

TOWN OF HILLSBOROUGH

San Mateo County

Thomas M. Kasten, Mayor
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1600 Floribunda Avenue
Hillsborough, CA 94010



A G E N D A

MONDAY, MAY 8, 2006

6:00 p.m. CITY COUNCIL MEETING
Hillsborough Town Hall

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. MINUTES: April 10, 2006

IV. PROCLAMATION:

- The Mayor recognized Sunday, May 7, 2006 as the 50th Anniversary of the Hillsborough Concours d'Elegance.

V. 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, 2006
2. RESOLUTION AMENDING THE AGREEMENT WITH ICMA RETIREMENT CORPORATION GOVERNMENTAL MONEY PURCHASE PLAN & TRUST
3. ORDINANCE ADDING SECTION 15.10 TO THE HILLSBOROUGH MUNICIPAL CODE ADOPTING THE 2005 CALIFORNIA ENERGY CODE AS AMENDED
4. RESOLUTION APPROVING THE STANDARD CONDITIONS OF APPROVAL DATED MAY 8, 2006
5. RESOLUTION APPROVING THE CSG CONSULTANTS, INC. WORK ORDER FOR CONSTRUCTION MANAGEMENT OF THE EL ARROYO WATER TANK REPLACEMENT PROJECT

6. RESOLUTION AWARDDING A CONTRACT TO BOND BLACKTOP, INC. FOR THE 2006 PAVEMENT MAINTENANCE AND REHABILITATION PROJECT

VI. NEW BUSINESS:

7. RESOLUTIONS ANNEXING PORTIONS OF SKYLINE BOULEVARD TO THE TOWN OF HILLSBOROUGH AND ACCEPTING A ZERO TAX EXCHANGE
8. RESOLUTION AWARDDING A CONTRACT TO INSITUFORM TECHNOLOGIES, INC. FOR THE 2006 SANITARY SEWER MAINS LINING PROJECT PHASE III
9. RESOLUTION APPROPRIATING FUNDS FOR MODULAR OFFICE SPACE FOR CENTRAL COUNTY FIRE DEPARTMENT OFFICE CONSOLIDATION

VII. PUBLIC HEARING:

10. RESOLUTION SETTING THE FEE FOR THE CONSTRUCTION VEHICLE IMPACT FEE

VIII. DISCUSSION:

11. ORDINANCE AMENDING CHAPTER 15.08 ELECTRICAL CODE OF THE HILLSBOROUGH MUNICIPAL CODE
12. ORDINANCE AMENDING CHAPTER 15.16 UNIFORM PLUMBING CODE OF THE HILLSBOROUGH MUNICIPAL CODE
13. ORDINANCE AMENDING CHAPTER 2.12 AND RELATED DESIGN GUIDELINE AMENDMENT REGARDING SOLAR ENERGY SYSTEMS
14. TOWN OF HILLSBOROUGH VEGETATION MANAGEMENT PLAN

IX. 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.

X. 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.

XI. 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.

MINUTES:

A copy of the unapproved minutes will be made available the Friday before the next regularly scheduled City Council meeting. Once minutes are approved by the City Council they will be made available the following day. City Council Agendas and approved minutes are available at the Town's website, www.hillsborough.net.



AGENDA – REPORTS

HILLSBOROUGH CITY COUNCIL

Monday, May 8, 2006
6:00 p.m.
Hillsborough Town Hall
1600 Floribunda Avenue, Hillsborough

CONSENT CALENDAR:

1. MONTHLY CLAIMS: APRIL 1 THROUGH APRIL 30, 2006 (Finance Director)

Summary: The monthly claims for the month of April 2006 in the amount of \$2,433,967.41 are submitted for approval.

Recommendation: Approve the monthly claims for April 2006 as submitted.

2. RESOLUTION AMENDING THE AGREEMENT WITH ICMA RETIREMENT CORPORATION GOVERNMENTAL MONEY PURCHASE PLAN & TRUST (Assistant City Manager)

Summary: The Town of Hillsborough established a Money Purchase Plan and Trust, specifically a 401(a) plan, whereby the Town contributes to it on behalf of certain management employees. The plan as it was originally set up does not allow the employee to contribute into the plan. This amendment to the agreement would allow the employees, should they desire, to also contribute pre-tax dollars to the plan. The voluntary election of an employee to contribute to the 401(a) plan is irrevocable by law. According to ICMA it is a common practice by many cities to offer employee contributions to the 401(a) plan. There is no cost to the Town for this proposed amendment.

