TOWN OF HILLSBOROUGH

San Mateo County

Thomas M. Kasten, Mayor
Catherine U. Mullooly, Vice Mayor
D. Paul Regan
John J. Fannon
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1600 Floribunda Avenue
Hillsborough, CA 94010

A G E N D A

MONDAY, OCTOBER 9, 2006
4:30 p.m. SITE VISIT
5:15 p.m. CLOSED SESSION
6:00 p.m. CITY COUNCIL MEETING
Hillsborough Town Hall

SITE VISIT (4:30 p.m.)

- 20 Pear Court

CLOSED SESSION (5:15 p.m.)

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: One potential case

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

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. MINUTES: September 11, 2006

IV. PRESENTATIONS:

- Hillsborough Zoning Study Committee – Certificates of Appreciation

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: SEPTEMBER 1 THROUGH SEPTEMBER 30, 2006

2. QUARTERLY TREASURER'S REPORT

3. QUARTERLY INTEREST RATE PRODUCTS (SWAP) REPORT

4. COMMAND VEHICLE REPLACEMENT

5. REPLACEMENT OF POLICE COMMUNICATIONS RECORDING EQUIPMENT

6. RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF HILLSBOROUGH AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH AN EXECUTIVE RECRUITING FIRM AND AUTHORIZE AN ADDITIONAL APPROPRIATION OF FUNDS TOWARD THE RECRUITING EXPENSE

7. RESOLUTION ACCEPTING AS COMPLETE THE CONTRACT WITH RANA CREEK HABITAT RESTORATION, INC. FOR THE CRYSTAL SPRINGS REVEGETATION PROJECT, SS 803.07

8. RESOLUTION APPROVING THE CONTRACT WITH FERMIN SIERRA CONSTRUCTION, INC. FOR THE LA CUMBRE / LA CANADA ROAD STORM DRAIN INLET REPLACEMENT PROJECT

9. RESOLUTION AWARDING THE BID TO MUNICIPAL MAINTENANCE EQUIPMENT (MME) FOR THE PURCHASE OF A 2007 GO-4 INTERCEPTOR III THREE-WHEELED UTILITY VEHICLE FOR WATER METER READING BY THE PUBLIC WORKS DEPARTMENT

10. RESOLUTION APPROVING THE ALLOCATION OF ONE ADDITIONAL MAINTENANCE WORKER I/II IN THE PUBLIC WORKS DEPARTMENT (SEWER)

11. RESOLUTION APPROVING WORK ORDERS FROM CSG CONSULTANTS, INC. FOR PRELIMINARY STUDIES OF CHERRY CREEK AND OAKS DRIVE PUMP STATIONS

12. RESOLUTION PROCLAIMING NOVEMBER 2006 AS "BE SEWER SMART – BACKUP PREVENTION MONTH"

VI. NEW BUSINESS:

13. RESOLUTION SUPPORTING PROPOSITIONS 1A, 1B, 1C, 1D, 1E AND PROPOSITION 84 ON THE NOVEMBER 2006 BALLOT

14. RESOLUTION OPPOSING PROPOSITION 90 ON THE NOVEMBER 2006 BALLOT

15. RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO EXECUTE THE MEMORANDUM OF UNDERSTANDING (MOU) WITH CALIFORNIA WATER SERVICE COMPANY

16. RESOLUTION ALLOCATING FUNDS FOR REPAIRS TO SPENCER LAKE FOR STORM WATER MANAGEMENT PURPOSES

VII. PUBLIC HEARING:

17. APPEAL OF THE ARCHITECTURE AND DESIGN REVIEW BOARD'S DECISION NOT TO ALLOW ADDITIONAL SQUARE FOOTAGE AS PART OF THE PROPOSED REVISIONS TO PREVIOUSLY-APPROVED PLANS FOR A REMODEL OF THE 6,324 SQ. FT. HOUSE AT 20 PEAR COURT; Mr. and Mrs. Craig Harris Collins, 1196 Tournament Drive, Appellants/Applicants

VIII. DISCUSSION:

18. UPDATE DISCUSSION OF THE PROPOSAL TO RENOVATE THE CAROLANDS GATE HOUSE AND RELATED FUNDRAISING EFFORT

19. PRESENTATION ON THE TOWN'S RESPONSE TO THE GRAND JURY REPORTS ON DISASTER PREPAREDNESS TRAINING AND FCC-MANDATED CHANGES IN COUNTY LAW ENFORCEMENT RADIO NETWORKS

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, October 9, 2006
6:00 p.m.
Hillsborough Town Hall
1600 Floribunda Avenue, Hillsborough

CONSENT CALENDAR:

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

Summary: The monthly claims for the month of September 2006 in the amount of $2,359,220.39 are submitted for approval.

