



**MILLBRAE CITY COUNCIL  
MINUTES  
October 25, 2016**

**CALL TO ORDER MILLBRAE CITY COUNCIL**

Mayor Oliva called the meeting to order at 7:06 p.m.

ROLL CALL: Mayor Anne Oliva, Vice Mayor Reuben D. Holober, Councilmembers Gina Papan, Ann Schneider, and Wayne J. Lee.

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

**1. CEREMONIAL/PRESENTATION**

- Commendation for the Peninsula Health Care District for their Support for the Millbrae Community Center

Mayor Oliva presented the Commendation to Dr. Lawrence Cappel, Chair of the Peninsula Health Care District Board, and Cheryl Fama, Chief Executive Officer.

- Commendation for Wonderful Restaurant

Mayor Oliva noted that owner Jungsong Xue was not present to receive the Commendation.

- Presentation of Central County Fire Department Annual Report by Chief Kammeyer

Fire Chief John Kammeyer presented the annual report.

**2. AGENDA OVERVIEW/STAFF BRIEFING**

- Report of Bills and Claims

City Manager Raines reviewed the agenda items.

**3. APPROVAL OF MINUTES**

- Regular Meeting of June 28, 2016

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

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

- NONE

**PUBLIC COMMUNICATION**

Todd Repp, Millbrae resident, spoke about public safety regarding the Hillcrest/Magnolia intersection, the Rollins Road accident, and the Ashton/Millbrae accident; there needs to be strict enforcement and action regarding these issues. He also spoke about transparency from the Council and City Manager.

**CONSENT CALENDAR**

Vice Mayor Holober pulled item 5 for discussion.

5. Cancellation of Regularly Scheduled City Council Meeting of November 22, 2016

Vice Mayor Holober stated that there would be a long gap between meetings, and that there is a lot going on with strategic goals, etc. Councilmember Schneider agreed, noting concern about packed agendas after the gap.

Mayor Oliva noted that the staff schedule would be too tight, and it would be nice to be off for Thanksgiving week; Councilmember Papan agreed.

Councilmember Lee stated that he would prefer to have one meeting instead of two meetings in a row, and preferred November 22<sup>nd</sup> over of November 15<sup>th</sup>.

No public comment for this item.

Upon a motion/second by Papan/Oliva, the motion to cancel the regularly scheduled meeting of November 22, 2016 failed by a vote of 2:3 with Vice Mayor Holober and Councilmembers Schneider and Lee dissenting.

6. Cancellation of Regularly Scheduled City Council Meeting of December 27, 2016

7. Resolution No. 16-44 Approving Revised Salary Schedules for Fiscal Years 2012/2013 to 2016/2017

Upon a motion/second by Schneider/Papan, Consent Calendar items 6 and 7 were unanimously approved.

**PUBLIC HEARING**

NONE

**EXISTING BUSINESS**

8. Approval of Design Review for 30 Hermosa Avenue

Project Planner Meunier presented the report design options 1 and 2:

➤ Option 1:

- ✓ Horizontal cement plank walls painted in beige on all four elevations with bronze colored panels as an accent between the windows in vertical rows on the sides of the building.
- ✓ White cement plaster sunscreens around the second and third floor windows on the front elevations with bronze colored panels between the second and third floor windows.
- ✓ Alternating bands of light and medium gray porcelain tile on the ground floor of the front elevation.
- ✓ Dark brown painted cement plaster at the ground floor on the side or the rear elevations of the building.
- ✓ Change in the color of the trellis elements from grey metal to bronze.
- ✓ The metal garage door and gates, and balconies of glass, aluminum, and wood remain the same as the original proposal.

- Option 2 has two changes in colors and materials from Option 1, as follows:
  - ✓ The stucco walls on all four elevations are light gray with horizontal scoring at about two-foot intervals created by aluminum reveals to create variety of interest.
  - ✓ Natural colored horizontal wood siding sunscreens around the second and third floor windows.

Staff recommends option 1.

Council thanked staff and the project designers.

No public comment for this item.

Upon a motion/second by Lee/Holober, Resolution No. 16-45 approving Option 1 for the exterior colors and materials at 30 Hermosa Avenue in compliance with Condition 2 of Council Resolution 16-27, was unanimously approved.

9. Ordinance Amending Millbrae Municipal Code Title 9; Adoption of the 2016 Building Standards Code, the 2016 California Fire Code, and the 2015 International Fire Code
  - Waive 2<sup>nd</sup> Reading
  - Adopt Ordinance

Community Development Director Ward presented the report.

Council inquired:

- Define what 50% improvement on square footage is?
- Is this floor area ratio?
- Does it matter if it is habitable space or not.

