



**MILLBRAE CITY COUNCIL  
MINUTES  
June 27, 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 and Anne Oliva. Councilmember Lee was excused.

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

1. **CEREMONIAL/PRESENTATION**

- Presentation of Emergency Operations Plan

Bill Riley, San Mateo County Sheriff's Office, presented the Emergency Operations Plan.

- Proclamation Proclaiming the Month of July 2017 as National Parks and Recreation Month

Mayor Holober presented the proclamation to Parks and Recreation Commission Chair Del Nagro.

2. **AGENDA OVERVIEW/STAFF BRIEFING**

- Report of Bills and Claims

City Manager Raines reviewed the agenda items. Requested Council consider to pull the minutes from June 13, 2017 meeting and only consider the January 10, 2017 minutes.

She updated the Council on the following items:

- Infrastructure projects;
- Storm drain project at the 800 block of Hillcrest;
- Removal of diseased eucalyptus trees on the Spur Trail;
- PG&E removal of trees on Richmond Drive. Staff is working with PG&E to replace trees removed;
- Fireworks are illegal in Millbrae, contact the Sheriff's Office to report any illegal fireworks;
- Firefighters had success fundraiser on June 17<sup>th</sup>;
- Sheriff's Office has provided information on homeless outreach. Information will be posted on the City's website;
- Information regarding Cooling Centers will be posted to the City's website;
- Millbrae has been recognized as a 2016 Tree City USA. The City will issue a press release from the National Arbor Day Foundation.

3. **APPROVAL OF MINUTES**

- Regular Meeting of January 10, 2017
- Regular Meeting of June 13, 2017

Minutes for both meeting were pulled from the agenda and will be brought back for approval at the next meeting.

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

- Update Report from the Parks and Recreation Commission

Chair Del Nagro updated the Council on the activities of the Parks and Recreation Commission.

- Update Report from the Cultural Arts Advisory Committee

Chair Hughes updated the Council on the activities of the Cultural Arts Advisory Committee.

**PUBLIC COMMUNICATION**

Wynn Grich, Hayward resident, spoke on the hazards of chloramines and glycothates. She spoke about SB 649 regarding antennas mounted on utility poles.

David Groves, San Mateo resident, spoke in support of the Gateway Project at the Millbrae Station.

Joe Teresi, Jr., Millbrae resident, reiterated request for Council to adopt policy and resolution regarding immigrants. Appreciated that the Sheriff was invited to speak at a Council meeting and posting policy on the website. Requested that Council take it one step further and adopt a policy or policy statement, even if it is just symbolic. Provided examples of resolutions adopted by other cities.

**CONSENT CALENDAR**

5. Motion to Authorize the City Manager to Execute an Agreement with Tripepi Smith for Communications Services for the City of Millbrae

Councilmember Schneider requested Consent Calendar item 5 be pulled for discussion. She noted that the agreement includes language regarding the City paying for long distance phone calls. She brought this up in the past and maybe this is part of the standard contract language, but she would like this to be changed. She inquires as to how much the City had paid for travel costs.

City Clerk Louis addressed the concerns brought up by Councilmember Schneider.

Assistant City Attorney Conneran stated that the agreement templates can be updated to remove language regarding long distance phone calls.

**Begin public comment.**

Trent Sunahara, Tripepi Smith, thanked Council for the agreement. They are building great relationships with staff and the community. Do not bill for air travel of CEO and other staff, only bill for mileage when traveling to/from City.

**End of public comment.**

Upon a motion/second by Papan/Oliva, the Council unanimously moved to authorize the City Manager to execute an agreement with Tripepi Smith for Communications Services for the City of Millbrae.

6. Resolution No. 17-28 Establishing the Appropriations Limit for Fiscal Year 2017 – 2018

7. Resolution No. 17-29 Authorizing a Professional Services Agreement with West Yost Associates for the Millbrae Water Pollution Control Plant On-Call Engineering Support Services for an amount not to Exceed \$250,000 in Fiscal Year 2017-2018

Upon a motion/second by Papan/Schneider, Consent Calendar items 6 and 7 were unanimously approved.

### **PUBLIC HEARING**

NONE

### **EXISTING BUSINESS**

NONE

### **NEW BUSINESS**

8. Appointments to be Considered by the City Selection Committee

Council discussed the appointments.

Upon a motion/second by Papan/Oliva, the Council unanimously moved to approve those who submitted letters of interest for appointments to the June 30, 2017 City Selection Committee meeting.

