



**MILLBRAE CITY COUNCIL  
MINUTES  
January 24, 2017**

**CALL TO ORDER MILLBRAE CITY COUNCIL**

Mayor Holober called the meeting to order at 7:10 p.m.

ROLL CALL: Mayor Reuben D. Holober, Vice Mayor Gina Papan, Councilmembers Ann Schneider, Wayne J. Lee, and Anne Oliva

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

1. **CEREMONIAL/PRESENTATION**

Commendation Commemorating the 100<sup>th</sup> Anniversary of the Rotary Foundation

Mayor Holober presented Rotary President Robert G. Gottschalk with the commendation.

2. **AGENDA OVERVIEW/STAFF BRIEFING**

- Report of Bills and Claims

City Manager Raines reviewed the agenda items.

- Report out from Closed Session of January 10, 2017

City Attorney Cassman stated that the Council had met in Closed Session to discuss a matter of potential litigation; no action was taken.

3. **APPROVAL OF MINUTES**

- NONE

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

- NONE

**PUBLIC COMMUNICATION**

Wynn Grich, Hayward resident, spoke on the recent anti-Trump marches this past weekend, and the detrimental health effects of chloramines in the water.

Lou Sandrini, Millbrae resident, requested clarification on comments made by Councilmember Lee at the January 10<sup>th</sup> Council meeting and requested that answers be added to the next Council meeting agenda: 1) Explain all City Councilmembers are volunteers? 2) Pay increase is a COLA like everyone else – true or false? Is everyone else in the City getting a 2% increase? 3) The City Manager did not get what she asked for when hired. What happened and why, what promises were made? 4) Part time employee hired for Public Records Act requests. What desk are they serving and what is their scope of work? 5) What specific false information on Nextdoor and what corrections made?

Howard Atkins, Millbrae resident, echoed the comments made by Lou Sandrini. He stated that when the Community Center burned down, it was under insured; this is the job of the City Manager and it is a bad thing to increase her salary. Cannot do maintenance in the City now, what happens when the project on El Camino goes up? Cannot afford the water bill; seniors cannot afford this. No one is discussing this and no one responds to e-mails.

**CONSENT CALENDAR**

Mayor Holober requested that agenda items 6 and 7 be moved to the Consent Calendar.

6. Motion to Approve Special Event Permit for the Lunar New Year Festival on February 18, 2017
7. Resolution No. 17-04 Authorizing the City Manager to Execute Eighth Amendment to the Agreement for Law Enforcement Services with the County of San Mateo

Upon a motion/second by Lee/Oliva Consent Calendar items 6 and 7 were unanimously approved.

**PUBLIC HEARING**

NONE

**EXISTING BUSINESS**

5. Ordinance Amendment to Prohibit Non-Electric Vehicles from Parking at any Publicly Owned Electric Vehicle Charging Stations and Prohibit Parking for Longer than Two Hours at any Publicly Owned Electric Vehicle Charging Stations
  - Waive 2<sup>nd</sup> Reading
  - Adopt Ordinance

Begin public comment.

You You Xue, Millbrae resident, opposes parking fee for up to two hours at one dollar per hour. This item needs more review; the time it takes to charge a vehicle is more than the two our limit. The City should maintain parity with Burlingame in that the vehicle must be plugged in when at the charging station. Stated that he supports a totally free charging policy.

End of public comment.

Public Works Director Chan presented the report. At the January 10<sup>th</sup> meeting, Council approved the \$1.00 fee. Tonight is the adoption of the ordinance. The public charging station is not intended to fully charge a vehicle, it is a convenience to “top off” the battery while people are shopping or running errands.

He stated that the ordinance could include wording that the vehicle must be plugged in while parked at the charging station.

Council requested that the ordinance be amended to add language that the vehicle must be plugged in.

City Attorney Cassman stated that the ordinance would need to come back to Council on February 14<sup>th</sup> for adoption.

Upon a motion/second by Lee/Papan, Council unanimously moved to amend the ordinance to add the following language to Section 4.15.321” “The vehicle must be plugged in for charging while parked in such space.”

**NEW BUSINESS**

8. Motion to Approve Appointments to be Considered by the City Selection Committee

No public comment for this item.

Council moved to approve Councilmember Carlos Romero as the alternate to the ABAG Board and Councilmember Diane Howard to the HEART Board of Directors.

9. Motion to Authorize City Manager to Execute Agreement with S3, Inc. for Strategic Planning Services in an Amount not-to-exceed \$49,700

City Clerk Louis Presented the report.

Begin public comment.

Lou Sandrini, Millbrae resident, stated that the agreement needed clarification on: what are the hourly rates, is there a retainer fee, are travel expenses included, and is this for monthly or quarterly services.

End of public comment.

Council requested the following changes to the agreement:

- Remove references to hourly rates;
- Calculate monthly payments and include this rate;
- Change from quarterly meetings to monthly meetings.

Upon a motion/second by Oliva/Schneider, the motion to authorize the City Manager to execute the agreement with S3, Inc. for Strategic Planning Services in an amount not to exceed \$49,700 was unanimously approved with the changes as noted above.

