

# TOWN OF HILLSBOROUGH

San Mateo County

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1600 Floribunda Avenue  
Hillsborough, CA 94010



## ***A G E N D A***

***MONDAY, JUNE 11, 2007***

***4:00 p.m. STUDY SESSION***

***5:30 p.m. CLOSED SESSION***

***6:00 p.m. CITY COUNCIL MEETING***

***Hillsborough Town Hall***

### **STUDY SESSION (4:00 p.m.)**

- Review of the proposed budget for fiscal year 2007-2008

### **CLOSED SESSION (5:30 p.m.)**

#### **A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION** (Subdivision (a) of Section 54956.9)

Name of case: Town of Hillsborough v. White Land Company

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

#### **I. PLEDGE OF ALLEGIANCE**

#### **II. ROLL CALL**

#### **III. MINUTES: May 14, 2007**

#### **IV. PROCLAMATION:**

- Proclaiming the month of July as “Smart Irrigation Month” to promote efficient watering practices, technologically advanced irrigation products, and water conservation

#### **V. PRESENTATION:**

- Financial Advisory Committee, Certificate of Appreciation – Larree M. Renda

- Resolution of Appreciation – Retirement of City Planner Maureen Morton
- Certificate of Recognition for the Apprehension of a Purse Snatching Suspect – Central County Fire Department Personnel Gus Rueb, Ryan Klarich, Scott Stacey, Rob McNichol

#### **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: MAY 1 THROUGH MAY 31, 2007
2. RESOLUTION ESTABLISHING THE TOWN OF HILLSBOROUGH'S APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2007/2008
3. RESOLUTION ALLOCATING FUNDS FOR STATE WATER RESOURCES BOARD FEES FOR DAM INSPECTION SERVICES IN THE AMOUNT OF \$15,408
4. RESOLUTION APPROVING THE CSG WORK ORDERS FOR DESIGN SERVICES FOR THE VISTA WATER ZONE PRESSURE REGULATING VALVES AND WATER MAIN INSTALLATION, AND CONSTRUCTION MANAGEMENT SERVICES FOR THE 2007 STREET REHABILITATION PROJECT

#### **VII. PUBLIC HEARING:**

5. RESOLUTION ADOPTING THE 2007-2008 OPERATING AND CAPITAL BUDGET

#### **VIII. 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.*

#### **IX. 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.*

#### **X. 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](http://www.hillsborough.net).*



## **AGENDA – REPORTS**

### **HILLSBOROUGH CITY COUNCIL**

Monday, JUNE 11, 2007  
6:00 p.m.  
Hillsborough Town Hall  
1600 Floribunda Avenue, Hillsborough

#### **CONSENT CALENDAR:**

1. MONTHLY CLAIMS: MAY 1 THROUGH MAY 31, 2007 (Finance Director)

**Summary:** The monthly claims for the month of May 2007 in the amount of \$3,340,149.66 are submitted for approval.

**Recommendation:** Approve the monthly claims for May 2007 as submitted.

2. RESOLUTION ESTABLISHING THE TOWN OF HILLSBOROUGH'S APPROPRIATIONS LIMIT FOR FISCAL YEAR 2007/2008 (Finance Director)

**Summary:** The Town is required to annually adopt an appropriations limit pursuant to Article XIII B of the California Constitution based on its adopted budget. Proposition 111, which changed the method for calculating the appropriations limit, provides options to determine growth, but requires an annual election and recorded vote for the growth factors to be used in the calculation.

Included in the agenda packet is the supporting document for the calculation for the appropriations limit for FY 2007/2008 based on the percentage increases in per capita personal income and the Town's population growth.

The appropriations limit for FY 2007/2008 is \$11,467,345; the portion of the General Fund budget subject to limitation is \$10,640,386; and the estimated remaining excess appropriations limit is \$826,959.

