



**MILLBRAE CITY COUNCIL  
MILLBRAE REDEVELOPMENT AGENCY  
MINUTES  
January 13, 2011**

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

Mayor Quigg called the meeting to order at 7:02 p.m. and called for a moment of silence for the victims of the Tucson shooting tragedy: John Roll, Christina Taylor Green, Gabe Zimmerman, Phyllis Schneck, Dorwin Stoddard, and Dorothy Morris.

**ROLL CALL:** Mayor/Agency Chair Daniel F. Quigg, Vice Mayor/Agency Vice Chair Marge Colapietro and Council/Agency Members Gina Papan, Nadia V. Holober, and Paul Seto.

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

**1. CEREMONIAL/PRESENTATION**

- NONE

**2. AGENDA OVERVIEW/STAFF BRIEFING**

- Informational Report Regarding Bills, Claims, and Payroll

City Manager Marcia Raines reviewed the agenda items.

- Report out from Closed Session - NONE

**3. APPROVAL OF MINUTES**

- Regular Meeting of December 7, 2010
- Special Meeting of December 10, 2010

Upon a motion/second by Holober/Colapietro the minutes of the December 7, 2010 meeting were approved with corrections to typos.

Upon a motion/second by Colapietro/Holober the minutes of the December 10, 2010 special meeting were approved with the following corrections; Councilmember Seto abstained:

- Call to order at 7:30 a.m.;
- Councilmember Seto was present during the Closed Session and was excused for the Open Session.

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

- Report from Senior Advisory Committee – Announcing the January 22<sup>nd</sup> Health and Wellness Fair

Senior Advisory Committee Chair Patricia Realini and Committee Member Mary Somers invited the community to attend the upcoming Health and Wellness Fair.

Begin public comment.

Randy Sahae, Millbrae Lions Club President, announced that the Lions Club is sponsoring the blood drive at the Health and Wellness Fair. She encouraged the community to come out and donate blood.

End of public comment.

**CITIZEN COMMUNICATION**

NONE

**CONSENT CALENDAR**

NONE

**PUBLIC HEARING**

NONE

**OLD BUSINESS**

5. Resolution Authorizing the City Manager to Execute the Ownership, Operations and Maintenance Agreement with the City/County Association of Governments (C/CAG) and the County of San Mateo for the Smart Corridor Project

Public Works Director Ron Popp stated the Smart Corridors Project is a traffic management plan that would route traffic off and on the highway during a major traffic accident. The funding for this project will come from C/CAG and the activation and management of this project will be managed by Caltrans. The intent of the project is to have no fiscal impact to the City.

Council requested the inclusion of a mobile message board in the project; staff will look into this. It was noted that staff did follow up with C/CAG last year when this item came up and requested to be advised of funding for this particular type of equipment when it arises.

No public comment for this item.

Upon a motion/second by Colapietro/Papan, Resolution No. 11-01 authorizing the City Manager to execute the Ownership, Operations and Maintenance Agreement with the City/County Association of Governments and the County of San Mateo for the Smart Corridor Project was unanimously adopted.

6. Millbrae “Roundabout” Shuttle Grant Application Update

Recreation Superintendent Mike Wride stated that the City applied for a local shuttle transportation grant through the TA and C/CAG totaling \$57,141 for a City operated on-demand weekday shuttle. The pilot program would operate for 5 months and the proposed program is:

- A fixed route from 7:15 a.m. – 9:30 a.m.
- A deviated fixed route from 10:35 a.m. to 1:15 p.m.
- Afternoon service from 2:40 p.m. to 6:00 p.m.

An alternative option is as follows:

- Morning route 7:15 a.m. – 9:35a.m.
- Afternoon route 2:40 p.m. – 6:00 p.m.
- Taxi on call 9:35 a.m. – 2:40 p.m.

There would be no fiscal impact in 2010 – 2011. For the program to continue in fiscal year 2011-2012, additional funding would be necessary.

Council requested that staff do community outreach regarding the proposed shuttle service.

No public comment for this item.

Council received the report and provided direction to staff to pursue the fixed morning and afternoon routes with on-demand taxi service during the mid day:

- Morning route 7:15 a.m. – 9:35a.m.
- Afternoon route 2:40 p.m. – 6:00 p.m.
- Taxi on call 9:35 a.m. – 2:40 p.m.

7. Progress Report on the Dolores Lia apartments and Motion Supporting Human Investment Project's Funding Application to the County of San Mateo

Project Manager Leslie Parks provided staff with an update of the Dolores Lia apartments. Human Investment Project (HIP) provided staff with a formal acquisition proposal. It is the intent to keep these 27 units as affordable housing.

Council requested the following information regarding the Dolores Lia apartments:

- Who owns the building;
- Detailed breakdown on all funds used to date;
- Look into the City owning and operating the project.

Staff will research these items and report back to Council.

No public comment for this item.

Upon a motion/second by Colapietro/Papan Council received the report and supported the Human Investment Project's funding application to the County of San Mateo.

