



**MILLBRAE CITY COUNCIL
AGENDA
November 13, 2018**

The Millbrae City Council meets on the second and fourth Tuesdays each month at 7:00 PM in the City Council Chambers, 621 Magnolia Avenue, Millbrae, CA 94030. It is Council's intent to adjourn this meeting by 11:00 PM. The times listed on this Agenda are offered to guide the flow of the meeting, are estimates, and are not binding. Matters may be taken up any time after the starting time of the meeting.

7:00 CALL TO ORDER MILLBRAE CITY COUNCIL

ROLL CALL

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

1. CEREMONIAL/PRESENTATION

- San Mateo County Sheriff's Office Millbrae Police Bureau 2018 Annual Report
- Presentation on Automated License Plate Reader (ALPR) Technology by Director Mike Sena from Northern California Regional Intelligence Center (NCRIC)

7:15 2. AGENDA OVERVIEW/STAFF BRIEFING

- Calendar of Events - INFORMATION
- Report of Bills and Claims – INFORMATION
- Report out from Closed Sessions on October 23, 2018 and November 13, 2018 - INFORMATION

3. APPROVAL OF MINUTES

- Regular Meeting of July 24, 2018 - ACTION
- Regular Meeting of October 23, 2018 - ACTION

4. ORAL REPORT FROM CITY COMMITTEE/COMMISSION CHAIRS

NONE

7:20 PUBLIC COMMUNICATION

Reserved for persons wishing to comment on any item not appearing on the agenda. Fill out a speaker request slip and turn it into the City Clerk. Public Communication is limited to no more than thirty (30) minutes, with each speaker given no more than three (3) minutes. If more than ten (10) speakers are present, speakers' time shall be reduced so that all speakers have an equal time to speak. Although we welcome and encourage public communication, the views or information presented by the speakers are not necessarily the views of the Council or the members of the public in Millbrae.

7:30 CONSENT CALENDAR

All matters listed under Consent Calendar are considered by the Council to be routine, and all will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion to adopt.

5. Adopt a Resolution Authorizing the City Manager or Designee to Execute an Agreement with Harris & Associates, Inc. for a Comprehensive Development Impact Fees Study and Fiscal Impact Analysis of Community Facilities District(s) in the Amount of \$144,890 with a 25% Project Contingency for a Total Contract Authorization Not-to-Exceed \$181,112 – ACTION
6. Waive Cost for Tree Lighting Event on December 1 and Authorize Street Closure – ACTION

7. Resolution Waiving the Competitive Solicitation Requirements for the 2019 Winter Flow Monitoring Project, Approving a Professional Services Agreement with V&A Consulting Engineers in the amount of \$85,000, Establishing a Project Contingency in the amount of \$12,750 for a Total Project Budget of \$97,750, and Authorizing the City Manager or His Designee to Execute the Professional Services Agreement and any Addendums up to the Amount of the Project Contingency - ACTION
8. Approve Response to San Mateo County Civil Grand Jury Report: Soaring City Pension Costs – Time for Hard Choices – ACTION
9. Approve Response to San Mateo County Civil Grand Jury Report: A Roadmap to More Effective City Procurement – ACTION
10. Approve Response to San Mateo County Civil Grand Jury Report: Smoke-Free Multiunit Housing - No Ifs, Ands, or Butts - ACTION
11. Resolution Awarding a Janitorial Services Contract to Central Maintenance Company in the Amount of \$93,894 for the six month period of January 1, 2019 through June 30, 2019 and Authorizing the City Manager to Execute an Agreement in the Amount of \$93,894 for the Six Month Term and Authorizing the City Manager to Execute Up to Three One-Year Extensions to this at an Annual Cost of \$187,788 Plus an Annual Escalator Based on the San Francisco Bay Area Consumer Price Index – ACTION

7:35 **PUBLIC HEARING**

NOTICE TO THE PUBLIC: Persons who wish to speak on matters set for PUBLIC HEARING will be heard when the presiding officer calls for comments from those persons who are in support of or in opposition thereto. After oral testimony has been given, the hearing is closed unless continued to another time, and brought to Council level for discussion and action. Normally no further oral testimony is permitted unless requested and allowed by the Council.

NONE

EXISTING BUSINESS

NONE

7:35 **NEW BUSINESS**

12. Receive Informational Report on City of Millbrae Post Employment Benefit Costs - INFORMATION

COUNCIL COMMENTS

Committee Reports: Councilmembers serve as representatives to various committees listed below. They will report by exception on matters affecting Millbrae.

- Mayor Papan

C/CAG Board of Directors, C/CAG Legislative Committee, Mayor’s Civic Coordinating Council, Peninsula Congestion Relief Alliance Board of Directors, San Mateo County Council of Cities, San Mateo County Pre-Hospital Emergency Medical Services JPA, Bike Sharing Program Sub-Committee, Budget/Finance Sub-Committee, Cannabis Further Study Sub-Committee, Community Center Sub-Committee, Downtown Enhancement Sub-Committee

- Vice Mayor Lee Association of Bay Area Governments General Assemblies, Association of Bay Area Governments Executive Board, Congestion Management/Environmental Quality Committee, Millbrae Youth Advisory Committee Liaison, Peninsula Clean Energy Joint Powers Authority Board of Directors, San Mateo County Joint Committee on El Camino Real (Grand Boulevard), Adopted Military Unit Sub-Committee, Commission/Committee Interview Sub-Committee, Fire Shared Services Sub-Committee, Sewer Modernization Sub-Committee, Technology/Data Center Sub-Committee
- Councilmember Schneider C/CAG Bicycle/Pedestrian Advisory Committee, Millbrae Community Enhancement Advisory Committee Liaison, Millbrae Cultural Arts Advisory Committee Liaison, San Mateo County Office of Emergency Services Council, SeaChange SMC, Bike Sharing Program Sub-Committee, Budget/Finance Sub-Committee, Fire Shared Services Sub-Committee
- Councilmember Oliva Airport Community Roundtable, Airport Land Use Committee, HEART Board of Directors, HEART Member Agency Committee, Millbrae Chamber of Commerce Liaison, Millbrae Senior Advisory Committee Liaison, Adopted Military Unit Sub-Committee, Commission/Committee Interview Sub-Committee, Downtown Enhancements Sub-Committee, Technology/Data Center Sub-Committee
- Councilmember Holober Caltrain Local Policymakers Group, Millbrae Community Television Liaison, Millbrae Economic Vitality Advisory Committee Liaison, Millbrae Parks and Recreation Commission Liaison, Millbrae Sister Cities Commission Liaison, San Mateo County Library JPA Governing Board, Cannabis Further Study Sub-Committee, Community Center Sub-Committee, Sewer Modernization Sub-Committee

CLOSED SESSION

NONE

ADJOURN CITY COUNCIL MEETING

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CITY CLERK AT (650) 259-2334. NOTIFICATION IN ADVANCE OF THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.

MATERIALS RELATED TO AN AGENDA ITEM THAT ARE SUBMITTED TO THE CITY COUNCIL AFTER DISTRIBUTION OF THE AGENDA PACKET ARE AVAILABLE FOR PUBLIC INSPECTION IN THE CITY CLERK'S OFFICE AT 621 MAGNOLIA AVENUE, MILLBRAE, CA 94030, MONDAY-FRIDAY FROM 8:30 A.M. TO 5:00 P.M.

CITY COUNCIL AGENDAS MAY BE PREVIEWED ON MILLBRAE COMMUNITY TELEVISION CABLE CHANNEL 27 AND THE CITY WEB SITE [www.ci.millbrae.ca.us]