

TOWN OF HILLSBOROUGH

San Mateo County

Thomas M. Kasten, Mayor
Catherine U. Mullooly, Vice Mayor
D. Paul Regan
John J. Fannon
Christine M. Krolik

1600 Floribunda Avenue
Hillsborough, CA 94010



A G E N D A

MONDAY, May 9, 2005

4:15 p.m. SITE VISIT

5:00 p.m. CITY COUNCIL MEETING

5:05 p.m. CLOSED SESSION

6:00 p.m. RESUME CITY COUNCIL MEETING

Hillsborough Town Hall

SITE VISIT: (4:15 p.m.)
725 Jacaranda Circle

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

CITY COUNCIL MEETING: (5:00 p.m.)

Mayor Kasten will open the City Council Meeting at 5:00 p.m. and announce Closed Session Items A and B. The meeting will be called to order in the Council Chambers, and move to the Town Hall Administration Conference Room, where the doors will be closed for this session.

CLOSED SESSION: (5:05 p.m.)

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9
(one potential case)

B. CONFERENCE WITH LABOR NEGOTIATOR (Section 54957.6)

Closed session for the purpose of reviewing the Town's position and instructing the local agency's designated representatives.

Agency designated representative: Anthony Constantouros, City Manager

Employee organization: Teamsters Local 856

REGULAR CITY COUNCIL MEETING: (6:00 p.m.)

Relocate the regular City Council meeting to the Council Chambers and resume the public part of the meeting.

III. MINUTES: April 11, 2005

IV. PROCLAMATION:

- "Law Enforcement Torch Run Day in Hillsborough Supporting Special Olympics"
Monday, June 6, 2005

V. PRESENTATION:

- Housing Endowment And Regional Trust, the HEART of San Mateo County,
Christopher Mohr, Executive Director

VI. CONSENT CALENDAR:

The Consent Calendar includes routine items, which do not require discussion. A Councilmember may remove an item for discussion, and any member of the audience may request a Councilmember to remove an item for discussion. The items are approved in one motion.

1. MONTHLY CLAIMS: APRIL 1 THROUGH APRIL 30, 2005
2. ORDINANCE AMENDING SECTIONS 13.32.105 AND 13.34.030 OF THE HILLSBOROUGH MUNICIPAL CODE TO MODIFY SEWER CONNECTION FEES AND SERVICE CHARGES EFFECTIVE JULY 1, 2005
3. RESOLUTION SETTING THE AMOUNT OF THE SPECIAL TAX FOR POLICE PROTECTION AND FIRE PROTECTION AND PREVENTION FOR FISCAL YEAR 2005-2006
4. ACCEPTANCE OF FISCAL YEAR 2005 SUPPLEMENTAL LAW ENFORCEMENT SERVICE FUNDING (SLESF)
5. RESOLUTION APPROVING REPLACEMENT OF PUBLIC WORKS DUMP TRUCK
6. APPROVAL OF SERVICE ORDER FOR ENGINEERING DESIGN 2005 SANITARY SEWER MANHOLE REHABILITATION, 2005 STREET MAINTENANCE AND REHABILITATION, AND 2005 INFILTRATION AND INFLOW IMPROVEMENTS PROJECT, AND FOR MANAGEMENT OF THE 2005 SANITARY SEWER CLEANING AND VIDEO INSPECTION PROJECTS
7. RESOLUTION AWARDING A CONTRACT TO J F PACIFIC LINERS, INC. FOR THE SANITARY SEWER MAINS, CLEANING AND VIDEO INSPECTION – PHASE III
8. RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO REIMBURSE THE OWNER OF 893 CRYSTAL SPRINGS ROAD FOR THE EXTENSION OF A NEW WATER MAIN ON CRYSTAL SPRINGS ROAD AND RIDGEWAY ROAD
9. PUBLIC HEARING FOR RESOLUTION OF VACATION OF PUBLIC STREET RIGHT-OF-WAY IN THE CUL-DE-SAC LOCATED NEXT TO 2335 OAKDALE ROAD (Postponed)