Recommendation: Adopt the resolution amending the agreement with ICMA Retirement Corporation Governmental Money Purchase Plan & Trust and authorize the City Manager to execute such agreement.

3. ORDINANCE ADDING SECTION 15.10 TO THE HILLSBOROUGH MUNICIPAL CODE ADOPTING THE 2005 CALIFORNIA ENERGY CODE AS AMENDED (Chief Building Official)

Summary: The Town of Hillsborough is committed to implementing green building practices and methods as outlined in the General Plan. In November 2005, a discussion item was brought before the City Council to explore increasing the energy efficiency of new construction in the Town by increasing the insulation values in walls and windows.

A home that is insulated to a higher standard than the minimum code will be effective in reducing energy costs for many years.

The 2005 edition of the California Energy Code has been in effect and enforced since November 2005. Although the Town has not officially adopted the Energy Code in the past, we are proposing the Town of Hillsborough formally adopt the 2005 California Energy Code as amended.

Proposed changes are as follows:

- R-21 in walls with no reductions allowed. Amended from R-13.
- R-30 in ceilings with no reductions allowed. Amended from R-19.
- U-0.50 windows. Amended from U-0.67.

These changes will be effective for all new construction including additions.

This item is consistent with past practices and is categorically exempt as per CEQA requirements. A categorical exemption is being prepared by the City Planner.

Recommendation: Introduce and waive the reading of the ordinance. Set June 12, 2006 as the public hearing date.

4. RESOLUTION APPROVING THE STANDARD CONDITIONS OF APPROVAL DATED MAY 8, 2006 (Associate Planner)

Summary: Staff has prepared an annual review and proposes revisions to the Standard Conditions of Approval currently imposed on all major projects approved by the City Council, the Architecture and Design Review Board (ADRB), and by the Planning Department staff. Major projects are defined in the Municipal Code as additions or new construction of 500 square feet or larger (including new dwellings and second story additions to existing dwellings). The Standard Conditions were first approved by the City Council on July 8, 2002 and last received annual revisions on March 14, 2005.

The Standard Conditions are intended to alert applicants to major code requirements and administrative procedures that will likely be encountered during the construction process. During the process of updating and revising the Standard Conditions, a draft document was distributed to the Recycling Coordinator and Building, Public Works, Engineering, Police and Fire Department staff for review and comment. The draft was revised to incorporate comments, and was then presented to the ADRB, which unanimously supported the revisions at its meeting on March 6, 2006. The revisions are intended to clarify and be more consistent with the Municipal Code and Town policies. No substantive changes to the policy would occur as a result of this update.

Recommendation: Adopt the resolution approving the revised Standard Conditions of Approval.

5. RESOLUTION APPROVING THE CSG CONSULTANTS, INC. WORK ORDER FOR CONSTRUCTION MANAGEMENT OF THE EL ARROYO WATER TANK REPLACEMENT PROJECT (Public Works Director)

Summary: CSG has submitted a proposal to provide on-site construction management for the El Arroyo Water Tank Replacement project in the amount of \$137,255, which is roughly 6% of the project cost. CSG's scope of work includes resident engineer oversight, construction inspection, review of submittals and schedules, review and evaluation of progress payments, change orders and additional work, and review of as-built drawings.

Approximately \$70,200 of the costs will be paid to subcontractors who will provide specialized services such as geotechnical testing, structural engineering inspection and landscape architect inspection. The amount also includes expenses for monitoring and testing of soils for lead contamination from lead-based paints used on tanks, and air monitoring for airborne lead migrating off-site during tank demolition operations.

Recommendation: Adopt the resolution approving the CSG work order in the total amount of \$137,255 and authorize funds from the 2003 and 2006 Water and Sewer Bond for the same.

