



Annual City Council Goal Setting Workshop Agenda
City Council

Mark Turner - Mayor
Rene Spring - Mayor Pro Tem
Gino Borgioli - Council Member
Marilyn Librers - Council Member
Yvonne Martinez Beltran - Council Member

Friday, January 27, 2023 9:00 AM

Council Chamber Building
17555 Peak Avenue, Morgan Hill, CA 95037

CITY COUNCIL GOAL SETTING WORKSHOP

A Special Meeting of the City Council is called on Friday, January 27, 2023, at 9:00 a.m. for the purpose of conducting the Annual Goal Setting Workshop.

CALL TO ORDER

ROLL CALL ATTENDANCE

DECLARATION OF POSTING AGENDA

PUBLIC COMMENT

This opportunity for public comment is for items that are not on the agenda. If you would like to make comments on an item that is on the agenda, please wait until we get to that item to offer your comments. Members of the public are entitled to address the City Council concerning any item within the Morgan Hill City Council's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the City Council is prohibited from discussing or taking

action on any item not appearing on the posted agenda. Public comment is intended for comments. Questions posed during public comment are not generally answered. If you have questions, please send them to the City Clerk at ccpubliccomment@morganhill.ca.gov to receive a response. (See additional noticing at the end of this agenda)

ADOPTION OF AGENDA

GOAL SETTING WORKSHOP

1. CITY COUNCIL GOAL SETTING WORKSHOP

Recommendation:

1. Review and discuss:
 - a. 2022 Accomplishments
 - b. City Council Policies, Procedures, and Protocols
 - c. City Council Outside Assignments, and
 - d. 2022-2023 Strategic Priorities Work Plan
2. Determine whether to have Future Agenda Items on the following*:
 - a. Holding a summit of law enforcement agencies regarding cut-through traffic
 - b. Exploring if unclaimed funds should go into a community fund rather than the City's funds
 - c. Discussion regarding the recruitment of Board of Directors for the City's partner community groups
 - d. Review of landscaping requirements on developments along the freeways and major arteries to include more trees
 - e. Discussion on Local Workforce Project Labor Agreements
3. Review and discuss City Council Follow-up/Future Council Initiated Agenda Items
4. Review and discuss 2022-2023 Sustainable Morgan Hill, including Vision, Ongoing Priorities, and Strategic Priorities
5. Receive Ethics Training

*The above items were brought forward by City Council Members during the *Future Council Initiated Agenda Items* section of City Council meetings. At the Goal Setting Workshop, the City Council will be asked whether they want the items to be considered at a future meeting. If a majority of City Council Members want the items to be considered, they will be added to future agendas. See the attachment for *City Council Follow-up/Future Council Initiated Agenda Items* that will be brought forward as part of Staff's Work Plan.

ADJOURNMENT

NOTICE

Any documents produced by the City and distributed to the majority of the City Council less than 72 hours prior to an open meeting, will be made available for public inspection at the City Clerk's Counter at City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 and at the Morgan Hill Public Library located at 660 West Main Avenue, Morgan Hill, California, 95037 during normal business hours. (Pursuant to Government Code 54957.5)

PUBLIC COMMENT

Members of the Public are entitled to directly address the City Council concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Council on any issue that is on this agenda, please complete a speaker request card located in the foyer of the Council Chambers and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Council, but it is very helpful. When you are called, proceed to the podium and the Mayor will recognize you. If you wish to address the City Council on any other item of interest to the public, you may do so during the public comment portion of the meeting following the same procedure described above. Please limit your comments to three (3) minutes or less.

Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the City Council.

Persons interested in proposing an item for the City Council agenda should contact a member of the City Council who may plan an item on the agenda for a future City Council meeting. Should your comments require Council action, your request may be placed on the next appropriate agenda. Council discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950.

City Council Policies and Procedures (CP 03-01) outlines the procedure for the conduct of public hearings. Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to the Public Hearing on these matters.

The time within which judicial review must be sought of the action by the City Council, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

For a copy of City Council Policies and Procedures CP 97-01, please contact the City Clerk's office (408) 779-7259, (408) 779-3117 (fax) or by email cityclerk@morganhill.ca.gov.

AMERICANS WITH DISABILITIES ACT (ADA)

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408)779-7259, (408)779-3117 (fax) or by email cityclerk@morganhill.ca.gov. Requests must be made as early as possible and at least two-full business days before the start of the meeting.

SUSTAINABLE MORGAN HILL



Vision

To sustain a safe, inclusive, socially responsible, environmentally conscious, and economically sound community.



Choose Morgan Hill

The City of Morgan Hill is the best community for people to live, work, visit, and operate their businesses.



City Council Ongoing Priorities

- Enhancing Public Safety
- Protecting the Environment and Preserving Open Space and Agricultural Land
- Maintaining and Enhancing Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives



2022-2023 Strategic Priorities

- Fiscal Sustainability
- Affordable Housing and Homelessness
- Community Outreach, Engagement, and Messaging
- Economic Development
- Transportation



These strategic priorities were established prior to the COVID-19 pandemic. In light of recent events, we recognize that all of these goals and priorities will be viewed through the lens of the global pandemic, and we will continue to have equity, public health, and financial responsibility in mind.

January 27, 2023

5





City Council Goal Setting Workshop – Day 1

FRIDAY, JANUARY 27, 2023

ATTACHED MATERIALS:	1) 2022 Accomplishments	
	2) City Council Norms	
	3) Rules for the Conduct of City Council Meetings (City Council Policy 97-01)	
	4) City Council Meeting Schedule (City Council Policy 06-02)	
	5) City Council Outside Assignments	
	6) 2022-2023 Strategic Priorities Workplan	
	7) City Council Follow-Up List and Future Business Items	
	8) 2022-2023 Sustainable Morgan Hill	
Time	Topic	Presenter
9:00 AM-10:00 AM	1. Welcome	
	1.1 Welcome	Mayor & Christina
	1.2 Council and Leadership Team Introductions	City Council/Leadership Team
	1.3 Icebreaker	Christina Turner
	1.4 Purpose of Goal Setting Workshop, Preview Agenda, and Format	Christina Turner
	1.5 Review of 2022 Accomplishments	Leadership Team
	1.6 Public Comment	Mayor Turner
10:00 AM-12:00 PM	2. Council Policies, Procedures, and Protocols	
	2.1 Review City Council Norms	Mayor Turner
	2.2 Rules for the Conduct of City Council Meetings (CP-97-01) and Meeting Schedule (CP-06-02)	Mayor Turner
	2.3 City Council Outside Assignments	Mayor Turner
	2.4 Public Comment	Mayor Turner
12:00 PM-12:30 PM	Lunch Break	

12:30 PM-2:45 PM	3. Sustainable Morgan Hill	
	3.1 Review of 2022-2023 Strategic Priorities Workplan • Fiscal Sustainability • Affordable Housing and Homelessness • Community Outreach, Engagement, and Messaging • Economic Development • Transportation	Christina Turner
	3.2 Review City Council Follow-Up and Future Business Items	Christina Turner
	3.3 Review and Discussion of 2022-2023 Sustainable Morgan Hill	Mayor Turner
	3.4 Public Comment	Mayor Turner
2:45 PM-3:00 PM	Break	
3:00 PM-5:00 PM	4. Ethics Training	

Day 2 of the City Council Goal Setting Workshop will tentatively be held on Friday, March 3, 2023, at 9:00 AM

Draft Agenda:

- Recap of City Council Goal Setting - Day 1
- Cyber Security Training
- Diversity, Equity, and Inclusion Update/Training
- Review Donation Policy
- Fire Services Update
- Social Media and Communications Update



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

ADMINISTRATIVE SERVICES

Council Services and Records Management

- Successfully transitioned from virtual only City Council and commission meetings to hybrid in-person/virtual City Council and Planning Commission meetings.
- Completed the Morgan Hill City Council Redistricting Process.
- Completed the City's Records Retention Schedule Update.
- Supported Communications and Engagement efforts and activities.
- Provided Zoom Meeting Management Training to cities and agencies throughout the state.

Finance/Budget/Utility Billing

- Successfully presented to the S&P Rating Agency for an upgrade to the City Issuer Credit Rating to AAA.
- Updated the Water Rate Schedule to ensure that the health and safety of the City's water system remains at a high standard.
- On behalf of the City utilities customers, applied and received about \$250,000 from the State Water Resources Control Board and the California Department of Community Services and Development to help with utilities costs.

Human Resources

- Completed recruitments for 31 regular, benefitted positions, and onboarded 25 new teammates.
- Continued to administer and manage the Families First Coronavirus Response Act (FFCRA) for our City teammates.
- Continued to regularly follow and update COVID policies to follow CDC and County guidelines, rules, and regulations.
- Continued to administer the City Telework Policy.
- Provided Harassment Prevention Training to City teammates.
- Continued to work with Sedgwick to finalize Injury and Illness Prevention Program (IIPP) and will include CALOSHA COVID supplement.
- Assisted and supported Recreation Services with new hire procedures and processes.
- Prepared and completed Open Enrollment 2023.
- Conducted a citywide health fair event with flu shots.
- Organized and hosted two citywide teammate recognition events.
- Hosted and participated in the Santa Clara County Leadership Academy.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

CITY ATTORNEY

- Advised businesses and business organizations regarding COVID restrictions and reopening requirements.
- Advised Human Resources teammates regarding COVID reopening, and other unusual employment matters.
- With Human Resources, provided training on the prevention of harassment, discrimination, and retaliation to supervisors and public officials.
- Assisted Council Services and Records Management with the Morgan Hill City Council Redistricting Process.

CITY MANAGER

- Served as the City of Morgan Hill's Director of Emergency Services throughout COVID-19 and winter storms.
- Participated in regular meetings with Santa Clara County City Managers Association (SCCCMA), County of Santa Clara, Morgan Hill Unified School District (MHUSD), Santa Clara Valley Transportation Agency (VTA), Chamber of Commerce, Emergency Operational Area Council, Gilroy, South County Youth Task Force (SCYTF), and South County Regional Wastewater Authority (SCRWA).
- Attended the League of California Cities New Mayor's and Council Members Academy, City Managers Conference, and Annual Conference.
- Presented "City Revenues and Financial Responsibilities" sessions at a League Conference.
- Prepared biennial Operating and Capital Improvement Program Budgets that help the City maintain AAA credit ratings.
- Proposed and Council adopted Fiscal Policy A.9, revising the way we allocate General Fund savings to help offset the City's unfunded needs and liabilities.
- Worked with Human Resources, City Attorney, and Departments to ensure adherence with COVID requirements and returning to in-person services.
- Graduated from the 9-month Leadership Morgan Hill training and development program.
- Hosted an orientation about City services, programs, and funding for City Council candidates.
- Implemented a Diversity, Equity, and Inclusion (DEI) survey to the City team with nearly a 100% response rate and completed eight DEI and Unconscious Bias mandatory trainings.
- Coordinated the Mayor's State of the City Address to the community, highlighting accomplishments, challenges, and opportunities for the coming year.
- Continued Townhalls on a variety of topics.
- Restructured the Council Services and Records Management Division and Communications Division into one team adding capacity by creating the City Clerk/Public Information Officer position, elevating the City Clerk teammates, and bringing on a full time Communications and Engagement coordinator and a full time Multimedia Coordinator.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

Communications and Engagement

- Successfully lead the coordination of Together at National Night Out 2022 with 22 public agency booths, 16 City hosted booths, and over 2,000 community members in attendance.
- Developed a Citywide Social Media Strategy Playbook.
- In partnership with the Economic Development team, developed and published a Holiday Gift Guide featuring all of Morgan Hill's small local businesses.
- Developed and implemented a Community Event Calendar on the City website.
- Developed marketing collateral for Economic Development Week, along with designing the Manufacturing Round Table Digital event flyer and social media graphics.
- Developed branded social media graphics, flyers, and presentation templates.
- Continued monthly table at the Morgan Hill Farmers Market/Sidewalk Saturdays highlighting City services, sharing general information, and answering questions through October.
- Adopted and began implementation of the Citywide Communications, Outreach, and Engagement Plan.
- Supported departments/divisions throughout the City on communications strategies and best practices.
- Worked with the Housing team to develop housing resources in Spanish and created an Affordable Housing Roadmap to clarify the process to apply and qualify for affordable housing.
- Successfully grew the City's followers on social media. Facebook grew by 10% to 9,375 followers, Instagram grew by 17% to 2,253 followers, and Twitter grew by 8% to 1,709 followers.
- Successfully increased our social media engagement and reach (# of clicks) across all platforms with an increase of 20% on Facebook.