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

2. QUARTERLY TREASURER'S REPORT (Finance Director)

Summary: The Government Code 53646(b) requires that the Quarterly Investment report be rendered to the City Council during public session within 30 days of the quarter's end.

Recommendation: Approve the Treasurer's Report for the quarter ending September 30, 2006.

3. QUARTERLY INTEREST RATE PRODUCTS (SWAP) REPORT (Finance Director)

Summary: Pursuant to Government Code Section 5922(a) and the Town's Interest Rate Mitigation Policy, a quarterly report providing the status of all interest rate products will be provided to the City Council on a quarterly basis.

Recommendation: Accept the Interest Rate Products Report for the quarter ending September 30, 2006.

4. COMMAND VEHICLE REPLACEMENT (Deputy Fire Chief)

Summary: The current command vehicle (B-7) is a 1998 Ford Explorer scheduled for replacement in 2006-2007. This vehicle is undersized; staff is experiencing problems with the transmission and suspension due to overloading.

The City Council approved the Fire Department's budget request for $48,970.00 to replace the command vehicle and electronic equipment, such as radios, sirens and emergency response lights.

Through the bid process staff was able to find a local dealer, Putnam Chevrolet, who provided a bid exceeding the requirements of the State of California Contract. This represents a savings of $2,634.72 (including delivery charges) to the Town of Hillsborough over the State of California Contract Provider's bid.

Recommendation: Approve the resolution for the Fire Department's request to purchase a 2007 Chevrolet Yukon 1500 4WD SUV from Putnam Chevrolet for a bid amount of $35,164.79; the remaining balance ($13,805.21) should be sufficient to cover the necessary electronic equipment and contract for its installation by one of three local businesses that specialize in this type of work on emergency vehicles.

5. REPLACEMENT OF POLICE COMMUNICATIONS RECORDING EQUIPMENT (Police Captain)

Summary: The present analog police communication recording equipment has exceeded its service life and requires replacement as there are no longer parts available to maintain the system. The purpose of the equipment is to record the incoming 911 emergency and business phone lines as well as police radio traffic. There are several companies offering compatible digital recording equipment systems and their respective software offers expandability and customization for the Town's specific application.

The bid comparisons for communications center digital recording equipment systems came in as follows:

COMPANY	AMOUNT
Voice Print International	$ 16,656.43
DSS Corporation	$ 18,050.00
DigiVoice	$ Declined

Recommendation: Adopt the resolution authorizing the replacement of the current Dictaphone analog communication recording equipment with the purchase of the Voice Print digital recording system and support software for a total purchase price of $16,656.43 with a 10% contingency for issues or matters that arise as part of this improvement project.

This equipment replacement purchase will be funded by monies available in the SLESF 2006/2007 grant.

6. RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF HILLSBOROUGH AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH AN EXECUTIVE RECRUITING FIRM AND AUTHORIZE AN ADDITIONAL APPROPRIATION OF FUNDS TOWARD THE RECRUITING EXPENSE (Assistant City Manager)

Summary: Staff has determined that hiring a professional firm to conduct the recruitment for the position of Director of Building and Planning will provide the best opportunity of finding an outstanding candidate. Staff will conduct interviews and select the firm that best meets the Town's requirements. The estimated cost of the recruitment is $30,000. The current recruitment budget includes an allocation of $15,000. An additional appropriation of $15,000 from the budget contingency is needed to cover the projected costs.

Recommendation: Adopt the resolution authorizing the City Manager to enter into an agreement with an executive recruiting firm and authorize an additional appropriation of $15,000 from the budget contingency for a total expenditure not to exceed $30,000.