Staff responded:

- The 50% is square footage of the structure;
- The 50% is different than the floor area ratio;
- Yes it refers to habitable space.

No public comment for this item.

Upon a motion/second by Papan/Schneider, Council unanimously waived the second reading and adopted Ordinance No. 762 amending Millbrae Municipal Code Title 9; Adoption of the 2016 Building Standards Code, the 2016 California Fire Code, and the 2015 International Fire Code.

## **NEW BUSINESS**

10. Resolution Approving City Investment Policy for the 2016-2017 Fiscal Year

Finance Department Advisor Moura presented the report. He reviewed the changes and clarifications in the Investment Policy and noted the addition of two new investment types.

There was Council inquired:

- Will this make things better?
- Repurchase agreements are not commonly used, is Burlingame using this?
- The .9875% seems low, how does it compare with other cities and government agencies?

- What about supranational obligations and green investments?

Staff responded:

- This will give the City additional options.
- Repurchase agreements are an option for the City and they are a permitted investment type.
- The investment portfolio is similar to other cities.
- Staff reviewed these options and decided not to include them.

No public comment for this item.

Upon a motion/second by Papan/Oliva, Resolution No. 16-46 approving City Investment Policy for the 2016-2017 Fiscal Year, was unanimously approved.

11. Ordinance Amending Section 6.15.020 of the Millbrae Municipal Code Regarding Littering and Dumping of Garbage
  - Waive first reading
  - Introduction of Ordinance

Community Development Director Ward presented the report.

Begin public comment.

Carol Krasilnikoff, Millbrae resident, stated that the ordinance is not specific and there are no specific penalties. She would prefer things to be spelled out. There is a lack of enforcement due to vague language and that the Commissions need to do more work with regards to this.

End of public comment.

Councilmember Papan stated that she would like to see enforcement spelled out, and that the ordinance be posted so residents know about the citations. She also hoped that it would be posted in three different languages.

Councilmember Schneider stated that she could not support taking action tonight, it should be sent back to the Committee as it needs more review to be an enforceable ordinance. She cited San Mateo County's language as an example for being more specific.

Vice Mayor Holofer noted that it would be good to review the definition of garbage and waste matter, and that many things are not included. He stated that he wants the Community Enhancement Advisory Committee to be involved in this.

Councilmember Lee noted that too much citation will make the City unwelcoming.

Mayor Oliva asked for the Committee's recommendation and encouraged them to set a deadline. If this is approved, the Council can come back and improve it later.

City Attorney Cassman stated the Municipal Code outlines penalties in the first chapter. The bail schedule is uniform across the county. The enforcement package is set forth in the beginning of the Code so it does not need to be in the ordinance.

Upon a motion/second by Papan/Lee, Council waived the first reading and introduced an Ordinance Amending Section 6.15.020 of the Millbrae Municipal Code regarding littering and dumping of Garbage, by a vote of 4:1. Councilmember Schneider dissented.

### **COUNCIL COMMENTS**

Mayor Oliva:

- Congratulated City Attorney Cassman on becoming a new grandmother.

Vice Mayor Holober:

- Congratulated the Man and Woman of the Year recipients: Calvin Chin and Doris Morse;
- Announced the October 29<sup>th</sup> Fun Run; proceeds will go towards the Community Center rebuild.

Councilmember Papan:

- Announced that the October 29<sup>th</sup> Monster March will be at south side of the Office Depot parking lot;
- Ballots can be dropped off in the ballot box at City Hall; no postage required;
- Announced that October is Breast Cancer Awareness Month and encourage women to get screened;
- Reminded everyone to drive safely and be careful on Halloween.

Councilmember Schneider:

- Announced that C/CAG has Bicycle and Pedestrian Grants, information was sent and she is requesting a update from City Clerk;
- Attended the Airport Community Roundtable meeting where they discussed airport noise. The airport is using runway 1 left and right more so as to 'not maximize' noise;
- Congratulated the Millbrae Lions and Leos for "greening" the Crab Feed; this was their first time separating out food scraps from the trash for bio-digesting and creation of bio-methane.

Councilmember Lee:

- Announced the Lions Club Monster March on October 29<sup>th</sup>;
- Congratulated Calvin Chin and Doris Morse as Man and Woman of the Year;
- Announced the Mills/Cap High School Football luncheon on November 3<sup>rd</sup>;
- Announced the Peninsula Clean Energy Retreat on November 12<sup>th</sup>.

### **ADJOURN CITY COUNCIL**

There being no further business to discuss, the City Council adjourned at 9:04 p.m.

/s/ Angela Louis  
City Clerk

/s/ Reuben D. Holober  
Mayor