



**MILLBRAE CITY COUNCIL
MINUTES
June 28, 2016**

CALL TO ORDER MILLBRAE CITY COUNCIL

Mayor Oliva called the meeting to order at 7:09 p.m.

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

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

1. CEREMONIAL/PRESENTATION

- Preview of Oral History Documentary by Millbrae Community Television

Dana Sahae, MCTV Station Manager, presented a preview of MCTV's and the Millbrae Historical Society's Oral History Project. John Muniz, Millbrae Historical Society President announced their 40th Annual Fourth of July Picnic, for information go to www.millbraeHS.org.

- Proclamation Proclaiming the Month of July 2016 as National Parks and Recreation Month

Mayor Oliva presented the Proclamation to Parks and Recreation Commission Chair Julie Turner.

2. AGENDA OVERVIEW/STAFF BRIEFING

- Report of Bills and Claims

City Manager Raines reviewed the agenda items. She recommended that Police Chief Roger Copeland address resident concerns regarding recent burglaries.

3. APPROVAL OF MINUTES

- NONE

4. ORAL REPORT FROM CITY COMMITTEE/COMMISSION CHAIRS

- Update Report from the Parks and Recreation Commission

Parks and Recreation Commission Chair Turner updated the Council on the activities of the Commission. The Commission is looking for an additional Commissioner.

PUBLIC COMMUNICATION

Geno Caccia, Millbrae resident, spoke about the recent burglaries and presented a crime chart.

Maureen Costello, Millbrae resident, spoke about the recent burglaries.

Sonya Kramer, Millbrae resident, spoke about the burglaries and neighborhood watch. She would like to see better response and support from the Sheriff to make Millbrae safer.

Brian Dickson, Millbrae resident, spoke about the increase in property crimes. He recommended additional law enforcement resources and technologies for the Sheriffs to better support the community.

Arpinee Bedikian, Millbrae resident, spoke about the burglaries and car theft. Expressed concerned that this issue will affect property values.

Stephen Rainaldy, Millbrae resident, spoke about the burglaries and is concerned about escalated crimes.

Laura and Eva Picchi, Millbrae residents, spoke about crime in Millbrae. They expressed concern that public construction is bringing unfamiliar faces into the neighborhood. The have observed numerous negative changes in the community.

Marge Colapietro, Millbrae resident, spoke about public safety. She shared her experience of an attempted burglary at her property. She suggested using any extra funds to support the Sheriffs.

Council questions and concerns regarding the burglaries:

- Mayor Oliva: Would like to know what the response time is for emergency calls.
- Vice Mayor Holober: Recommended that a community meeting be scheduled within 30 days and that more technologies be implemented to support the Sheriffs.
- Councilmember Papan: Members of the community should report suspicious individuals to authorities right away.
- Councilmember Schneider: Recommended putting locks on gates and to consistently lock doors. Also recommended the installation of motion sensors, alarms, and cameras to heighten security.
- Councilmember Lee: Neighborhood watch programs are proven effective. Would like recommendation and report from the City Manager for any improvements and/or action.

Police Chief Copeland responded to residents and Council concerns regarding the recent burglaries. He stated that the increase in residential burglary rates is not just a local issue by a statewide issue. He acknowledged this as an important issue and emphasized the need to address it by calling for a community meeting within 30 days. He stated that he needs the help of the community to create a solution and that a neighborhood watch program is needed as soon as possible. He mentioned new security technologies such as license plate readers; gang members from other communities use the freeway for quick access to Millbrae and perform burglaries. A safety tip for residents: know the community and alert authorities of any suspicious activities immediately. Criminals are well dressed and drive newer vehicles to minimize suspicion. Active calls are responded within 4 minutes.

John Muniz, Millbrae resident, spoke about the Millbrae recycling station and Operation Clean Sweep. He recommended either relocating the current recycling station or power washing and updating the site.

John Barrelier, Belmont resident, spoke about required permits for red light camera installations. He provided a copy of the traffic engineering survey to the Council.

CONSENT CALENDAR

5. Council Consideration to Recess for the Month of August 2016

Councilmember Papan pulled item 5 for discussion.

Councilmember Papan expressed that addressing the burglary issue is of great urgency and the meeting be scheduled as soon as possible.

Councilmember Schneider stated that she would like to keep at least one regularly scheduled meeting in August.

Vice Mayor Holoher stated that a special meeting could be called if necessary.

Upon a motion/second by Lee/Papan, Council consideration to recess for the Month of August 2016 was approved by a vote of 4:1; Councilmember Schneider dissented.

6. Resolution No. 16-21 Approving and Authorizing the City Manager to Execute a Grant Agreement to Support Millbrae Community Television (MCTV) and Execute an Agreement for the Provision of Cablecasting Services by MCTV for Fiscal Years 2016-2017 and 2017-2018

Councilmember Papan pulled item 6 for discussion.

Council inquired:

- Financial reporting status confirmation.
- Does this 3% increase apply to other cities as well?
- Clarification on Cablecasting Agreement vs. Grant Agreement.
- Clarification needed on 3% vs. 4% increase with different organizations.

Staff responded:

- Financial report remains, but there will be 1 audit every 2 years.
- The 3% increase is justified; Millbrae has a lower rate.
- There are 2 separate agreements a with proposed 3% increase to the Cablecasting Agreement per year.
- The range of a 2%-4% increase was defensible.

