

**Minutes of Special and Regular Meeting of January 8, 2019
One Twin Pines Lane, Belmont, CA 94002**

SPECIAL MEETING 6:30 P.M.

CLOSED SESSION

A. Conference With Labor Negotiators (Govt Code Section 54957.6)

Agency designated representatives: Greg Scoles

Employee organization: MMCEA, Belmont Firefighters Local 2400, and Fire Management Unit (FMU)

Attended by: Councilmembers Mates, Lieberman, Stone, Hurt. Councilmember Kim was absent.

RECESS 7:00 P.M. (continued to end of Regular Meeting)

**Terri Cook
City Clerk**

**REGULAR MEETING
CALL TO ORDER 7:05 P.M.**

ROLL CALL

Councilmembers Present: Mates, Lieberman, Stone, Hurt

Councilmembers Absent: Kim

PLEDGE OF ALLEGIANCE

Led by Kathleen Beasley, Belmont Library Manager

REPORT FROM CLOSED SESSION

City Attorney Rennie noted that the Closed Session would be continued after the Regular Meeting.

SPECIAL PRESENTATIONS

**Proclamations Honoring Long-Term Fitness Instructors Cheryl Cooper and Cathleen
Morehouse**

Parks and Recreation Director Shearer provided background of two long-time contract fitness instructors. Mayor Hurt presented the proclamations.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Bob Grassili, San Carlos resident (former San Carlos City Council member), congratulated the City Council on the recent election results. He expressed his thanks for the Council's hard work representing Belmont in the region.

Kathleen Beasley, Belmont Library Manager, noted that the library system is discontinuing late

finer. She outlined new programs and services.

COUNCILMEMBER ANNOUNCEMENTS

Councilmember Mates noted that commission recruitment is under way.

Councilmember Stone congratulated the new Governor and other State office holders. He announced upcoming Home For All seminars, and noted an upcoming Parking Traffic Safety Committee (PTSC) meeting and a Cipriani PTA meeting regarding Cipriani Boulevard.

Mayor Hurt noted that she will be having office hours at the Manor Building.

QUESTIONS REGARDING CONSENT CALENDAR

In response to Councilmember Stone's inquiry regarding the proposed red curb at 120 El Camino Real, Public Works Director Oskoui indicated that personal contact was made with the adjacent business.

In response to questions regarding the Annual Report on Development Impact Fees, City Manager Scoles noted that a breakdown of projects contributing to the fees can be provided. He also confirmed that a consultant is working on information regarding a potential art impact fee.

Regarding the supplemental appropriation for O'Donnell Park, Councilmember Lieberman requested the inclusion of bidder information in future such requests. City Manager Scoles clarified to Councilmember Mates that impact fees are deposited to the planned park fund.

ITEMS APPROVED ON CONSENT CALENDAR

Minutes of Special and Regular Meeting of November 27, 2018

Minutes of Regular Meeting of December 11, 2018

Minutes of Special Meeting (Closed Session) of December 17, 2018

Resolution 2019-001 approving the installation of 35 feet of red curb along the frontage of 120 El Camino Real

Review and accept the Annual Report on Development Impact Fees for Fiscal Year 2018

Resolution 2019-002 accepting work and authorizing the issuance of a Notice of Completion for the Ralston Avenue Retaining Wall Replacement Project, City Contract Number 2018-557 for a final contract cost of \$341,442.47

Ordinance 2019-1136 updating the dollar value thresholds in the City Code governing the procedures for selection of construction contractors to conform to changes in the Uniform Public Construction Cost Accounting Act

Resolution 2019-003 approving a \$35,917 supplemental appropriation to the FY 2019 budget for the O'Donnell Playground project

Resolution 2019-004 approving plans and specifications, authorizing advertisement for sealed bids, approving award of contract to the lowest responsible bidder for an amount not to exceed \$650,000, approving a construction contingency not to exceed \$65,000, authorizing the City Manager to execute a contract, and authorizing a task order with Tanner Pacific, Inc. for the construction engineering and inspection services in an amount of \$78,536 with a 10% contingency

for the Storm Drain Improvement Project, City Contract Number 2018-570
Review and Approve Fiscal Year 2020 Budget Calendar

City Attorney Rennie read the title of the ordinance to be adopted.

