



**MILLBRAE CITY COUNCIL  
MINUTES  
July 12, 2016**

**CALL TO ORDER MILLBRAE CITY COUNCIL**

Mayor Oliva called the meeting to order at 7:01 p.m.

ROLL CALL: Mayor Anne Oliva, Vice Mayor Reuben D. Holober, Councilmembers Gina Papan, Ann Schneider, and Wayne J. Lee. Councilmember Papan arrived at 7:05 p.m.

**PLEDGE OF ALLEGIANCE TO THE U.S. FLAG**

1. **CEREMONIAL/PRESENTATION**
  - NONE
  
2. **AGENDA OVERVIEW/STAFF BRIEFING**
  - Report of Bills and Claims

City Manager Raines reviewed the agenda items. She noted that the minutes for approval on tonight's agenda are for June 14<sup>th</sup> and not for June 28<sup>th</sup> when multiple residents spoke on the residential burglaries during public communication. There were two outstanding Councilmember questions: 1) the cost of the bike bridge in the MSASP is \$12 million, and 2) Amendment Seven to the Law Enforcement agreement with the Sheriff only addresses the additional traffic unit which was included in the approved budget, it does not include items on the residential burglaries. City Manager Raines asked Chief Copeland to come up and provide an update on the residential burglaries.

Chief Copeland updated the Council regarding residential and auto burglaries. The Police Bureau is working on getting out information to residents on how to keep safe; this is a work in progress. He noted that this is a regional issue and they are making efforts to address these problems. He announced that a Town Hall meeting will be held on July 28<sup>th</sup> at 6:00 p.m., and this meeting will push information out to the public and will allow for question and answer.

3. **APPROVAL OF MINUTES**
  - Regular Meeting of June 14, 2016

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

4. **ORAL REPORT FROM CITY COMMITTEE/COMMISSION CHAIRS**
  - NONE

**PUBLIC COMMUNICATION**

John Barrelier, Belmont resident, spoke on the red light cameras. He questioned the validity of the cameras as there is no traffic and engineering survey on file.

Geno Caccia, Millbrae resident, was here two weeks ago regarding a plan on the residential burglaries. He stated that a resident had come face to face with a burglar in his home. He has heard many residents discussing being aware of their surroundings and to report suspicious activities. He requested for a second time that there be a public discussion to add this item on a Council agenda for public discussion. Residents need to know what the plan is and what resources will be allocated towards this issue.

**CONSENT CALENDAR**

5. Adoption of Resolution No. 16-24 Authorization to Execute the Seventh Amendment to the Agreement for Law Enforcement Services with the County of San Mateo

Mayor Oliva removed item 5 for public comment.

City Manager Raines stated that the Seventh Amendment is regarding enhanced traffic safety; this was already approved by the Council in the budget process. It does not cover the community concerns regarding burglaries.

Begin public comment.

Geno Caccia, Millbrae resident, requested that line item 5 be tabled; is this the best use of the \$279,000; residents need to be safe in their homes. There should be a discussion on how to best use these resources.

End of public comment.

Council received the comment and noted that the enhanced traffic safety item was an equally important item and that this would also represent another officer in Millbrae.

Upon a motion/second by Lee/Papan, Resolution No. 16-24 authorization to execute the Seventh Amendment to the Agreement for Law Enforcement Services with the County of San Mateo was unanimously approved.

6. Request \$35,000 of Seed Funding for the Millbrae Fun Run and Chili Cook-Off - ACTION

Councilmember Schneider pulled item 6 for discussion.

Councilmember Schneider noted the following concerns:

- The date conflicts with the Millbrae Lions Monster March;
- Why is the City spending \$35,000 on this event;
- Why was MCTV not used for last year's event?

Mayor Oliva noted that the times for both events are different and there is no overlap. She stated that the \$35,000 is seed money and will be paid back to the City; similar to what was done for February's event. MCTV was not available for February's event.

Councilmember Schneider stated that she could not support this event.

Councilmembers Papan and Lee stated that they are looking forward to this event and that there are many out there who would volunteer for this event.

Upon a motion/second by Lee/Papan, Council approved the request of \$35,000 for Seed Funding for the Millbrae Fun Run and Chili Cook-Off, by a vote of 4:1; Councilmember Schneider dissented.

7. Approval of a Temporary Special Event Permit for Fiddlers Green Street Fair, October 9, 2016 and Street Closures of the 300 Block of El Camino from Hillcrest to La Cruz

Councilmember Schneider pulled item 7 for discussion.

Councilmember Schneider stated that food waste issues need to be addressed in the permit process. We need to ensure that there are food waste containers so that there is no contamination.