PUBLIC SERVICES

Environmental Programs

- Supported County staff in managing the citywide weed abatement program, ensuring reduced fire risk on private property throughout the City.
- Wrote and was awarded an Silicon Valley Clean Energy (SVCE) grant to fund a new part-time teammate for two years, who will focus solely on outreach activities listed in the City's adopted Climate Action Plan (CAP).
- Responded to drought emergency declarations by collaborating with the community on water savings. Consistently saved at levels that met regional and State goals.
- Approved new solid waste management franchise agreement with Recology.
- Completed analysis of trash capture options throughout the City and began planning for design and installation to meet State regulatory requirements.
- Supported Council approval of the Electric Vehicle Infrastructure Code.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

- Commenced the private sewer lateral inspection program, which resulted in inspection and/or repairs of 240 laterals, reducing infiltration into the City's Wastewater System.

Engineering

- Completed construction of the Magical Bridge Playground.
- Passed 2022 Community Rating System (CRS) Cycle Verification/Audit performed by FEMA's consultant supporting lower flood insurance rates for residents.
- Completed 3 land development in-house trainings for Engineering teammates.
- Reviewed 18 Design Review applications, 4 Use Permit applications, 2 General Plan Amendments, 8 Tentative Maps, 1 Zoning Amendment, 1 Preliminary applications, 151 Building Permit applications (104 residential and 47 commercial), 11 Grading & Site Development Permit applications; and reviewed/processed 6 Final Maps with Improvement Plans.
- Assisted in the completion of the Madrone Channel Two-Dimensional Floodplain Study in partnership with Valley Water which was used as a basis for drainage review and approval for future development projects under review within the Madrone watershed.
- Managed construction of the Hale Avenue Extension Project first phase.
- Supported the ongoing construction of Valley Water's Upper Llagas Creek Flood Protection Project.
- Permitted and oversaw work for 272 encroachment permits within the City.
- Completed the 5th Street Sewer Main Project, supporting increased wastewater capacity for the north end of the City.
- Repaired or replaced 6,117 linear feet of sewer mains throughout the City reducing future infiltration and inflow into the City's wastewater system.
- Completed the 2022 pavement rehabilitation project paving sections of three arterial streets, three collector streets, and 15 residential streets.

Maintenance

- Successfully opened and maintain the Magical Bridge Playground.
- Implemented a new asset-based work order system for park, facility, and street maintenance programs.
- Replaced 5,500 square feet of damaged sidewalks throughout the City.
- Completed storm preparation work across the City and provided 24-hour emergency response to significant storms in the month of December.
- Completed open space weed abatement for fire prevention for City owned open space.
- Completed over 1,000 work requests for parks, streets and storm drain maintenance for City owned infrastructure.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

- Continued to maintain parks without the use of Glyphosate.

Recreation and Community Services

- Opened the Magical Bridge Playground in June of 2022, implementing a new volunteer program.
- Hosted 6 free community events at the Magical Bridge Playground with significant participation from a wide variety of residents.
- Supported local community groups by providing over 2,000 hours of low-cost facility use through the Community Center's Community Use Program.
- Partnered with the Living Above the Influence organization to support the afterschool programming at the Community and Cultural Center (CCC).
- Created easy online reservation booking system for picnic and cabana rentals at the Aquatics Center (AC).
- Offered over 25 summer camp options with maximum capacity in most camps, highest enrollment we have seen since COVID.
- Centennial Recreation Center (CRC) Memberships: Continued to build back CRC Memberships to a peak of 3,600 membership units in summer, 72% of pre-COVID levels. This is an increase of 1,245 from a low point of 2,355 membership units in February 2021.
- Hired and onboarded 130 new part-time teammates to operate the AC, CRC, and CCC, perform parks maintenance, and support grant programs.
- In addition to continuing to offer online ticketing for Aquatics Center day use passes, implemented a new online purchase option for a Summer Access Pass membership for CRC and AC seasonal membership, allowing for improved customer service and cost recovery.
- Launched MoGo: Morgan Hill Quick Ride in September, an on-demand rideshare service operated in partnership with RideCo. MoGo offers trips to and from fixed points citywide, within ¼ mile of all neighborhoods and key commercial and community spaces in the City limits. Over 134 unique users were serviced in the first four months, with 100+ users per week and an average rating of 4.9/5.
- Issued 25 special event permits, supporting the restarting of many events following prior year's cancellation due to COVID-19.
- Supported low-income youth visits to the Morgan Hill Aquatics Center, providing access to 240 youth.
- Implemented the new process for Community Funding per Council approved policy.
- Converted outdoor basketball courts at Community Park to shared use for pickleball and basketball and started adult and youth pickleball courses.
- The Youth Action Council hosted an Adaptive Halloween Dance Party for individuals with disabilities, parents, and caregivers.
- Reinstated the Adult Sports Program by offering Competitive and Recreational Men's Basketball Leagues.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

- Reinstated the Senior Nutrition Program indoor dining, currently serving an average of 80 meals a day. In addition, most of the pre-pandemic programming has been reinstated with an additional Alzheimer's support group and two evidence based Matter of Balance classes.
- Worked collaboratively with the Friends of the Morgan Hill Senior Center to reinstate the Senior Center Endowment Fund.
- Partnered with numerous community organizations to provide dozens of free services to the Community at the Senior Center.

Utilities

- Ensured water service was safely provided to residents, installing, or repairing 182 backflow devices and repairing 122 water mains and service lines.
- Completed point repairs at Del Monte and Central and at Lift station K to improve sewer flow and prevent blockage.
- Graded easement roads in the Jackson Oaks area for better access to hard-to-reach areas.
- Secured four on-call consultants for Utility Planning and Engineering Services, two on-call Water and Sewer contractors, and two Hydro-Geo consultants for the City.
- Completed the transition to a new utility locating software system for improved utility locating services provided by the City.
- Completed the annual Consumer Confidence Report for the City's Water System.
- Completed an update to the City's Sanitary Sewer Management Plan.
- Successfully maintained and flushed the City wastewater main lines to ensure system reliability and reduce the risk of sanitary sewer overflows.
- Provided 24-hour emergency response to significant storms in the month of December.

Geographic Information Systems (GIS)

- Scoped multiple utilities data improvement projects and began project to bring the City utilities redlines to current.
- Continued to assist with and support Cityworks implementation.
- Hired part-time staff to assist with data development and staff training.
- Continued to support departments Citywide with maps and data.

Public Services General

- Submitted applications for 12 significant grant projects to support various projects and activities for the Public Services Department.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

DEVELOPMENT SERVICES

Building

- Issued 1,942 building permits.
- Performed 7,797 inspections.
- Issued 210 new residential permits.
- Coordinated with GIS team for update of the TrakIT permit system including GIS informational services.
- Continued to successfully provide permit, plan check, and counter services in a virtual environment.

Code Compliance

- Opened 380 code compliance cases in 2022.
- Closed 295 cases in 2022.
- Added an additional Code Compliance Officer position.

Economic Development

- Received Council approval on the Industrial Land Preservation and Optimization Policy to protect the City's limited supply of industrial land for long term economic vitality and expand opportunities to attract new medical offices.
- Received Council approval on the Hotel Strategy and Incentive Policy to encourage new hotel development and encourage reinvestment in existing hotels to improve the quality of hotels and increase Transient Occupancy Tax (TOT) generation.
- Created the Outdoor Dining & Parklet Manual to improve the standards and to streamline the permitting process for restaurants who want to operate in the public right of way.
- Formed the Downtown Property Based Improvement District (PBID) to improve the safety and cleanliness of Downtown Morgan Hill while investing in programs to increase vitality.
- Received Council approval on the Hotel MOHI Planned Development that allows for the addition of a partial fifth floor and resumption of construction on this important Downtown project.
- Updated the Impact Fee Freeze Policy to reduce the potential financial impact to the City's General Fund.
- Updated the ChooseMorganHill.com Permitting Portal (Open Counter) to increase the on-line tool's accuracy and more actively promote it to external users.
- Launched a new Economic Development monthly eNewsletter to keep our business and community more informed about current economic development issues and initiatives.
- Updated the Retail Opportunity and Downtown Opportunity Map to use as sales collateral at International Council of Shopping Centers (ICSC) conferences, links on our website, and for City promotion purposes.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

- Updated the Significant Projects Movie Reel to include Residential projects allowing expanded use to aid in the recruitment of potential retailers to Morgan Hill.
- Partnered with Silicon Valley Business Journal to plan, organize and execute the Meet Morgan Hill Virtual Webinar that promoted the City of Morgan Hill for development and investment opportunities.
- Conducted a Manufacturing Day event, including a Manufacturing Roundtable Webinar to promote Morgan Hill and the region as a leader in the manufacturing industry, and partner with the Morgan Hill Unified School District to lead High School Student Tours of two local employers to increase the students awareness of manufacturing as a career opportunity.

Housing/Homelessness

- Facilitated Housing outreach and engagement for the 6th cycle of the *Housing Element*, held 25 Housing Element virtual stakeholder focus group meetings from January 2022 through March 2022 to gather input from various stakeholders, including developers, home builders, non-profit organizations, advocacy groups, and public agencies on key housing issues. Additionally, issued a follow-up survey to the stakeholders to address barriers to accessing decent, safe, affordable housing and which housing priorities are most important for Morgan Hill (900 surveys).
- Led 20 Affordable Housing Program communication efforts in both English and Spanish through webinars, townhalls, tabling at resource fairs, and submitting articles.
- Assisted in the processing of 554 Affordable Rental Units in the development pipeline at various stages of the development process from the tax credit application process to several of the groundbreakings.
- Processed 174 referrals and connected with 155 households at-risk of or currently experiencing homelessness by providing case management and supportive services through the City's Unhoused Specialist.
- Implemented coordination of a bi-monthly local service provider meeting with the MHUSD and other community-based organizations to housing problem solve at the local level and continue to refine the City's response in meeting the various needs of lower income and special needs households.
- Increased collaboration with Saint Vincent DePaul to identify funding for local Housing Problem Solving, housed 20 clients, and connected 30 individuals to shelter. Supported efforts to fundraise for local housing problem solving (\$45,000).
- Entered into agreement with the County to be a Homeless Management Information System (HMIS) partner agency, granting limited access to the countywide homeless database.
- Continued an agreement with the County for the countywide Homeless Prevention Rental Assistance Program, 20 households were served, total assistance distributed was \$60,031.
- Operated a 10-bed Inclement Cold Weather shelter in partnership with Community Christian Church during inclement cold weather episodes.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

- Continued to partner with the Morgan Hill Bible Church Safe Car Parking Program that operates year-round for 8 families (30 people max) where they are provided meals, showers, restrooms, washer & dryer, and case management by the South County Compassion Center.
- The Destination Home capacity building grant has supported the Unhoused Specialist since December 2021. The first annual report was completed, and the City received confirmation that they will receive the 2nd grant installment in the amount of \$150,000 to continue to advance local implementation of the Community Plan to End Homelessness.
- Continued to partner with HouseKeys to provide oversight and implementation of the Inclusionary Housing Ordinance Below Market Rate (BMR) Program consisting of nearly 600 units.
- Oversaw the renovation of necessary dry rot repairs (\$208,000) on Villa Ciolino Apartments, a 42-unit affordable family housing apartment community.