9. Resolution to Receive and Approve the Green Infrastructure Work Plan in Accordance with the Municipal Regional Permit Requirements

City Engineer Lim presented introduced Katherine Sheehan who presented the report. Ms. Sheehan stated that the City is required to develop a Green Infrastructure Plan that demonstrates how it will improve storm drain infrastructure to manage and reduce pollutants in stormwater runoff.

Councilmember Schneider inquired:

- The Green Infrastructure Plan calls for the storing of treated stormwater. Will this include a storage facility and if yes, we should not lose the opportunity of having one at the Bart site;
- With the new work just completed on Millbrae Avenue, could we have included bump outs and bioswales? How can we ensure that we do not miss these opportunities in the future;
- Richmond Drive is a very hot asphalt area with ½ mile of a school and could qualify for a bicycle/pedestrian grant and bring something green to the area;
- How would these new measures reduce litter and cigarette butts and is the City meeting 70% reduction goal;
- The City has not had a tree study since 1992. If we need to remove median trees, can we implement bioswales and who will pay for the cost?

Staff responded:

- The goal of the Green Infrastructure plan is micro-measures. There are some areas where water will be stored, not just in one large location;
- There was a limited footprint for the Millbrae Avenue project and it could not include a green strip and was exempted from the project. Future projects will take this into consideration whenever possible and feasible;

- Regarding Richmond Drive, staff would need to study this and bring a report back to the City Manager;
- The Green Infrastructure measures intercept water that comes down the street and carries trash. The trash gets intercepted in the bioretention and these are cleaned out. These are end of pipe solutions and not source reduction solutions. The City has a trash capture device at landing lane and a second one will be installed at highline canal. The City will be at 70% reduction goal by July 1, 2017;
- Regarding the removal of median trees and implementing bioswales, staff will have to research this and report back to the City Manager.

Vice Mayor Papan stated that C/CAG as money for bioswales and she would like to see these throughout the City. She also stated that she would like for PG&E to pay for whatever goes into the Richmond Drive area where they removed trees.

Vice Mayor Papan inquired:

- There was discussion on rain gardens, but they are not mentioned in the report;
- Would like to see some of these measures implemented in the City Hall landscaping project;
- Would like to get businesses involved in sponsoring these Green Infrastructure projects.

Staff responded:

- Rain garden and bioretention are equivalent terms. The term rain garden is typically associated with residential projects;
- The City Hall landscaping project is a xeriscape project geared toward lower water consumption;
- Staff will look into getting businesses involved with Green Infrastructure projects.

No public comment for this item.

Upon a motion/second by Papan/Oliva, Resolution No. 17-30 to receive and approve the Green Infrastructure Work Plan in accordance with the Municipal Regional Permit Requirements was unanimously approved.

### **COUNCIL COMMENTS**

Mayor Holober:

- Attended the Commute.org meeting; they are losing their Fiscal Agent, the City of Daly City, Millbrae has expressed interest in assisting with this;
- Announced the July 21<sup>st</sup> event to remember the fire at the Community Center;
- Requested that tonight's meeting be adjourned in memory of Arnold Lee, father of Councilmember Wayne J. Lee. Our thoughts and prayers are with the family this evening.

Vice Mayor Papan:

- Would like Cultural Arts to work on maintaining art at areas that may be demolished;
- Attended the recent Fire Department fundraiser;
- Congratulations to the Parks and Recreation Commission on the relocation of gazebo.

Councilmember Schneider:

- Attended the recent Peninsula Clean Energy (PCE) meeting, they are having some bumps with the billing with PG&E. Call PCE for assistance.
- Attended recent the Cultural Arts Advisory Committee meeting;

- Interviewed Commission/Committee members with Mayor Holober last week and will be recommending appointments to the Council.

Councilmember Oliva:

- Attended the recent Senior Advisory Committee meeting;
- Will be traveling to Hanyu, Japan on July 7<sup>th</sup> to represent the City;
- Requested that residents dispose of their mattresses properly and not dump them in front of other peoples' property.

**ADJOURN CITY COUNCIL**

There being no further business to discuss, the City Council adjourned at 9:00 p.m. in memory of Millbrae resident Arnold Lee, father of Millbrae Councilmember Wayne J. Lee.

/s/ Angela Louis  
City Clerk

/s/ Reuben D. Holober  
Mayor