10. Resolution Amending the Salary Schedule, Position Control Table and FY 16-17 Budget to Fund Organizational Changes

Administrative Services Director Shear presented the report.

Begin public comment.

Lou Sandrini, Millbrae resident, stated that Public Works will be moved to the yard; not having a Department Head at City Hall is not a good idea. Abolishing the City Engineer position; the City should have one, and have a job description to approve any changes to the current employee; will this be a pay cut. Are there any salary rate increases that are being approved tonight with these schedules?

End of public comment.

Staff stated that there will be some reassignments and the City Engineer may be part of another job description. There will be some remodeling and reworking of current work spaces, this will come back to Council during the mid-year. There are no salary actions being taken this evening, and no one is getting a pay raise or a pay cut. City engineering work will be split amongst the departments so that the tasks at hand can be accomplished. We will still have some consultants for specialized projects. All department heads have collaborated on tonight's report and support the recommendation.

Upon a motion/second by Schneider/Papan, Resolution No. 17-05 amending the Salary Schedule, Position Control Table and FY 16-17 Budget to Fund Organizational Changes was unanimously approved.

#### 11. Capital Improvement Program Update

Public Works Director Chan presented the report. Four topics were discussed: Water Distribution System Reliability and Replacement upgrade, Sewer Collection System Improvement Plan to meet Baykeeper Consent Decree, Pavement Rehabilitation, Other significant projects and programs.

Council inquired:

- How much has been spent on the Consent Decree;
- Talk to Caltrans about adding lights to median along El Camino Real;
- Sunsetting of the sewer lateral ordinance;
- Include Chetcuti Room in City Hall ADA compliance;
- Contact C/CAG for landscaping funds;
- Flooding on Landing Lane, will City allow residents to apply for flood insurance;
- Ice rink, is this best use of funds or possibly partner with another entity;
- Pavement plan.

Staff responded:

- \$34.2 million has been spent on the Consent Decree;
- Staff will meet with Caltrans to discuss lighting in the median along El Camino Real;
- The sewer lateral ordinance can be sunsetted with compliance of the Consent Decree.
- The Chetcuti Room will be included as part of the ADA compliance;
- Staff will contact C/CAG regarding landscaping funds;
- We will address the flooding at Landing Lane in the Storm Drain Master Plan;
- Staff will bring a report to Council at a future meeting to discuss the ice skating rink;
- There will be paving on Millbrae Avenue between El Camino Real and Rollins Road.

Begin public comment.

Lou Sandrini, Millbrae resident, stated that the SSO will be pursued by bond funding, this will take time is it covered by the current rate? Last water rate increase was 2013-2014. Regarding sewer laterals some residents pay and some do not. Moving Public Works to the Corporation Yard is a mistake, the public needs access, and communication is difficult. Moving of Parks Maintenance into Public Works was a great move.

End of public comment.

Council received the report.

**COUNCIL COMMENTS**

Mayor Holober:

- Announced that there was good turnout at the Mayor's Civic Coordinating Council meeting. They meet on the 3<sup>rd</sup> Thursday of the month from 10:00 a.m. – 11:00 a.m.;
- The Sister Cities Commission is working on a youth exchange with Taylor Middle School in July;
- The Library Learning Landscapes is coming to Millbrae the week of February 6<sup>th</sup>;
- The Millbrae Lions had a successful Crab Cioppino on January 21<sup>st</sup>;
- Announced the Chamber's Business Awards on January 26<sup>th</sup>. Congratulations to all the winners;
- Announced the Lunar New Year Festival on February 18<sup>th</sup> at 10:00 a.m.;
- Announced the Rotary Club's Lunar New Year Dinner on February 10<sup>th</sup> at Zen Peninsula.

Vice Mayor Papan:

- Announced the J. Craig Venter, Ph.D., program at Mills High School on January 25<sup>th</sup>;
- Attended the recent San Mateo County Pre-Hospital Emergency Services JPA meeting;
- Announced that MCTV will be making a proposal to the City to make improvements to the Chetcuti Room as that facility is being used more and more.

Councilmember Schneider:

- Announced that MCTV has a community calendar;
- Congratulations to all of the Chamber Business Awards recipients;
- Attended the recent Airport Community Roundtable meeting. MCTV will soon be taping these meetings;
- Attended the recent Millbrae Cultural Arts Advisory Committee meeting. The Committee will hold a special meeting on February 13<sup>th</sup> to discuss future meeting dates/times and to discuss their work plan.

Councilmember Lee:

- Attended the recent League of California Cities meeting.

Councilmember Oliva:

- Announced Mayor for a Day with winner of St. Dunstan Annual Festival on January 13<sup>th</sup>.
- Announced the walk-a-thon for Millbrae schools on Saturday, February 4<sup>th</sup>,
- Announced that a fundraiser for the Community Center will be held at the Magnolia of Millbrae.

**CLOSED SESSION**

Conference with Legal Counsel – Anticipated Litigation  
Closed Session held pursuant to Government Code §54956.9(b)  
Significant exposure to litigation (1 matter)

**ADJOURN CITY COUNCIL**

There being no further business to discuss, the City Council adjourned at 9:30 p.m.

/s/ Angela Louis  
City Clerk

/s/ Reuben D. Holober  
Mayor