VII. PUBLIC HEARING:

10. FUNDRAISER EVENT PERMIT APPLICATION NO. 05-05, PARCA AUXILIARY, 565 REMILLARD DRIVE
11. CONSIDERATION OF THE FINAL ARCHITECTURE AND DESIGN REVIEW OF PLANS FOR A NEW HOUSE OVER 8,000 SQ. FT. IN SIZE AT 725 JACARANDA CIRCLE; Mr. Bo Thorenfeldt, applicant
12. RESOLUTION ADOPTING BUDGET FOR FISCAL YEAR 2005-2006
13. ORDINANCE AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS) AND THE CITY COUNCIL OF THE TOWN OF HILLSBOROUGH

VIII. NEW BUSINESS:

14. RESOLUTION ADOPTING NO RATE INCREASES TO THE WATER CONNECTION AND SERVICE CHARGES IN FISCAL YEAR 2005-2006 AND TO PLACE IN A RATE STABILIZATION RESERVE AN ESTIMATED AMOUNT OF \$330,000 PER YEAR SUBJECT TO THE AVAILABILITY OF REMAINING EXCESS REVENUES IN FISCAL YEAR 05/06 AND FISCAL YEAR 06/07
15. RESOLUTION APPROVING THE 4TH AMENDMENT TO THE UNIFORM FRANCHISE AGREEMENT WITH BROWNING-FERRIS INDUSTRIES FOR SOLID WASTE RECYCLABLE MATERIAL AND PLANT MATERIALS COLLECTION

IX. OLD BUSINESS:

16. REPORT REGARDING DRIVEWAY LOCATION ON 2778 RALSTON AVENUE

X. PUBLIC COMMENT:

Under Government Code 54954.3, members of the public have the right to address the City Council on any matter within the Council's jurisdiction. However, the Council may not take action on any non-agenda item (except in emergency circumstances). Before addressing the Council, speakers are requested to complete a yellow speaker's card and submit it to the City Clerk. Please come to the podium, state your name and address, limit remarks to 3 minutes, and do not repeat comments by other speakers.

XI. CITY COUNCIL ITEMS:

This section of the agenda provides the City Council an opportunity to ask questions on any project of interest. No action can be taken on any item not on the agenda.

XII. ADJOURN

SPECIAL ACCOMMODATIONS:

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the City Council meeting, or if you need an agenda in an alternate form, please contact the City Clerk's Office at 375-7412 at least 24 hours before the scheduled City Council meeting.



AGENDA – REPORTS

HILLSBOROUGH CITY COUNCIL

Monday, May 9, 2005
6:00 p.m.
Hillsborough Town Hall
1600 Floribunda Avenue, Hillsborough

CONSENT CALENDAR:

1. MONTHLY CLAIMS: APRIL 1 THROUGH APRIL 30, 2005 (Finance Director)

Summary: The monthly claims for the month of April 2005 in the amount of \$1,632,024.87 are submitted for approval.

Recommendation: Approve the monthly claims for April 2005 as submitted.

2. INTRODUCE ORDINANCE AMENDING SECTIONS 13.32.105 AND 13.34.030 OF THE HILLSBOROUGH MUNICIPAL CODE TO MODIFY SEWER CONNECTION FEES AND SERVICE CHARGES EFFECTIVE JULY 1, 2005 (Finance Director)

Summary: Changes to the sewer connection fees and service charges require a modification of the Hillsborough Municipal Code. The proposed FY 05-06 budget for the sewer fund included debt service for the August 2003 bond issue that funds the \$8.1M capital improvement program in the sewer operations. The program is part of the comprehensive capital improvement plan approved in concept in the spring of 2001. A 4% rate increase for sewer connection and service charges is recommended to pay for the current and proposed debt service requirements and compliance with the required bond covenant to have \$1.20 of net revenues for every \$1 of debt service.