7. RESOLUTION ACCEPTING AS COMPLETE THE CONTRACT WITH RANA CREEK HABITAT RESTORATION, INC. FOR THE CRYSTAL SPRINGS REVEGETATION PROJECT, SS 803.07 (City Engineer)

Summary: This project provided irrigation, planting and plant maintenance to restore vegetation removed during the construction of the Crystal Springs/El Cerrito Sewer Trunk Rehabilitation Phase 1 Sewer Improvements. This work was required as a condition of the Town's Streambed Alteration Agreement with the California Department of Fish and Game.

The contractor successfully installed and provided plant maintenance of 45 trees, over 300 shrubs and 500 groundcover plants along 2,800 feet of the San Mateo Creek riparian corridor, adjacent to Crystal Springs Road, downstream from Polhemus Road. Plant installation was phased over two construction seasons.

This project was awarded to Rana Creek Habitat Restoration, Inc. in February of 2004 with a budget of $47,982 including contingencies. The work has been completed under budget for a final amount of $44,696.38.

Recommendation: Adopt the resolution accepting as complete the contract with Rana Creek Habitat Restoration, Inc. for the Crystal Springs Revegetation Project, SS 803.07 in the amount of $44,696.38.

8. RESOLUTION APPROVING THE CONTRACT WITH FERMIN SIERRA CONSTRUCTION, INC. FOR THE LA CUMBRE / LA CANADA ROAD STORM DRAIN INLET REPLACEMENT PROJECT (City Engineer)

Summary: Staff was notified last Spring of a problem with the existing drainage system, where the old existing inlets are in disrepair and cause flooding at adjacent properties. The replacement of the nine inlets specified will help prevent flooding of these properties and decrease the annual maintenance of the storm drain system in this area.

The Town received three bids and Fermin Sierra Construction, Inc. was the low bidder with a proposal of $33,300. The results are presented in the table below.

#	CONTRACTOR	BASE
1	Fermin Sierra Construction, Inc.	$33,300
EE	**Engineer's Estimate**	**$38,000**
2	Andreini Bros. Inc.	$57,475
3	Aguilar & Sons	$86,930

Staff conducted an analysis of the proposal and verified that Fermin Sierra Construction, Inc.'s qualifications and experience levels are satisfactory. Staff is recommending a 20% contingency budget for this project.

This project, not included in the CIP budget, will be funded by the 2006 Water and Sewer Bond.

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 La Cumbre / La Canada Road Storm Drain Inlet Replacement Project to Fermin Sierra Construction, Inc. in the amount of $33,300, with a 20% contingency in the amount of $6,660 for a total construction budget not to exceed $39,960 to be funded by 2006 Water and Sewer Bond.

9. RESOLUTION AWARDING THE BID TO MUNICIPAL MAINTENANCE EQUIPMENT (MME) FOR THE PURCHASE OF A 2007 GO-4 INTERCEPTOR III THREE-WHEELED UTILITY VEHICLE FOR WATER METER READING BY THE PUBLIC WORKS DEPARTMENT
(Public Works Director)

Summary: The purchase of a new 2007 GO-4 Interceptor III three-wheeled utility vehicle with standard equipment is funded as part of the vehicle replacement program in 2005/06. Public Works Water crews use the utility vehicle (also known as the "scooter") approximately 11 days per month to read water meters. A new scooter is being requested because the existing Cushman scooter has experienced chronic and irreparable mechanical problems. Cushman no longer manufactures street legal utility vehicles or related replacement parts, and the City of Burlingame's mechanics cannot make the vehicle operational. In the interim a two-person crew with a regular truck must be used to read meters, which significantly increases the cost to read meters.

The City of Burlingame recently completed a competitive bid process to purchase two similar utility vehicles from Municipal Maintenance Equipment. The Town contacted Burlingame to request the opportunity to join their bid, and the manufacturer has agreed to extend the same price of $26,840 per unit to the Town of Hillsborough.

Funding is available through the vehicle reserve in the Water Fund.

Recommendation: Adopt the resolution awarding the bid for the purchase of one new 2007 GO-4 Interceptor III three-wheeled utility vehicle to Municipal Maintenance Equipment in the amount of $26,840.