Planning

- Continued to implement permit processing for SB330 including utilizing objective criteria established at the end of 2019.
- Created new guidance documents for SB9 application processing.
- Continued work on the transition from Level-of-Service (LOS) to Vehicle-Miles-Traveled (VMT) metric for transportation analysis under the California Environmental Quality Act (CEQA) for development projects.
- In coordination with Engineering, contributed to the development of the scope for the Transportation Master Plan.
- In coordination with the Housing team, held 30 public meetings regarding the Housing Element update. These public meetings laid the groundwork for ensuing the draft Housing Element responded to community needs and concerns.
- Conducted eight Planning Commission workshops and hearings on the draft Housing Element – concentrating on a different section of the document in each meeting.
- Submitted the 2023-2031 draft Housing Element to the State Department of Housing and Community Development (HCD) for review.
- Completed revisions to 2023-2031 Housing Element based on HCD comments.
- Utilized Local Early Action Planning (LEAP) grant for \$150,000 and Regional Early Action Planning (REAP) grant for approximately \$27,000 to assist in funding the preparation and adoption of the Housing Element Update and accompanying CEQA Addendum to facilitate compliance with the sixth cycle RHNA.
- Continued work on the revised draft of a Formed Based Code for Monterey Road.
- Completed annual Zoning Code Update.
- Continued to provide planning services and functions in a virtual environment.
- Continued to create and improve resources for public information regarding development activity in the City.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

FIRE

- Completed design of Butterfield Fire Station with tentative construction start date of Fall 2023.
- Placed Squad 59 in service and staffed at El Toro Fire Station.
- Received approval for the City of Morgan Hill to become an authorized purchaser from the State of California.
- Entered planning stages between the Morgan Hill Fire Department and the Aquatics Center for CPR and EMS staff training.
- Began design of new Type I Fire Engine for new Butterfield Fire Station.
- Implemented defensible space inspections conducted by Fire Engine companies.
- CAL FIRE awarded the City of Morgan Hill a CCI Fire Prevention Grant to purchase a Green Climber to greatly improve vegetation management throughout the City.

POLICE

Administrative

- Implemented Racial and Identity Profiling data collection and submitted data to the National Incident-Based Reporting System (NIBRS).
- Recruited, hired, and trained 8 teammates: 5 Police Officers, 1 Dispatcher, 2 Records Specialists.
- Reactivated Volunteers in Policing (VIPs) program following COVID and expanded services provided by the program.
- Project management of Police Department expansion into adjacent building space.
- Supported Information Technology Team with security, projects, and leadership.
- Partnered with Rotary to install a Safe Exchange Zone in the Police Department parking lot.
- Replaced Mobizent eCite-electronic citations and traffic collision reporting platform to Crossroads traffic collision database to improve reliability, efficiencies and environmental footprint and ensure alignment of traffic enforcement with high collision areas.
- Expanded Chaplaincy Program to include 2 new Police Chaplains (3 in total from all different faith-based organizations) and added additional Police Chaplain response situations, resources, and services to the community and other City departments.
- Successfully held annual National Night Out event with over 1,500 attendees. This event was held in partnership with other City departments and community organizations with an emphasis on building and enhancing community relationships while promoting police-community partnerships and neighborhood camaraderie.
- Deployed Police Cadet Ambassadors to provide a presence Downtown on weekend evenings. The Ambassadors interacted with patrons, answered their questions, reported suspicious activity to Dispatch as well as deterred crime Downtown.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

Patrol Division

- Submitted a Sideshow Ordinance that was approved and adopted by City Council.
- Enhanced traffic safety measures and increased the Traffic Team by adding a Police Corporal, making it a team of 3.
- Traffic and Patrol Officers were assigned Downtown as a pilot program to reduce collisions, speed, and quality of life issues. During our officers' proactive enforcement, they made 248 DUI arrests, undoubtedly saving many innocent lives.
- Deployed the City's Community Emergency Response Team (CERT) during the 4th of July weekend to high fire locations to monitor and deter the use of illegal fireworks.
- Officers continued to engage in Community Policing activities to include, but not limited to, participating in events at Park Place, bicycle patrol Downtown, Outdoor Movie Series, Farmers' Market, and other community events.
- The Crime Prevention Unit held 12 community meetings on a variety of crime topics.
- Collaborated with the Santa Clara County's Mobile Crisis Response Team (MCRT) and addressed chronic clients who were in crisis or in need of resources.
- Utilized Homeland Security Grant for the purchase of 2 additional incursion barriers (totaling 4). The barriers were used at special events such as Mushroom Mardi Gras and National Night Out.
- Replaced expired Automated License Plate Readers on police cars with Flock cameras:
 - Council approved an additional 25 Flock cameras (50 total). As a result of implementing Flock cameras, officers recovered 137 stolen vehicles, arrested 178 suspects, and charged 634 criminal offenses.
- Officers completed their mandated POST training, along with DEI training (specifically, LGBTQ+, Harassment Training, and Autism Awareness training).
- Officers have been trained in the administration of NARCAN and carry Automated External Defibrillators (AED) in each patrol vehicle which has resulted in no less than 7 lives saved.
- We strengthened our partnership with County and faith-based organizations by applying best practices for our unhoused population.
 - Partnered with Community Christian Church and assisted in housing single male adults during inclement and cold weather.
- Collaborated with Community Christian Church and hosted the annual National Faith and Blue event.
 - Attended a total of 5 Faith and Blue events in the community.
- Conducted activities as part of Vision Zero Morgan Hill effort:
 - Coordinated with MHUSD and American Medical Response (AMR) to offer driving under the influence programs at local high schools (e.g., Sober Graduation, Zero Tolerance).



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

Special Operations Division

- Implemented a Psychiatric Emergency Response Team (PERT) in partnership with County Behavioral Health Services. The team is made up of one detective and a licensed mental health clinician.
- Conducted a multi-agency Active Shooter training based on the revised county-wide protocol.
- Council approved a Community Service Officer (CSO) to manage the Youth Diversion Program.
- Implemented Youth Restorative Justice Program diverting 28 youth from the criminal justice system to diversion and continued our partnership with MHUSD on providing Restorative Justice Practices for our students.
- School Resource Officer and the Community Tobacco Enforcement Officer partnered with MHUSD to provide training to students and staff on the dangers surrounding vaping, tobacco use and distracted driving.
- Conducted Run, Hide, Defend trainings at MHUSD schools, local private schools, and businesses.
- Conducted a majority of Graffiti Abatement within 48 hours of notification.
- Participated in the Regional Task Force Regional Enforcement Allied Computer Team (REACT).
- Participated in Regional Task Force Regional Auto Theft Task Force (RATTF).
- Actively used social media platforms to inform and educate the community of police activity and public safety announcements.
- Actively participated in the South County Youth Task Force (SCYTF).

Support Services Division

- Participated and implemented the Criminal Justice Information Control (CJIC) decommission and replacement solution.
- Expanded electronic transmission of records to DMV, Parking Citation Management and Santa Clara County Court System.
- Received certification from the Department of Justice for compliance with California Incident Based Reporting System (CIBRS).
- Selected vendor for Next Generation 911 phone upgrade. This will provide emergency dispatchers with enhanced technology, including the ability to receive images and videos.
- Researched and selected Axon software as our new records management system. The purchase of the Axon RMS completes the technology ecosystem that integrates Taser, in-camera car cameras, body worn cameras, weapon sensors, digital evidence storage, records management, and computer aided dispatch.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

Office of Emergency Services

- Approval obtained from the Emergency Management Performance Grant to purchase Emergency Operations Center (EOC) equipment to enhance emergency readiness.
- Oversaw Santa Clara County Leadership Academy's Continuity of Operations Plan (COOP) project.
- Enhanced Emergency Sheltering Capabilities with City Disaster Service Workers including training, functional needs including inclusiveness, and adding additional shelter sites in the community.
- Hosted four Community Emergency Response Team (CERT) trainings virtually.
- Purchased Long-Range Acoustical Device (LRAD) unit using Homeland Security Grand Funds.

Information Technology (IT)

IT Security

- Joined and adopted hardened server templates and hardened endpoint templates from the Cybersecurity and Infrastructure Security Agency (CISA).
- Decommissioned 2 unsecure Domain Controllers with a new cluster of hardened Domain Controllers.
- Enforced multi-factor authentication for VPN access and all full-time teammates multiples times within 24-hour period.
- Deployed controlled access for vendors/third parties who need access to our internal resources, provides visibility and isolation.
- Procured and deployed security scanning for vulnerability management.
- Procured and deployed email security solution.
- Deployed internal certificate authority providing increased security within our network.
- Procured and deployed security awareness training for all network account holders.
- Repaired and reprogrammed all blue light emergency phones in the Downtown parking garage to communicate with Dispatch.
- Updated Firewall from original installation version to current version.
- Removed unmanaged, unlicensed, unsupported, and unsecured network devices from datacenters.
- Leveraged built in Microsoft tools for visibility and management of endpoint devices.

IT Projects

- Completed the dark fiber ring installation, connecting all City buildings by dark fiber.
- Completed installation of new fiber, network switch, and security cameras at Magical Bridge.
- Completed a network discovery.
- Completed a wireless site survey.



ACCOMPLISHMENTS

JANUARY – DECEMBER 2022

- Received Council approval of network refresh project, wireless refresh for Council Chambers and City Hall, and new backup, recovery, and storage solutions.
- Deployed new help desk solution, including self-help articles.

IT Helpdesk

- Moved towards centralized software/hardware procurement and management.
- Deployed 8 new desktops, 14 reassigned desktops, 48 new laptops, 55 reassigned laptops, 48 monitors, 29 docks and 10 swingarms.

IT Leadership

- Established an IT Steering Committee.
- Completed the hiring of IT staff; all IT positions are currently filled.
- Partnered with Public Services to implement best practices for new cloud based, critical infrastructure, Supervisory control, and data acquisition (SCADA) system.
- Partnered with Finance to implement best practices for a new cloud-based, critical infrastructure, the Enterprise Resource Platform system.



