



**MILLBRAE CITY COUNCIL
MILLBRAE REDEVELOPMENT AGENCY
MINUTES
March 9, 2010**

CALL TO ORDER MILLBRAE CITY COUNCIL AND REDEVELOPMENT AGENCY

Mayor Seto called the meeting to order at 7:00 p.m.

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

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG – Taylor Middle School Spirit Leaders

1. **CEREMONIAL/PRESENTATION**

- Introduction of new Millbrae Police Chief Neil Telford

Mayor Seto introduced Police Chief Neil Telford.

- Proclamation for March 2010 as American Red Cross Month

Pat West of the American Red Cross thanked the Mayor, Council, and the Millbrae Community for their support of the American Red Cross. Mayor Seto presented him with a proclamation proclaiming the month of March 2010 as American Red Cross Month.

- Update Report on the Millbrae Community Youth Center Project

Randy Sahae, Millbrae Lions Club, gave a brief presentation on the history and background of the Lions Scout House which has now been renamed as the Millbrae Community Youth Center. In 2009 the City, the Lions and the Millbrae Elementary School District entered into an agreement to raise funds for the restoration of the building by January 1, 2010. Various service clubs and community groups have come together to assist in this endeavor; the Millbrae Community Foundation has set up a specific fund to accept donations. A clean up of the Millbrae Community Youth Center is scheduled for the weekend of March 27th and 28th.

2. **AGENDA OVERVIEW/STAFF BRIEFING**

City Manager Marcia Raines reviewed the agenda items.

- Informational Report Regarding Bills, Claims, and Payroll
- Report out from Closed Session - NONE

3. **APPROVAL OF MINUTES**

- Regular Meeting of February 23, 2010

Mayor Seto requested that on page 3, under item 7, the second paragraph be amended as follows: "...to work with staff to find ways to save \$350,000 as a starting point for the remainder of this fiscal year."

Upon a motion/second by Quigg/Colapietro the minutes were unanimously approved with the amendment.

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

- Sister Cities Commission

Aline Lee, Sister Cities Commission Vice Chair:

- noted that the Commission held a retreat in January;
- stated that the Festa Maltija is now scheduled for August 7th;
- stated that commissioners have been in touch with families in La Serena, Chile; they are doing well;
- noted Commission participated in the Lunar New Year Parade;
- planning a Fall visit to Kai Ping;
- announced Mosta Grove clean up to be scheduled soon;
- announced fundraising event hosted by the Centro Chileno Lautaro on March 28th to assist with earthquake relief.

Mayor Seto thanked Ms. Lee and noted that Councilmember Holober was recently appointed as the Council liaison to the Sister Cities Commission.

CITIZEN COMMUNICATION

Mark Nagales, Congresswoman Speier's Office, stated that Congresswoman Speier requested that all field liaisons do community outreach to remind community members that he is Congresswoman's liaison.

Sarah Vaughn, Millbrae resident, spoke about smoking in community living areas and inquired about what could be done to assist with this issue.

Wynn Grich, Hayward resident, spoke on the hazards and detrimental health effects of chloramines and fluoride in drinking water.

CONSENT CALENDAR

5. Investment Report for Period Ending January 31, 2010
6. Resolution No. 10-10 Approving 1st Addendum to the Construction Support Contract with Kennedy Jenks for the Water Pollution Control Plant Renovation
7. Resolution No. 10-11 Granting Authority to the Consulting Firm of Hinderliter de Llamas and Designating City Job Position Titles with the Authority to Receive and Examine California State Board of Equalization Sales and Use Tax Records

Councilmembers Colapietro and Papan had questions regarding item 6. Councilmember Colapietro requested that item 8 be pulled for discussion.

Regarding item 6, Councilmember Papan requested information on how many people had been employed as a result of the Wastewater Treatment Plant renovation project

Public Works Director Ron Popp stated that he did not have the exact figure, and approximated that over 100 people have been employed.

Councilmember Colapietro inquired as to the radius of the Supervisory Control and Data Acquisition System (SCADA).