6. RESOLUTION AWARDDING A CONTRACT TO BOND BLACKTOP, INC. FOR THE 2006 PAVEMENT MAINTENANCE AND REHABILITATION PROJECT (City Engineer)

Summary: The work to be performed under this contract consists of street rehabilitation in the form of dig out repairs, scrub seal and microsurfacing on various street within the Town. The project will also restore existing traffic striping following the rehabilitation.

Street segments considered for this year's project were divided into a base bid and an alternate bid. (See Attachment 1 included in the City Council agenda packet.) Because of the volatility of oil prices, which is a major component of asphalt, the project was bid so that street segments identified in the bid alternate summary could be added to the project providing there is available funding.

The street segments selected for rehabilitation were chosen and prioritized based upon a number of factors including maintenance staff recommendations, completion of street segments removed from last year's project, coordination with recently completed water main installations (to cover utility trenches), proximity to other streets in the project area, and the street's Pavement Condition Index (PCI). The PCI is a measure of a street's condition, derived through field inspections that utilize scoring criteria developed as part of the Metropolitan Transportation Commission (MTC) pavement management program.

The project utilizes several different treatment measures including digouts, a scrub sealer and microsurfacing. These treatments were utilized in last year's resurfacing project to penetrate cracks and strengthen the existing asphalt pavement. The use of sealants will minimize traffic disruptions by limiting the amount of time a road remains closed while performing the work. Based on last year's experience the specification requires more street sweeping to collect loose rocks, better traffic control and more defined closure of streets when microsurfacing.

The sealing methods being implemented in this project should preserve the streets over a 10-15 year lifespan. Because the cost per square yard is significantly less expensive than traditional asphalt overlays (which last 15-20 years), a larger number of street segments can be resurfaced with the available budget.

The project is being targeted for completion in August 2006. This is the best time of year for the application of the seal-treatment due to the higher ambient temperatures that allow for a quicker curing time.

The Town received two bids and Bond Blacktop, Incorporated was the low bidder with a grand total bid proposal in the amount of \$605,380; consisting of a base bid in the amount of \$396,563 and an alternate bid in the amount of \$205,883. The results are presented below.

#	CONTRACTOR	BASE BID	ALTERNATE BID	GRAND TOTAL
1	Bond Blacktop, Inc.	\$396,563	\$205,883	\$605,380 *
EE	Engineer's Estimate	\$471,915	\$235,895	\$707,810
2	Graham Contractors	\$553,111	\$277,715	\$830,826

*This amount represents the low bidder's grand total amount, as stated on his bid proposal; however, it is in error due to a mistake in adding the base bid and alternative bid together, and should be in fact, \$602,446. This minor irregularity, however, had no bearing on establishing the low bidder for the basis of award.

Staff conducted an analysis of the proposals and verified that the low bidder's qualifications and experience levels are satisfactory.

The lowest bid for this project is within 85% of the Engineer's Estimate. The engineer's estimate was established utilizing bid unit prices from last year's construction project along with an adjustment for the anticipated cost of materials. Due to recent oil price increases, the unit prices for roadway resurfacing work continues to be at a premium over what this work has cost in the past.

The City's Gas Tax and Measure A are the main sources of funds for this work at \$400,000. Because many of the streets to be rehabilitated were negatively affected by trenching for recent water main improvements, staff is recommending that the water fund also contribute \$90,000 towards the cost of the project.

The grand total of the base bid plus alternate bid was used as the basis for selecting the low bidder; however, the contract need only be awarded in the base bid amount. It is therefore recommended that the project budget of \$490,000 be split between the base bid and the project's contingency, and that the project contingency be used to fund the completion of as many streets within the Alternate Bid Summary as funding will allow.

The difference in cost between the black and the lower-priced grey aggregates in the Bond Blacktop base bid was \$7,664. Grey aggregates were selected for this project.

This project is exempt from the California Environmental Quality Act (CEQA) per section 15301(c) of the State Public Resources Code.

Work will commence in June 2006. Staff has been communicating with the Hillsborough City School District to coordinate with the School District's schedules when work is to be performed on Stonehedge and El Cerrito.

Recommendation: Adopt the resolution awarding Bond Blacktop, Inc. the contract for the 2006 Pavement Maintenance and Rehabilitation Project in the amount of \$445,000, with a 10% contingency in the amount of \$45,000 for a total construction budget of \$490,000, and allocating Measure A, Gas Tax, and Water Funds for the same.

