



**MILLBRAE CITY COUNCIL  
MINUTES  
February 11, 2014**

**CALL TO ORDER MILLBRAE CITY COUNCIL**

Mayor Lee called the meeting to order at 7:02 p.m.

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

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

**1. CEREMONIAL/PRESENTATION**

- Recognition of the Millbrae Historical Society and the Millbrae Train Museum

Mayor Lee presented Certificates of Recognition to Joe Teresi, Millbrae Historical Society and Vernon Bruce, Director of the Millbrae Train Museum. Historical Society Vice President Paul Larson made a brief presentation about the Historical Society. Vernon Bruce, Millbrae Train Museum, made a brief presentation about the Train Museum. Joe Teresi, Millbrae Historical Society, invited the public to visit both museums which are open on Saturdays.

**2. AGENDA OVERVIEW/STAFF BRIEFING**

- Report of Bills and Claims
- Report out from Closed Session of January 28, 2014

City Manager Marcia Raines reviewed the agenda items. She noted that the Budget Calendar item is informational and requested that Council review the dates and report any conflicts to staff.

City Attorney Joan Cassman stated that the Council had met in Closed Session and discussed two matters: Labor Negotiations and Existing Litigation. Reports were given to Council and no reportable action was taken on either item.

**3. APPROVAL OF MINUTES**

- Regular Meeting of January 28, 2014

Minor corrections were submitted to the City Clerk, there were no substantive changes to the minutes.

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

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

- NONE

**PUBLIC COMMUNICATION**

Wynn Grich, Hayward resident, spoke on the detrimental health effects of chemicals in the drinking water and chemical trails being sprayed in the air.

**CONSENT CALENDAR**

## 5. Acceptance of the Fiscal Year 14-15 Budget Preparation Calendar

Vice Mayor Gottschalk noted that the dates were off by a week. City Manager Marcia Raines pulled the item off the agenda and stated that it would be brought back at a future meeting.

**PUBLIC HEARING**

NONE

**EXISTING BUSINESS**

## 6. Pilot Program Special Event Permit for Off the Grid Food Trucks Including Street Closure of Aviator Avenue

Community Development Director Farhad Mortazavi presented the report.

Councilmember Oliva stated that she was pleased with this proposal and grateful that this was being brought forward. She inquired if the event would go on rain or shine and if the music was part of the contract or if outside vendors could apply.

Councilmember Holober inquired if each food truck vendor and the event sponsor would be required to have a business license.

Ben Himlan, Off the Grid, stated that the event would operate rain or shine and encouraged local artists, to send an e-mail to: [grub@offthegridsf.com](mailto:grub@offthegridsf.com) if they are interested in music performance. He also stated that all food truck vendors as well as Off the Grid would be required to have business licenses. Mr. Himlan provided a brief overview of what takes place for an Off the Grid event. Once the location is set up messages are tweeted out and posted on Facebook to let everyone know that they are in Millbrae. These events are well attended, mainly by 25-45 year olds and young families. The food trucks will rotate on a bi-weekly schedule. The anticipated launch date is early to mid March.

No public comment for this item.

Upon a motion/second by Lee/Holober the Pilot Program Special Event Permit for Off the Grid Food Trucks including street closure of Aviator Avenue was unanimously approved.

## 7. Councilmember Synopsis of Council Retreat held on February 1, 2014

Mayor Lee stated that the purpose of the retreat was a team building exercise as there are two new members on the Council. They worked together on bringing different ideas forward and finding amenable solutions. They also discussed the purpose of the Consent Calendar on Council agendas and economic sustainability.

Councilmember Colapietro stated that the retreat was all day long. Councilmembers presented 10 total goals and worked on a process to come down to three goals and give direction to City Manager on what the Council would like to accomplish in 2014. There are seven items still on list and Council may get to them as time permits.

Councilmember Holober noted that it was a productive day. Mr. Jensen's leadership model shows how everyone is different and everyone brings something special to the group. Each Councilmember did a peer assessment to see where they rated. The goal is being able to adapt to each model and to work well together to reach goals.

### NEW BUSINESS

7. Discussion and Direction Regarding the January 31, 2014 Water Reduction Request Memorandum and Statement from the Bay Area Water Supply and Conservation Agency

City Manager Marcia Raines introduced the new Public Works Director Nick Nguyen.

Public Works Director Nguyen presented the report. The Bay Area and State is experiencing severe drought conditions and the Governor has declared a state of emergency. On January 17<sup>th</sup> the San Francisco Public Utilities Commission (SFPUC) voluntarily asked for a 10 percent reduction in water consumption and the Bay Area Water Supply and Conservation Agency (BAWSCA) issued a statement in support of the SFPUC's action. Millbrae is well positioned to meet these goals.

Mr. Nguyen introduced Shelly Reider, Environmental Programs Manager, who made a presentation on the water conservation programs in place in the City.

Council inquired about where the money for the rebates came from and clarification on if the City is being asked for a 10 percent reduction or an additional 10 percent (total 20 percent) reduction.

Staff replied that the money comes from grants and the reduction in water consumption should be consistent with the recommendation from BAWSCA.

Mayor Lee noted that the City recently installed moisture sensors for the fields, and this reduces water consumption. He also noted that the Community Preservation Commission gives out quarterly awards to residences that install water wise landscaping.

### Begin public comment.

Wynn Grcich, Hayward resident, stated that she attends the BAWSCA meetings regularly and noted that Millbrae pays high water rates. She went on to say that water can be generated with the spraying of chemical trails in the atmosphere and other methods of bioengineering weather.