Recommendation:

1. Introduce and waive first reading of the ordinance; and
2. Set June 13, 2005 as the public hearing date to consider adoption of the ordinance amending Sections 13.32.105 and 13.34.030 of the Hillsborough Municipal Code to modify sewer connection fees and service charges effective July 1, 2005.

3. RESOLUTION SETTING THE AMOUNT OF THE SPECIAL TAX FOR POLICE PROTECTION AND FIRE PROTECTION AND PREVENTION FOR FISCAL YEAR 2005-2006 (Finance Director)

Summary: The Special Tax approved by the citizens of the Town of Hillsborough in 1998, allows for an annual rate adjustment equal to a 2% increase each year to a maximum of an accumulated 15% increase, from the original maximum fees of \$496 for each improved parcel and \$190 for each unimproved parcel. The 15% ceiling will be reached during FY 2005-2006, placing the rates at \$570 and \$218, respectively.

Recommendation: Adopt the resolution setting the amount of the public safety tax for FY 2005-2006.

4. ACCEPTANCE OF FISCAL YEAR 2005 SUPPLEMENTAL LAW ENFORCEMENT SERVICE FUNDING (SLESF) (Police Chief)

Summary: Since the 1996/1997 budget years, the Town has been receiving various annual amounts of COPS Supplemental Law Enforcement Services Fund (SLESF) at the end of the respective calendar years. During the last quarter of these past years, the City Council has passed resolutions to accept these grant funds so the police department can make purchases of equipment to enhance and supplement front line police services.

The police department is eligible once again to receive \$100,000 in SLESF monies for FY 2005-2006. It is the intention of the police department to use this funding to secure equipment, technology, salaries and program supplies. These efforts will enhance front line municipal police services and community crime prevention programs.

The FY 2005-2006 SLESF funding cannot be used to supplant existing budgets or the general fund.

Recommendation: Adopt the resolution accepting the \$100,000 offered through the State SLESF grant and approve the use of these monies to fund the purchases of equipment, technology, salaries and program supplies, which in turn will enhance front line municipal police services and community crime prevention programs.

5. RESOLUTION APPROVING REPLACEMENT OF PUBLIC WORKS DUMP TRUCK (Public Works Director)

Summary: On March 3, 2004, a Street crew was excavating a storm drain pipe on Fern Court at Forestview Drive. As materials were loaded on Truck 226 (a Ford 650 dump truck) the vehicle began to move downhill without a driver. The truck crashed into several trees before tumbling onto its side, and was damaged beyond repair. A staff report evaluating the accident, Public Works procedures and the vehicle specification is included in the City Council's agenda packet.

ABAG Plan, the Town's property insurance provider, proposed a settlement of approximately \$48,000 to replace the vehicle. The original price of the vehicle was \$35,477 for the chassis and \$12,744 for the body.

Staff closely evaluated the use of the vehicle and determined that the new replacement vehicle should be purchased through the water fund, as the vehicle is more frequently used by the Water Crew, and that a smaller vehicle would meet the Town's needs. A smaller dump vehicle is generally quieter when driven uphill from the Corporation Yard, and can be loaded by hand. Truck 226 was the second largest vehicle at the yard, its engine was loud when accelerating, and the truck bed was above shoulder height for most workers.

Staff is recommending a Ford 550 truck with a dump bed. The Ford 550 stands at the same height as other conventional pick-ups that are currently in use, and has a more powerful engine for hauling trailer-mounted equipment such as the compressor and Ditchwitch.

The following bids were received for the vehicle chassis:

Vendor	Quote
Serramonte Ford	\$30,937
S&C Ford	\$31,043
Hayward Ford Truck Center	\$32,071

Staff is recommending the low bidder Serramonte Ford, which currently has the chassis in stock.

