



**MILLBRAE CITY COUNCIL
MINUTES
March 22, 2016**

CALL TO ORDER MILLBRAE CITY COUNCIL

Mayor Oliva called the meeting to order at 7:00 p.m.

ROLL CALL: Mayor Anne Oliva, Vice Mayor Reuben D. Holober, and Councilmembers Gina Papan and Ann Schneider. Councilmember Lee was excused.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

1. CEREMONIAL/PRESENTATION

- Millbrae Community Youth Center Boys and Girls Club Recognition

Denis Fama, Boys and Girls Club Board of Directors, and Evan Jones, Boys and Girls Club made a brief presentation. They announced that the Millbrae Community Youth Center (MCYC) was officially chartered as a Boys and Girls Club. They presented the Council with a plaque to hang in the MCYC.

- MCTV and Millbrae Historical Society Oral History Project

Denis Fama, and Dana Sahae, MCTV, made a brief presentation on MCTV's and the Millbrae Historical Society's Oral History Project. The two entities have joined together and are collecting visual interviews of resident who have lived in Millbrae for 30 plus years. All interviews will be incorporated into a documentary that will be added to MCTV's permanent online archive.

- Presentation of the Sheriff's Office Millbrae Bureau Annual Report

Captain Williams presented the annual report for the year 2015. City Manager Raines noted that tonight's meeting will be Captain William's final official duty prior to her retirement. The Council thanked Captain Williams for her service and wished her well in her retirement.

Councilmember Schneider requested that some type of presentation be done by the Sheriff's Office on how residents can burglar proof their homes.

2. AGENDA OVERVIEW/STAFF BRIEFING

- Report of Bills and Claims

City Manager Raines reviewed the agenda items.

3. APPROVAL OF MINUTES

- Regular Meeting of February 9, 2016
- Regular Meeting of February 23, 2016

There was a minor edit to page 2 of the February 9th minutes; under the Council discussion the first bullet point includes the following language at the end of the sentence: "... and to all aspects of transportation."

Upon a motion/second by Papan/Holober, the minutes were approved with the edit, as noted above, to the February 9th minutes.

4. **ORAL REPORT FROM CITY COMMITTEE/COMMISSION CHAIRS**

- NONE

PUBLIC COMMUNICATION

John Barrelier, Belmont resident, spoke on the red light cameras. He responded to a letter regarding the red light camera and stated that the red light cameras are speed traps.

CONSENT CALENDAR

Councilmember Schneider stated that she lives close to Central Park and has no conflict to vote on the items tonight. She requested that food scrap recycling be added to the permit process for special event permits. Councilmember Papan thanked the representative from all the groups who were in attendance at the meeting.

5. Two-Year Budget Preparation Calendar for Fiscal Years 2016-17 and 2017-18
6. Resolution No. 16-06 Authorizing Purchase of Vehicles and Equipment for Fiscal Year 2015-2016
7. Approval of a Special Event Permit for the Rotary Spring Carnival and Egg Hunt on March 26, 2016 and Waiving \$169.00 in Fees for the Use of Picnic Site 4
8. Approval of a Special Event Permit for the Historical Society BBQ on July 4, 2016 and Waiving \$483.00 in Fees for the Use of the Chetcuti Community Room
9. Approval of a Special Event Permit for American Cancer Society 2nd Annual Millbrae Relay for Life Survivor Celebration at the Community Center on Saturday, May 7, 2016 and Relay for Life in Central Park on July 23 -24, 2016 and Waiving \$3,120.00 in Fees for the Use of Community Center Rooms D,E,F (May 7, 2016) and Picnic Sites 1,2,3,4 and the Community Center Assembly Room (July 23-24, 2016)
10. Approval of a Temporary Special Event Permit for the Millbrae Machines Car Show, August 20, 2016 and Street Closures of Broadway (north facing side) at Hillcrest Boulevard, Taylor Boulevard at Broadway (east to west) and Broadway at end of Center Divide (pervious Kohl's)
11. Approval of a Special Event Permit for the 19th Annual Rotary Kids Carnival on October 30, 2016

Upon a motion/second by Papan/Schneider, Consent Calendar items 5 – 11 were approved.

PUBLIC HEARING

NONE

EXISTING BUSINESS

NONE

NEW BUSINESS

12. Appointments to be Considered by the City Selection Committee

Mayor Oliva presented the report.

No public comment for this item.

Upon a motion/second by Papan/Holober, the Councilmember holding the Mayor's proxy was directed to vote for the two candidates seeking appointment to the HEART Board.

13. Resolution Approving the Mid-Year Budget Report as Presented

Finance Director Spray presented the report.

Councilmember Papan inquired about the Capital Improvement Projects (CIP) being at only 12%; she had hoped to see a greater percentage done. She inquired as to when is the end of the fiscal year.

Finance Director Spray stated that projects are scheduled and bids are in process. He stated that the fiscal year ends on June 30th.

City Manager Raines noted that Capital Improvement Projects do not spend certain amounts of money every month, projects are bundled and charges to the CIP are on a project based cycle and not monthly. She also stated that there have been some weather related and Public Works staffing issues that have impacted the CIP budget.

Vice Mayor Holober noted that \$6 million will be spent by end of fiscal year, which is approximately 50% of the budget.

City Manager Raines stated that that a CIP update report could be brought before the Council.

Councilmember Schneider requested that the report list the streets that needed repair.

