

**Minutes of Special Meeting of February 5, 2019 (Council Priority Setting)
Emergency Operations Center, One Twin Pines Lane, Belmont, CA**

CALL TO ORDER 8:38 A.M.

ROLL CALL

Councilmembers Present: Mates, Lieberman, Stone, Kim, Hurt

Councilmembers Absent: None

PUBLIC COMMENTS

Mary Morrissey Parden, Belmont Chamber of Commerce, thanked the City Council for its efforts regarding the transient occupancy tax. She suggested that the Economic Development Committee be more robust than an ad hoc committee. She pointed out that the sign ordinance needs to be addressed. She commented regarding the hashtag program under way to market Belmont restaurants, and noted that the Dine Belmont program was developed by a student volunteer with the Chamber of Commerce. She commented on the need to work on retention for economic development.

Diane Bailey, Belmont resident, commented regarding the PCE (Peninsula Clean Energy) program and electric vehicle stations. She suggested adding new building codes to promote the use of clean energy and updating local building codes. She noted the need to phase out natural gas.

OTHER BUSINESS

Review and Confirm the City of Belmont's Vision Statement

City Manager Scoles noted that the Vision Statement drives policies. He pointed out that language addressing diversity was added in 2017.

Council concurred that no new modifications were needed at this time.

City Council Priority Setting/Work Plan Development/Policy Modifications

Mayor Hurt suggested focusing on must haves, not creating a wish list.

Finance Director Fil explained the development of a strategic plan designed for the development of next year's budget, including a CIP (Capital Improvement Program). He provided demographic factors, median home sales information, and unemployment statistics. He also provided an update from economists and reviewed the Governor's proposed budget. He noted that a potential recession has been forecast. He reviewed Belmont's economic indicators and noted a decline in sales tax primarily due to a softening of auto sales. He explained that TOT (transient occupancy tax) revenues are increasing but noted it is the most volatile revenue source, especially if there is a recession.

Discussion ensued regarding collection and receipt of TOT.

Finance Director Fil reviewed revenue fiscal indicators, PERS funding and employer and employee contributions, and the seven-year trend for the General Fund balance. Discussion ensued regarding diversification of revenue sources. Finance Director Fil noted that expenditures on infrastructure is a factor in ending fund balances since more money is being spent on infrastructure. He explained the likely need for bonding for storm drains and pointed out the need for a bigger and more robust downtown to provide sales tax increases. He noted that Belmont needs more retail opportunities. He also reviewed the organizational chart and described the strategic plan for CalPERS Retro-Mimic contribution increase.

Public Works Director Oskoui Afshin reviewed the capital planning process. He pointed out that compliance and regulatory requirements affect available resources.

Discussion ensued regarding creek issues, sea level rise, and flood management. It was pointed out that a new JPA (joint powers authority) is being formed regionally to address sea level rise.

Finance Director Fil described funding sources to bridge the gap in revenues. He noted the need to focus on sewers. Discussion ensued regarding sewer treatment improvements, which has doubled in scope and price. It was noted that Measure I funds are assisting with addressing street improvements.

Finance Director Fil reviewed fiscal year 2020 budget policies.

RECESS: 10:10 A.M.

RECONVENE: 10:15 A.M.

City Manager Scoles reviewed the top four priorities from previous year. He also reviewed economic development efforts, downtown revitalization, advance planning, affordable housing, and the potential HIA (Harbor Industrial Area) annexation. He outlined completed projects and pending efforts, and described transportation corridor improvement projects that have been completed or are in progress and planned for the future.

Public Works Director Oskoui noted that plans are under way to develop a regional transportation association. He also described storm drain needs based on the previous year's master plan, which needs to be updated.

Finance Director Fil reviewed a potential financing plan to address infrastructure needs.

Parks and Recreation Director Shearer provided a status of existing capital projects related to park facilities.

Councilmember Stone commented regarding having City-subsidized City employee housing. Discussion ensued. Council concurred to add this topic for a potential future discussion.

Discussion also ensued regarding the role of the economic development committee, and Council concurred to move this from an ad hoc to a standing committee. Council also concurred to expand economic development efforts city-wide in addition to focusing on the downtown.

Discussion ensued regarding having the Mayor reach out to top businesses as an ongoing effort.

Council concurred that a funding plan for infrastructure is a top priority.

Discussion ensued regarding parks and open space improvement efforts, the development of a master plan, recreation programming, the need for funding strategies and the establishment of citizens advisory committee for Barrett.

Council reviewed and revised policy modifications.

Council concurred to establish an ad hoc committee to address short-term rentals and to appoint Councilmembers Stone and Lieberman as the committee members.

RECESS: 12:10 P.M.

RECONVENE: 12:20 P.M.

Review and revision of policy modifications continued.

(At this time, being 1:00 P.M., Councilmember Kim left the meeting.)

ACTION: On a motion by Councilmember Stone, seconded by Councilmember Lieberman, the City Council unanimously (4-0, Kim absent) approved to add a 2+2 with Mid-Peninsula Water District.

Council Meeting Schedule (Summer, December and Budget)

Councilmember Stone suggested cancelling both July City Council meetings.

Councilmember Lieberman noted that the October 8 meeting date coincides with the start of Yom Kippur. He suggested rescheduling that meeting date.

ACTION: On a motion by Councilmember Lieberman, seconded by Councilmember Stone, and unanimously approved (4-0, Kim absent) to cancel both July meetings, as well as the meeting of December 24, and to reschedule or cancel the October 8th meeting.

Annual Review of Council Protocols and Code of Conduct and Legislative Platform

City Attorney Rennie noted that a change in the rules of professional responsibility of attorneys should be captured in the Code of Conduct. He will update the citation.

Councilmember Lieberman suggested modifying the Mayor/Vice Mayor rotation and recommended a future discussion on this matter.

ACTION: On a motion by Councilmember Stone, seconded by Councilmember Mates, and unanimously approved (4-0, Kim absent) to accept the current Protocols, Code of Conduct, and Legislative Platform as is, with the modification to the Code of Conduct as outlined by City Attorney Rennie.

Review of Council Intergovernmental Assignments

As previously discussed, Council concurred to add a short-term rental subcommittee, a 2+2 committee with Mid-Peninsula Water District, and to change the Economic Development ad hoc committee to a standing committee.

City Clerk Cook noted that the full Intergovernmental Assignment list would be added to the February 12th Council meeting agenda to capture these additions and to discuss any further modifications that may be necessary.

ADJOURNMENT at this time, being 2:00 P.M.

Terri Cook
City Clerk