The body of the dump truck will be supplied by a separate vendor. Bids were solicited with the following results:

Vendor	Quote
Scelzi Enterprises	\$13,220
WTF	\$13,506
Superior Bodies	\$18,391

Staff is recommending Scelzi Enterprises bid for the dump body.

Recommendation: Adopt the resolution approving the replacement for Truck 226 in an amount not to exceed \$44,157, and allocate the funds from the Water Fund.

6. APPROVAL OF SERVICE ORDER FOR ENGINEERING DESIGN 2005 SANITARY SEWER MANHOLE REHABILITATION, 2005 STREET MAINTENANCE AND REHABILITATION, AND 2005 INFILTRATION AND INFLOW IMPROVEMENTS PROJECT, AND FOR MANAGEMENT OF THE 2005 SANITARY SEWER CLEANING AND VIDEO INSPECTION PROJECTS
(Public Works Director)
-

Summary: CSG has submitted proposals for the design of the 2005 Sanitary Sewer Manhole Rehabilitation, 2005 Street Maintenance and Rehabilitation and 2005 Infiltration and Inflow Study, and for project management of the 2005 Sanitary Sewer Cleaning and Video Inspection.

Manhole Rehabilitation – Manholes, which are below ground structures typically constructed with brick and concrete, must be rehabilitated roughly every 25 years. Over time the mortar between bricks weakens, and concrete breaks down due to constant exposure to warm moisture. Rehabilitation replaces bricks and mortar, repairs the concrete, restores the shelf and channel on the bottom of the structure, raises the lip of the manhole to street level and installs a protective layer over the interior. Manholes are located approximately every 300-400 feet on the Town's 93 miles of sanitary sewer mains. This project will rehabilitate 133 manholes. Total cost for rehabilitation is estimated at \$450,000 which will be funded with 2003 Bond Proceeds, and engineering costs are estimated at \$29,250.

Street Maintenance and Rehabilitation – The work order reflects an expanded scope for the project. The scope was greatly increased this year from 33 streets to 52 streets. CSG is not recommending overlays in favor of alternative lower-cost treatment methods. The project will use treatments such as cape sealing, fog sealing, and microsealing. Total cost for rehabilitation is estimated at \$450,000 which will be funded with Measure A and gas taxes, and the additional engineering costs are estimated at \$19,975.

Infiltration and Inflow Improvements Project – Infiltration and inflow are two processes by which storm, drainage and spring waters enter sewer mains. Infiltration is caused by water leaking into the pipe as a result of root intrusion. Inflow is caused by water that enters through breaks or other defects in the pipe. The Town will soon begin smoke testing to identify potential breaks and leaks in sewer lines. Smoke testing is an effective tool in areas that are not easily accessible to video cameras. Smoke is injected into the main, and field crews will locate the places where smoke is visible. This work order funds the design of the repairs identified by the smoke testing. The project will encompass almost half of the Town, including the area served by the Crystal Springs Sewer Trunk, and most of the area near Easton Creek. Total cost for rehabilitation is estimated at \$560,000 which will be funded with 2003 Bond Proceeds, and this preliminary work order is for \$10,800 in preparation of plans for public bid.

Sanitary Sewer Cleaning and Video – Project management will require CSG to monitor the progress of the contractor who will be cleaning and then video recording the interior of the sewer mains. This will include field inspection of point repairs and review of the videos. CSG will assist with construction inspection on this project. Total cost for the cleaning project is estimated at \$416,278, which will be funded with 2003 Bond Proceeds, and project management costs are estimated at \$26,830.

Recommendation: Adopt the resolution approving the CSG service orders in the total amount of \$86,855.

