councilmembers  
present:

Mayor, Steve Woehleke, Vice Mayor Kerry Hillis  
Brian Dolan, Lisa Maglio and Graham Thiel

Councilmembers  
absent:

None

**2. PLEDGE OF ALLEGIANCE**

**3. PRESENTATION**

None.

**4. PUBLIC COMMUNICATION**

There were no public comments.

**5. ADOPTION OF MEETING AGENDA**

**ACTION:**

Motion: **Hillis** / Second: **Maglio**

Adoption of Meeting Agenda.

**Vote: (5-0)**

There were no public comments.

**6. CONSENT CALENDAR**

**A. Consideration of Consent Items Removed for Discussion**

Vice Mayor, Hillis pulled item 6.4 for questions and discussion.

Public Works Director, Shawn Knapp answered Councilmember questions and gave a project update.

There were no public comments.

**ACTION:**

Motion: **Maglio**/ Second: **Hillis**

Approval of Consent Calendar Item 6.4

**Vote: (5-0)**

Mayor, Woehleke pulled 6.3 for discussion.

Mayor, Woehleke verbally clarified corrections to his list of standby officers.

There were no public comments.

**ACTION:**

Motion: **Woehleke**/ Second: **Hillis**

Approval of Consent Calendar Item 6.3

**Vote: (5-0)**

**B. Acceptance of Consent Items**

**ACTION:**

Motion: **Maglio**/ Second: **Hillis**

Approval of Consent Calendar Items 6.1 & 6.2

**Vote: (5-0)**

6.1 **Receive Accounts Payable Claims for: January 3, 2025 – January 31, 2025 (\$2,233,155.91).**

6.2 **Approval of Minutes** for the December 11, 2024 Regular, January 15, 2025 and January 24, 2025 Special meetings of the Moraga Town Council.

6.3 **Adopt a Resolution** designating alternates to serve as standby officers to allow the Town Council to reconstitute itself in the event of emergency-caused vacancies and provide continuity of government and rescinding Resolution 6-2023.

**6.4 Adopt a Resolution:**

1. Authorizing the Town Manager to execute the First Amendment to the Contract Services Agreement with Lawrence Bennett Landscape Design and Construction for the 2023-2024 Pavement Rehabilitation Project (CIP 23-401) increasing the scope of services and contract amount by \$21,514, for a total amount not to exceed \$70,484.
2. Authorizing the Town Engineer to issue contract change orders for up to \$7,048 (10% of the contract amount) for a total amount not to exceed \$77,532 (\$70,484 plus \$7,048).

**7. ANNOUNCEMENTS AND REPORTS ON ACTIVITIES**

**A. Council member Reports on AB1234 Activities, Council member Announcements**

Councilmember Dolan attended the New Councilmembers Academy sponsored by Cal Cities in Garden Grove where he completed two sessions which satisfied his AB1234 training requirements.

Councilmember Thiel Nothing to report.

Councilmember Maglio attended the January 30, 2025 special meeting of RecycleSmart during which was a board retreat where they discussed the 2025-26 Mission Statement and Visions.

Vice Mayor Hillis attended the League of Cities Transportation Committee meeting in Sacramento. Received a general briefing regarding development of a work plan and the next meeting is in March and discussed SB-63 pertaining to BART funding. On February 3, 2025, Vice Mayor Hillis attended the SW Area Transportation Committee meeting, the County Connection Marketing Planning and Legislative Committee meeting, the Lamorinda Fee and Finance Authority meeting and the Lamorinda Program Management Committee meeting.

Mayor Woehleke attended the Mayors and New Councilmembers Academy sponsored by Cal Cities and gave a brief overview of the topics included. Will attend the Contra Costa County Mayor's conference tomorrow evening at the Moraga Country Club.

#### **B. Town Manager**

Town Manager, Scott Mitnick gave a reminder about logistics pertaining to the Contra Costa County Mayor's Conference. Town Manager, Mitnick spoke on behalf of Fire Chief, Jeff Isaacs regarding the roll out of the new fire hazard severity zone maps and gave information regarding the Governor's Executive Order pertaining to Zone Zero. Attended the ICMA City Manager's Conference and reviewed sessions details. Mitnick also attended a Town-Gown round table and gave an update regarding plans for their group.

#### **8. PUBLIC HEARING ITEM**

None.

#### **9. STUDY SESSION**

##### **A. Review of Town Mission Statement and Proposed FY 2025-26 & FY 2026-27 Townwide Goals and Priorities**

Review Town Mission Statement and Proposed Townwide Goals and Priorities as part of the FY 2025-26 and FY 2026-27 Biennial Budget preparation process.

Town Manager, Scott Mitnick presented the item which is split into three parts: mission statement creation, existing goals and priorities update and new goals and priorities creation.

Councilmembers collaborated with staff to craft an updated Town Mission Statement.

Public comment was provided by Kace Rane.

Town Manager, Scott Mitnick continued presenting existing goals and priorities.

Public Works Director, Shawn Knapp provided clarification on council questions regarding existing goals and priorities.

Administrative Services Director, Katie Bruner provided clarification on council questions regarding existing goals and priorities.

Town Manager, Scott Mitnick presented the section of the report where Council was asked to update Town Goals.

Councilmembers collaborated with staff to craft updated Town Goals.

Kace Rane provided public comment.

Town Manager, Scott Mitnick presented the section of the report where Council was asked to update Town Priorities.

**Mayor called recess at 7:46pm – 7:51pm**

Councilmembers collaborated with staff to craft updated Town Priorities.

Kace Rane provided public comment.

Police Chief, Jon King provided additional information on council questions regarding Town Priorities.

**10. COUNCILMEMBER REQUESTS FOR FUTURE AGENDA ITEMS**

None.

**11. INFORMATIONAL ITEMS**

None.

**12. TOWN MANAGER FOLLOW-UP AND ANNOUNCEMENTS**


Town Manager, Mitnick announced next meeting date and gave an overview of potential agenda items.

Councilmembers provided comment on future meetings.

**13. ADJOURNMENT**

Mayor, Woehleke adjourned the Town Council meeting at 8:38 PM.

Respectfully submitted by:

  
Amy Heavener, CMC  
Town Clerk



Approved by the Town Council:

  
Steve Woehleke, Mayor