City Council Norms

Established January 26, 2019

Revised January 29, 2021

- ❖ Be respectful of each other
- ❖ Address issue, not person
- ❖ Be honest and real
- ❖ “Clear air” if needed; have hard discussions
- ❖ Listen to each other
- ❖ Be aware of how we represent the City as leaders in the community
- ❖ Be accurate in statements
- ❖ Be open minded; avoid concluding on your position prior to the item being heard
- ❖ Be flexible and willing to compromise
- ❖ Recognize that experience comes in diverse ways
- ❖ Be mindful of time
- ❖ Be professional; keep decorum of meeting throughout
- ❖ No side conversations
- ❖ Come prepared
- ❖ Give enough time to discuss issues
- ❖ Ok to ask City Council to continue an item if not ready
- ❖ Don’t be repetitive on requests and comments
- ❖ Wait to be recognized before speaking
- ❖ Keep the order of the meeting (questions, public comment, and then discussion)
- ❖ Provide early notice of request for alternates to attend outside appointment meetings
- ❖ Speak into the microphone
- ❖ Cell phones silenced
- ❖ Be punctual
- ❖ Send questions in advance of meeting; let City Manager know if you plan to pull a consent item
- ❖ Be engaged
- ❖ Be concise

CITY OF MORGAN HILL

CITY COUNCIL POLICIES AND PROCEDURES

CP-97-01

SUBJECT: **RULES FOR THE CONDUCT OF CITY COUNCIL MEETINGS, PLACEMENT OF ITEMS ON THE AGENDA, AND MATTERS TO BE RECONSIDERED**

EFFECTIVE DATE: **May 7, 1997**

REVISED DATE(S): **July 25, 2018, February 5, 2020, February 17, 2021**

ORIGINATING DEPARTMENT: **CITY MANAGER**

SECTION 1 - SCOPE

- 1.1** These rules shall establish the procedures for the conduct of all meetings of the City Council of the City of Morgan Hill. The purpose of these rules is to provide procedures consistent with the Ralph M. Brown Act, establish procedures which will be convenient for the public, be fair to all members of the City Council, and contribute to the orderly conduct of City business.

SECTION 2 - MEETINGS

- 2.1** Open to Public: All meetings of the City Council, whether regular or special, shall be open to the public, unless a closed session is scheduled as authorized by law.
- 2.2** Regular Meetings: The City Council shall conduct its regular meetings at the time and place established by ordinance, if specified in the ordinance or resolution.
- 2.3** Review Status of Agenda at 10:00 p.m.: The City Council may review the agenda at 10:00 p.m. to determine if it will be able to conclude its business by 11:00 p.m. If, at 11:00 p.m., the City Council has not concluded its business, before continuing the meeting it shall review and discuss the status of the remaining agenda items and determine by majority vote whether to continue any remaining items to a future regular or special meeting, adjourn the meeting to another date and time, or extend the meeting beyond 11:00 p.m. as needed.
- 2.4** Special Meetings/Workshops: A special meeting and/or workshop may be called at any time by the Mayor or Presiding Officer of the City Council or by three members of the City Council. Written notice of any such meeting must specify the purpose of the meeting. Notice of the meeting must be made in accordance with the law.
- 2.5** Closed Sessions: The City Council may hold closed sessions during a regular or special meeting, or at any time authorized by law, to consider or hear any matter which is authorized by law. At times, Closed Sessions may have to be held in an order different than presented due to the timeliness of the matter, to save the City money when an outside attorney has been retained or due to the need for extra time to discuss and deliberate an important closed session item. Closed session items may be continued to the conclusion of the agenda.

- 2.6 Quorum:** Three (3) members of the City Council shall constitute a quorum and shall be sufficient to transact business. If less than three Council members appear at a regular meeting, the Mayor, Mayor Pro Tempore in the absence of the Mayor, any member of the City Council, or in the absence of all Council members, the City Clerk or Deputy City Clerk shall adjourn the meeting to a stated day and hour.
- 2.7 Adjourned Meetings:** The City Council may adjourn any regular, adjourned regular, special, or adjourned special meeting to a time and place specified in the order of adjournment and permitted by law.

SECTION 3 - POSTING NOTICE AND AGENDA

- 3.1 Posting of Notice and Agenda:** For every regular or special meeting, the City Clerk or other authorized person, shall post a notice of the meeting specifying the time and place at which the meeting will be held and an agenda containing a brief description of all items of business to be discussed at the meeting. The notice and agenda may be combined in a single document.
- a. Posting for Regular Meetings:** For any regular meeting of the City Council, the notice and agenda shall be posted no later than seventy-two (72) hours prior to the time set for the meeting consistent with all Brown Act requirements.
 - b. Posting for Special Meetings:** For any special meetings of the City Council, the notice and agenda shall be posted no later than twenty-four (24) hours prior to the time set for the meeting consistent with all Brown Act requirements.
- 3.2 Location of Posting:** The notice and agenda shall be posted on the City's website and in a place to which the public has unrestricted access during at least normal business hours and where the notice and agenda are not likely to be removed or obscured by other posted materials.
- 3.3 Availability of the Agenda to the Public:** The agenda for any regular or special meeting shall be made available to the public as soon as is practical after delivery to the members of the City Council.

SECTION 4 - AGENDA CONTENTS

- 4.1 Description of Matters:** All items of business to be discussed at a meeting of the City Council shall be briefly described on the agenda. The description of the item and the proposed action to be considered should be set forth as clearly as practical so that members of the public will know the nature of the action under review and consideration.
- 4.2 Placement of items on the agenda:** The Mayor, City Manager, or City Attorney may place items on the agenda. Members of the City Council may request items to be added to an upcoming City Council agenda by requesting an item during the "Future Council Initiated Agenda Items" Section of the agenda. A City Council verbal report will then be placed on an upcoming agenda for Council discussion and consideration.

- 4.3** Limitation to Act on Only Items on the Agenda: No action shall be taken by the City Council on any item not on the posted agenda, subject only to the exceptions listed below:
- a.** Upon a majority determination that an "emergency situation" (as defined by State Law) exists; and
 - b.** Upon a determination by a 4/5 vote of the City Council that there is a need to take immediate action and that the need to take the action came to the attention of City officials subsequent to posting of the agenda.
- 4.4** Change in Order of Business: The Mayor or Presiding Officer may decide to take matters listed on the agenda out of the prescribed order unless a majority of members present object to this variation.
- 4.5** City Council Reports: On an alternating basis, at each Regular City Council meeting, with a time limit of three minutes, a Council Member has the opportunity to share with the Council and community any pertinent updates or information in regard to their appointments to outside agencies, upcoming events, or relevant City business. These are non-action items.
- 4.6** City Manager Report: These are updates on current City activities, reports on issues raised at previous Council meetings, or recognitions. These are non-action items.
- 4.7** City Attorney Report: These are updates on current City activities, reports on issues raised at previous Council meetings, or reportable actions of the City Council in Closed Sessions and/or current litigation. These are non-action items.
- 4.8** Other Reports: These are pertinent updates or information on upcoming activities or events relevant to City business with a time limit of one minute. These are non-action items.
- 4.9** Public Comment for items not on the agenda: This refers to those matters not scheduled on the agenda where a member of the public wants to address a matter of importance to the City Council. Since the matter is not on the agenda, no action by Council can be taken. If a member of Council so desires, the matter can be placed on the agenda of a future Council meeting for review and consideration.
- 4.10** Consent Calendar: These are items of a routine or generally uncontested nature. Any member of the Council or member of the public may request to have an item pulled from the consent calendar and acted on individually by the Council. Items pulled will be discussed after action is taken on the balance of the consent calendar. The Mayor shall decide if the items are heard before or after moving on to public hearing and other business items.
- 4.11** Public Hearings: These are matters that are duly noticed and published in a newspaper of general circulation and where required by law, written notice is given to the affected residents who have the opportunity to speak in favor or against a matter or ask questions about the matter.
- 4.12** Other Business: These are other matters of City business which are not appropriately placed on the consent calendar and do not require published notices and require Council action and

direction.

- 4.13 Future Business:** These are items that members of the City Council wish to discuss to potentially take action on or have placed on future agendas.

SECTION 5. ORDER OF BUSINESS

- 5.1** The order of business at meetings of the City Council shall be as follows:

- a. CALL TO ORDER**
- b. ROLL CALL ATTENDANCE**
- c. DECLARATION OF POSTING AGENDA**
- d. WORKSHOP** (if needed; 5:00-6:00 p.m., or as deemed appropriate)
- e. CLOSED SESSION** (if needed; 6:00-7:00 p.m., or as deemed appropriate)
- f. SILENT INVOCATION**
- g. PLEDGE OF ALLEGIANCE**
- h. PRESENTATIONS**
- i. PROCLAMATIONS**
- j. RECOGNITIONS**
- k. CITY COUNCIL REPORTS**
- l. CITY MANAGER’S REPORT**
- m. CITY ATTORNEY’S REPORT**
- n. OTHER REPORTS**
- o. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**
- p. ADOPTION OF AGENDA**
- q. CONSENT CALENDAR**
- r. PUBLIC HEARINGS**
- s. OTHER BUSINESS**
- t. FUTURE COUNCIL INITIATED AGENDA ITEMS**
- u. CLOSED SESSION**
- v. ADJOURNMENT**

SECTION 6. PUBLIC COMMENT

- 6.1 Public Comment:** Persons present at meetings of the City Council may comment on individual items on the agenda at the time the items are scheduled to be heard. In addition, comments may be offered on items not on the agenda under that portion of the agenda. In accordance with State law, matters not scheduled on the agenda cannot be acted upon by the City Council, but items raised by the public during public comment may be referred to a future City Council agenda at the request of the Mayor or City Council.
- 6.2 Limitations:** The public comment period may be 3 minutes for items on the agenda or items not listed on the agenda. Speakers are called in the order the speaker cards are submitted. Project applicants or appellants will be allowed more than the designated 3 minutes in accordance with City Council Policy 03-01. Consistent with this policy, the Mayor or Presiding Officer may recall an applicant or appellant to address questions after the public comment is heard. In addition, applicants will be given time at the end of the public hearing to address any questions or comments.

The Mayor or Presiding Officer may allow speakers who wish to speak under public comment for items not on the agenda to concede a portion of their time, specifically, one speaker may concede a portion of their time to one other speaker. For all other business items, the Mayor or Presiding Officer may allow speakers more time and/or allow speakers to concede a portion of their time to a designated speaker of a group, specifically up to two speakers may concede their time to one speaker, unless a majority of the City Council objects. Speakers that wish to designate a group speaker shall notify the City Clerk before discussion on the item begins. Additionally, any speaker that concedes their time must be present at that City Council meeting. Speaker who would like to share documents or presentations may do so by submitting said document to the City Clerk by noon on the day of the City Council Meeting. Speaker may not share videos or presentations with videos embedded within them.

- 6.3 Procedure:** To address the City Council, each speaker is requested to fill out a Speaker Card and turn it in to the City Clerk before discussion on the agenda item begins. The speaker is requested to provide their name, contact information, and the subject(s) upon which the speaker wishes to address the City Council. Speakers who do not wish to provide their name should provide an alternative designation so that they can be called to speak by the City Clerk.