10. RESOLUTION APPROVING THE ALLOCATION OF ONE ADDITIONAL MAINTENANCE WORKER I/II IN THE PUBLIC WORKS DEPARTMENT (SEWER) (Public Works Director)

Summary: In early August 2006, a Public Works employee was diagnosed with a medical condition (non-industrial) that requires him to be off-duty for an extended period of time over the coming months. His duties were assigned to a Maintenance Worker II, who would normally be assigned to the sewer crew. Because the absence is likely to be for an extended period of time, the Public Works Department is requesting the allocation of one additional Maintenance Worker I/II for a period of up to one year. It is anticipated that at least one vacancy will occur in Public Works due to retirement or attrition during the same period, and the incumbent will likely be absorbed into the regular personnel allocation. If no vacancy occurs the employee will be released during the probation period.

The approval of the allocation will have minimal budget effects. The Town is being reimbursed for 2/3rd of the salary of the employee on leave through the long-term disability program, and the employee will be off payroll by February 2007. The proposed position will be appointed at a pay rate of approximately 30% below the current employee's rate.

Recommendation: Adopt the resolution approving the allocation of one additional Maintenance Worker I/II in the Public Works Department for up to one year.

11. RESOLUTION APPROVING WORK ORDERS FROM CSG CONSULTANTS, INC. FOR PRELIMINARY STUDIES OF CHERRY CREEK AND OAKS DRIVE PUMP STATIONS (Public Works Director)

Summary: CSG has submitted proposals for preliminary design studies for the following projects:

Cherry Creek Pump Station Rehabilitation - CSG will conduct a preliminary study of the options for rehabilitating the Cherry Creek Pump Station. The cost of this phase of work is estimated at $39,250, which will be funded with 2006 Bond revenues.

Oaks Drive Pump Station Rehabilitation - CSG will conduct a preliminary study of the options for rehabilitating the Oaks Drive Pump Station. The cost of this phase of work is estimated at $29,750, which will be funded with 2006 Bond revenues.

Recommendation: Adopt the resolution approving the CSG work orders in the total amount of $69,000, and allocating $69,000 in funds from the 2006 Bond revenues.

12. RESOLUTION PROCLAIMING NOVEMBER 2006 AS "BE SEWER SMART – BACKUP PREVENTION MONTH" (Public Works Director)

Summary: The Association of Bay Area Governments (ABAG), the Town's liability pool administrator, is requesting that member agencies join together to proclaim November 2006 as "Be Sewer Smart – Backup Prevention Month". The rainy season in California generally occurs from November to April of each year; and it is during this time of year that most sanitary sewer overflows occur, which often result in property damage. Hillsborough has been a leader in establishing a comprehensive backwater protection program to prevent damage to private residences, which results in fewer claims against the Town. "Be Sewer Smart – Backup Prevention Month" encourages residents to prevent overspills through annual inspection and maintenance of backflow devices and sewer laterals. The campaign organized by sewersmart.org has been nationally recognized by risk managers. The ABAG Plan has experienced a noticeable reduction in the frequency and severity of sewer claims in recent years. The resolution will be posted at Town Hall and on the Town's website. Hillsborough's proclamation will tie into a regional campaign for "Be Sewer Smart – Backup Prevention Month" through sewersmart.org.

Recommendation: Adopt the resolution proclaiming November 2006 as "Be Sewer Smart – Backup Prevention Month."

NEW BUSINESS:

13. RESOLUTION SUPPORTING PROPOSITIONS 1A, 1B, 1C, 1D, 1E AND PROPOSITION 84 ON THE NOVEMBER 2006 BALLOT (Public Works Director)

Summary: The League of California Cities has requested that member agencies express their support of Propositions 1A, 1B, 1C, 1D, 1E and Proposition 84 which have been placed on the November 2006 statewide ballot. This series of propositions are bond funding measures for infrastructure programs to improve road, parks, housing, schools, and water and sewer systems. A brief description of each proposition is below.

Prop. 1A (Transportation) – Closes a legal loophole and prevents gas taxes from being diverted from transportation projects.

Prop. 1B (Traffic) – Provides $20 billion to expand and repair the most dangerous and congested highways with funds for public transit and to reduce air pollution.

Prop. 1C (Housing) – Provides $3 billion for emergency shelters for battered women and affordable housing for seniors, low-income families and the disabled.

Prop. 1D (Schools) – Provides $10 billion to make public schools earthquake safe, relieve overcrowding, and build science and career training centers at colleges and high schools.

Prop. 1E (Flood Prevention) – Provides $4 billion to strengthen river levees and flood control to protect clean drinking water, prevent pollution and safeguard the State from floods.