NEW BUSINESS:

7. RESOLUTIONS ANNEXING PORTIONS OF SKYLINE BOULEVARD TO THE TOWN OF HILLSBOROUGH AND ACCEPTING A ZERO TAX EXCHANGE (Public Works Director)

Summary: Earlier this year the Public Works Department requested that the County of San Mateo Public Works Department provide the Town an easement that would allow the Town to landscape the small pieces of vacant property at Summit Road and Skyline Boulevard. The County's response was to request that the Town annex the entire intersection and the remainder pieces, together with the intersection at Chateau Drive and Skyline Boulevard. Public Works staff consulted with the Police Department which supported the annexation because it would provide the Town with the authority to determine the appropriate traffic controls and write police reports for accidents at those locations (currently within the California Highway Patrol's jurisdiction). Both intersections were improved when Skyline Boulevard was rehabilitated in 2004. Long-term the Town will incur some expense for the maintenance of the intersections, as it would with any other area of the Town.

In terms of liability, the Town has shared liability with the County for these intersections in the past. One case in the early 1990's resulted in a large settlement paid by both the Town and County. Because the County's portions of Skyline are still adjacent to the Town's intersections, the County will continue to share a portion of the liability.

The County Board of Supervisors took action to make an application for a minor change in the Town's Sphere of Influence as determined by the Local Agency Formation Commission (LAFCO). Additionally, because no taxes are paid by the County a zero tax transfer resolution was also adopted by the County, as is required by the California Constitution. Staff is presenting for the City Council's consideration two similar resolutions supporting the County's application to LAFCO and accepting the zero tax exchange.

The County has prepared all the documents and paid all of the fees associated with the transaction.

The City Attorney has determined that no public notice or hearing is required for the City Council to take this action. Staff is recommending that the City Council accept public comment prior to taking action on these resolutions.

Recommendation:

1. Accept public comments.
2. Adopt the resolutions:
 - A. Supporting the application by the County of San Mateo requesting the Local Agency Formation Commission to take proceedings for the minor sphere of influence amendment and the annexation of portions of Skyline Boulevard to the Town of Hillsborough; and authorizing the Director of Public Works to sign all necessary applications or other documents associated with the proposed amendment and annexation; and
 - B. Making a determination of property tax exchange pursuant to the California Constitution (Revenue and Taxation Code) resolution approving the annexation of the intersections at Summit Road and Skyline Boulevard, and Chateau Drive at Skyline Boulevard.

8. RESOLUTION AWARDING A CONTRACT TO INSITUFORM TECHNOLOGIES, INC. FOR THE 2006 SANITARY SEWER MAINS LINING PROJECT PHASE III (City Engineer)

Summary: This project will rehabilitate approximately 17,200 linear feet of damaged 6-inch sanitary sewer pipe that were identified and prioritized by the Town's maintenance staff during the last cleaning and inspection project.

The repair process involves installing a new pipe within the existing pipe's interior, utilizing a heat-reacted epoxy lining which results in a stronger and smoother pipe system without trenching. The smoothness of the pipe's interior is improved, enhancing the flow characteristics and increasing the capacity of the existing piping. The "trenchless" repair process can be implemented quicker than conventional utility-trench repairs, and is accomplished without the normal street surface disruption that would otherwise occur. It is anticipated that all work will be completed within five months.

The Town held a mandatory pre-bid meeting on April 17, 2006 to familiarize potential bidders with the scope of work. The project's bid opening was held on April 25, 2006. The following bids were received:

#	CONTRACTOR	BID PRICE
1	Insituform Technologies, Inc.	\$730,282
2	J.F. Pacific Liners, Inc.	\$857,564
EE	Engineer's Estimate	\$1,160,000
3	Michels Corporation	\$1,405,795

The low bidder for this project is Insituform Technologies, Inc. Staff conducted an analysis of the proposals and verified that the contractor's qualifications and experience levels are satisfactory.

A contingency of approximately 10% is recommended for the project due to the potential for an unforeseen scope that may be required for sewer main spot repair work, cleanout and manhole installations, or additional service lateral reconnections. The project is budgeted, and funding will be appropriated from the 2003 and 2006 Bond Issue.