SECTION 7. PROCEDURES FOR THE CONDUCT OF MEETINGS

7.1 Role of the Mayor/Presiding Officer:

- a.** The Presiding Officer of the City Council, who shall be the Mayor or in the Mayor's absence shall be the Mayor Pro Tempore, or in their absence any other designated member of the City Council, shall be responsible for maintaining the order and decorum of meetings. It shall be the duty and responsibility of the Presiding Officer to ensure that the rules of operation and decorum contained herein are observed. The Presiding Officer shall maintain control of communication between Council

Members and between the Council, staff, and public.

b. Communication with Council Members:

1. Council Members should request the floor from the Presiding Officer before speaking.
2. When one member of the Council has the floor and is speaking, other Council Members shall not interrupt or otherwise disturb the speaker.
3. During both questions and discussion, when one Council Member has the floor, they are limited to 5 minutes. After each Council Member that wishes to speak has done so, a Council Member may speak again for up to 5 minutes.
4. With the concurrence of the Mayor, a Council Member holding the floor may address a question to another Council Member. The Council Member being questioned may or may not respond while the floor is still held by the Council Member asking the question. The reply shall be limited to the question asked.

c. The Mayor or Presiding Officer may declare that an item within the meeting will be conducted in “workshop” format, which means that the procedures described in section 7.1B do not strictly apply. This is to allow for a more open discussion without strict formalities. The Mayor or Presiding Officer may end the workshop format for the item at his/her discretion.

d. Communication with Members of the Public Addressing the Council

1. The Mayor or Presiding Officer shall open the floor for public testimony as appropriate.
2. After a witness or subject matter expert has addressed the City Council during public comment, Council members may only ask questions of witnesses or subject matter experts. Such questions should be directed to the person through the Presiding Officer unless the Presiding Officer grants the Council Member permission to directly question the person.
3. Staff members, through the City Manager, shall be a resource to the City Council to answer questions arising during discussions between Council Members and between Council Members and members of the public. Communications in this regard shall be through the Presiding Officer.
4. Members of the public shall direct their questions and comments through the Presiding Officer.

7.2 Rules of Order: The City Council adopts no specific rules of order except those listed herein. The City Council shall refer to The Standard Code of Parliamentary Procedure by Alice Sturgis (McGraw Hill) as a guide for the conduct of meetings. The Sturgis guideline regarding not requiring seconds for governmental bodies' motions, resolutions or ordinances is not adopted as the rule in the City. The Mayor or Presiding Officer has the discretion to impose reasonable rules at any particular meeting based upon facts and circumstances found at any particular meeting. These latter rules will be followed unless objected to by a majority

of the City Council members present.

- 7.3** Motions: The Mayor or any member of the City Council may bring a matter of business on the agenda before the Council by making a motion. Before the matter can be considered or debated it must be seconded. Once the motion has been properly made and seconded, the Presiding Officer shall open the matter for full debate offering the first opportunity to debate to the moving party and, thereafter, to any Council Member recognized by the Mayor or Presiding Officer. Debate shall be closed upon consent of a majority of the Council.
- 7.4** Reconsideration: Immediately after a vote on a matter, any member of the City Council may request to have his/her vote changed on a matter before the Council moves on to the next item. Such a request will be granted by the Mayor or Presiding Officer unless a majority of the Council objects.

A matter may be reconsidered by the City Council if a member on the prevailing side of the vote requests reconsideration. Such a motion may be made at a meeting where such action is taken or at a subsequent meeting of the Council, however, nothing in this policy precludes the majority of members of the City Council from requesting reconsideration of any item.

7.5 Debate:

- a.** The discussions and deliberations at meetings of the City Council are to secure the informed judgement of Council members on proposals submitted for decision. This purpose is best served by the exchange of thought through discussion and debate.

Debate is regulated by these rules in order to assure every member a reasonable and equal opportunity to be heard.

b. Obtaining the Floor for Debate:

As soon as a debatable motion has been stated to the Council by the Mayor or Presiding Officer, any member of the Council has a right to discuss it after obtaining the floor. The member obtains the floor by seeking recognition from the Mayor or Presiding Officer. A member who has been recognized is entitled to be heard so long as he/she observes the rules of debate.

c. Speaking More Than Once:

To encourage the full participation of all members of the Council, no member or members shall be permitted to monopolize the discussion of the question. If a Council member has already spoken and other members wish to speak, the latter members should be recognized in preference to the member who has already spoken. However, if no other members seek recognition, the Mayor or Presiding Officer may recognize the member who has already spoken.

d. Relevancy of Debate:

All discussion must be relevant to the motion before the City Council. A member is given the floor only for the purpose of discussing the pending question; discussion which departs is out of order. The Mayor or Presiding Officer should then direct the

speaker to limit discussion to the question before the City Council.

A motion-its nature or consequences-may be attacked vigorously. But it is never permissible to attack the motives, character, or personality of a member either directly or by innuendo or implication. It is the duty of the Mayor or Presiding Officer instantly to stop any member who engages in personal attacks. It is the motion, not its proposer, that is the subject of debate. Meetings must discuss measures and ideas, not people.

Arguments, for or against a measure, should be stated as concisely as possible.

Debate must be fundamentally impersonal. All discussion is addressed to the Mayor or Presiding Officer and must never be directed to any individual.

e. Mayor's Duties During Debate:

The Mayor or Presiding Officer has the responsibility of controlling and expediting debate. A Council member who has been recognized to speak on a question has a right to the undivided attention of the Council.

It is the duty of the Mayor or Presiding Officer to keep the subject clearly before the members, to rule out irrelevant discussion, and to restate the question whenever necessary.

SECTION 8. DECORUM

8.1 Council Members: Members of the City Council value and recognize the importance of the trust invested to them by the public to accomplish the business of the City. Council Members shall accord the utmost courtesy to each other, to City employees, and to the public appearing before the City Council.

8.2 City Employees: Members of City staff shall observe the same rules of order and decorum applicable to the City Council. City staff shall act at all times in a business and professional manner towards Council Members and members of the public.

8.3 Public: Members of the public attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council.

8.4 Noise in the Chambers: Noise emanating from the audience within the Council Chambers or lobby area, which disrupts City Council meetings, shall not be permitted.

8.5 Sergeant-at-Arms: The Chief of Police, or his/her designated representative shall be ex-officio Sergeant-at-Arms of the City Council.

SECTION 9. VIOLATIONS OF PROCEDURES

9.1 Nothing in these policies and procedures shall invalidate a properly noticed and acted upon action of the City Council in accordance with State Law.

City Council Policy 97-01
Rules for the Conduct of City Council Meetings
Page 9 of 9

This policy shall remain in effect until modified by the City Council.

APPROVED:

DocuSigned by:

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RICH CONSTANTINE, MAYOR

CITY OF MORGAN HILL

CITY COUNCIL/REDEVELOPMENT AGENCY

POLICIES AND PROCEDURES

CP-06-02

SUBJECT: CITY COUNCIL MEETING SCHEDULE

EFFECTIVE DATE: March 22, 2006, Revised June 27, 2007, Revised November 20, 2013, Revised October 21, 2015; Revised November 17, 2021

ORIGINATING DEPT: City Clerk

The City Council has ordained that regular meetings are to be held on the first, third and fourth Wednesdays of every month at 7:00 p.m. In the event of a legal holiday occurring on a regular City Council meeting day, the meeting(s) will be canceled. Should the Mayor and City Manager determine that the third meeting of the month is not necessary, they shall have the authority to cancel the meeting.

The City Council desires to take official legislative recesses, at various times, to accommodate community and civic commitments, vacations, and the City's operations schedule. As such, the following meeting schedule will apply for the months of January, May, July, , September, October, November and December of every year:

- For the month of January, should the City furlough its employees the last week in December, the first meeting in January shall be canceled. The Council will hold its annual Goal Setting retreat the last Friday and Saturday of the month.
- The Council will hold its annual Budget Workshop during the month of May.
- For the month of July, all meetings are to be cancelled for summer recess.
- For the months of September and October, regular meetings will be held on the first, third, and fourth Wednesdays, beginning at 7:00 p.m.; unless the meeting date falls on Rosh Hashanah or Yom Kippur. In which case, said meeting will be canceled.
- For the month of November, regular meetings will be held on the first, third and fourth Wednesdays, beginning at 7:00 p.m.; unless the Wednesday meeting date falls the day before the Thanksgiving Holiday. In which case, said meeting will be canceled.
- For the month of December, regular meetings will be held on the first, third and fourth Wednesdays, beginning at 7:00 p.m.; unless the Wednesday meeting date(s) fall on the Christmas Holiday and/or during the Holiday furlough. In which case, said meeting(s) will be canceled.

The City Council shall have the ability to adjust and/or add other meeting dates, as deemed appropriate.

This policy shall remain in effect until modified by the City Council respectively.

APPROVED:

DocuSigned by:
Rich Constantine
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RICH CONSTANTINE, Mayor

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Countywide	<u>Santa Clara County Library District Joint Powers Authority</u> 1370 Dell Avenue Campbell, CA 95008 Cynthia Rios Garcia, Secretary CRiosGarcia@sccl.org (408) 293-2326, ext. 3090 https://www.sccl.org/About/Governance/JPA-Board-Meetings Tracy Ellenberger, Executive Assistant tellenberger@sccl.org 408-293-2326 x3093	Provide policy direction and governance for the Santa Clara County Library District. Cities of Campbell, Cupertino, Gilroy, Los Altos, Los Altos Hills, Milpitas, Monte Sereno, Morgan Hill & Saratoga.	Meets 4 times per year typically on the 4th Thursday of month; 12:00 pm 1370 Dell Avenue Campbell, CA 95008	(P) [REDACTED] Constantine (A) Borgioli	
<u>Countywide</u>	<u>Silicon Valley Interoperability Authority</u> <u>Eric Nickel, Executive Director</u> ENickel@svria.org (408) 615-5571 https://svria.org/	<u>The Silicon Valley Regional Interoperability Authority (SVRIA) works to seamlessly integrate voice and data communications between law enforcement, the fire and rescue service, emergency medical services and emergency management for routine operations, critical incidents and disaster response and recovery.</u>	<u>For 2023, meets at 4 pm:</u> • <u>1st Thursday in February</u> • <u>4th Thursday in March</u> • <u>2nd Thursday in May</u> • <u>4th Thursday in July</u> • <u>4th Thursday in September</u> • <u>3rd Thursday in November</u>	(P) Tom Cline – <u>Gilroy</u> (A) [REDACTED]	

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Environmental	<u>Santa Clara Valley Habitat Agency Governing Board</u> 535 Alkire Avenue, Suite 100 Morgan Hill, CA 95037 Ed Sullivan, Executive Officer Edmund.sullivan@scv-habitatagency.org (408) 779-7261 https://scv-habitatagency.org/31/Governance-Policies	Serves as governing body for JPA and makes all decisions except those delegated to the Implementation Board Staff.	Quarterly, 3 rd Thursday 3:00 pm - 5:00 pm Morgan Hill City Council Chamber 17555 Peak Avenue	(P) Spring (P) Martinez Beltran (A) McKay (A) Borgioli	
Environmental	<u>Santa Clara Valley Habitat Agency Implementation Board</u> 535 Alkire Avenue, Suite 100 Morgan Hill, CA 95037 Ed Sullivan, Executive Officer Edmund.sullivan@scv-habitatagency.org (408) 779-7261 https://scv-habitatagency.org/31/Governance-Policies	Makes recommendations to the Governing Board regarding fees and budget, appoints executive officers and hiring of other agency personnel, services, and equipment, makes decision regarding real property acquisition and makes recommendations to the executive officers regarding grants and other funding.	Bi-Monthly, 3 rd Thursday 3:00 pm - 5:00 pm Morgan Hill City Council Chamber 17555 Peak Avenue	(P) Spring (A) Martinez Beltran (A) McKay (P) Carman (A) Ramirez	

