



**MILLBRAE CITY COUNCIL
MINUTES
March 24, 2015**

CALL TO ORDER MILLBRAE CITY COUNCIL

Mayor Gottschalk called the meeting to order at 7:05 p.m.

ROLL CALL: Mayor Robert G. Gottschalk, Vice Mayor Anne Oliva, Councilmembers Reuben D. Holober, Marge Colapietro, and Wayne J. Lee.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

1. **CEREMONIAL/PRESENTATION**

- Introduction of New Business – The Third Eye Indian Restaurant and Bar

Lorianne Richardson, Millbrae Chamber of Commerce CEO, introduced Laksman Arakani, owner of Third Eye Restaurant and Bar. The restaurant opened six months ago and he thanked the community for their support.

- Fire Department Update Report

Fire Chief Kammeyer updated the Council on the transition to Central County Fire. They are currently working on budget details and looking ahead to FY 15-16 as well as community programs such as: CERT, emergency services, and car seat installation.

2. **AGENDA OVERVIEW/STAFF BRIEFING**

- Report of Bills and Claims

City Manager Raines reviewed the agenda items.

3. **APPROVAL OF MINUTES**

- Regular Meeting of March 10, 2015

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

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

- NONE

PUBLIC COMMUNICATION

Nancy Ciardella, Millbrae resident, requested that the City re-install a trash can near her property on Paloma and Park Blvd. A trash can had been at that location for a number of years, but a few years ago the City removed it and now there is an issue with trash dumping.

CONSENT CALENDAR

Consent Calendar items 5, 6, and 7 be pulled for discussion.

5. Approval of a Temporary Special Event Permit for the American Cancer Society Relay for Life Event in Central Park on July 25-26, 2015

Councilmember Colapietro noted that the letter going out to the residents states that responses are due back by March 31st. She indicated that maybe the Council should not approve this tonight because of possible community issues.

Mayor Gottschalk noted that these are the same facilities that have been used in the past for this event.

Councilmember Lee noted that this is the third time that this event has been held at this location and staff has addressed these concerns.

Upon a motion/second by Lee/Oliva, approval of a Temporary Special Event Permit for the American Cancer Society Relay for Life Event in Central Park on July 25-26, 2015 was unanimously approved.

6. Resolution Awarding an Auditing Contract to Badawi & Associates for Professional Auditing Services

City Attorney Cassman noted that the language in the resolution states approval of an agreement that is not yet in place. She stated the resolution will include language that the agreement is subject to City Attorney approval.

Upon a motion/second by Lee/Oliva, Resolution No. 15- 10 awarding an Auditing Contract to Badawi & Associates for Professional Auditing Services was unanimously adopted.

7. Approval of the Comprehensive Annual Financial Report for Fiscal Year 2013-2014

Mayor Gottschalk requested that the Comprehensive Annual Financial Report (CAFR) be brought back to Council for more discussion. He stated that there is a time sensitive issue for one of the bond items and that the CAFR should be approved tonight.

City Manager Raines noted that Council can accept the CAFR tonight and move ahead to meet the deadline. She also indicated that in prior years Council accepted the CAFR, not approved it.

City Attorney Cassman stated that Council should accept the CAFR by motion and not by resolution as presented.

Upon a motion/second by Colapietro/Holober, the Comprehensive Annual Financial Report for Fiscal Year 2013-2014 was unanimously accepted.

8. Adoption of an Ordinance Amending Millbrae Municipal Code Chapter 10.05 Millbrae Zoning Ordinance to Modify the Conditional Use Permit Regulations as Applied to Certain Commercial Uses and to Modify the Design Review Regulations as Applied to Single-Family Dwellings – ACTION
 - Waive 2nd Reading
 - Adopt Ordinance

Upon a motion/second by Lee/Colapietro, Council unanimously waived the second reading and adopted Ordinance 750 amending Millbrae Municipal Code Chapter 10.05 Millbrae Zoning Ordinance to Modify the Conditional Use Permit Regulations as Applied to Certain Commercial Uses and to modify the Design Review Regulations as Applied to Single-Family Dwellings

PUBLIC HEARING

NONE

EXISTING BUSINESS

9. Adoption of a Resolution Amending Resolution 93-19 Establishing a Youth Advisory Committee with Respect to the Number and Make up of Committee Members, Term of Appointment, and Purpose and Goals

City Clerk Louis presented the report.

Begin public comment.

Jennifer Gao, Evan Chang, Karen Liang, and Lila Wong, Youth Advisory Committee Members, stated that the Youth Advisory Committee (YAC) had last met in September and could not meet due to a lack of quorum. As a group, they had already discussed how to recruit and do outreach, and had hoped to implement this. They stated that the YAC is a committee that appeals to students, but there is a lack of information about the Committee. Reducing the number of committee members will hinder and not help with youth discussions and Council should consider reducing membership to 12 or 15. They agree that each member should serve for a one year term and noted that the school year should be September 1st through May 31st. They also stated that applicants should not be required to write a statement, as this would create a negative competitive aspect: winners vs. losers. They went on to say that the Leos and Interact are both part of membership clubs: Lions and Rotary; the YAC is not a service club. A couple of years ago, the YAC successfully petitioned the Council for a stop sign; they gave opinions to the City and provided feedback when needed. They also had the opportunity to discuss and provide feedback on the Millbrae Community Youth Center and participated in Youth in Government. YAC members have stepped up and volunteered; they are doers. They thanked Recreation Coordinator O'Connell for being the staff liaison.

