

# TOWN OF HILLSBOROUGH

San Mateo County

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1600 Floribunda Avenue  
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## A G E N D A

*MONDAY, FEBRUARY 11, 2008*

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

*Hillsborough Town Hall*

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

#### I. PLEDGE OF ALLEGIANCE

#### II. ROLL CALL

#### III. MINUTES: January 14, 2008

#### IV. RECOGNITION:

- Public Works Department staff for their response to a storm drain obstruction in the Macadamia Open Space
- Police Department staff regarding the Presidential visit to the Town of Hillsborough that occurred on January 30, 2008

#### V. PROCLAMATION:

- American Red Cross Month, March 2008

#### 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: JANUARY 1 THROUGH JANUARY 31, 2008
2. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH NEAL MARTIN & ASSOCIATES TO CONTINUE CONTRACT PLANNING SERVICES

3. RESOLUTION REJECTING THE BID FOR THE WATER TANK CLEANING AND INSPECTION PROJECT
4. RESOLUTION APPROVING THE CONTRACT WITH AGUILAR AND SONS FOR THE 2008 STORM DRAIN REPAIR PROJECT
5. RESOLUTION APPROVING THE CONTRACT WITH PACIFIC TRENCHLESS, INC. FOR THE 2008 STORM DRAIN LINING PROJECT
6. RESOLUTION ACCEPTING AS COMPLETE THE CONTRACT WITH SHAW PIPELINE, INC. FOR THE JEWELL PLACE/SAN RAYMUNDO ROAD STORM DRAIN PROJECT
7. RESOLUTION ACCEPTING AS COMPLETE THE CONTRACT WITH FERMIN SIERRA CONSTRUCTION, INC. FOR THE RECONSTRUCTION OF A DAMAGED STORM DRAIN LINE AT THE BELLEVUE AVENUE/PEPPER AVENUE INTERSECTION
8. RESOLUTION ACCEPTING AS COMPLETE THE CONTRACT WITH CORRPRO WATERWORKS FOR THE CATHODIC PROTECTION INSPECTION PROJECT

**VII. NEW BUSINESS:**

9. RESOLUTION APPROVING THE PARTICIPATION IN PHASE 2 OF THE STUDY OF THE REGIONALIZATION OF FIRE SERVICES IN CENTRAL SAN MATEO COUNTY
10. RESOLUTION ALLOCATING UP TO \$90,000 FOR THE EMERGENCY REPAIR OF A DAMAGED STORM DRAIN LINE IN THE MACADAMIA OPEN SPACE
11. DISCUSSION OF PROPOSED REFUSE RATE ALTERNATIVES AND AUTHORIZATION TO SEND PROPOSITION 218 NOTICES TO RESIDENTS
12. PROPOSAL BY ALLIED WASTE FOR WEEKLY COLLECTION OF PLANT MATERIALS OR ORGANICS

**VIII. DISCUSSION:**

13. GRANT AWARD FOR THE CENTRAL COUNTY FIRE DEPARTMENT RESCUE VEHICLE REPLACEMENT

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



## **AGENDA – REPORTS**

### **HILLSBOROUGH CITY COUNCIL**

Monday, February 11, 2008  
6:00 p.m.  
Hillsborough Town Hall  
1600 Floribunda Avenue, Hillsborough

#### **CONSENT CALENDAR:**

1. MONTHLY CLAIMS: JANUARY 1 THROUGH JANUARY 31, 2008 (Finance Director)

**Summary:** The monthly claims for the month of January 2008 in the amount of \$2,455,713.14 are submitted for approval.

**Recommendation:** Approve the monthly claims for January 2008 as submitted.

2. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH NEAL MARTIN & ASSOCIATES TO CONTINUE CONTRACT PLANNING SERVICES (Director of Planning and Building)

**Summary:** In January of 2007 and September of 2007, the City Council authorized the City Manager to execute contracts with Neal Martin & Associates (in the amounts of \$70,000 each) for professional planning services for the purpose of providing a consulting Interim Director of Planning and Building as well as plan review services. With the reorganization of the Planning and Building Departments into one department and another existing recruitment underway, staff proposes to extend the contractual agreement to provide part-time planning services on an as-needed basis through the end of the fiscal year in an amount not to exceed \$35,000.

The increase in professional services costs will be covered by salary savings due to the prior and existing vacant positions and by the Housing Element budget. No budget increase is associated with this request. A reallocation from salary savings to professional services will be proposed to the City Council in March of 2008 in conjunction with other mid-year budget adjustments.

**Recommendation:** Adopt the resolution authorizing the City Manager to enter into an agreement with Neal Martin & Associates in an amount not to exceed \$35,000.