7. RESOLUTION AWARDING A CONTRACT TO J F PACIFIC LINERS, INC., FOR THE
SANITARY SEWER MAINS CLEANING AND VIDEO INSPECTION – PHASE III

(City Engineer)

Summary: This project will clean, repair, remove roots, and videotape (for inspection) approximately 21,000 feet of sanitary sewer mains identified as top priorities for rehabilitation by the Town's maintenance staff. Sewer mains included in this project are located at:

- Seabury Road Easement from Seabury Road to Hillsborough Blvd
- 1440 San Raymundo Road Easement to Sandra Road
- Fire Station #33 Easement
- La Salle Road Easement
- Bayberry Place to Ralston Avenue Easement
- Parkside Avenue I, Parkside Avenue to Ralston Avenue
- Parkside Avenue II, Parkside to Hillsborough Blvd.
- Armsby Drive to Oaks Drive Easements
- Bridge Road from Stonehedge Road to Baywood Avenue
- Plaid Place Easement to Tartan Trail Road
- Bairn Drive Easement I to 1450 Tartan Trail Road

- Bairn Drive Easement II to 1380 Tartan Trail Road
- Bairn Drive Easement III to 1320 Tartan Trail Road
- Bairn Drive Easement IV to Tartan Trail Road
- Pullman Road to 505 Laurent Road Easement
- Rowan Tree Lane Easement

The Town held a mandatory pre-bid meeting on April 19, 2005 to familiarize all potential contractors with the difficult nature of this work. Five contractors and one subcontractor attended this pre-bid meeting. The project bid opening was held on April 26, 2005 and the following bids were received:

	Contractor	Bid Price
1	J F PACIFIC LINERS, INC.	\$ 416,278
EE	ENGINEER'S ESTIMATE	\$ 483,430
2	NATIONAL PLANT SERVICES, INC.	\$1,145,907

The low bidder for this project is J F Pacific Liners, Inc. Staff conducted an analysis of the proposals and verified that contractor's qualifications and experience levels are satisfactory. While it is difficult to assess why the bid of the second place contractor appears high, the company has recently completed a similar project for the Town and complained that project conditions were worse than expected even though they were afforded the opportunity to visit the site prior to bidding.

Cleaning, repairs, root removal, and inspection of the sanitary sewer mains are necessary initial steps in the rehabilitation and/or replacement of the mains.

A contingency of 25% is recommended for this project based on recent previous experience for similar work due to nature of the numerous unforeseen problems that may be encountered. Staff will request additional authorization from the City Council if the approved contingency fund has been utilized. This project is budgeted, and funding will be appropriated from the 2003 Bond Issue. This project is exempt from the California Environmental Quality Act (CEQA) per section 15301 (d), of the State Public Resources Code.

Recommendation: Adopt the resolution awarding the contract for the Sanitary Sewer Mains Cleaning and Inspection - Phase III, to J F Pacific Liners, Inc. in the amount of \$ 416,278, with a contingency in the amount of \$104,070, for a total construction budget of \$520,348.

8. RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO REIMBURSE THE OWNER OF 893 CRYSTAL SPRINGS ROAD FOR THE EXTENSION OF A NEW WATER MAIN ON CRYSTAL SPRINGS ROAD AND RIDGEWAY ROAD (Public Works Director)

Summary: The owner of 893 Crystal Springs Road currently has water service directly from the San Francisco Water Department main on Crystal Springs Road. In order for the owner to sell the property they must remove their connection from SF Water's main and obtain water service from Hillsborough.

The Town does not have an existing water main on Crystal Springs Road and is requiring the owner to extend the water main at the corner of El Cerrito Ave and Crystal Springs Road to the end of their property, a distance of approximately 750 feet.

Staff researched the project and has determined that it would be beneficial to the Town to connect the main on Ridgeway Road instead of continuing along Crystal Springs Road. This change will extend the new water main approximately 132 linear feet further than the owner's property. Two new fire hydrants are included in the design.

There are also 4 water services that must be reconnected along the project. The total cost of the additional work requested of the owner is \$20,136.

Recommendation: Adopt the resolution authorizing the Director of Public Works to reimburse the owner of 893 Crystal Springs Road for the extension of a new water main on Crystal Springs Road and Ridgeway Road in an amount not to exceed \$20,136.

