



**MILLBRAE CITY COUNCIL
MINUTES
April 26, 2016**

CALL TO ORDER MILLBRAE CITY COUNCIL

ROLL CALL: Mayor Oliva, Vice Mayor Holober, Councilmembers Gina Papan, and Wayne J. Lee; Councilmember Schneider was excused.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

1. CEREMONIAL/PRESENTATION

- Youth in Government Commendation to Millbrae Lions Club

Mayor Oliva presented Stevan Luzaich Lions Club Youth in Government Coordinator with a commendation.

The Council and City staff introduced their youth counterparts.

- Recognition of Millbrae School District Wellness Committee Poster Contest Winners

Mayor Oliva presented the poster contest winners with certificates of commendation. Peninsula Health Care District Board Member Helen Galligan, and Peninsula Health Care District CEO Cheryl Fama, presented gift certificates to winners.

- Proclamation Proclaiming the Month of May 2016 as National Bicycle Month

Mayor Oliva presented the proclamation to Ellen Barton, Active Transportation Coordinator, San Mateo County Manager's Office.

- Proclamation Proclaiming the Month of May 2016 as Asian Pacific American Heritage Month

Mayor Oliva presented the proclamation to Kathleen Kimura.

- Proclamation Proclaiming April 30, 2016 as Earth and Arbor Day

Mayor Oliva presented the proclamation to Public Works Director Chan.

- Proclamation Proclaiming the Month of May 2016 as Older Americans Month

Mayor Oliva presented the proclamation to Senior Advisory Committee Chair Marlene McBride.

2. AGENDA OVERVIEW/STAFF BRIEFING

- Report of Bills and Claims

City Manager Raines reviewed the agenda items.

- 3. **APPROVAL OF MINUTES**
 - Regular Meeting of April 12, 2016

Upon a motion/second by Holoher/Lee, the minutes were approved.

- 4. **ORAL REPORT FROM CITY COMMITTEE/COMMISSION CHAIRS**
 - Update Report from the Senior Advisory Committee

Senior Advisory Committee Chair Marlene McBride updated the Council on the activities of the Senior Advisory Committee. Upcoming events: May 2nd May Day celebration and May 5th monthly birthday luncheon.

PUBLIC COMMUNICATION

John Barrelier, Belmont resident, spoke on the red light cameras. He distributed an example of a traffic survey to the Council. He stated that Millbrae does not have a traffic survey and since we do not have the survey the tickets issued are invalid.

Marge Colapietro, Millbrae resident, stated that she had provided the Council and staff with a memo regarding her comments on item 6 on tonight’s agenda.

CONSENT CALENDAR

- 5. Acceptance of Quarterly Investment Report for the Period ending March 31, 2016

Upon a motion/second by Lee/Oliva, Consent Calendar item 5 was approved.

PUBLIC HEARING

NONE

EXISTING BUSINESS

NONE

NEW BUSINESS

- 6. Presentation Regarding Physical Enhancement Opportunities for the Downtown

Project Manager Nelson introduced Brian Fletcher of Callandar and Associates. Tonight’s presentation is to begin a conversation for downtown. The focus is on one segment of the downtown and ideas for improvements include: lighting, street furniture, creation of additional public spaces, and landscaping.

Council inquired:

- Cigarette butts – can ashtrays be included and how do the ashes get picked up if they are attached to garbage cans;
- Does the City’s ordinance limit smoking within 25 feet of businesses; we would need to follow our ordinance and not place ashtrays in these areas. Installation of more ashtrays may encourage more smoking in the downtown and not address the issue;

- Concern with placing benches and trees up to the curb. Need to protect these from potential vehicle damage;
- Property owners need to keep sidewalks clean; formation of a BID or PBID. May need to survey the property owners to see if they are in favor of this. Have Community Preservation Commission present awards to businesses who keep sidewalks clean;
- The CIP lists \$40,000, what was this spent on;
- Need to put a pilot program in place so the downtown will no longer be outdated; appoint a Council Sub-Committee to look into this.

Staff responded:

- We can look into ashtrays on garbage cans. The issue with this is that the garbage company will not collect the ashes due to potential fire hazard. Would need to contract out to have someone empty the ashtrays;
- The City's current ordinance does not limit smoking within 25 feet of businesses; we may need to augment the current ordinance;
- May need to change parking from angled to parallel so as to protect trees and/or benches;
- The City looked at the formation of BID and PBID back in the 1990's and it did not pass. A PBDI can be established if 51% of the property owners do not say no;
- The money in the CIP has not been spent yet; it would be used to hire a consultant to come up with a plan. An analysis on the project will need to be done and brought back during the budget process.

Begin public comment:

Janet Creech, Millbrae resident, stated that she had spent time looking at the packet. The City is currently working on a General Plan, how will this process relate to the General Plan and what happens if the outcome is not consistent with the General Plan. She also inquired if Councilmembers are provided with more information or the same information as is available to the public.

End of public comment.

Project Manager Nelson stated that the General Plan team is aware of this and that efforts will be coordinated.

City Attorney Cassman stated that the public receives the same information that is given to the Council, unless there is a Closed Session, and information may not be made public until a certain point in time.

Mayor Oliva stated that a Council Sub-Committee be created to review the plan and move it forward.

Councilmember Lee nominated Mayor Oliva and Councilmember Papan to be on the Sub-Committee. Vice Mayor Holober concurred with the nominations.

The Council Sub-Committee will clarify the pilot program location and what enhancements would like be pursued.

COUNCIL COMMENTS

Mayor Oliva:

- Announced that the deadline to register to vote in the June 7th Primary is May 23rd;

- Thanked the Lions Club for all of their hard work and coordination for the Youth in Government Program.

Vice Mayor Holober:

- Attended the recent Sister Cities Commission meeting. They will hold a picnic on August 21st at Central Park. They also discussed a student e-mail exchange between Taylor Middle School and a school in Hanyu, Japan; this item was also discussed at the April 28th joint meeting with the Millbrae School District;
- Attended the recent Commute.org meeting; there was a presentation on a pilot program, Ride Amigos. This program will help address commute needs;
- Announced May 12th is Bike to Work Day and that he would be volunteering at the BART energizer station.

Councilmember Papan:

- Announced Arbor and Earth Day on April 30th;
- Attended the ABAG General Assembly meeting; they are discussing the merger between ABAG and the MTC;
- Attended a recent BART Board Meeting. She stated that four members of the BART Board were unaware of the Caltrain and SamTrans letters regarding the MSASP project area;
- Stated that April 24th was the remembrance of the Armenian Genocide; we must not repeat the mistakes of the past.

Councilmember Lee:

- Attend the recent PCE Board meeting; they have extended the RFP and will begin interviewing companies and a potential CEO. They have awarded a customer service contract to a company called Noble. This new program will be an “opt-out” program and will be unveiled in three phases;
- The Millbrae Education Foundation is having a donation drive to get matching grant funds;
- The Millbrae School District is working on their Strategic Plan;
- Announced Millbrae Machines Car Show on August 20th.

ADJOURN CITY COUNCIL

There being no further regular business to discuss, the City Council adjourned at 9:11 p.m.

BY: _____
City Clerk

APPROVED: _____
Mayor