No public comment for this item.

Upon a motion/second by Holober/Papan, Resolution No. 16-07 approving the Mid-Year Budget Report was approved.

14. Motion to Accept the Feasibility Study, December 2015, to be used in updating the Development Impact Fees for the Millbrae Station Area Specific Plan

Project Manager di Iorio presented the report, she stated that there is no approval of fees in tonight's report; fees are the next step with the nexus study. She introduced Jon Wells with West Yost, the firm hired to do the Feasibility Study.

Council inquired about the following:

- Typo on page 7 of executive memo, missing a comma, should it be \$657,000;

- There is not mention of grey water systems, or storm water retention, assumptions do not take in green building standards, will these be added;
- What is a sub basin;
- There is \$23.7 million for car oriented construction, and \$16,800 for bike lanes, this figure seems low for bike lanes;
- \$4,400 for sewer lateral replacement, this seems low;
- Millbrae Avenue and El Camino Real, dangerous right turns at this intersection;
- Bay trail, is there money to connect to San Bruno and Burlingame;
- How would bay trail cost be divided if there are only 2 developers at this time;
- Make park spaces easier to maintain safe;
- Nothing to address public safety costs in the transportation hub in the MSASP. Does the EIR state the 5,000 extra commuters, this seems low
- There is nothing to address the impacts related to wear and tear on Millbrae Avenue.

Staff responded:

- The typo will be corrected to show the correct figure: \$657,000;
- When these plans are done, assumptions of what is being done now are taken into account, grey water systems and storm water retention can be looked at;
- A sub basin is a portion of a sewage collection system, picked to be repaired to reduce the amount of leaking in the system.
- The \$16,800 is on top of road construction, other designs are under consideration and need to be approved as projects come forward;
- The \$4,400 is assumed on a basin by basin cost basis and are being done in bulk;
- No, this cost is assumed by the City, sewage flows do not go into Burlingame;
- These are Caltrans areas and City will work with Caltrans to address concerns;
- There is a cost estimate for proportionate share of the trail, there are options to extend the bay trail and this would looked at as specific projects come forward;
- The nexus study will develop the type of use and this is how the developers will be charged;
- The EIR and mitigation measures established the 5,000 extra commuters. The sub-station would come forward when a project comes forward. Will need to check the figure and report back to Council.
- The mitigation impact fee is for infrastructure development, not for road maintenance. When we have major construction projects this would need to be looked at and discuss truck routes, etc.

Mayor Oliva stated that the Feasibility Study is looking at the impacts of a new projects and not maintenance. Based upon the findings of the report, the City is covered for impacts. The nexus study will come forward and address the concerns of maintenance.

Begin public comment.

Vince Muzzi, a property owner at Site 1, cautioned the City not to double dip, he has already paid and is entitled to 75 units of credit. He asked Council to review input on affordable housing, this will be difficult with the layers of improvements. There are some places where government can assist and asked the City look at this and see if there can be a benefit. He said the City should look for ways for to encourage the affordable housing that it wants. He stated that Millbrae Serra already has sewer and water and he has already paid into this. They are not renovating for just themselves, they are renovating for the area.

End of public comment.

Councilmember Papan stated that she needed clarification on the commuter numbers and could not accept the Study.

Upon a motion/second by Holober/Schneider the Feasibility Study, December 2015, to be used in updating the Development Impact Fees for the Millbrae Station Area Specific Plan was adopted by a vote of 3:1; Councilmember Papan dissented.

COUNCIL COMMENTS

Mayor Oliva:

- Attended the Millbrae Rotary Club's 50th Anniversary;
- Attended a meeting hosted by Congresswoman Speier and the FAA regarding airport noise. The meeting was not solely complaint driven; they are looking for solutions;
- Attended the recent SAMCEDA Awards lunch. One of the winners is an entrepreneur who came up with a game Dash and Dot, to teach young children to code. Would like to see if there are extra funds for our Library to go online to get this program; the cost is \$200;
- Attended the Historical Society Installation of Officers;
- Attended a special BBQ with City Manager to thank the Public Works employees for their hard work, after the El Bonito issue.

Vice Mayor Holober:

- Attended the Youth Advisory Committee meeting; they are working on a concert at Taylor.

Councilmember Papan:

- Stated that due to conflicting meeting the Parks and Recreation Commission needed to be rescheduled. If the Commission wants to meet they should be able to meet.
- Attended the recent SAMCEDA Awards lunch.
- Reminded everyone about the upcoming April 11th General Plan Community Workshop in the Chetcuti Room;
- Requested that the meeting be adjourn in memory of former Millbrae Man of Year Jack Gardner.

Councilmember Schneider:

- Announced that she and the Mayor had attended a meeting hosted by Congresswoman Speier regarding airport noise;
- Attended the recent Council of Lions Police and Fire Awards dinner;
- Attended the recent CERT training graduation;
- Announced that the Rotary Interact Club had a successful fundraising; the proceeds will go towards their Carnival on March 26th;
- Attended the Senior Advisory Committee meeting last week; there was a concern with questions regarding the MCTV survey;
- Will be attending a Sea Level rise workshop in April.

ADJOURN CITY COUNCIL

There being no further business to discuss, the City Council adjourned at 9:31 p.m. in memory of Millbrae resident and former Man of the Year Jack Gardner.

/s/ Angela Louis
City Clerk

/s/ Anne Oliva
Mayor