## **NEW BUSINESS**

8. Comprehensive Annual Financial Report (CAFR) for Fiscal Year Ending June 30, 2010

Finance Director LaRae Brown stated that Maze and Associates recently completed their audit of the City's financial statements for fiscal year ending June 30, 2010. It was noted that the City's financial statements for fiscal year ending June 30, 2010 are free of material misstatements. The City's CAFR is posted on the website.

No public comment for this item.

Upon a motion/second by Colapietro/Holober, Council unanimously received the report.

9. Quarterly Budget Update Report for Fiscal Year 2010 – 2011

Finance Director LaRae Brown stated that the second quarter for fiscal year 2010-2011 ended on December 31, 2010 and there does not appear to be any significant deviations from the total Revenue and Expenditure Budget projections. It was noted that due to the passage of ABX4-26 in July of 2009, mandating statewide contributions from Redevelopment Agencies (RDA), the RDA contribution for FY 2010-2011 is estimated at \$247,461 and is due on May 10, 2011. Staff is monitoring the Governor's budget proposal to eliminate RDA and will bring information to Council on projects and to secure RDA funds. Staff will come back to Council and provide more detail at the mid year budget update.

No public comment for this item.

Council received the report.

### COUNCIL COMMENTS

Councilmember Seto:

- Wished everyone a Happy New Year;
- Attended the Youth Advisory Committee meeting;
- Attended the Sister Cities Retreat and reported out on the trip to Kai Ping, China;
- Announced the January 20<sup>th</sup> Joint Meeting with City Council and Millbrae School District;
- Announced the January 20<sup>th</sup> Chamber of Commerce Excellence in Business Awards Dinner;
- Announced the January 22<sup>nd</sup> Health and Wellness Fair.

Councilmember Holober:

- Announced the Millbrae Library Open House on January 20<sup>th</sup>;
- Attended the Sister Cities Retreat. The Commission met to plan for the upcoming year. They would like to take up the Lunar New Year event this year and are working with the Chinese Peninsula Business Association. There is cautious optimism to put this event together, and the tentative date is February 12<sup>th</sup>;
- Announced that BART had provided input to questions raised at the October 12<sup>th</sup> Council meeting;
- Announced Caltrain Baby Bullet trains are currently operating on the weekends.

Councilmember Papan:

- Thanked the Police Department for their holiday food drive and Fire Department for their annual toy drive;
- Attended a High Speed Rail meeting. The cities involved are working together to find a common base to make High Speed Rail work;
- The Clarion/Aloft project is underway and requested that Council send a letter to the Clarion regarding local hiring;
- Requested that staff look into a plastic bag ban ordinance.

Vice Mayor Colapietro:

- Wished everyone a Happy New Year;
- Attended the Oath of Office for County District Attorney Steve Wagstaff;

- Attended the Oath of Office for Supervisor Carol Groom, President of the Board of Supervisors, Supervisor Adrienne Tissier, Vice President of the Board of Supervisors, and Supervisor Don Horsley;
- Congratulated Mark Church on his election as County Clerk Recorder, Assessor, Registrar of Voters;
- Attended the High Speed Rail meeting with Councilmember Papan;
- Announced upcoming visits to each of the Cities nine Commissions/Committees;
- Encouraged the community to attend the Health and Wellness Fair on January 22<sup>nd</sup>.

Mayor Quigg:

- Announced the upcoming May 3<sup>rd</sup> Special Election is an all mail ballot election. Ballots will be in the mail in April;
- Announced recognition of Mike Cozzolino on January 20<sup>th</sup>. He will celebrate his 100<sup>th</sup> birthday and is an 87 year resident of Millbrae. The Mayor and Vice Mayor will deliver proclamation with on January 19<sup>th</sup>, and January 20<sup>th</sup> will be proclaimed as Mike Cozzolino Day.

**ADJOURN CITY COUNCIL AND RECESS REDEVELOPMENT AGENCY**

There being no further regular business to discuss, the City Council adjourned and the Redevelopment Agency recessed at 9:15 p.m., in memory of former Millbrae Police Officer Bill Urbanski, and Millbrae resident Robert Cole.

**RECONVENE REDEVELOPMENT AGENCY**

10. **CLOSED SESSION**

Conference with Conference with Real Property Negotiators  
 Closed Session held pursuant to Government Code §54956.8  
 Property: 151 El Camino Real, Millbrae  
 Agency Negotiators: Executive Director and Community Development Director  
 Negotiating Parties: Millbrae Paradise, LLC  
 Under Negotiation: Consideration of price, terms of payment

Conference with Real Property Negotiators  
 Closed Session held pursuant to Government Code §54956.8  
 Property: 247 Aviator Avenue, Millbrae  
 Agency Negotiators: Executive Director, Agency Attorney, and Finance Director  
 Negotiating Parties: Homeowners (Diane and James White) and Chase Bank  
 Under Negotiation: Consideration of price, terms of payment

**ADJOURN REDEVELOPMENT AGENCY**

There being no further business to discuss, the Redevelopment Agency adjourned at 11:00 p.m.

/s/ Angela Louis  
City Clerk

/s/ Daniel F. Quigg  
Mayor