Upon a motion/second by Papan/Lee, the Temporary Special Event Permit for Fiddlers Green Street Fair, October 9, 2016 and Street Closures of the 300 Block of El Camino from Hillcrest to La Cruz was unanimously approved.

8. Adoption of Resolution No. 16-25 Approving an Amendment to the Management Classification and Compensation Plan to Add the Classification and Salary Range of Administrative Analyst

Upon a motion/second by Lee/Holober, Consent Calendar item 8 was unanimously approved.

### **PUBLIC HEARING**

9. Public Hearing on Proposed Adoption of Central County Fire Department (CCFD) Master Fee Schedule for Fire Prevention Services

Fire Marshall Yballa presented the report. The Master Fee Schedule before Council is the same Fee Schedule that is in place with the other cities served by Central County Fire.

City Manager Raines stated that we need to have commonality with all agencies. Staff worked with Central County on this and we are now adopting the CCFD Fees which are in line with the cost of providing the services. The fees are the same as those charged in Hillsborough, and Burlingame.

Council inquired:

- Are these the same fees that have been paid in the last two years during the consolidation;
- With the Bart project, will these fees cover high rises;
- When will the fees go into effect?

Staff responded:

- No, we were using Millbrae fees regarding new construction and development;
- Yes, there are seven high rises in the one other city served by CCFD. This is the yearly inspection fee, not a construction fee, and it would be 12% of the building permit.
- Once the fees are adopted tonight, they would go into effect in 60 days

City Attorney Cassman stated that there are different types of fees, and some require special procedures, such as Prop 218. The fees being discussed tonight are not incident to property ownership and are not covered by prop 218. The fees being discussed tonight are for covering costs associated with providing them.

Mayor Oliva opened the public hearing.

No public comment for this item.

Upon a motion/second by Papan/Lee the Public Hearing was closed.

Upon a motion/second by Papan/Lee, Resolution No. 16-26 adopting the Central County Fire Department Master Fee Schedule into the City's Master Fee Schedule was unanimously adopted.

**EXISTING BUSINESS**

NONE

**NEW BUSINESS**

NONE

**COUNCIL COMMENTS**

Mayor Oliva:

- Announced that she and Vice Mayor Holober are working on the October 29<sup>th</sup> Fun Run;
- Announced that she is working with Councilmember Papan on Operation Clean Sweep. They will be distributing brooms to businesses on Sunday night.

Vice Mayor Holober:

- Congratulated the Mayor on her successful State of the City speech.

Councilmember Papan:

- Announced Relay for Life on July 23-24 at Central Park. Meals will be served by the Lions Club and through donations from local businesses;
- Requested Public acknowledgement when Councilmembers meet with Developers. This should be documented or declared at an open meeting for transparency.

City Attorney Cassman stated that if a Councilmember is holding meetings with developers they are considered ex parte and need to inform the public of these meetings. She would advise that Council does not engage in these types of meetings; it is not the best practice. Meetings would include e-mails, phone calls and letters.

Councilmember Schneider:

- Attended the SeaLevel Rise meeting on July 20<sup>th</sup>, they are looking at assets that could be affected by sea level rise;
- Stated that Council only receives Executive Summaries as part of the agenda packet. She is requesting that the entire report be attached to the packet;
- Requested a discussion on coordinating calendars so there are no conflicts;
- Noted that the timeline for General Plan is slipping. There was supposed to be a meeting in summer.

Councilmember Lee:

- Announced the Millbrae Machines Car Show on August 20<sup>th</sup>;
- Attended the recent C/CAG Environmental Committee meeting;
- Attend the recent Peninsula Clean Energy JPA meeting. They will roll out earlier than last reported;
- Announced that the Senior Advisory Committee had a meeting at the Zen Peninsula restaurant.

**CLOSED SESSION**

Conference with Real Property Negotiator

Closed Session held pursuant to Government Code §54956.8

City Negotiator: Marcia Raines, City Manager

Properties: Helen Drive between Magnolia Avenue and Laurel Avenue (APN 093-212-010, APN 093-213-010, and APN 093-213-020)

Owner: City and County of San Francisco

Under negotiation: Price and terms of contract

Conference with Legal Counsel – Existing Litigation

Closed Session held pursuant to Government Code §54956.9(d)(1)

San Francisco Baykeeper v. City of Millbrae, CV-09-05675 SBA

**ADJOURN CITY COUNCIL**

There being no further business to discuss, the City Council adjourned at 9:30 p.m. in memory of the two civilians and law enforcement in Dallas, and in memory of former Millbrae Police Chief John Dineen.

/s/ Angela Louis  
City Clerk

/s/ Anne Oliva  
Mayor