**Recommendation:** Adopt with a roll call vote, the resolution establishing the appropriations limit for FY 07/08.

3. RESOLUTION ALLOCATING FUNDS FOR STATE WATER RESOURCES BOARD FEES FOR DAM INSPECTION SERVICES IN THE AMOUNT OF \$15,408 (Public Works Director)

**Summary:** The Town budgets \$3,700 annually in the Sewer Budget for fees associated with the required inspections of the Spencer Lake and Crocker Lake dams. State law requires that each dam be inspected regularly, and the State has sent representatives approximately every

twelve months to the Town. Notably, the State assisted with recommending repairs to Crocker Lake's dam outlet, and inspected Spencer Lake's dam when a minor landslide occurred off Macadamia Road. In May 2007, the Town received an invoice for \$15,408 for dam inspections. The fees were recently revised by the State and are based on the dams' size. Payment of these fees is appropriate as the services were performed; however, the current budget does not have adequate funds allocated for all of the expenses this year and need to be supplemented by \$11,708.

**Recommendation:** Adopt the resolution allocating funds for State Water Resources Board fees for dam inspection services in the amount of \$15,408

4. RESOLUTION APPROVING THE CSG WORK ORDERS FOR DESIGN SERVICES FOR THE VISTA WATER ZONE PRESSURE REGULATING VALVES AND WATER MAIN INSTALLATION, AND CONSTRUCTION MANAGEMENT SERVICES FOR THE 2007 STREET REHABILITATION PROJECT (Public Works Director)

**Summary:** CSG has submitted proposals for design and construction management and implementation of the following projects:

Design Services for the Vista PRV and Water Main Installation - CSG will provide design services to prepare plans for the installation of approximately 3,000 linear feet of new water main and two pressure reducing valves. This improvement will provide additional redundancy to serve the Vista Water Zone. The total cost of the design services is estimated at \$48,260, and will be funded through the 2006 Bond revenues.

Construction Management Services for the 2007 Street Rehabilitation Project – CSG will provide construction support for the project, which includes resident engineer and construction inspection services. The cost for the project is approximately \$500,000 with the construction management costs at \$28,560. The project will be funded through the General Fund, Measure A, and Gas Tax.

**Recommendation:** Adopt the resolution approving the CSG work orders for design services for the Vista Water Zone Pressure Regulating Valves and Water Main Installation, and construction management services for the 2007 Street Rehabilitation Project in the total amount of \$76,820, and allocating \$48,260 in funds from the 2006 Bond revenues and \$28,560 from the General Fund revenues, Measure A, and Gas Tax.

**PUBLIC HEARING:**

5. RESOLUTION ADOPTING THE 2007-2008 OPERATING AND CAPITAL BUDGET (Finance Director)

**Summary:** The Town of Hillsborough's Proposed Budget for FY 2007-2008 with preliminary budgets for FY 2008-2009 and FY 2009-2010, is hereby presented to the City Council for consideration. The proposed budget for FY 2007-2008 represents the Town's financial plan for all programs and services. The proposed budget reflects a General Fund balanced budget and adequate reserve levels and compliance to the Town's budget and fiscal policies for all

funds. The Plan also includes the Fiscal Year 2007-2008 Capital Improvement Budget that is consistent with the Town's General Plan.

It also recommends a 3% increase in sewer rates effective July 1, 2007. Water revenue projections include adjustments to water rates to take effect on January 1, 2008, effecting approximately a 6% increase in water revenues. Both increases are pursuant to the comprehensive water and sewer rate study done in the fall of 2006 and approved for implementation by the City Council on December 11, 2006.

The plan was presented to the Financial Advisory Committee at the meeting held on April 30, 2007. A second meeting to continue discussion and make recommendations on the proposed budget was held on June 8, 2007. The Committee's recommendations will be presented to the City Council at the budget study session scheduled for 4:00 p.m. on June 11, 2007.

**Recommendation:**

1. Open the public hearing and take comments;
2. Close the public hearing; and
3. Approve the resolution adopting the 2007-2008 Operating and Capital Budget.