3. RESOLUTION REJECTING THE BID FOR THE WATER TANK CLEANING AND INSPECTION PROJECT (City Engineer)

**Summary:** The scope of work consists of the routine cleaning and inspection of seven steel water tanks, including disposal of materials removed from each tank, disinfection, scaffolding, ultrasonic testing and structural testing.

The project bid opening was conducted on December 20, 2007. Crosno Construction, Inc. was the sole bidder on the project with a bid price of \$171,900. This equates to approximately \$25,000 per tank and substantially exceeds the project estimates based on prior work completed on similar existing tanks.

Staff is recommending rejection of the bid and rebidding of the project immediately.

**Recommendation:** Adopt the resolution rejecting all bids for the Water Tank Cleaning and Inspection Project.

4. RESOLUTION APPROVING THE CONTRACT WITH AGUILAR AND SONS FOR THE 2008 STORM DRAIN REPAIR PROJECT (City Engineer)

**Summary:** Staff has identified three areas where storm drain improvements are needed. These areas are located at the intersections of Castle Court and Remillard Drive, West Santa Inez Avenue and Arden Road, and Eucalyptus Avenue and Willow Road. These improvements will help prevent flooding, increase pedestrian safety and decrease the annual maintenance of the storm drain system in these areas.

The Town solicited three bids from contractors and received responses as follows:

<u>CONTRACTOR</u>	<u>BID PRICE</u>
Aguilar and Sons	\$33,559
Fermin Sierra Construction, Inc.	\$44,800
Farallon Company	\$59,930

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

A contingency of 20% is recommended for this project based on recent experience for similar work due to the nature of the numerous unforeseen problems that may be encountered.

Funding for this project is from the Capital Improvement Program as Storm Drain Improvements, and revenue will be from the 2006 Water and Sewer 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 approving the contract for the 2008 Storm Drain Repair Project to Aguilar and Sons in the amount of \$33,559, with a 20% contingency in the amount of \$6,712, for a total construction budget of \$40,271 to be funded by the 2006 Water and Sewer Bond.

5. RESOLUTION APPROVING THE CONTRACT WITH PACIFIC TRENCHLESS, INC. FOR THE 2008 STORM DRAIN LINING PROJECT (City Engineer)

**Summary:** Staff has identified two storm drain pipes with structural failure due to root intrusion and aging. These two deteriorated storm drain pipes are located at 380 Arden Road and 25 Inverness Way, both of which flow into nearby creeks. Due to the fact that these pipes are located in the environmentally sensitive riparian areas, staff recommends the lining method for repairs to avoid trenching, thereby minimizing disturbance to the creeks. The repairs will help prevent flooding and erosion. It will also decrease the annual maintenance of these storm drain systems.

Staff solicited one bid from the only local contractor, Pacific Trenchless, Inc., that specializes in lining repair for storm drain systems and received a price quote in the amount of \$25,255. The price quote includes pipe bursting for the storm drain pipe at 380 Arden Road and slip-lining for the pipe at 25 Inverness Way.

Staff conducted an analysis of the proposal and verified that the contractor's qualifications and experience levels are satisfactory.

A contingency of 20% is recommended for this project based on recent experience for similar work due to the nature of the numerous unforeseen problems that may be encountered.

Funding for this project is from the Capital Improvement Program as Storm Drain Improvements, and revenue will be from the 2006 Water and Sewer Bond issue. This project is exempt from the California Environmental Quality Act (CEQA) per section 15301 (d) of the State Public Resources Code. It should be noted that additional small storm drain projects are likely to be proposed during the year.

**Recommendation:** Adopt the resolution approving the contract for the 2008 Storm Drain Lining Project to Pacific Trenchless, Inc. in the amount of \$25,255, with a 20% contingency in the amount of \$5,051, for a total construction budget of \$30,306 to be funded by the 2006 Water and Sewer Bond.

6. RESOLUTION ACCEPTING AS COMPLETE THE CONTRACT WITH SHAW PIPELINE, INC. FOR THE JEWELL PLACE/SAN RAYMUNDO ROAD STORM DRAIN PROJECT (City Engineer)

**Summary:** The contractor, Shaw Pipeline, Inc., installed approximately 325 linear feet of 12-inch storm drain pipe from San Raymundo Road to Jewell Place. This installation was necessary to eliminate a historic flooding issue on San Raymundo Road. The old bubble-up storm drain system had caused ponding in the roadway and flooding for local residents.

The project was awarded to Shaw Pipeline, Inc. in the amount of \$35,000, with a 15% contingency in the amount of \$5,250, for a total construction budget of \$40,250. The project was completed under budget at \$37,300.

**Recommendation:** Adopt the resolution accepting as complete the Jewell Place/San Raymundo Road Storm Drain Project by Shaw Pipeline Inc. in an amount of \$37,300.

