



**MILLBRAE CITY COUNCIL
MINUTES
March 28, 2017**

CALL TO ORDER MILLBRAE CITY COUNCIL

Mayor Holober called the meeting to order at 7: 11 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**

- 4 C's of San Mateo County Presentation by Executive Director David Fleishman and Director Jean Marie Houston

Council received the report and thanked Executive Director David Fleishman and Director Jean Marie Houston.

2. **AGENDA OVERVIEW/STAFF BRIEFING**

- Report of Bills and Claims

City Manager Raines reviewed the agenda items. She updated the Council:

- New staff in the Finance Department, implementation of new financial software system, and the new audit firm;
- National Flood Insurance plan through FEMA. This would require funding from Council and would cost approximately \$50,000 to \$100,000;
- Richmond Drive was opened today, some areas are still blocked off, but the road is open to vehicle traffic;
- Living Spaces opening on March 30th with ribbon cutting at 4:30 p.m.;
- Millbrae hosting San Mateo County Council of Cities on March 31st;
- Millbrae won award for the Millbrae Station Area Specific Plan;
- Central County Fire is collecting food for Second Harvest Food Bank through the month of April;
- Commission and Committee Annual Recruitment is on-going through May 31st;
- City Hall parking lot landscaping. Both the Community Enhancement Committee and the Parks and Recreation Commission are reviewing the xeriscaping in front of City Hall;
- Article in LENDEDU that Millbrae ranked #108 out of cities in the U.S. for building personal wealth based on ranking from median income and home values;
- ADA compliance report was conducted and this is part of the budget item on tonight's agenda;
- Council could move item 7 from the Consent Calendar and combine with item 10 as they are related.

3. **APPROVAL OF MINUTES**

- NONE

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

- NONE

PUBLIC COMMUNICATION

Wynn Greich, Hayward resident, spoke on the detrimental health effects of chloramines in the drinking water.

Tim Jenkins, Peninsula Humane Society, concerned about how taxpayer funds are being used. Too much of the money is going to executive compensation and not animal care. The facility of Coyote Point is outdated, some animal trucks do not have air conditioning and animals die of heat, there are not enough animal control officers. Employees have been underpaid and the union is requesting a 3% raise for their employees.

Janet Creech, Millbrae resident, spoke about protecting the community's civil rights. We do not solve problems by removing certain people, this happened during the 1920's and 1930's when Mexican's were deported to Mexico, and the 1940's internment camps. We look back at these events and know this is wrong; this is now happening again. She asked the Council to consider the ACLU's 9 "Model" state and local law enforcement policies and rules. The Sheriff's Office released a statement regarding immigration policy and would like to see this expanded to all 9 policies.

Joe Teresi, Millbrae resident, would like to see Council take the next step and adopt a policy. Other cities in the county have taken this up; Redwood City and Belmont have already adopted and San Carlos is discussing tonight. People of all race and nationalities are welcome and want to make certain that law enforcement does not harass residents regarding their immigration status. He asked Council to direct the City Manager and the City Attorney to come up with a policy and bring it back to the Council.

Vivian Wong, Millbrae resident, supports the comments of Janet and Joe, and urged Council to take this matter seriously.

Stuart Venook, Millbrae resident, lives on Taylor Blvd. and spoke on street maintenance and repair. There has been a lot of damage due to the recent rains. The pavement is washing away and streets are being undermined. He would like to see a schedule of when his street will be repaired.

Marge Colapietro, Millbrae resident, encouraged everyone to attend the Living Spaces grand opening. She stated that there is only one area in the downtown to hang banners. The shop Millbrae banner did not go up during the holiday season and she asked the Council to consider another area to hang banners at Meadow Glen near the Living Spaces parking lot.

CONSENT CALENDAR

Consent Calendar item 7 was combined with Existing Business item 10.

5. Ordinance No. 766 Amending Chapter 11.20 of the Millbrae Municipal Code to Reauthorize the Establishment of PEG Fees for State Video Franchise Holders Providing Video Services within the City of Millbrae
 - Waive 2nd Reading
 - Adopt Ordinance
6. Approval of Special Event Permit for Relay for Life Event Consisting of the Survivor and Caregiver Luncheon on April 8, 2017 and a Fundraising Walk on July 22-23, 2017

8. Resolution No. 17-10 Authorizing the Filing of a Surface Transportation Block Grant Program Application for Funding Assigned to Metropolitan Transportation Commission and Committing any Necessary Matching Funds and Stating Assurance to Complete the Project and Resolution No. 17-11 Complying with Metropolitan Transportation Commission Surplus Land Act

Upon a motion/second by Lee/Oliva, Consent Calendar items 5, 6, and 8 were unanimously approved.

PUBLIC HEARING

NONE

EXISTING BUSINESS

Council discussed agenda items 7 and 10 prior to agenda item 9.

7. Informational Report on the Implementation of Parking Restrictions around the Millbrae Community Center and Central Park

Project Manager Ingram stated that this issue would be tabled and staff will go back and revisit what makes sense on parking controls and look at the demolition contract.

10. Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Group 4 Architecture, Research + Planning for a not to Exceed Total of \$246,393.00; and Adopting a Budget for the Community Center Rebuild Project

Project Manager Ingram presented the report. He stated that the Council is not selecting the architect of the structure or the architect of record; this will happen later on in the process. He outlined the selection process and key criteria for rating the firms and stated that as Project Manager, he did not have a voice in the selection he was there make certain that the process went on track. Three big rounds of public engagement via postcards with save the dates. Group 4 is ready to get started if the Council approves agreement tonight; they will start with three big rounds of public engagement through open house and workshop meetings. He clarified the term of “project sponsor”. This was labeled to the Parks and Recreation Commission and was done to use their meeting dates and times as part of the public engagement process. Group 4 would come back to Council in April for a kick off meeting. He also stated that our insurance carrier recognizes that funds are needed for this project and the City received \$3.7 million; it is recommended setting aside these funds as part of the project budget.

Begin public comment.

Jeanne Brown, Millbrae resident, lives on Hazel Avenue. The issue is on communication about noise, parking issues, construction. Follow up information has been limited and caused rumors and this creates concern for those who live in the area. How much is the insurance settlement, when will demolition begin? Suggests opening up a line of communication with those living in the area around the park. Encourage the Council to be thoughtful and carefully review the information regarding the Community Center.

End of public comment.

Councilmember Schneider noted a typo in the agreement on page 2, section 7, need to change to "... the City Manager, or such person or persons, as she/he shall designate..." the reference to "she" is missing. She also expressed concern regarding section 4 of the agreement. She noted that the hourly rate should include long distance calls, travel, etc. She is uncomfortable with this language; the costs in the hourly rates are high.

City Attorney Cassman stated that each contact is different, the contract is a not to exceed amount and that language can be included stating "without prior authorization from the City Manager and/or his/her designee."

Upon a motion/second by Papan/Oliva, Resolution No. 17-13 authorizing the City Manager to execute a professional services agreement with Group 4 Architecture, Research + Planning for a not to exceed total of \$246,393.00; and adopting a budget for the Community Center Rebuild Project with changes requested, was passed by a vote of 4:1; Councilmember Schneider dissented.

Council took a break at 9:33 p.m. and reconvened at 9:40 p.m.

9. Mid-Year Budget Update for FY 2016-2017 (*continued from March 14, 2017*)

Finance Director Hilbrants presented the report.

Council inquired:

- What happened to funding that was set aside to remodel the Community Center kitchen and other projects and capital improvement projects;
- When will BID for downtown come to the Council;
- Funding for aquatics programs
- Funds for Climate Action Plan as part of the General Plan;
- Additional funding for MCTV for televising of Planning Commission and Parks and Recreation Commission meetings;
- Staffing of Commissions/Committees to do inventory of public art
- Use of new traffic officer to identify how to make roads safer;
- Deficit in planning and engineering fees;
- Greater rate of return on our investments;
- CIP projects only at 20%.

Staff responded:

- The funds have been put back into the reserves as these projects are on hold. Funding will be considered when the projects come back to Council;
- Staff needs to scope out the BID;
- Aquatics programs can be discussed at the joint meeting with the School District and work with the Parks and Recreation Commission;
- The Climate Action Plan may be part of the General Plan;
- There is nothing in the current agreement for this level of televising; staff would need to renegotiate with MCTV;
- Staff is assigned to Commissions and Committees and they will do this work;
- Public Works and the Police Bureau work together to address this;
- Staff forecasts the number of project and we may not be issuing permits as soon as we projected;
- The City is limited by Government code on what we can do. This was discussed with our financial advisor, and at our last update, the City was at 1.4% return and doing better than state and county;

- It is not uncommon to be at only 20% with our CIP projects as we cannot spend money unless it is authorized by Council.

No public comment for this item.

Upon a motion/second by GP/AO, Resolution No. 17-12 authorizing adjustments to the adopted budget for Fiscal Year 2016-2017 was unanimously approved.

NEW BUSINESS

NONE

COUNCIL COMMENTS

Mayor Holober:

- Attended the Caltrain Policymakers meeting last week;
- Attended the Sister Cities Commission meeting, the Chilean Consul General attended meeting, and would like to renew their relationship with Millbrae;
- Was Principal for Day at Meadows School last month;
- Attended the Peninsula Division meeting where they discussed Prop 64 legalization of marijuana beginning in 2018.

Vice Mayor Papan:

- Thanked staff for working out the AYSO field issue;
- Announce the Lions Club Police and Fire Awards on March 31st;
- Announced the joint meeting with the School District on March 30th;
- Thanked staff for pursuing FEMA flood insurance;
- Congratulated Mills High School on production of Little Shop of Horrors;
- Announced May 1st grant workshop with Fiona Ma.

Councilmember Schneider:

- The Cultural Arts Advisory Committee met and adopted their work plan. They had a discussion of cultural arts through festivals, and what is meant by cultural arts;
- Community Enhancement Advisory Committee is still working on their work plan and are interested in having better access to their public. Only lists committee member names can we consider city e-mails?
- Attended the ABAG meeting last week and there was discussion on housing. There is \$100 million for schools to build housing on surplus school land. There is money and programs to deal with homeless. They are working on a regional measure to create funds for infrastructure.

Councilmember Lee:

- Deferred his comments to next meeting.

Councilmember Oliva:

- Announced the HEART fundraising event at Devils Canyon Brewery in San Carlos;
- Assisting SAL to raise money and requested that Councilmembers donate;
- Attended the Star Vista Luncheon.
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ADJOURN CITY COUNCIL

There being no further business to discuss, the City Council adjourned at 10:50 p.m.
Close in memory of Pete Pignati, Millbrae resident.

/s/ Angela Louis
City Clerk

/s/ Reuben D. Holober
Mayor