This project is exempt from the California Environmental Quality Act per section 15301(d) of the State Public Resources Code.

Recommendation: Adopt the resolution awarding a contract for the 2006 Sanitary Sewer Mains Lining Project Phase III to Insituform Technologies, Inc. in the amount of \$730,282 with a contingency in the amount of \$69,718, for a total construction budget of \$800,000.

9. RESOLUTION APPROPRIATING FUNDS FOR MODULAR OFFICE SPACE FOR CENTRAL COUNTY FIRE DEPARTMENT OFFICE CONSOLIDATION (Fire Chief)

Summary: When the Central County Fire Department was first formed, we were using office space both in the Town of Hillsborough and the City of Burlingame. We are now in a position to consolidate the offices into one location at Fire Station #36 on Rollins Road in Burlingame. Doing so will improve our efficiency and provide Hillsborough with needed office space. There is a proposal in the City of Burlingame Facilities Master Plan to provide additional office space for the Fire Department but that is not likely to happen within at least the next five years.

The current proposal is to add approximately 1000 square feet of modular office space on the parking lot at the rear of Station #36 behind the existing offices. This will consolidate all of our administrative functions and re-establish a conference room that is currently being used for office space. The estimated cost is not to exceed \$89,500. Hillsborough's 40% share would be \$35,800. This includes purchasing the modular office building, providing utilities, communications, and purchasing some furniture. We intend to use as much of the existing furniture and equipment as possible.

We are expecting to be in the modular office space for a minimum of five years. Our research has shown that it is less expensive to purchase the modular building compared to leasing if the use exceeds three years.

Recommendation: Adopt the resolution approving expenditures not to exceed \$35,800 for modular offices necessary to consolidate the administrative offices of the Central County Fire Department. The funds will come from the General Fund budget contingency account.

PUBLIC HEARING:

10. RESOLUTION SETTING THE FEE FOR THE CONSTRUCTION VEHICLE IMPACT FEE (Public Works Director)

Summary: At the April 10, 2006 meeting the City Council approved the creation of the Construction Vehicle Impact Fee. The fee was set at 0.83% of valuation as reported on building permits in order to raise approximately \$490,000 of revenue annually for the street

capital improvement program. This revenue will be added to the current capital funding sources of Measure A and the Gas Tax, which generate approximately \$400,000 annually. This fee represents the first substantial increase in budgeted funding for the street capital program since the 1990's, and should result in a substantial improvement in the condition of the streets in the years to come.

The Construction Vehicle Impact Fee was approved after the City Council had taken action to adopt the 2006 Fee Schedule. Technically, the Construction Vehicle Impact Fee cannot be added to the fee schedule until a public hearing is held per State law. Public notices were published twice in advance of the May 8, 2006 meeting to encourage public comment on the fee. If the fee is adopted after the public hearing, it will be incorporated into the 2006 Fee Schedule.

Recommendation:

1. Open the public hearing and receive comment.
2. Close the public hearing.
3. Adopt the resolution establishing a Construction Vehicle Impact Fee and setting that fee at 0.83% of the reported valuation.

DISCUSSION:

11. ORDINANCE AMENDING CHAPTER 15.08 ELECTRICAL CODE OF THE HILLSBOROUGH MUNICIPAL CODE (Building Inspector)

Summary: This proposed amendment to Chapter 15.08 of the Hillsborough Municipal Electrical Code is to update and make it more consistent with the codes of other similar communities. The proposed changes will allow use of more modern materials and technologies currently not permitted in the Town of Hillsborough, while still maintaining a high level of safeguards to health, life safety and property. The proposed changes would delete sections that are no longer in use and remove sections that have limitations and restrictions on other materials and installation practices. In particular, the Town of Hillsborough is the only community that excludes the use of non-metallic cable (i.e. Romex). Romex is less expensive and easier to install while still maintaining a quality that is equal to pipe and flex.

In addition, staff surveys have shown that by adopting this proposed model electrical code (without amending sections relating to wiring in the Town's current code) that costs will ultimately be cut for electrical installation by approximately 25%.