Daniel F. Quigg, BAWSCA Representative, stated that he recommends BAWSCA's recommendation for a 10 percent voluntary reduction in water consumption by the City's utility billing customers. He went on to address the Council on an important issue facing all water system customers: the Mountain Tunnel which connects the water source in Yosemite to the SFPUC. BAWSCA Director Sandkulla sent a letter to the SFPUC on January 29<sup>th</sup> regarding the repairs needed on this vital part of water system, what is being done to preserve this tunnel, what fixes need to be implemented, and what is the cost of repairs. Mr. Quigg also stated that if the drought situation gets any worse, and a Drought Board needs to be established, he would be happy to serve in that capacity again.

### End of public comment.

Councilmember Oliva inquired on the age of the tunnel and if there was a proposal to repair it.

Mr. Quigg stated that the tunnel is approximately 90 years old and that there is no repair proposal.

Council received the report and directed staff to make good-faith efforts to reduce water consumption by the City's utility billing customers to achieve the requested voluntary 10 percent reduction in water usage.

9. Preliminary Approval of Engineer's Report and Proposed Assessment, Set Public Hearing and any Associated Ballot Proceedings Resolutions

City Manager Marcia Raines presented an introduction to the report. She noted that the City approved a Fire Assessment in 2004 and again in 2009; the current Assessment sunsets at the end of the fiscal year. The City hired Harris and Associates to prepare the Engineers report for the proposed Assessment. Ms. Raines introduced Dennis Klingelhofer, Harris and Associates, to present the Engineers Report.

Mr. Klingelhofer presented the engineers report and stated that the requirements are set by government code. All parcels being assessed must be identified as well as how each parcel will be assessed; this is similar to what was done for the previous 2 Fire Assessments. The Engineers Report proposes an assessment for single family homes at \$174.83 per year, for multi-family units of 3 or more dwellings at \$125.19 per year. For commercial uses the assessments are based on the land use/building square footage. It is estimated that the assessment will generate approximately \$1.5 million in total revenues for FY 14/15. The duration of the Fire Assessment would be for 10 years and does not include CPI adjustments. If the Council approves the Engineers Report, the Public Hearing would be held on April 22, 2014 and the ballots would be mailed out to property owners within 45 days of the Public Hearing.

Vice Mayor Gottschalk stated that it is important to proceed with the Fire Assessment. This is not a new assessment; it is a continuation of what is currently being done. He stated that he supports the Fire Assessment and hopes that residents will see the benefit in it.

Councilmember Colapietro stated that a main concern of residents is safety issues, and to keep up with safety concerns, costs have risen. The assessment amount in the engineers report is just a little more than what residents are currently paying; it is an increase of \$31 per year for a single family residence. The City needs to plan ahead and set money aside; fiscally we can not keep doing what we have been doing, and we must take action. She also encouraged the public to respond to the mailer that was recently mailed.

Councilmember Holober stated that he agreed with comments made by his fellow Councilmembers. If the Fire Assessment were to expire this would have major repercussions on the City for years to come. We need to move forward with the fire merger to see how the department can become more sustainable. He stated that he supports the Fire Assessment and looks forward to public input.

Councilmember Oliva stated that she agreed with her colleagues. She also stated that the Fire Assessment is not new and it is something that needs to be continued.

Mayor Lee stated that staff's recommendation is based on the City's financial sustainability, and Millbrae has seen difficult times during the last 10 years. Staff has implemented many efficiencies and we can not afford the \$1.2 million cut if the Fire Assessment does not pass.

Upon a motion/second by Oliva/Holober, Resolution No. 14-10 preliminarily approving the Engineers Report in support of a new Fire Suppression Assessment, was unanimously adopted.

Upon a motion/second by Colapietro/Oliva, Resolution No. 14-11 proposing to establish the City of Millbrae Fire Suppression Assessment, Declaring its intention to conduct a property owner balloting on the matter of this Assessment and to levy annual assessments commencing in Fiscal Year 2014/2015, was unanimously adopted.

Upon a motion/second by Oliva/Colapietro, Resolution No. 14-12 adopting procedures governing the completion, return and tabulation of assessment ballots for the proposed Fire Suppression Assessment, was unanimously adopted.

No public comment for this item.

**COUNCIL COMMENTS**

Mayor Lee:

- Wished Councilmember Colapietro a Happy Birthday.

Vice Mayor Gottschalk:

- Attended the Airport Community Roundtable meeting on January 29<sup>th</sup>;
- Announced that he will attend the February 27<sup>th</sup> Airport Land Use Committee meeting;
- Attended two Housing Endowment and Regional Trust meetings on February 11<sup>th</sup>;
- Attended the monthly Chamber of Commerce Board of Directors meeting
- Announced that he will be attending the Millbrae Community Youth Center meeting on February 13<sup>th</sup>;
- Announced the Rotary Lunar New Year Dinner on February 21st;
- Announced the Lunar New Year Festival on February 22<sup>nd</sup>;
- Announced the Peninsula Chinese Business Association Dinner on March 15<sup>th</sup>;
- Announced the Lions Club Marinated Crab Dinner on March 8<sup>th</sup>.

Councilmember Colapietro:

- Attended all of her meetings as scheduled.

Councilmember Oliva:

- Attended the Millbrae Business Advisory Committee.

Councilmember Holober:

- Attended the Caltrain Local Policymakers Group meeting for Mayor Lee;
- Attended the Community Preservation Commission meeting on February 4<sup>th</sup>;
- Attended the Library JPA meeting on February 10<sup>th</sup>.

**ADJOURN CITY COUNCIL**

There being no further business to discuss, the City Council adjourned at 8:40 p.m.

/s/ Fran Nelson  
City Clerk

/s/ Wayne J. Lee  
Mayor