



COMMUNITY ENHANCEMENT ADVISORY COMMITTEE

Meeting Minutes

October 17, 2023

6:30 PM

1. **CALL TO ORDER MILLBRAE COMMUNITY ENHANCEMENT ADVISORY COMMITTEE**

Chair Wong called the meeting to order at 6:35pm

2. **ROLL CALL**

Committee Members, Donna Eghbal, Carol Krasilnikoff, Terrance Ngu, Santana Thienviwat, Jean Wong were present. City staff, Senior Planner Angelica Gonzalez, and Manager Andrea Pappajohn also in attendance. Nienhwa Cheng was absent (excused)

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

4. **APPROVAL OF MINUTES**

September 5, 2023 minutes were approved 5-0 Krasilnikoff/Thienviwat

5. **ANNOUNCEMENTS**

- Claire has resigned from the committee
- Volunteer of the year event will take place on Friday, October 20th and Carol Krasilnikoff has been identified as a volunteer of the year.

6. **PUBLIC COMMUNICATION**

- No public comments were made

7. **EXISTING BUSINESS**

- Confirm assignments to CEAC members to Work Plan Tasks.
 1. Develop community education program related to environmental topics (Lead: Santana Thienviwat, committee: Terrance and Nienhwa (tentative))
 2. Support development of tree ordinance (Lead: Terrance Ngu, committee: Donna and Carol)
 3. Continue to implement and improve the Adopt-a-Spot program (Lead: Jean Wong, committee: Santana Thienviwat and Nienhwa (tentative))
 4. Research and recommend criteria for the ongoing memorial program (Lead: Carol Krasilnikoff, committee: Jean and Donna)
- Report out from each committee lead and subcommittee members to discuss ideas/efforts
 1. Develop community education program: Leads will identify more outreach and promotional efforts related to environmental events/activities offered by the City. Members are interested in promoting City events that will take place in the next three months.
 2. Support development of tree ordinance: Members are interested in moving forward with supporting a tree ordinance. Additionally, committee members are interested in putting together a proposal that will be presented to City Council to better maintain street trees.
 3. Adopt-a-Spot program: The lead will proceed with the identified locations to move forward with the program.

4. Memorial program: The lead will identify locations for a memorial program and committee members are interested in developing a simplified process for donations (tree) and implementation to accommodate the memorial program.

8. **NEW BUSINESS**

- Holiday / Halloween Home decorating contest. The City is willing to host the home decorating contest and CEAC would like to partner with the city and bring back submissions that would be voted on at the next CEAC meeting; if there is no meeting, the community can select the winners 5-0 Krasilnikoff/Eghbal. Staff will post flyer at library and post at bulletin board on Broadway, if possible. Staff will provide flyers for CEAC on Friday to pick up.

9. **STAFF UPDATES**

- Planning Staff is working on identifying consultants to assist with our efforts on the tree ordinance and will have a better idea of which consultant we will be working with by the end of the year.
- Work with the consultant will begin early next year for the Objective Design Standards.

10. **COUNCIL UPDATES**

- Home Depot project on the horizon.
- MOU for La Quinta presented to the County Council and the County Council provided revision requests.
- Millbrae Lyons hosting a Saturday, October 28th Halloween event located at the Recreation Center.
- Westin and Aloft demolition for a new hotel and biotech facility.

11. **ADJOURN CEAC**

Meeting adjourned 8:10pm. Approved 5-0 Carol/Santana