Recommendation: No action required; for review and discussion only.

12. ORDINANCE AMENDING CHAPTER 15.16 UNIFORM PLUMBING CODE OF THE
HILLSBOROUGH MUNICIPAL CODE (Building Inspector)

Summary: The proposed amendment to Chapter 15.16 of the Hillsborough Municipal Uniform Plumbing Code is to update and make it more consistent with the codes of other similar communities. The proposed changes will allow use of more modern materials and technologies currently not permitted in the Town of Hillsborough while still maintaining a high level of safeguards to health, life, safety and property.

Staff's research indicates that the Town of Hillsborough is the only community of those surveyed that excludes the use of plastic and polyethylene pipes, i.e. ABS, PVC, SDR and PE. These materials are less expensive and easier to install while still maintaining a quality that is equal to cast iron, copper, and galvanized steel, which are currently the only permitted materials.

The use of more modern materials and techniques such as pipe bursting, directional boring, and the air mole system allow for less destructive methods of installation. These techniques with the use of polyethylene pipe allow contractors to do repairs and/or new work without trenching or similar destructive methods of installation. In addition, the more modern materials and the proposed plastic pipes are less likely to be subject to failure from tree root intrusion and/or corrosion.

Staff's survey indicates that by bringing Hillsborough's codes up to current standards, the potential savings to the individual homeowner is approximately 25% for plumbing construction projects. In addition, we anticipate that modern piping materials will have a longer life expectancy.

Recommendation: No action required; for review and discussion only.

13. ORDINANCE AMENDING CHAPTER 2.12 AND RELATED DESIGN GUIDELINE
AMENDMENT REGARDING SOLAR ENERGY SYSTEMS (City Planner)

Summary: Currently the installation of solar energy systems, particularly the solar panels, is subject to the design review process. Staff routinely conducts the design review administratively, but some applications (especially if the panels are part of a larger project, such as a new house or an addition) are reviewed in a public hearing by the Architecture and Design Review Board. The Town's Design Guidelines acknowledge the benefits of solar energy systems and contain policies for the placement of roof-mounted panels. For example, solar panels should not be installed on a roof surface that faces the street.

Staff recently became aware of a relatively new state law, AB 2473, which states that cities may no longer conduct design review on solar energy systems; systems must be approved only through an administrative building permit process. The law, which is State Government Code Section 65850.5, limits a city's review to potential adverse impacts upon the public health and safety. If a system is denied, the law requires specific written findings related to the safety impacts.

The Assistant City Attorney has reviewed the law and agrees that the Town's current ordinance requiring design review for solar energy systems is not consistent with the new law. However, it is believed that at least some zoning regulations related to the design of solar energy systems are still applicable. For example, if someone wanted to place panels on top of a 40-foot high antenna, that would be in violation of the Town's height limit and would not necessarily need to be permitted. In addition, there is an older state law (called the "Solar Rights Act", Government Code 25982) which specifies that solar collectors must comply with local setback regulations and includes additional setback regulations to help protect collectors from shade sources.

It will be important to make residents aware of these changes to the state law and the required changes to the Town's regulations and guidelines. When public hearings are held, or when neighbors' signatures are required on plans, there is generally opposition to the perceived negative visual impact of solar collectors. Residents will need to adjust to the fact that solar collectors will more than likely be more visible. There are apparently a number of available rebate programs which have increased the number of applications for solar energy systems.

Changing the Municipal Code to facilitate installing solar energy systems may be an opportunity to reinforce the fact that the Town supports solar energy sources as abundant, renewable and nonpolluting energy resources that reduce California's dependence on nonrenewable energy while reducing air and water pollution resulting from fossil fuel-based sources.

Unless otherwise directed, staff will prepare amendments to the Municipal Code and the Design Guidelines which eliminate the design review process for solar energy systems.

Recommendation: Discuss the proposed change and set June 12, 2006 for the ordinance introduction and the Design Guideline amendment.

14. TOWN OF HILLSBOROUGH VEGETATION PLAN (Fire Chief)

Summary: Staff will provide a PowerPoint presentation describing the Town's current vegetation management plan and options to be considered for the future.

Recommendation: Discuss options and give staff guidance in developing our vegetation management plan.