7. RESOLUTION ACCEPTING AS COMPLETE THE CONTRACT WITH FERMIN SIERRA CONSTRUCTION, INC. FOR THE RECONSTRUCTION OF A DAMAGED STORM DRAIN LINE AT THE BELLEVUE AVENUE/ PEPPER AVENUE INTERSECTION (City Engineer)

**Summary:** The contractor, Fermin Sierra Construction, Inc., replaced approximately 40 linear feet of 12-inch storm drain pipe at the intersection of Pepper Avenue and Bellevue Avenue. The storm drain improvement was combined with the sinkhole repair to eliminate the immediate street hazard caused by the deteriorated storm drain pipe and sinkhole.

The project was awarded to Fermin Sierra Construction, Inc. in the amount of \$10,000, and the repair work project was completed under budget at \$8,500.

**Recommendation:** Adopt the resolution accepting as complete the reconstruction of a damaged storm drain line at the Bellevue Avenue/Pepper Avenue intersection by Fermin Sierra Construction, Inc.

8. RESOLUTION ACCEPTING AS COMPLETE THE CONTRACT WITH CORRPRO WATERWORKS FOR THE CATHODIC PROTECTION INSPECTION PROJECT (City Engineer)

**Summary:** The contractor, Corrpro Waterworks, inspected the cathodic protection systems for fifteen of the Town's water tanks and provided recommendations for improvements in operation and efficiency of the systems with a goal of extending the service life of the cathodic protection systems.

The project was awarded to Corrpro Waterworks in the amount of \$11,235, with a 15% contingency in the amount of \$1,685, for a total construction budget of \$12,920. The project was completed under budget at \$11,235.

**Recommendation:** Adopt the resolution accepting as complete the Cathodic Protection Inspection Project by Corrpro Waterworks.

## **NEW BUSINESS:**

9. RESOLUTION APPROVING THE PARTICIPATION IN PHASE 2 OF THE STUDY OF THE REGIONALIZATION OF FIRE SERVICES IN CENTRAL SAN MATEO COUNTY (Fire Chief)

**Summary:** The City Council recently approved participation in a consultant's study on the feasibility of consolidating fire resources with our neighboring agencies (Millbrae and San Bruno) to realize savings. Phase 1 of the study looked at fire station locations, call volume, and response times. The study confirmed that there are potential savings for fire agencies by building a new fire station and closing two existing stations (Burlingame and Millbrae).

Phase 2 of the study would do the following:

- Compare current operations to best practices and develop a list of regionalization issues and options.
- Develop regional and consolidated options for service delivery.
- Analyze the costs for the delivery of Fire and EMS care.

The final report will summarize the strengths and weaknesses of each emergency service provider, identify areas of service duplication and opportunities for cost savings. This will give the department a better view of potential areas where we can possibly develop additional agreements for sharing services.

This report will be reviewed in draft with the project steering committee (City Managers and Fire Chiefs). Once in the final form, the consultants will present the final report to the Central County Fire Department Fire Board, if requested.

The Town's share of the cost will be approximately \$5,500.

**Recommendation:** Adopt the resolution approving the participation in Phase 2 of the Study of the Regionalization of Fire Services in Central San Mateo County.

10. RESOLUTION ALLOCATING UP TO \$90,000 FOR THE EMERGENCY REPAIR OF A DAMAGED STORM DRAIN LINE IN THE MACADAMIA OPEN SPACE

(Public Works Director)

**Summary:** On Saturday, January 26, 2008, the Public Works Department was advised of a sanitary sewer overflow from a manhole at the end of Redington Road. The on-call personnel responded in the evening and made their best effort to clear the line. They left the scene once the line was rodded and anticipated that the flow would cease in a short time. On Sunday morning, January 27, 2008, the same manhole was reported to be overflowing. When the crew responded they observed that four manholes were overflowing at the same time. Upon seeing the relative clarity of the water, the crew began investigating upstream for the water source. At that time, they discovered a large pond of water to the west of Macadamia Road about 1/3 mile away from the spill. The body of water was approximately twelve feet deep and roughly 500 feet wide at its broadest point, which covered four sanitary sewer manholes. It was obvious the overflow was caused by storm water flowing into the manholes.

Because of the depth of the water it was not possible to gain access to the storm drain inlet to determine the cause of failure. Public Works staff arranged for the rental of 6-inch pumps to begin moving water from the canyon to the street above. The pumping operation was continuous from 7:00 p.m. on Sunday, January 27, 2008, until 1:00 p.m. on Tuesday, January 29, 2008, and was continuously monitored by three or more Public Works staff. As a result, the sanitary sewer overflow ceased at approximately 9:00 p.m. on Monday night, January 28, 2008.