Prop 84 – Provides $5.4 billion to ensure the availability of safe drinking water, improve local water supply reliability, strengthen flood protection, and preserve California's natural landscapes, including parks, lakes, rivers, beaches, bays, ocean and coastline.

Funding is guaranteed to all cities under several of these initiatives; most notably Proposition 1B has minimum funding for all cities for road improvements. As the Town's ability to issue bonds and to increase user fees and charges is diminishing, the availability of funding at the State level can provide the Town with more options for funding future infrastructure improvements.

Recommendation: Adopt the resolution supporting Propositions 1A, 1B, 1C, 1D, 1E and Proposition 84 on the November 2006 ballot.

14. RESOLUTION OPPOSING PROPOSITION 90 ON THE NOVEMBER 2006 BALLOT (Public Works Director)

Summary: The League of California Cities is requesting that member agencies oppose Proposition 90. The proposition is framed as a measure to prohibit use of eminent domain unless the property acquired is owned and occupied by a governmental agency. While some reform of eminent domain may be appropriate, Proposition 90 goes beyond reform and could prevent construction of new schools, transit systems, infrastructure and parks. It authorizes new lawsuits that will severely and negatively impact state and local governments' ability to enact and enforce environmental, land use, consumer protection and housing laws and regulations. Proposition 90 authorizes lawsuits for any government action that someone claims will result in economic loss to property; no matter how unreasonable that claim. This would result in frivolous lawsuits and increased administrative costs at the taxpayers' expense. For example, if voters act to limit the size of a development for environmental concerns to ten houses, and the developer claims the property could hold fourteen houses, this initiative allows the developer to sue the city to pay his company the value for the four houses he wasn't allowed to build. Taxpayers would be responsible for the value of the property at the denser level, even when the development is inconsistent with community values and aesthetics. Changes in the definition of just compensation would also inhibit cities ability to acquire land for public works. Proposition 90 is opposed by a broad coalition of cities, counties, unions, environmental groups and professional organizations.

Recommendation: Adopt the resolution opposing Proposition 90 on the November 2006 ballot.

15. RESOLUTION AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO EXECUTE THE MEMORANDUM OF UNDERSTANDING (MOU) WITH CALIFORNIA WATER SERVICE COMPANY (Public Works Director)

Summary: The Town of Hillsborough received a request from California Water Service Company (Calwater) to allow connections to the Town's water system in anticipation of San Francisco Public Utilities Commission's (SFPUC's) shut down of a major water transmission line in November 2006. The request is for the physical installation of two connections between Calwater's and the Town's water mains. This will enable Calwater to provide water without disruption once the SFPUC transmission line has been closed.

It is an urgent matter as Calwater needs to ensure adequate water pressures for fire suppression activities.

Calwater is a for profit company that provides water to San Mateo residents and other communities in California. They are regulated in the same manner as the Town's water system for health and quality standards. The company is subject to California Public Utility commission regulation for price setting.

Calwater has been advised that the Town needs to execute an interim agreement prior to allowing the connections. Since Calwater did not make its request until late September 2006 a draft agreement is not yet available. The conditions for an agreement have been outlined as follows:

- All connections to the Town's system will be metered.
- The Town will be reimbursed at the wholesale rate plus 15% for water used.
- Calwater must agree to enter into an agreement within 90 days of execution of an agreement to address all issues associated with long-term connection between the two systems.
- All work must be performed in accordance with American Water Works Association standards and applicable health and safety regulations.
- Calwater must allow an additional connection near the Tournament Water Tank within 60 days with the cost to be shared by Calwater and the Town (estimated at $40,000 for the Town's share).
- Calwater must provide a plan to transfer water services on Edgewood Road and Las Sombras Court within 30 days.

The Town is making aggressive demands to ensure that Calwater fulfills commitments to complete improvements needed by residents in Hillsborough and San Mateo. Calwater has not been responsive in the past. In May 2005 the Town formally requested that Calwater enter into an agreement regarding emergency water transfers, similar to the agreement with Burlingame, and demanded that Calwater take over services to the San Mateo residences on Edgewood Road, Las Sombras Court and Gramercy Drive, where water pressures are inadequate for household use and fire suppression, and received no response until Calwater realized the proposed connections were needed. Because Calwater plans to use Hillsborough's water immediately, the terms of compensation need to be defined prior to installing the connection. The requirement for an additional connection near Tournament Drive provides the Town with an alternative water supply in the event of an emergency, as Calwater has direct access to water from the Crystal Springs Reservoir, which the Town lacks. The Town will share in the cost to install the interties as is customary and the City Council's approval will be requested for the same.