9. PUBLIC HEARING FOR RESOLUTION OF VACATION OF PUBLIC STREET RIGHT-OF-WAY IN THE CUL-DE-SAC LOCATED NEXT TO 2335 OAKDALE ROAD (Postponed) (Public Works Director)

Summary: The adoption of the resolution has been postponed until June 13, 2005. Notice for a public hearing regarding a resolution of vacation must be published 15 calendar days prior to the hearing. Such a notice was not published in time for the May 9, 2005 meeting.

Recommendation: Continue this item to the June 13, 2005 City Council meeting.

PUBLIC HEARINGS:

10. FUNDRAISER EVENT PERMIT APPLICATION NO. 05-05, PARCA AUXILIARY, 565 REMILLARD DRIVE (Deputy City Clerk)

Summary: The Parca Auxiliary of Burlingame submitted an application to conduct its Annual Spring Fashion Show and Luncheon with a Live and Silent Auction at 565 Remillard Drive in Hillsborough. This event is proposed to take place Wednesday, May 25, 2005 from 11:00 a.m. to 2:30 p.m.

Hillsborough Municipal Code Section 5.16.080 requires a public hearing for a fundraising event permit where more than 200 people will be in attendance during any one day at any one property. Public Notices have been sent to owners of the properties located within a 500-foot radius of the property listed above.

The Police, Fire and Building Departments have reviewed the application and submitted recommended conditions, which are included in the City Council's packet.

Recommendation:

1. Open the public hearing and receive comments;
2. Close the public hearing; and
3. Approve the Fundraising Event Permit Application 05-05 of the Parca Auxiliary, May 25, 2005, subject to the conditions recommended by staff.

11. CONSIDERATION OF THE FINAL ARCHITECTURE AND DESIGN REVIEW OF PLANS FOR A NEW HOUSE OVER 8,000 SQ. FT IN SIZE AT 725 JACARANDA CIRCLE;
Mr. Bo Thorenfeldt, applicant (Assistant City Planner)

Summary: This application, which includes a teardown, second unit, and landscaping including tree removals, fencing and a new driveway gate, requires final design approval by the City Council because the total square footage of the proposed new house exceeds 8,000 sq. ft. (HMC Section 17.34.010). The application conforms to all Town requirements and standards. The ADRB considered the project on March 21, 2005, and voted 4-0 to recommend approval (one member was absent), subject to review and approval of a revised color board at the April 18, 2005 ADRB meeting and in compliance with the Standard Conditions and comments of the Town's Consulting Landscape Architect. Several neighbors expressed concerns at the meeting regarding the size of the new house in context with the neighborhood and the adequacy of the landscape screening proposed. The landscape plan has been revised to address the comments of the Town's Consulting Landscape Architect including upgrading plant sizes. The revised color board was approved (4-1) by the ADRB on April 18, 2005, with Boardmember Jewett dissenting because he believed the window trim color was too bright. No appeal has been filed.

The proposal is to tear down the approximately 2,880 sq. ft. house and build a two-story (plus basement) 8,755 sq. ft. house on the 1.01-acre lot; the resulting FAR (Floor Area Ratio) is 19.9%. There are six bedrooms and four garage spaces, plus the one-bedroom second unit.

The project complies with height, setback and FAR requirements as summarized below:

	<u>Proposed Project</u>	<u>Code Standard</u>
Front setback:	71 ft.	25 ft., minimum
Right side setback:	22 ft.	20 ft., minimum
Left side setback:	23 ft.	20 ft., minimum
Rear setback:	160+ ft.	20 ft., minimum
FAR square footage:	8,755 sq. ft.	11,023 sq. ft., maximum
Height:	30 ft.	32 ft., maximum

The architectural style of the house is Spanish Colonial Revival with cement plaster walls, a clay tile roof, and a detailed façade including deeply-inset arched windows, wood window frames, and ornamental ironwork. The project was sited on the lot to improve the driveway grade and access and designed to address landscape screening with healthy replacement trees.

