



**MILLBRAE CITY COUNCIL
MINUTES
November 15, 2016**

CALL TO ORDER MILLBRAE CITY COUNCIL

Mayor Oliva called the meeting to order at 7:00 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

- Presentation of PG&E of Self Report to California Public Utilities Commission (CPUC) on Missed Cathodic Protection Readings

Scott Hart, PG&E Public Affairs Representative, presented the PG&E Cathodic Protection Self-Report Overview. He noted that there is one instance in Millbrae along line 101 near South McDonnell Road. PG&E visually inspected the area and there is no sign of corrosion. They need to investigate and look at the soil and the nearby electric Bart line; they are working with Bart and will keep the City posted.

2. AGENDA OVERVIEW/STAFF BRIEFING

- Report of Bills and Claims

City Manager Raines reviewed the agenda items.

3. APPROVAL OF MINUTES

- Regular Meeting of July 26, 2016

Upon a motion/second by Papan/Lee the minutes were unanimously approved.

4. ORAL REPORT FROM CITY COMMITTEE/COMMISSION CHAIRS

- NONE

PUBLIC COMMUNICATION

Stephanie Corti, Millbrae resident, asked for an update on the license plate readers that were discussed at the Police Bureau community meeting. She also inquired about the number of consultants at the General Plan meetings and how many consultants are needed.

Marilyn Mota, Millbrae resident, spoke on 30 Hermosa. The minutes of July 26th meeting discuss parking and there was not discussion on parking during the October 10th meeting. It is the City Manager's responsibility, as part of evaluation, to review and bring up the parking item to make sure that this is taken care of. This should be taken into consideration at the closed session.

City Attorney Cassman stated that the parking study will take longer and is part of the conditions of approval.

CONSENT CALENDAR

5. Quarterly Investments Schedule for the First Quarter of Fiscal Year 2016-12

Upon a motion/second by Holoher/Lee, Consent Calendar item 5 was unanimously approved.

PUBLIC HEARING

NONE

EXISTING BUSINESS

NONE

NEW BUSINESS

6. Motion to Authorize the City Manager to Execute Amendment No. 1 to the Agreement with CSG Consultants Project Management Services for the Community Center Rebuild Project Increasing the Not-to-Exceed Amount of the Agreement from \$19,000 to \$196,760 and Extending the Duration of the Work from Two Months to 12 Months

City Manager Raines presented the report.

Council inquired:

- Can staff be assigned to this project and not have a consultant;
- What would be the salary if hired an employee to do this;
- How long is this agreement for;
- What other options are there;
- What are the cost breakdowns, not listed;
- Who is on the City Executive Team;
- Request clarification on insurance reimbursement, is this an additional claim.

Staff responded:

- Council can direct existing staff to do the project. This is a capacity issue, staff is working at a high rate and if they take this on, other projects will need to be redirected. Consultant was brought on to start the process and we can have the discussion tonight on to keep consultant or hire staff;
- The salary is about what is in front of Council this evening;
- The agreement is for one year, after a year we will need to have another discussion. The Community Center rebuild will not occur in 12 months; it is a 3-5 year process;
- The other options are:
 - ✓ Use existing staff and reorganize current projects
 - ✓ Add permanent positions
 - ✓ Hire consultants
- Hourly rates are listed in the last attachment of the project management budget details; staff can ask consultant to spell out hourly rates;
- The Executive Team are the department heads;
- We will need to look into this. We have a coverage limit and is included as cost less deductible.

Begin public comment.

Stephanie Corti, Millbrae resident, \$200,000 extra was spent to do this. Hire someone who is answerable to the City Council and City Manager. Public Works should do this or hire someone, spending too much money on consultants.

End of public comment.

Upon a motion/second by Lee/Holober, the motion to authorize the City Manager to execute Amendment No. 1 to the Agreement with CSG Consultants Project Management Services for the Community Center Rebuild Project increasing the not-to-exceed amount of the agreement from \$19,000 to \$196,760 and extending the duration of the work from two Months to 12 months, was approved by a vote of 4:1; Councilmember Schneider dissented.

COUNCIL COMMENTS

Mayor Oliva:

- Checked in on progress of the downtown enhancements project and stopped in a local businesses where she heard positive feedback on the improvements;
- Spent time celebrating local election victories.

Vice Mayor Holober:

- Announced that 400 hundred participants raised over \$40,000 in a successful Fun Run;
- Attending the recent Library JPA meeting where they discussed Library policies. A learning landscapes trailer, designed by the Exploratorium, will be coming to Millbrae;

Councilmember Papan:

- Thanked the Capuchino Interact Group for the help on the Fun Run;
- Announced that the San Mateo County Smart Corridor was completed on November 10th;
- Thanked staff and the Mayor for the San Mateo County Transportation Plan letter;
- Announced that the City should be working with the County on sea level rise.

Councilmember Schneider:

- Received letter from resident on Landing Lane regarding flood zones and applying for grants; the City Clerk has a copy of the letter.

Councilmember Lee:

- Announced that the Joy Life Club is holding their annual lunch on December 10th at noon in the Chetcuti Community Room. The Joy Life Club helps cancer survivors.
- Announced the Mills High School Band Concert in December;
- Announced that the Peninsula Clean Energy opt-out rate is below 1.4%.

CLOSED SESSION

Performance Evaluation and Negotiation with Unrepresented Employee
Closed Session held pursuant to Government Code §54957 and 54957.6
Title: City Manager

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