



**MILLBRAE CITY COUNCIL  
MILLBRAE REDEVELOPMENT AGENCY  
MINUTES  
May 24, 2011**

**CALL TO ORDER MILLBRAE CITY COUNCIL AND REDEVELOPMENT AGENCY**

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

**ROLL CALL:** Mayor Daniel F. Quigg, Vice Mayor Marge Colapietro, Councilmembers Gina Papan, Nadia V. Holober, and Paul Seto

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG –  
Lead by Christina Stevens, Chair of the Community Preservation Commission

1. **CEREMONIAL/PRESENTATION**

- Community Preservation Commission Residential Water Wise Garden Award
  - Jeffrey Weber
- Community Preservation Commission Beautification Award
  - Tommy Kwan

Community Preservation Commission Chair Christina Stevens recognized the winners of the Water Wise Garden Award and the Beautification Awards for Area 1. Ms. Stevens introduced Gale Grinsell and Ann Kirkbride of the Community Preservation Commission and Sue Harris city staff liaison to the commission.

2. **AGENDA OVERVIEW/STAFF BRIEFING**

- Informational Report Regarding Bills, Claims, and Payroll – RAINES

City Manager Marcia Raines reviewed the agenda items.

- Report out from Closed Session of May 10, 2011 – CASSMAN

City Attorney Joan Cassman stated that the Council had met in Closed Session to discuss and no reportable action was taken.

3. **APPROVAL OF MINUTES**

- NONE

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

- Update Report from the Community Preservation Commission

Community Preservation Commission Chair Christina Stevens made a presentation that highlighted the commission's mission, the beautification and water wise awards and their downtown planter barrel program.

**CITIZEN COMMUNICATION**

NONE

**CONSENT CALENDAR**

5. Resolution Awarding Contract for Repairing City Hall Roof to Andy's Roofing Co.- POPP
6. Governmental Accounting Standards Board Statement No. 54, Fund Balance Classifications - BROWN

Upon a motion/second by Colapietro/Seto consent calendar items 5 and 6 were unanimously adopted.

**PUBLIC HEARING**

NONE

**OLD BUSINESS**

7. Joint City Council and RDA Resolution Adopting FY 11 – 12 Budget - BROWN

Finance Director LaRae Brown presented documentation and spreadsheets of the final budget as recommended by staff using the most current information received from the state. Redevelopment Agencies may be discontinued by the state and the city would not have the funds to pay for employees or provide the services currently funded by RDA funds. Communication between staff and the Council will continue as information is received as the State of California moves forward with their budget. The proposed budget includes concessions from each of the bargaining units comparable to the previous year; however all of the agreements expire on 6/30/2011. Ms. Brown reported that the Police Department was unable to attain the required 5% reductions. In order to meet the required reductions the Police Department has proposed the following reduction totaling approximately \$84,000:

- Discontinue ½ share of the Crossing Guard Program
- Eliminate Saturday Counter Hours
- Eliminate one non sworn position

Ms. Brown added that after the FY 2011/2012 budget is approved by Council, staff will begin working on a 5-year forecast including detailed budget assumptions.

Council discussion focused on various details included or excluded from the budget recommendation. Concern was expressed regarding the reserve levels and the underfunding of same.

Councilmember Papan requested a review of the Police canine unit arrests and overall costs.

Councilmember Holober, referring to the resolution language regarding Appropriations Transfers, does not feel the City Manager should have the authority to approve transfers up to \$100,000 without bringing the issue back to the Council.

Begin public comment

Gale Grinsell, Millbrae resident stated that the Round-a-bout is expensive to ride, was concerned about the cuts to the Police Department, and also asked if the City Manager's authority approval for transfers is new.

End of public comment

City Manager Raines responded that the level of authority for the transfers is not new and in terms of the day to day operating budget \$100,000 is not a large amount and this is only for moving funds around, not adding to the budget.

Council discussed the pros and cons of the Round-a-bout service

Upon a motion/second by Colapietro/Holober the Fiscal Year 2011/2012 budget as submitted was unanimously adopted.