End of public comment.

Vice Mayor Oliva noted that the YAC has achieved much, however she still agreed with the recommendation and stated that just because someone is not a committee member, it does not mean that they can not help out.

Councilmember Colapietro thanked the YAC members. She stated that the City staff report was going backwards. The YAC gave a clear program on how they were going to address the recruitment issue, membership would be at 12 or 15 which is more doable, and that they are not trying to be a service club, they are a civic group. She hoped that Council would take these considerations carefully. She also noted that as the Council liaison she was not asked for input on this.

Councilmember Holober thanked the YAC and stated that he agrees with the report and recommendation. The committee needs to reduce and, five members is adequate representation. The YAC needs to be an advisory group and not a service club. He agreed with the term ending on May 31st and with a report out in May on the committee's accomplishments.

Councilmember Lee thanked the YAC and stated that they should be advisory and not operate as a service club. He noted that five members is a good start and is representative of the youth

Upon a motion/second by Lee/Oliva, Resolution No. 15-11 amending Resolution 93-19 Establishing a Youth Advisory Committee with respect to the number and make up of Committee Members, term of appointment, and purpose and goals was adopted by a vote of 4:1; Councilmember Colapietro dissented. The motion included amending the term of service to September 1st through May 31st.

NEW BUSINESS

10. Informational Report on Electric Vehicle Charging Stations

Public Works Director Taylor presented the report.

Council received the report and inquired about:

- Progress of vehicle charging station at Safeway;
- How many parking spaces will be lost for the charging station;
- Monitoring of usage;
- Charging stations in the Bart proposal;
- Discount if more units are purchased;
- Is the current location the best location? A charging station in the downtown area where people are parking for long periods of time and spending money is more ideal.

Staff responded:

- Staff will get back to Council on the progress of the charging station at Safeway;
- No parking spaces will be lost to install the charging station. The charging station will charge two cars and the spaces will be used by electric vehicles;
- The usage will be monitored on the charge point which will be constantly read. There is a time limit which will allow everyone to use the station;
- Regarding the Bart proposal it is too early in the process;
- There is a discount if more units are purchased;
- The Library location was chosen because of the ease of installing the charging station. Another location for installation could be the Magnolia parking lot, but this would require a power drop from PG&E. The Library and Magnolia sites could be worked on concurrently and after the pilot program ends this can be revisited to include a charging station at a different location.

Council stated that they would like to see the vehicle charging station in place by June or July.

No public comment for this item.

Council received the report.

11. Fiscal Year 14-15 Mid-Year Budget Update

Finance Systems Analyst Yuen, presented the report.

Council received the report and inquired about:

- Setting aside \$1 million for Other Post Employment Benefits (OPEB);
- Where there other changes to Attachment A besides the net activity;
- What are operating transfers?

Staff responded:

- Staff will bring back details about OPEB during the upcoming budget discussions;
- There were no other changes to Attachment A;
- Operating transfers are transfers between City Funds between department budgets.

City Manager Raines noted that staff is also in the process of putting together a 5-year forecast which will look at the economic picture of the City.

No public comment for this item.

Council received the report.

COUNCIL COMMENTS

Mayor Gottschalk:

- Announced the Mayor's Civic Coordinating Council on Thursday, March 26th at 9:00 a.m. in Library Room A.

Vice Mayor Oliva:

- Attended Congresswoman Speier's recent meeting in Millbrae where there was discussion on affordable housing. This issue is one that needs to be worked on at the local level;
- Attended the recent Senior Advisory Committee meeting. They are combining activities with San Bruno which is more economical and provides greater activity opportunities.

Councilmember Holober:

- Attended the recent Chamber of Commerce Board meeting;
- Will attend tomorrow's Parks and Recreation Commission meeting and the Sister Cities Commission meeting next week.

Councilmember Colapietro:

- Attended the recent Chamber of Commerce Mixer and encouraged residents to try out new businesses;
- Attended the recent meeting in Millbrae hosted by Congresswoman Speier, where there was a discussion on affordable housing;
- Attended the Peninsula Council of Lions Club Dinner last week at which two Sheriff's Deputies were honored;
- Congratulated the students of Mills High School who participated in the musical production of Cinderella;
- Announced the Millbrae Historical Society's Installation this week;
- Wished everyone a Happy Easter and Passover.

Councilmember Lee:

- Attended Senior Advisory Committee meeting where they welcomed three new Committee Members. Self Help for the Elderly, currently based in San Mateo, may be looking for a new location and hoped that Millbrae will reach out to them.

ADJOURN CITY COUNCIL

There being no further business to discuss, the City Council adjourned at 9:14 p.m.

/s/ Angela Louis
City Clerk

/s/ Robert G. Gottschalk
Mayor