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Environmental	<u>Silicon Valley Clean Energy Authority</u> 333 W. El Camino Real, Suite 290 Sunnyvale, CA 94087 Andrea Pizano andreap@svcleanenergy.org (408) 721-5301 x.1005 https://www.svcleanenergy.org/board	The JPA created to collectively study, promote, develop, conduct, operate, and manage energy supply and efficiency programs related to the provision of clean power. Recommended two year assignment per SVCE	2nd Wednesday of the month 7:00 pm Cupertino City Hall 10350 Torre Ave	(P) Martinez Beltran (A) Carothers	
Flood Control	<u>Pajaro River Watershed Flood Prevention Authority</u> PO Box 809 Marina, CA 93933 Ana Flores Regional Analysis & Planning Services aflores@ambaq.org (831)883-3750 ext. 300 http://www.pajaroriverwatershed.org	Identify, evaluate, fund, and implement environmentally sound flood prevention and control strategies in the Pajaro River Watershed, on an intergovernmental, cooperative basis as required by the Pajaro River Watershed Flood Prevention Authority Act.	Meet bi-monthly 1st Friday 9:00 am Meeting locations alternate between the Cities of Gilroy, Hollister, Salinas & Watsonville	(P) Spring (non-voting member)	Chris Ghione, Public Services Director

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Flood Control	<u>Santa Clara Valley Water District Elected Officials Quarterly Meeting (Llagas Creek PL 566)</u> 5750 Almaden Expressway San Jose, CA 95118-3686 (mailing address) Michelle King, Clerk of the Board board@valleywater.org (408) 265-2600	Specifically address Llagas Creek flooding and Anderson Dam Retrofit Project.	Quarterly on Fridays 10:00 am Morgan Hill City Hall, Grand Conference Room 17575 Peak Ave	(P) Spring (P) Borgioli (A) Martinez Beltran	Chris Ghione, Public Services Director
Housing	<u>Santa Clara County Housing & Community Development Advisory Committee (HCDAC)</u> Office of Supportive Housing 3180 Newberry Drive, Ste 150 San Jose, CA 95118 Alejandra Herrera Chavez, Program Manager I Alejandra.herrera@hhs.sccgov.org (408) 278-6414	The role of the HCD Advisory Committee is to be the policy-recommending body to the Board of Supervisors on the planning, implementation, monitoring, and evaluation of the Urban County HCD Program. The Committee guides the development of a coordinated housing and community development plan and hears project proposals, reviews staff recommendations, and makes recommendations to the Board of Supervisors for final approval and forwarding to HUD.	As needed 70 West Hedding Street, 1 st Floor Board Chambers	(P)  McKay (A) Martinez Beltran	Rebecca Garcia, Housing Director

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES					
Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Land Use/ Transportation	South County Joint Planning Advisory Committee Santa Clara Co. Planning Office 70 W. Hedding, E Wing, 7th Floor San José, CA 95110	Cities of Gilroy & Morgan Hill, County of Santa Clara and unincorporated area of San Martin addressing issues re: land use planning of regional significance. Staff coordination rotates between the three sponsoring organizations, Gilroy, Morgan Hill, and Santa Clara County.	As-needed	(P) Borgioli (A) McKay Joseph Mueller, Planning Commissioner Dennis Delisle, Citizen Representative _____, Citizen Representative	Jennifer Carman, Community Development Director Rob Eastwood, County of Santa Clara Karen Garner, City of Gilroy

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Local Partnership	<u>City-School Liaison Committee</u> Morgan Hill Unified School District; 15600 Concord Circle <i>or</i> City of Morgan Hill 17575 Peak Avenue Morgan Hill, CA 95037-4128 Kelly Schriefer, Secretary to the Superintendent, MHUSD schrieferk@mhusd.org (408) 201-6001 Kim Mancera, Deputy City Clerk Kim.Mancera@morganhill.ca.gov (408) 310-4680 http://mhusd.org/board-of-education/cityschool-liaison-committee/	To facilitate communication between the City and School District on issues of common concern.	Every other month, typically on Fridays 8:30 am Meetings alternate between the City of Morgan Hill, City Hall 17575 Peak Ave and the Morgan Hill Unified School District Office 15600 Concord Cir	(P1) Turner (P2) [REDACTED] McKay (A1) Martinez Beltran (A2) Borgioli	Christina Turner, City Manager Shane Palsgrove, Police Chief Chris Ghione, Public Services Director

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Local Partnership	South County United for Health Leadership Team County of Santa Clara, Public Health Department Active and Safe Communities Sobrato Center for Nonprofits 1400 Parkmoor Avenue, Suite 120-B San Jose, CA 95126 Alice Kawaguchi, MPH, RD Health Care Program Manager II Alice.Kawaguchi@PHD.sccgov.org (408) 793-2733	South County United for Health is a collaborative effort to create healthier communities where people live, work, learn and play in the cities of Morgan Hill, Gilroy, San Martin, and parts of unincorporated Santa Clara County, also known as South County.	Meets quarterly on Thursdays 10:00 am to noon Morgan Hill Community & Cultural Center 17000 Monterrey Road February 7, 2019 April 4, 2019 August 1, 2019 October 3, 2019	(P) Spring (A) Constantine	
Local Partnership	South County Youth Task Force – Policy Team 7301 Hanna Street Gilroy, CA 95020 Sandra Cruz South County Youth Task Force Coordinator sandra.cruz@ci.gilroy.ca.us (408) 846-0337	The South County Youth Task Force is a collaboration of local governments, school districts, community and faith-based organizations, and law enforcement agencies in South County who are committed to serving, supporting, and uplifting our youth so that they have the opportunity to thrive.	Meets bi-monthly or six times per year	(P1) Turner (P2) The Mayor and one Council Member are ex-officio members of the Policy Team	Christina Turner, City Manager Shane Palsgrove, Police Chief Chris Ghione, Public Services Director

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Regional Government	<u>ABAG</u> 375 Beale Street San Francisco Fred Castro, Clerk of the Board fcastro@bayareametro.gov (415) 820-7913 https://abag.ca.gov/overview/ga.html	Council of governments representing Cities & Counties in the Bay Area; a comprehensive planning agency addressing regional social, environmental, and economic issues.	Meets annually, usually in April Location varies (Oakland or San Francisco)	(P) Martinez Beltran (A) [REDACTED] McKay	(P) Jennifer Carman, Community Development Director (A) Edith Ramirez, Assistant City Manager
Regional Government	<u>Cities Association of Santa Clara County Board</u> PO Box 1079 Los Gatos, CA 95031 Andi Jordon, Executive Director andi@citiesassociation.org (408) 766-9534 http://citiesassociation.org/about-us.php	Promotes cooperation, represents the mutual interest, and presents a unified voice for the fifteen cities of Santa Clara County; each city in Santa Clara County appoints the Mayor or a Council Member to the Board of Directors; advocates for positive action to enhance the quality of life for the people of our county.	Monthly 2nd Thursday 7:00 pm 456 W. Olive Ave Sunnyvale	(P) Turner (A) Spring Mayor Pro Tem is the Alternate	None, unless Morgan Hill serves as President, then City Manager
Regional Government	<u>Cities Association of Santa Clara County Board City Selection Committee</u> PO Box 1079 Los Gatos, CA 95031 Andi Jordan, Executive Director andi@citiesassociation.org (408) 766-9534 http://citiesassociation.org/about-us.php	The committee makes recommendations on appointments to regional and countywide organizations.	Meets as needed before the Cities Association Board Meeting 456 W. Olive Ave Sunnyvale	(P) Turner (A) Spring Mayor Pro Tem is the Alternate	

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Regional Government	<u>Cities Association of Santa Clara County Board Legislative Action Committee</u> PO Box 1079 Los Gatos, CA 95031 Andi Jordan, Executive Director andi@citiesassociation.org (408) 766-9534 http://citiesassociation.org/about-us.php	The committee provides basic legislative updates to cities with little or no legislative staff, organizes emergency responses to urgent issues, and enables the Cities Association to advocate on issues of mutual interest.	Meets as needed before the Cities Association Board Meeting 456 W. Olive Ave Sunnyvale	(P) Turner (A) Spring Mayor Pro Tem is the Alternate	
Regional Government	<u>League of California Cities Peninsula Division</u> Seth Miller P.O. Box 5630 San Francisco, CA 94080 sethl_miller@yahoo.com (415) 595-8629 http://www.cacities.org/Member-Engagement/Regional-Divisions/Peninsula	Comprised of the 36 cities from San Francisco to Gilroy, division members work together to enhance the quality of life in our communities, our region, and our state.	4 meetings per year: special meetings added as needed	(P) Martinez Beltran (A) [REDACTED] McKay	

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Transportation	<u>Caltrain Local Policy Maker Group</u> 1250 San Carlos Avenue San Carlos, CA 94070 (650) 508-6200 Casey Fromson fromsonc@samtrans.com (650) 508-6493 http://www.caltrain.com/projects/plans/CaltrainModernization/Meetings.html	Advisory group comprised of elected officials and provides a formal venue to facilitate local input and guidance on the Caltrain Modernization Program.	Monthly 4 th Thursday 5:30 pm Edward J. Bacciocco Auditorium, Second Floor 1250 San Carlos Ave	(P) Turner (A) Borgioli	Edith Ramirez, Assistant City Manager Tiffany Brown, Senior Planner
Transportation	<u>Comprehensive County Expressway Planning Study Policy Advisory Board</u> Santa Clara County Roads and Airports 101 Skyport Drive San Jose, Ca 95110-1302 Ellen Talbo ellen.talbo01@rda.sccgov.org (408) 573-2462 http://sccgov.ig2.com/citizens/default.aspx?	Provides an elected officials' forum for policy input to the <i>Expressway Plan 2040</i> – a long range plan for the improvement and maintenance of the eight County expressways and the Santa Teresa-Hale Corridor. All areas of need are included: capacity and operational improvements, signal operations, high-occupancy vehicle (HOV) lanes, bicycle, and pedestrian improvements, finishing elements, and ongoing operating and maintenance needs and funding strategy recommendations.	As needed 70 West Hedding Street, 1 st Floor Board Chambers	(P) [REDACTED] McKay (A) [REDACTED] Constantine	Chris Ghione, Public Services Director

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Transportation	<u>Santa Clara Valley Transportation Authority (VTA) Policy Advisory Committee (PAC)</u> 3331 North First Street, Building B-1st Floor San Jose, CA 95134-1927 Steven Flynn Advisory Committee Coordinator Elaine Baltao, Board Secretary Board.secreatary@vta.org (408) 321-5680 http://www.vta.org/get-involved/advisory-committee/policy-advisory-committee-pac	Advises the Authority Board of Directors on policy matters relating to transportation and congestion management. <i>Board Member cannot serve on the PAC.</i> <i>(Note: participation is State-mandated)</i>	Monthly, 2nd Thursday 4:00 pm VTA River Oaks Campus 1331 N. 1st Street Room B-104 San Jose	(P) Martinez Beltran (A) Borgioli	Chris Ghione, Public Services Director Edith Ramirez, Assistant City Manager
Transportation	<u>Santa Clara Valley Transportation Authority (VTA) MG - Group 4</u>	Cities of Morgan Hill and Gilroy advises the PAC (see above) on transportation policy and funding issues. Discuss transportation items of mutual interest to the cities of Morgan Hill and Gilroy	Tuesday before each Thursday Board meeting, 9:00 am Morgan Hill City Hall 17575 Peak Ave	(P) Martinez Beltran (A) Borgioli	Christina Turner, City Manager Chris Ghione, Public Services Director Edith Ramirez, Assistant City Manager