Recommendation:

1. Open the public hearing and receive comments;
2. Close the public hearing; and
3. Accept the ADRB's recommendation and approve the project as submitted, subject to compliance with the Standard Conditions and Town Consulting Landscape Architect's comments.

12. RESOLUTION ADOPTING BUDGET FOR FISCAL YEAR 2005 -2006 (Finance Director)

Summary: The Town of Hillsborough's Proposed Budget for FY 2005-2006 with preliminary budgets for FY 2006-2007 and 2007-2008, was presented to the City Council at the April 11, 2005 City Council meeting for preliminary discussion. The proposed budget reflects a General Fund balanced budget, adequate reserve levels and compliance to the Town's budget and fiscal policies in all funds.

The budget was reviewed and discussed by the Financial Advisory Committee on April 5, 2005 and voted on for recommendation to the City Council at its May 5, 2005 regular meeting.

The budget includes the FY 2005-2006 Capital Improvement Budget that is consistent with the Town's General Plan. The 2005-2006 budget recommends no water rate increase and a 4% increase in sewer rates presented to the City Council in separate actions.

Recommendation:

1. Open the public hearing and take comments;
2. Close the public hearing; and,
3. Adopt the resolution adopting the 2005-2006 Operating and Capital Budget.

13. ORDINANCE AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS) AND THE CITY COUNCIL OF THE TOWN OF HILLSBOROUGH
(Assistant to the City Manager)

Summary: This item was introduced at the April 11, 2005 City Council meeting. In order to implement a 3% @ 60 retirement plan for miscellaneous employees, PERS requires that the Town adopt an ordinance authorizing the Mayor to execute the contract amendment.

Recommendation:

1. Open public hearing and receive comments;
2. Close public hearing; and,
3. Adopt the ordinance amending a contract between the Board of Administration of the California Public Employees' Retirement System and the City Council of the Town of Hillsborough.

NEW BUSINESS:

14. RESOLUTION ADOPTING NO RATE INCREASES TO THE WATER CONNECTION AND SERVICE CHARGES IN FISCAL YEAR 2005-2006 AND TO PLACE IN A RATE STABILIZATION RESERVE AN ESTIMATED AMOUNT OF \$330,000 PER YEAR SUBJECT TO THE AVAILABILITY OF REMAINING EXCESS REVENUES IN FISCAL YEAR 05/06 AND FISCAL YEAR 06/07 (Finance Director)
-

Summary: A special audit of the San Francisco Public Utilities Commission concluded that the Commission has been overcharging the Peninsula wholesale users. A wholesale rate reduction of 9.7% for the overcharge is expected to be extended to the users effective April 2005 and that the new rate of \$1.02 per unit should remain in effect extending through FY 06/07. Staff initially requested a 5% increase in water rates despite the decrease in water wholesale costs and planned to place these funds and the rate savings in reserve. This approach was a long-term view mitigating potential drastic rate increases when the Commission passes along improvement costs of the Hetch Hetchy water system.

The Town has now received more current information on the Commission's future rate increases. The Financial Advisory Committee has approved the Water Budget for recommendation to the City Council, including staff's revised recommendation is to not increase the water rates for FY 2005-2006. The committee also approved the recommendation that any cost savings from the rate reduction be placed in a Rate Stabilization Reserve for an estimated amount of \$330,000 per year subject to the availability of remaining excess revenues in FY 05/06 and FY 06/07, to be used to mitigate potential double digit rate increases in future years.

However, in line with the Town's long-term view of managing rate increases, the Committee conceptually approved the 5% water rate increase each year, for the FY's 2006-2007 and 2007-2008 for the purpose of mitigating potential double-digit rate increases in the future.

Included in the agenda packet is the revised Water Fund budget worksheet showing both scenarios – with and without the 5% rate increase provided as additional information.