If the City Council authorizes the Public Works Director to negotiate an interim agreement, both the agreement and connections should be complete by November 1, 2006. By December 2006 a request for funding to install the Tournament connection will be presented to the City Council, and a long-term agreement would be presented for the City Council's approval by January 2007.

Recommendation: Adopt the resolution authorizing the Director of Public Works to execute an agreement with California Water Service Company subject to the review of the City Attorney.

16. RESOLUTION ALLOCATING FUNDS FOR REPAIRS TO SPENCER LAKE FOR STORM WATER MANAGEMENT PURPOSES (Public Works Director)

Summary: Spencer Lake is located in an open space area near Macadamia Drive. Originally constructed in 1895, the dam created a lake that served as a water source for a cattle ranch. The footprint of the lake is now 20% of its original size, and a recent survey of the lake indicated the average depth is 4-6 feet in the summertime. This study also concluded that the lake has no inhabitant fish and is so oxygen depleted that mosquitoes cannot breed in the lake's waters.

A chronic maintenance problem at the lake is the growth of tule weeds, which prevent storm water from entering the outflow siphon structure that transfers water across the street into a drainage creek. Aquatic Environments recently prepared a proposal to remove the tule weeds and other emergent growth and dig an area around the siphon that would prevent new growth in coming years. The equipment used by Aquatic Environments is unique and no other companies in the state provide a similar service, so no other bids were solicited. In the past the Town has manually removed the tops of the weeds, only to perform the same work the following year. That process requires about a week of arduous work for the street crew annually.

Aquatic Environments also proposed options for reducing the amount of silt in Spencer Lake and for dredging the lake over a five-year period. If such actions are not taken, the lake will gradually become a marsh with three to five years, and eventually dry ground. This is a natural process. Because Spencer Lake is in such poor health anything short of a complete rehabilitation of the lake will be a lost investment within a few years. Thus staff is not recommending any work beyond that needed for storm water management.

Maintenance of the lake (dredging) is categorically exempt from CEQA.

Aquatic Environments proposed a budget of $22,250 for the removal of the tule weeds. A contingency of $3,000 is requested for a total budget of $25,250. This project can be funded from the Sewer Fund as a storm drain management expense.

Recommendation: Adopt the resolution allocating funds for repairs to Spencer Lake for storm water management purposes.

PUBLIC HEARING:

17. APPEAL OF THE ARCHITECTURE AND DESIGN REVIEW BOARD'S DECISION NOT TO ALLOW ADDITIONAL SQUARE FOOTAGE AS PART OF THE PROPOSED REVISIONS TO PREVIOUSLY-APPROVED PLANS FOR A REMODEL OF THE 6,324 SQ. FT. HOUSE AT 20 PEAR COURT; Mr. & Mrs. Craig Harris Collins, 1196 Tournament Drive, Appellants/Applicants (Associate Planner)

Summary: On March 1, 2004, the ADRB reviewed an application for the addition of 2,118 square feet and an associated landscape plan at 20 Pear Court. The subject lot slopes up from the street and is 1.08 acres in size with a steep hillside at the rear yard, which limits the buildable area. Per the project plans, the existing house sits approximately 6 feet above the street. The Board identified the need for appropriate landscape screening as part of the project and expressed concerns for the quality of exterior detailing of the project. The ADRB conditionally approved the project (5-0) subject to revising the landscape plan to provide sufficient landscape screening from the street and the sides of the lot. The approved project resulted in a total floor area of 6,324 sq. ft. This approval occurred prior to the City Council's adoption of the Residential Design Guidelines on August 9, 2004.

At its meeting of July 17, 2006, the Architecture and Design Review Board (ADRB) considered an application for revisions to previously-approved plans at 20 Pear Court to include modifications to exterior materials and additional floor area of approximately 773 sq. ft. at the second floor, approximately 105 sq. ft. at the ground floor and approximately 181 sq. ft. at the basement level. Members of the ADRB and two (2) neighbors expressed concerns including, but not limited to, the proposed project's context within the neighborhood and the overall size of the house, which they believe appears to be substantially larger than adjacent homes. The Board provided direction to the applicant to reconsider the size of the proposed additions to better address neighborhood context and to refine the exterior design and materials. The application was continued to the meeting of August 21, 2006 on a 5-0 vote.