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Transportation	<u>Santa Clara Valley Transportation Authority (VTA) Board of Directors</u> 3331 North First Street San Jose, CA 95134-1906 Elaine Baltao, Board Secretary board.secretary@vta.org (408) 321-5680 http://www.vta.org/get-involved/board-of-directors	Reviews issues relating to transportation and congestion management.	Monthly, 1 st Thursday 5:30 pm County Government Center 70 W. Hedding St. San Jose	(P) Marie Blankley (Gilroy) (A) Turner <i>(Alternates between MH and Gilroy every two years based on VTA preference – sometimes longer for continuity)</i>	Christina Turner, City Manager Chris Ghione, Public Services Director Edith Ramirez, Assistant City Manager
Water/Wastewater	<u>Santa Clara Valley Water Commission</u> 5750 Almaden Expressway San Jose, CA 95118-3686 (mailing address) Glenna Brambill gbrambill@valleywater.org (408) 630-2408	Advises the District on water supply, legislative issues, and integrated water resource management. <i>(Note: Most issues relate to imported water; Morgan Hill is 100% ground water)</i>	Santa Clara Valley Water District Headquarters Building Boardroom 5700 Almaden Expressway, San Jose	(P) Constantine (A) Martinez Beltran	James Sylvain, Deputy Director for Utilities Services Tanya Carothers, Environmental Programs Administrator

CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES

Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)
Water/Wastewater	<u>South County Regional Wastewater Authority (SCRWA) Board Meeting</u> 1500 Southside Drive Gilroy, CA 95020 Gina Bonnell Gina.bonnell@ch2m.com Secretary/Clerk of the Board (408) 848-0480 http://www.ci.gilroy.ca.us/561/South-County-Regional-Wastewater-Authority	The South County Regional Wastewater Authority established by Joint Powers Agreement (Cities of Gilroy & Morgan Hill) to provide common authority relating to Joint Wastewater Gilroy/Morgan Hill Sewage Treatment Plant located in Gilroy.	1 st Wednesday of the Month, Quarterly 8:00 am 1500 Southside Drive Gilroy	(P1) Spring (P2) [REDACTED] McKay (A) [REDACTED] Constantine (A) Martinez Beltran (A) Borgioli	James Sylvain, Deputy Director for Utilities Services Chris Ghione, Public Services Director Christina Turner, City Manager
Water/Wastewater	<u>Joint Water Resource Committee</u> 5750 Almaden Expressway San Jose, CA 95118-3686 (mailing address) Natalie Dominguez ndominguez@valleywater.org (408) 630-2659 http://www.valleywater.org/About/CitiesofGilroyMorganHill.aspx	Advance South County Water interests. Ensure the continued utilization of recycled water in South County and promote the expansion of water reuse in the region and to advance recycled water production, distribution, and wholesaling in South County.	Meetings follow SCRWA Board Meetings - 1 st Wednesday of the Month, Quarterly (at the request of the committee) 1500 Southside Drive Gilroy	(P1) Spring (P2) [REDACTED] McKay (A) [REDACTED] Constantine (A) Martinez Beltran (A) Borgioli The members from the two cities will also represent the South County Regional Wastewater Authority (SCRWA).	Christina Turner, City Manager Chris Ghione, Public Services Director James Sylvain, Deputy Director for Utilities Services

LIST OF CITY COUNCIL ADJUNCT COMMITTEES

Mayor Mark Turner

- Morgan Hill Chamber of Commerce Board (Mayor is ex-officio member)

Mayor Rich Constantine

- ~~Governance, Transparency and Labor Relations Policy Committee for Cal Cities (Chair)~~
- ~~Board Member of the Healthier Kids Foundation~~
- ~~Morgan Hill Chamber of Commerce Board (Mayor is ex-officio member)~~
- ~~LAFCO Board Member Representative (Cities Association Appointment)~~
- ~~Cities Association of Santa Clara County Executive Board~~
- ~~Bay Area Air Quality Management District Board of Directors (Cities Association Appointment)~~
- ~~Mobility Partnership (VTA Board Appointment)~~
- ~~Recycled and Waste Reduction Commission (RWRC) Gilroy/Morgan Hill Representative (Cities Association Appointment)~~
- ~~Cities Association Legislation Action Committee (Chair)~~
- ~~VTA's Safety, Security, and Transit Planning and Operations Committee (Chair)~~
- ~~VTA's Capital Program Committee (Chair)~~
- ~~VTA's Governance and Audit Committee~~
- ~~Silicon Valley Regional Interoperability Agency (SVRIA) Board Member~~
- ~~Santa Clara County Hate Crimes Task Force Advisory Board~~
- ~~South County Youth Task Force~~

Council Member Yvonne Martinez Beltran

- City Liaison to the Sister City Committee
- Transportation, Communication, and Public Works Policy Committee for Cal Cities
- Housing, Economic, and Community Development Policy Committee for Cal Cities

Council Member John McKay

- ~~Downtown Association~~
- ~~County of Santa Clara Representative to the Cal Cities Peninsula Division~~
- ~~Housing, Economic, and Community Development Policy Committee for Cal Cities~~
- ~~Legislative Action Committee Co-Chair for the Cal Cities Peninsula Division~~
- ~~Public Safety Task force for the Cal Cities Peninsula Division~~
- ~~Transportation, Communication, and Public Works Policy Committee for Cal Cities~~
- ~~COVID-19 Committee for the Cities Association~~
- ~~South County Youth Task Force~~

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CITY COUNCIL APPOINTMENTS TO OUTSIDE AGENCIES					
Category	AGENCY NAME	PURPOSE	MEETS	DELEGATES (P=Primary) (A=Alternate)	STAFF REP/S (If applicable)

[Council Member Rene Spring](#)

- [County of Santa Clara Veterans Commission](#)

Strategic Priorities 2022-2023							COVID Workplan Item					
#	Activity Goals			Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID	Status	% Complete for In Process Activities	Estimated Completion By
City Manager												
1	Closely monitor the economic recovery and financial impacts associated with the ongoing COVID-19 pandemic and update the City Council and the Community monthly	X			X	X			X	Ongoing		
2	Ensure Departments maintain focus on cost containment and continue to actively pursue County, State, and Federal funding	X							X	Ongoing		
3	Advocate with regional partners for the clearly identified traffic and transportation issues, including the High-Speed Rail, Hale Avenue extension, expansion of Highway 101, electrification of commuter rail, and funding for priority projects in South Santa Clara County	X						X		Ongoing		
4	Represent the City's interests by regularly meeting with County of Santa Clara, MHUSD, Santa Clara Valley Transportation Agency (VTA), Chamber of Commerce, Emergency Operational Area Council, Gilroy, and South County Regional Wastewater Authority (SCRWA), and Cal Cities	X	X			X		X		Ongoing		
5	Work with the City departments to implement a work plan for Diversity, Equity, and Inclusion			X	X	X		X		Ongoing		
Communications and Engagement												
6	Continue outreach and bilingual communication			X	X					Ongoing		
7	Implement the Communications, Outreach, and Engagement Plan			X	X					Ongoing		
8	Implement Morgan Hill Together through listening tours throughout the community with the City Manager and Leadership team; a series of surveys, an annual community event focusing on bringing community together and celebrating diversity; and a community education campaign around City, County, and regional services					X				In Process	15%	Winter 2023
9	Perform Website refresh					X				Commencing Soon		Summer 2023
10	Develop and implement a customer service training program for teammates					X				Commencing Soon		Summer 2023
City Attorney												
11	Communicate with Council and the community regarding changes to the Housing Accountability Act and advocate for measures to mitigate potential impacts			X	X					Ongoing		
Human Resources												
12	Negotiate fiscally responsible labor agreements with the City's three bargaining groups, for contracts expiring in December 2023	X								Commencing Soon		December 2023
Council Services and Records Management												
13	Implement hybrid City Council and Planning Commission meetings					X			X	Complete	100%	Winter 2022
Finance/Budget/Utility Billing												
14	Explore new or expand existing tax revenue sources to address City's unfunded needs and economic impacts due to COVID-19	X				X			X	Ongoing		
15	Implement new Enterprise Resource Planning System to replace the outdated system					X				In Process	10%	February 2025

Strategic Priorities 2022-2023							COVID Workplan Item
#	Activity Goals	Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID
16	Review and adjust certain impact and user fees to ensure the long-term sustainability of the City's critical infrastructures and services	X					
Public Services							
17	Support ongoing coordination with Visit Morgan Hill, MHOSC, the operator of the Outdoor Sports Center, and the team at the Aquatics Center to host regional sports events, while minimizing impact to the community	X		X	X		
18	Create and manage a volunteer program for the Magical Bridge Playground in Community Park			X			
19	Explore alternative options for management of the City's open space	X					
20	Continue to monitor and adjust water restrictions to meet local and state water conservation efforts			X			
21	Implement Climate Action Plan			X			
22	Establish new solid waste management franchise agreement for Gilroy and Morgan Hill	X					
23	Continue to implement the new and significant organic waste management regulations adopted by the State under SB 1383			X			
24	Continue participation with Valley Water and the City of Gilroy in working towards recycled water opportunities for the City of Morgan Hill			X			
25	Develop the City's first Transportation Master Plan in coordination with the update to the City's General Plan Transportation Element					X	
26	Complete the Hale Avenue Extension Project					X	
27	Initiate on-demand last mile transit service for the Morgan Hill Community					X	
28	Collaborate with City of Gilroy and elected officials on advocacy for the South County Transportation Corridor; VTA, Caltrain, Highway 101 expansion, and electrification of commuter rail					X	
29	Update Street and Sidewalk Development Code	X					
Fire							
30	Plan for the addition of a third fire station	X		X	X		
31	Negotiate Cooperative Agreement for Fire Protection with CAL FIRE	X					
Police and Information Technology							
32	Strengthen partnerships with County and faith-based organizations to apply best practices for the unhoused population		X				
33	Address quality of life issues in partnership with the City's Housing Department		X				
34	Present at least two Parent Project classes per year in English and Spanish in partnership with the Office of the District Attorney and/or Morgan Hill Unified School District			X			
35	Host Community Police Academy in Spanish			X			

Status	% Complete for In Process Activities	Estimated Completion By
Ongoing		
Ongoing		
Ongoing		
In Process	75%	Winter 2023
Ongoing		
Ongoing		
Complete	100%	Summer 2022
Ongoing		
Ongoing		
In Process	5%	Winter 2023
In Process	60%	Summer 2023
Complete	100%	Fall 2022
Ongoing		
Commencing Soon		Fall 2023
In Progress	25%	Fall 2024
Commencing Soon		Spring 2023
Ongoing		
Ongoing		
Ongoing		
Commencing Soon		