Public Works Director Ron Popp noted that the SCADA system monitors and controls the level of pumps via a remote station which will be hardwired at the plant. Access to SCADA will also be available by laptop and the system is encrypted.

Regarding item 5, Mayor Seto inquired about the \$35 million in our accounts, this is an increase from prior amounts.

Finance Director LaRae Brown stated that the increase is from the bond issuance and from the state rebate for the Wastewater Treatment Plant. The breakdown is \$5 million from the bond issuance and \$2.2 million from the state.

Upon a motion/second by Quigg/Papan Consent Calendar items 5 – 7 were unanimously adopted.

8. Resolution No. 10-12 Authorizing Execution of a Designated Fund Agreement Regarding Fundraising for the Millbrae Community Youth Center

Regarding item 8, City Attorney Joan Cassman stated that what has been proposed is that the Millbrae Community Foundation (MCF) will serve as the fund manager for the Millbrae Community Youth Center. The agreement before Council changes Paragraph G of the existing Property Transfer Agreement between the City and the Lions Club. The MCF will retain the funds to support the project and should the project not proceed, the MCF will retain the balance of any funding not returned to requesting donors.

Council discussion centered on the clarification that the only change to the agreement was in regard to the management of the fund and how the donation requests would be handled.

Janet Fogarty, Millbrae Community Foundation Member stated a designated fund will be set up by MCF, and on the donation form it will note that the donation can be returned if project does not come to fruition. Return of funds will be proportional to the amount of money remaining in the fund, as monies are being used for the project.

It was noted by Mayor Seto that Borel Private Bank and Trust Company was approached to offer a free checking account to the MCF for the designated fund.

Upon a motion/second by Colapietro/Quigg, Consent Calendar item 8 was unanimously adopted.

PUBLIC HEARING

NONE

OLD BUSINESS

NONE

NEW BUSINESS

9. Resolution No. 10-13 Authorizing City Manager to Execute Agreement for Shared Police Chief with the City of San Bruno

City Manager Marcia Raines reported that several months ago, the City initiated a review of options for Police Chief Services, and in light of the successful partnership with the City of San Bruno for shared Fire Chief services, staff discussed expanding the existing shared services between the two cities to include Police Chief services.

Council's discussion focused on the need for Police service levels to be maintained at the current level. It was also recognized that sharing Police Chief services would provide necessary cost savings to the City.

No public speakers for this item.

Upon a motion/second by Quigg/Papan, Resolution No. 10-13 authorizing the City Manager to execute an agreement for shared Police Chief services with the City of San Bruno was unanimously adopted.

10. Resolution No. 10-14 Authorizing the City Manager to Execute an Agreement with Municipal Resource Group LLC to Prepare a Law Enforcement Services Analysis, Report and Recommendations for the Cities of Millbrae and San Bruno

City Manager Marcia Raines stated that in moving forward with shared Police Chief services between the cities of Millbrae and San Bruno, both cities are looking to enter into an agreement with Municipal Resource Group to prepare a law enforcement services analysis, report and recommendations. Mike Oliver, President of Municipal Resource Group and Tom Sinclair, Project Manager, were in attendance and were available to answer Council questions.

Council noted that they wanted the same level of detail that went into the Fire shared services study to go into the Police shared services study, and requested the proposed timeline for the study.

Mike Oliver stated that the proposed timeline is three months: weeks 1-2 will deal with initial information gathering, weeks 3-6 will consist of exploration of options, and weeks 7-9 will entail producing the draft report.

No public speakers for this item

Upon a motion/second by Colapietro/Holober Resolution No. 10-14 authorizing the City Manager to execute an agreement with Municipal Resource Group LLC to prepare a law enforcement services analysis report and recommendations for the cities of Millbrae and San Bruno was unanimously adopted.