Dana Sahae, MCTV, stated that Millbrae will always have the best rate.

Upon a motion/second by Papan/Holoher, Resolution No. 16-21 approving and authorizing the City Manager to execute a grant agreement to support Millbrae Community Television (MCTV) and execute an agreement for the provision of cablecasting services by MCTV for Fiscal Years 2016-2017 and 2017-2018 was unanimously approved.

7. Motion to Approve the 100% Renewable Energy Option for Municipal Facilities for the Peninsula Clean Energy Program.

Mayor Oliva removed item 7 for public comment.

Begin public comment.

Janet Creech, Millbrae resident with San Mateo Community Choice, spoke in support of this item.

End of public comment.

Councilmembers Lee and Schneider further clarified the 100% Renewable Energy Option.

Upon a motion/second by Lee/Holober, the motion to approve the 100% Renewable Energy option for municipal facilities for the Peninsula Clean Energy Program was unanimously approved.

8. Resolution No. 16-22 Authorizing the Second Amendment to the Agreement for Public Safety Communication Services with the County of San Mateo

Upon a motion/second by Lee/Papan, Consent Calendar item 8 was unanimously approved.

PUBLIC HEARING

NONE

EXISTING BUSINESS

9. Update - City Council Sub-Committee Review of Commissions/Committees

Project Manager Nelson presented the report. Two new Committees will be established. They will have broad, variable goals of community enhancement. She also addressed the concern regarding commissions/committee members' residency.

Council commented:

- Concerns raised by committees should be acknowledged by the City Council and feedback needs to be provided.
- Would like an attendance requirement considered for potential committee members.
- Requested clarification on appointment terms.
- Existing members approaching reappointment should continue to serve until Council provides direction on how to proceed with interviews and new appointments.
- Would like to see defined goal and mission for the Cultural Arts Committee; Millbrae needs more art.

Staff commented:

- There is a special meeting on June 29th to solely discuss the restructuring of the commission/committees.
- Eliminating some of the committees is not part of staff recommendation.
- Staff recommends repurposing some of the committees.

Council received the report.

NEW BUSINESS

10. Designation of Voting Delegate and up to Two Alternates for the 2016 League of California Cities Annual Conference.

Upon a motion/second by Papan/Lee, designation of Vice Mayor Holober as the Voting Delegate and Councilmember Lee as the Alternate for the 2016 League of California Cities Annual Conference was unanimously approved.

11. Resolution No. 16-23 Approving the Adoption of the Municipality Multiple Employer Trust Administrative Services Agreement with Keenan Financial Services and Benefit Trust Company.

Finance Director Spray presented the report; he clarified fees and the investment strategy.

Council inquired:

- Millbrae will pay \$50,000 in fees per year until other cities adopt this agreement?
- Clarification needed regarding investment strategy. Concerned with choice of investment industry.
- Was the initial investment of \$2,000,000 set aside by previous budget? Define 'irrevocable' funds.
- Can the City cease payment for the trust fund if there is any financial crisis?
- What are employee vesting requirements and limitations?

Staff commented:

- There are two types of trusts, single trust vs. multi-employer trust. We will be the first participant for a multi-employer trust.
- The investment strategy has not been determined. After the actual engagement, risk and return levels are discussed and determined. Following standard California Code, the City only has relatively low risk, fixed income investments.
- The initial investment of \$2,000,000 was set aside by prior Councils. As per prior Council requests, the funds are being put into trust so that they are irrevocable and protected.
- The annual amount to be invested in the trust is up to the Council. The funds are irrevocable once they are in the trust.
- Only employees hired before 2013 are eligible for certain retirement benefits. However, retirement benefit is not relevant to this item; this is simply a tool to help conduct money usage.

Upon a motion/second by Papan/Holober, Resolution No. 16-23 adoption of the Municipality Multiple Employer Trust administrative services agreement with Keenan Financial Services and Benefit Trust Company was unanimously approved.

COUNCIL COMMENTS

Mayor Oliva:

- Announced Operation Clean Sweep is coming in July.
- Announced the Millbrae Fun Run will be on 10/29.

Vice. Holober:

- Announced that the Sister City Commission is hosting the 2nd Annual Picnic on 8/12 at the Recreation Center.
- Attended the recent Caltrans Local Policy meeting; they discussed structural changes and becoming a more effective advisory board.

Councilmember Papan:

- Announced Operation Clean Sweep 2016 starts this weekend.
- Stated that the homeless issue has increased.
- Requested to have an agenda item regarding access and traffic at an upcoming Council meeting.

Councilmember Schneider:

- Announced the Airport Community Roundtable's special meeting in August.

Councilmember Lee:

- Announced that Peninsula Clean Energy is choosing a bank by August.
- Congratulated the Lions Club Board Members.

- Announced that former Mayor Gottschalk is the new president of the Rotary Club.
- Announced the resignation of long-term Senior Advisory Committee Member Mary Somers.

ADJOURN CITY COUNCIL

There being no further business to discuss, the City Council adjourned at 9:50 p.m. in memory of Jeff Dean

/s/ Angela Louis
City Clerk

/s/ Anne Oliva
Mayor