ACTION: On a motion by Councilmember Lieberman, seconded by Councilmember Stone, the Consent Agenda was unanimously approved (4-0, Kim absent).

OTHER BUSINESS

Wildland Fire Mitigation Program Report

San Mateo Consolidated Fire Department Fire Marshal Robert Marshall outlined the weed abatement program. Described phases of program and grants program, as well as the education and enforcement components.

In response to Councilmember Mates, Marshal Marshall clarified that the first phase will likely run through April, with enforcement the following year after ordinance is in place. He noted that the department is already seeking grants. He further clarified that the current process is still in place, and this new program is intended to augment that process.

Councilmember Stone pointed out that evacuation plans need to include evacuation options. In response, Marshal Marshall explained this would be a big component of the plan.

In response to Councilmember Hurt regarding abatement assistance to those on fixed incomes, Marshal Marshall stated that this can be included in risk assessment. He pointed out that the goal is to mitigate risk, and that cost should not be a barrier.

Karen Shane, Belmont resident. Expressed concern regarding dead brush and debris along Ralston Avenue.

Councilmember Lieberman noted that the new joint fire department can help with resources.

Steve Morehouse, Belmont resident, questioned whether risk assessment will include PG&E.

Mary Morrissey Parden pointed out that the Belmont residential community is unique because of cul de sacs. She suggested that risk assessment should address potential red curb to provide for turnaround of fire apparatus.

Councilmember Lieberman stated that residential and open spaces will be included in the assessment. He pointed out that many undeveloped lots are owned by out-of-area owners.

Councilmember Mates expressed support for proactivity and requested continuing updates. She stated that education should be robust.

Councilmember Stone noted that people are taking fire safety seriously due to recent fires.

Mayor Hurt stated that everyone needs to work together as a community regarding this matter.

Transient Occupancy Tax Collection Regulations for Third Party Rental Transactions

City Attorney Rennie explained that this ordinance clarifies that third-party platforms such as AirB&B are required to collect transient occupancy taxes (TOT). He pointed out that this is a companion ordinance to the recent measure passed by the voters to increase the TOT rate. He noted that other minor modifications are being proposed, including an appeal process.

Karen Shane, Belmont resident, requested clarification regarding the application of TOT for a roommate situation. She stated she does not support transient taxes.

City Attorney Rennie explained that TOT applies only to short term rentals of 30 days or less.

ACTION: On a motion by Councilmember Stone, seconded by Councilmember Mates, and unanimously approved (4-0, Kim absent) to introduce an ordinance regulating the collection and remittance of transient occupancy tax by persons other than the operator of the hotel as defined by the ordinance

COMMISSION, COMMITTEE, AND COUNCIL INTERGOVERNMENTAL ASSIGNMENT UPDATES, AND STAFF ITEMS

Verbal report from Councilmembers on Intergovernmental (IGR) and Subcommittee Assignments

Councilmember Stone commented regarding the elimination of fines for overdue books.

Councilmember Hurt spoke regarding a Commute.org Local Policy Maker Group meeting.

Verbal report from City Manager

City Manager Scoles stated that a priority setting meeting will be scheduled soon. He pointed out that Belmont's minimum wage increased to \$13.50 on January 1. He stated that the Fire JPA will commence operations on January 13. He commented regarding the Recent gun buyback program and noted that sandbags are available for residents.

Review and Modification of Council Intergovernmental Assignments

Review of the Intergovernmental Assignments was done and modifications were made.

MATTERS OF COUNCIL INTEREST/CLARIFICATION

Highway 101 Managed Lanes Ownership/Management Issue

Councilmember Stone outlined the issue regarding the management and ownership of toll lanes. On Highway 101. He pointed out that this represents substantial revenue with implications and may be something the City Council should discuss at a future meeting to provide direction to C/CAG representative relative to the City of Belmont's position regarding management and operations.

ACTION: on a motion by Councilmember Stone, seconded by Councilmember Mates, and unanimously approved (4-0, Kim absent) to place this matter on the January 22 City Council agenda for consideration.

ADJOURNMENT at this time, being 8:40 P.M.

**Terri Cook
City Clerk**

Meeting televised and webstreamed.

RECONVENE CLOSED SESSION TO CONSIDER:

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ADJOURNMENT at this time, being **9:37 P.M.**

**Terri Cook
City Clerk**

Meeting not televised.