Recommendation: Adopt the resolution approving no rate increases to the water connection and services charges for FY 05/06 and to place in a Rate Stabilization Reserve an estimated amount of \$330,000 per year subject to the availability of remaining excess revenues in FY 05/06 and FY 06/07.

15. RESOLUTION APPROVING THE 4TH AMENDMENT TO THE UNIFORM FRANCHISE AGREEMENT WITH BROWNING-FERRIS INDUSTRIES FOR SOLID WASTE RECYCLABLE MATERIAL AND PLANT MATERIALS COLLECTION (Public Works Director)

Summary: The Town of Hillsborough is a member of the South Bayside Waste Management Authority (SBWMA) which is a joint power authority consisting of 12 members. The SBWMA owns the San Carlos Transfer Station and Recylery and administers a uniform franchise agreement.

The SBWMA has recently negotiated 2 agreements with Browning Ferris Industries of San Mateo County (BFI):

- Uniform Franchise Agreement – 4th Amendment (4 year)
- Disposal Agreement at Ox Mountain (15 year)

The SBWMA is recommending that member agencies adopt an amendment to the Uniform Franchise Agreement that extends the term of the agreement by one year until December 31, 2010. The Town's current franchise with BFI is set to expire on December 31, 2009. If adopted, this amendment has no direct impact on refuse rates or services. BFI will continue to offer the same services that are offered today. The 4th year was negotiated as an incentive to BFI to offer the Disposal Agreement.

The SBWMA approved the 15-year Ox Mountain Disposal in order to obtain the lowest possible per ton tipping fees that are charged at the landfill. The reduced tipping fees indirectly reduce the cost of refuse collection for all member agencies. As a result of this agreement, it is likely that staff will be recommending a refuse rate decrease that should last for several years. The Disposal agreement will become effective when all of the SBWMA members have adopted the Franchise Agreement.

Recommendation: Adopt the resolution approving the amendment to the franchise agreement with Browning-Ferris Industries for Solid Waste, Recyclable Material and Plant Materials Collection.

OLD BUSINESS:

16. REPORT REGARDING DRIVEWAY LOCATION ON 2778 RALSTON AVENUE
(Police Chief / City Engineer)

Summary: Staff presented options for driveway locations for 2768 and 2778 Ralston Avenue at the April 11, 2005 City Council meeting. Four alternatives (two possible alternatives indicated shared entry on Ralston) were presented for review and discussion. At the meeting, most residents who offered comments did not support a shared entry on Ralston. City Council directed the City Engineer and Police Chief to explore the possibility of a driveway on Chateau Drive and report back on their findings and analysis. The City Council requested the Police Chief and City Engineer evaluate driveway locations on both Chateau and Ralston to determine which is more appropriate and safe for 2778 Ralston.

The Police and Engineering Departments have worked closely to evaluate this request and have completed an extensive review of California Highway Patrol standards relating to perception and reaction time as well as coefficient of friction relating to stopping distance. The Police Department conducted several skid tests in the area to establish the coefficient of friction for the pavement along Ralston and Chateau. The Police Department has also completed a speed survey using radar to establish the speed of motorists immediately adjacent to the site on Chateau and Ralston in each direction. Because staff is continuing to collect and analyze additional data, including speed analysis, and stopping and braking distance, the report will be presented verbally at the May 9, 2005 City Council meeting.

Mitigation Measure #12 of the Mitigated Negative Declaration prepared for this project requires that the City Engineer approve the design and location of the driveways for this subdivision on Ralston Avenue. If the driveway for the subject site is relocated to Chateau, preparation of a subsequent Negative Declaration will be necessary to assess the potential impacts of the revised driveway location and design and to develop possible mitigation measures.

Recommendation: It is recommended that the City Council hear and consider the report prepared by the Police Chief and the City Engineer and either: (a) by adopting the resolution, accept the report and its recommendations; (b) by motion, reject the report; or, (3) by motion, direct staff as the City Council deems appropriate.