11. Update Report on Park Broadway Below Market Rate Units

Community Development Director David Petrovich presented an update report on the Below Market Rate Units at Park Broadway, located at 1388 Broadway. Staff successfully concluded negotiations for 8 Below Market Rate (BMR) units, and has contracted with Polaris to handle the marketing and sales of these units.

Council inquired as to how Polaris achieved its community outreach for the BMR units, and there was discussion on the subsidy amount of \$190,000.

Armando Sanchez, Project Manager-Housing, stated that Polaris did extensive marketing with ads in local newspapers, via their website, and information was distributed to community organizations. Regarding the subsidy amount, Mr. Sanchez stated that the \$190,000 amount was based on 10 units and that the subsidy is actually \$140,000 as there are a total of 8 units for sale; Silverstone Communities agreed to take back 2 units. Mr. Sanchez outlined the application process for the BMR units and applicant qualifications.

No public speakers for this item.

The Council accepted the update report on the Park Broadway Below Market Rate Units.

- 12. Adoption of Indoor Water Use Efficiency Ordinance
 - Waive 1st Reading
 - Introduce Ordinance

Building Official Mark Matthews brought a forward report on the adoption of an Indoor Water Use Efficiency Ordinance. This Ordinance is a proactive step in water conservation, and is part of a series of Ordinances coming forward to Council in the next months to address water conservation and green building.

Council discussion focused on the need look at how the City can reward those residents who conserve. The City needs to do more to address commercial water conservation and to continue in its outreach efforts and conservation programs to the community. Council requested that Art Jensen, CEO, Bay Area Water Supply and Conservation Agency, come and speak at an upcoming Council meeting to address their questions and comments on water conservation.

No public speakers for this item

Upon a motion/second by Papan/Colapietro, the Council unanimously waived the first reading and introduced and ordinance adding Chapter 9.60 of Title 9 of the Millbrae Municipal Code Regarding Indoor Water Use Efficiency Regulations.

COUNCIL COMMENTS

Councilmember Holober:

- announced Festa Maltija changed to August 7th due to a conflict with the October date;
- announced March 18th is the 14th Annual Literacy Breakfast;
- announced the Millbrae Historical Society’s Presentation, “Growing up in Millbrae”, on April 2nd at 7:00 p.m.

Councilmember Colapietro:

- congratulated the recent graduates of the CERT training class of March 6th, there are 71 trained members in Millbrae;
- attended the Lomita Park Distinguished School visit on March 9th;
- announced the March 11th Silver Dragon IV Emergency Preparedness Drill;
- announced the March 12th Merchant walk with State Senator Leland Yee;
- announced March 17th S. Patrick’s Day Luncheon at the Community Center;
- announced the March 18th 2010 Census “Make it Count for You” Rally;
- announced that she had attended six other community events and activities.

Councilmember Papan:

- stated that official Census data would arrive in the mail next week. She urged residents to fill in the questionnaire and reminded them that information gathered is confidential;
- congratulated Lomita Park School on their Distinguished School visit;
- urged everyone to shop Millbrae.

Vice Mayor Quigg:

- attended the recent San Mateo County Council of Cities Dinner meeting at San Francisco International Airport. Airport Manager John Martin was on hand and gave a presentation on the history of the airport.

Mayor Seto:

- participated in High Speed Rail Alternative Analysis meeting where there was consideration of underground tracks which would preserve the area of Site 1;
- attended the Peninsula Chinese Business Association dinner on March 5th;
- announced the March 17th St. Patrick’s Day Lunch;
- announced the Millbrae Historical Society’s Installation on March 21st;
- announced that there are new Council liaisons to Commissions/Committees.

ADJOURN CITY COUNCIL AND REDEVELOPMENT AGENCY

There being no further business to discuss, the City Council and Redevelopment Agency adjourned at 9:04 p.m. in memory of Mae Wong Chow, mother-in-law of Richard Chinn, Millbrae Rotary Club President, August Franzella, father of former San Bruno Mayor Larry Franzella, and Ginny Pape wife of Mike Pape.

/s/ Angela Louis
City Clerk

/s/ Paul Seto
Mayor