**NEW BUSINESS**

8. Report on Current Millbrae Water and Sewer Rates - POPP

Public Works Director Ron Popp presented an informational power point regarding the current water and sewer rates and pointed out that the city is not considering increases at this time even though SFPUC will raise their wholesale rates to us by 37% effective July 1, 2011. It was noted that optional water sources have been investigated but no options would be cost effective. He added that staff is currently working on a Master Water Plan. The current Water Pollution Control Plant project is on time and on budget.

Council accepted the report.

**COUNCIL COMMENTS**

• Mayor Quigg

- Attended the HEART luncheon and thanks to Hanson & Bridgett for hosting ½ table
- Attended the Water Conservation Board Meeting
- Attended the Council of Cities Dinner Meeting
- Received a letter saying that Clarion Hotel will be closed for construction and renovation. Ninety-one employees will be laid off.

• Vice Mayor Colapietro

- Reminded everyone that there is the Click it or ticket campaign with a crackdown on the peninsula with large penalties
- Attended the HEART luncheon and conferences
- Attended the CCAG meeting at which the contract with MTC was renewed, looked at abandoned vehicle report, Millbrae will receive about \$4,500, supported AB56 (Hill) which prohibits Public Utilities from passing on fines and penalties to customers.
- Attended San Carlos Mayor Ahman's memorial service. MCTV was asked to prepare video about him, and also recorded the service.

- Councilmember Papan
  - Millbrae Now has a school foundation
  - Attended the memorial service for San Carlos Mayor Omar Ahmad
  - Suggested that the City join the Charter of Compassion in memory of Mayor Ahmad
  - Attended the HEART luncheon
  - Seeking partnerships with CCAG to pursue the ban on plastic bags, hoping they will do the required Environmental Impact Report to assist smaller cities.
  - Attended the Council of Cities Dinner Meeting, former Mayor Willie Brown was the speaker.
  - The LED streetlights are wonderful
  - The Millbrae Leos did a good job on electronic recycling.
  
- Councilmember Holober
  - The Sister City Commission landscaped Mosta Grove Park and has updated their mission statement
  - The League of California Cities Environmental Policy Committee has developed a Renewable Energy Policy
  - Looking forward to discussing the Safeway project at the June 14, 2011 council meeting
  - San Mateo County Fair begins on June 11, 2011
  - May 27, 2011 is the deadline for commission/committee applications.
  - Code enforcement sent a letter to a neighbor and who is now grateful to code enforcement.
  - Education advocates have been gathering near the BART/Train station.
  
- Councilmember Seto
  - Attended the HEART luncheon on May 11, 2011, \$60,000 was raised
  - Attended Affordable Housing Week policy breakfast
  - Attended San Carlos Mayor Ahmad's funeral
  - Attended the Japanese Tsunami Fundraiser on May 22, 2011, \$10,000 was raised,
  - The Millbrae Rotary will be hosting their annual installation dinner on June 1, 2011 at Green Hills Country Club,
  - Deputy Superintendent of San Mateo County Office of Education Karen Philip retirement reception will be held on June , 2011
  - HIP Housing luncheon will be held on June 10, 2011 at the Hotel Sofitel in Redwood City, Executive Director Bruce Hamilton is retiring
  - The San Mateo County Red Cross Heroes' breakfast is on June 9, 2011

There being no further regular business to discuss the City Council recessed and the Redevelopment Agency adjourned at 9:20 PM.

**RECESS CITY COUNCIL AND ADJOURN REDEVELOPMENT AGENCY****RECONVENE CITY COUNCIL****10. CLOSED SESSION**

- Conference with Legal Counsel – Anticipated Litigation  
Closed Session held pursuant to Government Code §54956.9(c)  
(1 potential case)

**ADJOURN CITY COUNCIL**

There being no further regular business to discuss the City Council adjourned at 9:45 PM.

/s/ Fran Nelson  
City Clerk

/s/ Daniel F. Quigg  
Mayor