The applicant returned to the ADRB on August 21, 2006 with a revised application. The plans included simplified exterior details and an approximately 294-sq.-ft. reduction to the size of the second floor addition (to total approximately 479 sq. ft.); the proposed additions at the ground floor and basement level remained identical to the previous application. The revised project would result in 7,687 sq. ft. of floor area. One neighbor requested that the Board not allow any additional increase in size and expressed his belief that the proposed additions would be visible from his property at 721 Jacaranda Circle.

The ADRB considered the application and approved the proposed changes to the exterior, but did not approve the proposed additions to the floor area. The vote was 5-0. The ADRB identified that the approval of additional square footage to this property would be inconsistent with the neighborhood context relative to site planning and massing per the Town's Residential Design Guidelines due to the existing house size, street setback and height of the structure. The ADRB meeting minutes and correspondence are included in the City Council's packets.

The proposed project complies with the standards in the Municipal Code as follows:

	Original Project (March 2004)	**Revised Project (August 2006)**	***Code Standard***
Front setback:	36'-0"	36'-0"	30'-0" Min.
Rear setback:	130'-06"	126'-0"	20'-0" Min.
Left side setback:	20'-03"	20'-03"	20'-0" Min.
Right side setback:	27'-06"	23'-0"	20'-0" Min.
Floor area:	6,324 sf	7,687 sf	11,422 sf Max.
% FAR:	13.4%	16.3%	25% Max.
Maximum height:	28'-11"	28'-11"	32'-0" Max.
Parking:	4 Garage Spaces plus 2 Unenclosed Spaces	4 Garage Spaces plus 2 Unenclosed Spaces	2 Garage Spaces plus 1 Unenclosed Space Min.

The letter of appeal was submitted by the project applicant, Mr. Craig Harris Collins. The applicant/appellant's letter cites the ADRB's failure to approve the proposal to add square footage to the home at 20 Pear Court, which would not be visible from the street, despite the proposal's compliance with Municipal Code regulations as the basis for the appeal.

The City Council may accept or reject, wholly or in part, or may modify, the decision of the ADRB.

Recommendation: It is recommended that the City Council:

1. Open the public hearing and receive comments;

2. Close the public hearing; and

3. Deny the appeal and uphold the ADRB's decision not to allow additional square footage as part of the proposed revisions to previously-approved plans for a remodel of the 6,324 sq. ft. house at 20 Pear Court based on the findings contained in the City Council agenda packet.

DISCUSSION:

18. UPDATE DISCUSSION OF THE PROPOSAL TO RENOVATE THE CAROLANDS GATE HOUSE AND RELATED FUNDRAISING EFFORT (Public Works Director)

Summary: The Carolands Gate House is located at the corner of Ralston and Eucalyptus Avenues and has been owned by the Town since the late 1950's. It was used as a home for Town employees until the early 1980's when the building was boarded and left vacant. As

discussed with the City Council in December 2005, lack of maintenance has resulted in the failure of the roof system over the main house and garage. Since the Gate House is of local historical significance and a known landmark within the Town, a group of residents have expressed an interest in raising funds to renovate the site. A brief presentation will be made by Police Chief Matthew O'Connor, Architect Robert Blunk and Hillsborough resident Sally Meakin regarding potential uses of the Gate House and how funds may be raised for the project.

Recommendation: For information only; no action required.

19. PRESENTATION ON THE TOWN'S RESPONSE TO THE GRAND JURY REPORTS ON DISASTER PREPAREDNESS TRAINING AND FCC-MANDATED CHANGES IN COUNTY LAW ENFORCEMENT RADIO NETWORKS (Police Chief and Fire Chief)

Summary: The Police Chief and Fire Chief will present the Town's response to the Grand Jury reports on "Disaster Preparedness Training for the Residents of Cities in San Mateo County" and "Preparing for FCC-Mandated Changes in County Law Enforcement Radio Networks." The draft letter to the Grand Jury is included in the City Council's agenda packet.

Recommendation: For information only; no action required.