Strategic Priorities 2022-2023							COVID Workplan Item					
#	Activity Goals			Fiscal Sustainability	Affordable Housing & Homelessness	Community Engagement & Messaging	Economic Development	Transportation	COVID			
36	Enhance Listos Program including recruitment of Listos Program Instructor, organize and deliver Spanish language community training				X					Ongoing		
37	Create criteria, train, and implement CERT Neighborhood Teams				X					In Process	25%	Spring 2023
38	Continue to use social media to inform and educate the community of police activity and public safety announcements				X					Ongoing		
39	Re-implement the following Community Programs that were suspended because of COVID-19: Community Police Academy, Police Explorer Program, Parent Project, Crime Prevention meetings, Volunteers in Policing, and Cadet Program					X				In Process	75%	Summer 2023
40	Implement IT processes that enhance productivity and increase efficiencies such as helpdesk system, disaster recovery plan, remote assistance tools, and mobile device management system	X								Ongoing		
41	Implement a highly available and manageable network architecture to achieve sustainability, reduced complexity, regulatory compliance, security, and resiliency	X								In Process	25%	Phase 1 = June 2023
42	Complete management and installation of WAVE broadband connectivity to all City buildings	X			X					In Process	90%	June 2023
Development Services												
43	Create and implement Citywide Outdoor Dining Manual	X			X	X			X	In Process	95%	Winter 2022
44	Re-establish a PBID in Downtown	X				X				In Process	80%	Winter 2022
45	Manage Auto Dealer and Fee Freeze Programs to attract new investment	X				X				Ongoing		
46	Create Hotel Development Incentive strategy and policy	X	X			X				Complete	100%	Fall 2022
47	Implement Economic Development Outreach Campaign to attract new advanced manufacturing, office, innovation, and medical users	X				X				Ongoing		
48	Create Retail Concentration Strategy	X				X				In Process	50%	Spring 2023
49	Update Housing Element for 2023-2031 and respond to RHNA Goals		X		X					In Process	85%	Spring 2023
50	Update Circulation, Infrastructure and Safety Element				X			X		Commencing Soon		Spring 2024
51	Prepare Environmental Justice Element				X					Commencing Soon		Spring 2023
52	Prepare LOS-VMT Model and policy guide							X		In Process	80%	Spring 2023
53	Continue various housing and homelessness initiatives: implementation of the Housing Element, Safe Park Program, Inclement Weather Shelter Program, and Case Management		X							Ongoing		

City Council Follow-up/Future Business Items

TBD = City Council to determine at Goal Setting if future agenda item

<u>January 11, 2023</u>		
<u>Future Business Items</u>		<u>Teammate</u>
	Council Member Spring requested a discussion on the policy for the dates for the annual goal setting.	January 27, 2023 Goal Setting
<u>December 7, 2022</u>		
<u>Future Business Items</u>		<u>Teammate</u>
	Council Members McKay and Spring requested review of the donation and gift policies.	March 3, 2023 Goal Setting
<u>November 16, 2022</u>		
<u>Future Business Items</u>		<u>Teammate</u>
	Council Member Martinez Beltran requested discussion on Local Workforce Project Labor Agreements.	TBD
	Council Member Borgioli requested a SB330 committee and to collaborate with other cities.	Ramirez Summer 2023
<u>November 2, 2022</u>		
<u>Future Business Items</u>		<u>Teammate</u>
	Council Member Borgioli requested a discussion on electric bicycles on walking paths.	Ghione/Larkin Memo January 2023
	Council Member Martinez Beltran requested to address and discuss the comment from the Carpenters Union on project.	TBD
<u>September 28, 2022</u>		
<u>Future Business Items</u>		<u>Teammate</u>
	Council Member McKay requested holding a summit of law enforcement agencies regarding cut-through traffic.	TBD
	Council Member Martinez Beltran requested an item to see if unclaimed funds can go into a community fund rather than the City's funds.	TBD
	Council Member Martinez Beltran requested a discussion regarding the recruitment of Board of Directors for the City's partner community groups.	TBD
	Council Member Borgioli requested a discussion regarding City Council norms and Council Members attending the meetings prepared.	January 27, 2023 Goal Setting
<u>August 3, 2022</u>		
<u>Future Business Items</u>		<u>Teammate</u>
	Council Member Martinez Beltran requested a session to discuss standards for safety regarding crosswalks, stop signs, etc.	Ghione Transportation Master Plan Update Winter 2023

<u>June 15, 2022</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	Council Member McKay requested a speed study to reduce the speed limit through Downtown to 15 MPH.	Ghione Transportation Master Plan Update Winter 2023
	Council Member Borgioli requested wordsmithing of Vision Zero.	Ghione Transportation Master Plan Update Winter 2023
<u>May 4, 2022</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	Council Member McKay asked for a way to monitor outside committee assignments to identify when an alternate is needed and to share how we voted at those committees.	January 27, 2023 Goal Setting
<u>April 6, 2022</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	Council Member Martinez Beltran asked to see the Monterey Road Specific Plan come to Council to discuss funding.	Carman Summer 2023
<u>March 16, 2022</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	Council Member Martinez Beltran requested that the commercial workplan be moved up and requested staff identify which commercial sites can be identified for industrial use.	Mahood Memo March 2023
<u>February 16, 2022</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	Borgioli requested a noise ordinance for Downtown.	Larkin/Ramirez Summer 2023
<u>January 19, 2022</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	McKay requested that staff return to Council to discuss the community parklet.	Ramirez/Mahood March 2023
<u>December 15, 2021</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	Borgioli suggested that we talk about a supplemental documentation submission deadline and a discussion around a policy limiting the number of times a meeting can be extended.	January 27, 2023 Goal Setting
<u>October 20, 2021</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	McKay- Look into what it would take to complete the bicycle trails network in the short term.	Ghione Transportation Master Plan Update Winter 2023

<u>October 6, 2021</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	McKay- elevate discussion around how we complete bicycle path connections.	Ghione Transportation Master Plan Update Winter 2023
<u>May 19, 2021</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	Borgioli requested that we ask one or both of the senators for SB 330, SB35, and SB 9 attend a town hall to answer questions and provide information to our community.	Ramirez Legislative Roundtable Spring 2023
<u>April 21, 2021</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	McKay asked for a review of landscaping requirements on developments along freeways and major arteries to include more trees.	TBD
<u>October 23, 2019</u>		
<u>Future Business Items</u>	<u>Teammate</u>	
	Spring asked for a conversation about how our City will look in the future as a "Smart City."	Ramirez/Ghione Memo Summer 2023
<u>October 2, 2019</u>		
<u>Follow up items</u>	<u>Teammate</u>	
5. Depot-Latala	Follow up on CCC Parking Enforcement (will coordinate with Lumber Yard Development Project)	Ghione Memo Spring 2023

SUSTAINABLE MORGAN HILL



Vision

To sustain a safe, inclusive, socially responsible, environmentally conscious, and economically sound community.



Choose Morgan Hill

The City of Morgan Hill is the best community for people to live, work, visit, and operate their businesses.



City Council Ongoing Priorities

- Enhancing Public Safety
- Protecting the Environment and Preserving Open Space and Agricultural Land
- Maintaining and Enhancing Infrastructure
- Supporting our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving our Community History
- Enhancing Diversity and Inclusiveness
- Advancing Regional Initiatives



2022-2023 Strategic Priorities

- Fiscal Sustainability
- Affordable Housing and Homelessness
- Community Outreach, Engagement, and Messaging
- Economic Development
- Transportation



These strategic priorities were established prior to the COVID-19 pandemic. In light of recent events, we recognize that all of these goals and priorities will be viewed through the lens of the global pandemic, and we will continue to have equity, public health, and financial responsibility in mind.



STRATEGIC PRIORITIES

Fiscal Sustainability

The City will continue to be financial stewards of its resources and assets to ensure long-term fiscal sustainability. Through the upcoming biennial budget development process, the City, within the fiscal sustainability path, will prudently carry out the City Council's priorities, while maintaining adequate fund balance reserves. The City will continue to explore new or expand existing revenue sources to address the City's unfunded needs and liabilities.



Continue community conversations about services, funding, and priorities



Employ a sustainable budget strategy



Prudently enhance Public Safety services, including staffing the third fire station and additional police officers and equipment, as well as maintain and enhance the City's infrastructure

Affordable Housing and Homelessness

Morgan Hill will continue to improve, preserve, and develop safe, quality, rental and ownership housing for residents at all income levels. To the extent possible, the City will respond to and reconcile new housing initiatives and legislative mandates. The City will explore opportunities to respond to changes that are beneficial to the community as well as compliant with the law.

The City of Morgan Hill will collaborate with Santa Clara County and the City of Gilroy to continue to build a South County unhoused response system that integrates County Safety Net Services and provides rapid response to people in need. The City will continue to employ a balanced approach, offering resources and referrals to services, partnering with the faith-based community and non-profits to create appropriate local service points, while also utilizing code compliance to protect private and public property.

- Develop and implement a local unhoused strategy to serve Morgan Hill's unhoused resident population
- Engage the community to participate in the Housing Element Update of the General Plan to respond to new production mandates
- Seek out partnerships with non-profit housing developers to create new housing opportunities directly aligned with the City's "fair share" Regional Housing Needs Allocation (RHNA)
- Engage the community in decisions about how to accommodate new housing and continue to update design criteria which guide quality development
- Work with the non-profit owners of affordable units to rehabilitate and extend the life of vital housing supplies
- Continue to respond to the new and proposed housing legislative and policy matters to the benefit of the community

STRATEGIC PRIORITIES

Community Outreach, Engagement, and Messaging

The City's Communications, Outreach, and Engagement Plan defines the messages, priorities, strategies and tools the City will use when communicating with the community. Through the Plan, the City will tell the Morgan Hill story and work to build trust with the community and ensure that we provide effective engagement. Through effective application of communication strategies, the Plan will ensure that all City Council Members, Commissioners, and teammates have the tools to provide accurate, timely, and relevant information to the community. The Plan aligns communication resources with the goals to set clear communications expectations for the community, ensuring that the City can continue providing excellent services that reflect the strength of the City's outreach initiatives while supporting the implementation of the City Council's strategic priorities.



Encourage community engagement through audience-appropriate two-way communication, and ensure opportunities for constructive feedback



Share accurate, non-biased information promptly through a variety of communication channels



Work directly with the Council, staff, and community partners to ensure communication and outreach efforts, objectives, and outcomes align with the strategic priorities and promote community understanding



Keep City teammates informed and involved in public dialogue to aid in telling the Morgan Hill story

Economic Development

The City's Economic Development efforts will focus on implementing the Economic Blueprint strategies and actions in the areas of healthcare, innovation, retail, and tourism, to help build long-term fiscal sustainability and improve quality of life for residents. This will be achieved by attracting jobs and commercial investments, which generate revenues to support general City services, improve access to fast and reliable wireless connectivity, and increase telecommunications infrastructure.



- Complete an Industrial Land Preservation Policy
- Implement Downtown projects and programs that support outdoor living, including updating the Parklet Program, managing the Al Fresco Program, managing and improving parking supply, and launching a Property Based Improvement District
- Implement an Economic Development Outreach and Education/Awareness Campaign focused on attracting advanced manufacturing, office, innovation, and medical users
- Manage incentive programs such as the Auto Dealer Incentive Policy and the Fee Freeze Program to attract investment that brings jobs and revenue to the community

STRATEGIC PRIORITIES

Transportation

The City has clearly identified traffic and transportation issues facing Morgan Hill as regional in nature. Morgan Hill will continue to partner with the City of Gilroy to advocate for improvements and funding for the South Santa Clara County Transportation Corridor. The City will actively advocate on regional transportation planning issues. Locally, the City will prioritize funding for Vision Zero safety strategies over congestion management. The City will take actions to implement its goal to create a culture that prioritizes safety, creates livable streets, and seeks to eliminate traffic fatalities. Safety of pedestrians, bicyclists, drivers, and passengers is paramount.

- Complete construction of Hale Avenue Extension
- Advocacy will include:
 - Working with the Valley Transportation Authority (VTA), Caltrain, the County, the High-Speed Rail Authority (HSRA), and the State to enhance service, secure funding for transportation projects and road maintenance, and protect the community from negative impacts of regional projects
 - Expansion of Highway 101 between Morgan Hill and Gilroy to reduce pass-through traffic and improve commute traffic for South County residents
 - Electrification of commuter rail from San Francisco to Gilroy
 - Funding for priority projects in the South County
- Advocate for grade separations and the design of a Downtown station and emergency response design solutions for the HSRA project
- Advocate for paratransit and transportation for older adults



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