Once most of the water was drained, staff determined that a large log had become wedged inside the storm drain pipe approximately 50 feet east of Macadamia Road. After several manual methods of removing the obstruction were attempted, Public Works retained Farallon

Company on a time and material basis to operate a large excavator to dig approximately 25 feet below the ground to expose the storm drain pipe, remove the obstruction and restore the area. Because of the exigent circumstance, no competitive bidding process was conducted for the excavation project.

Public Works is requesting that the City Council allocate up to \$90,000 for the repair of the storm drain line in the Macadamia Open Space, which includes the following expenses:

Equipment Rental (Baker Pump, Cresco, Farallon)	\$10,000
Excavation Work (Farallon)	\$65,000
Video (Pacific Liners)	\$ 5,000
Storm Drain Fabrication (Artistic Iron)	\$ 5,000
Engineering (CSG)	\$ 5,000

**Recommendation:** Adopt the resolution allocating up to \$90,000 for the emergency repair of a damaged storm drain line in the Macadamia Open Space.

11. DISCUSSION OF PROPOSED REFUSE RATE ALTERNATIVES AND AUTHORIZATION TO SEND PROPOSITION 218 NOTICES TO RESIDENTS (Public Works Director)

**Summary:** Allied Waste has prepared its annual rate application in accordance with its refuse collection franchise agreement with the Town. A revenue increase of 7.6% (\$108,000) is recommended for 2008 in order to cover all costs associated with collection of refuse, recyclables and plant materials. As discussed last January 2007, when a rate increase of 15.5% was implemented, approximately \$48,000 of this year's increase is associated with one-time expenses carried over from 2006.

Due to the need to provide a Proposition 218 notice and hold a public hearing 45 days thereafter, the earliest the increase can be incorporated into the rates is in March 2008.

This year, the City Council may consider several rate structure options. It should be noted that these are recommendations for maximum rates, which are required to be included in a Proposition 218 notice. After conducting a hearing the City Council can adjust the rates to lower levels.

**Rate Structure 1** – This is the traditional method by which rates have been set in Hillsborough.

Under this option, the Town could consider implementing an across-the-board 7.6% rate increase.

**Rate Structure 2** – R3 Consulting estimates that the additional time spent collecting side/rear yard service accounts for roughly 20% of all collection costs. The vast majority of residents subscribe to single can (32 gallons at \$0.74/gallon or \$23.68). A flat 20% premium for a single can customer would equal \$4.74. A premium of this size would not generate sufficient revenue to cover the current revenue requirement, and would need to be supplemented by an across-the-board increase of the volume-based rates. The larger increase for the pup truck serviced

accounts reflects the higher cost to operate this inefficient method of refuse collection. This 1.9% of the customer base (69 residences) accounts for 2.4% of the total collection cost.

Under this option, the Town could consider implementing a smaller across the board rate increase, and rates that differentiate between curbside or side/rear yard trash collection with a set of standard premiums that will be charged in addition to the per gallon costs:

<b>Service Level</b>	<b>Curbside</b>	<b>Side/Rear Yard</b>	<b>Pup Truck</b>
Number of Accounts	1,873	1,249	69
Monthly Increase	2.6%	2.6% + \$4.74	2.6% + \$7.89

**Rate Structure 3** – Because side/rear yard service accounts for about 20% of the labor cost, the full burden of this year’s 7.6% revenue shortfall could be introduced as flat fee of \$8.41. This cost will appear as a larger increase to residents with single can subscriptions, and will be closer to 20% for those with 2-3 trash cans.

Under this option, the Town could consider implementing rates that differentiate between curbside or side/rear yard trash collection with a set of standard premiums that will be charged in addition to the per gallon costs:

<b>Service Level</b>	<b>Curbside</b>	<b>Side/Rear Yard</b>
Number of Accounts	1,873	1,318
Monthly Increase	No Increase	\$8.71

**Rate Structure 4** – Different rate premiums were created using the length of the driveway and a cost of \$0.055/second to estimate premiums. This would place the full burden of this years’ revenue shortfall on side/rear yard customers, and would dramatically increase costs for residents with very long driveways (which would include most residences serviced by pup trucks.) It is reasonable to anticipate in future years the cost difference between curbside and side or rear yard service will become much larger than the current 20% that is suggested, with the introduction of a cart-based collection system in 2010. At that time there may be an opportunity to reduce the curbside collection time to less than 20 seconds, if automated vehicles staffed by one person are used. By comparison, collection at the side or rear yard will continue to demand the same amount of time, and more if side/rear yard collection of recyclables and plant materials is offered.

Under this option, the Town could consider implementing rates that differentiate between curbside or side/rear yard trash collection with a set of standard premiums for different driveway lengths:

<b>Feet from Curb</b>	<b>Curbside</b>	<b>&lt; 50 ft</b>	<b>51-100 ft</b>	<b>&gt; 100 ft</b>
Number of Accounts	1,873	276	659	395
Monthly Increase	No Increase	\$0.95	\$4.53	\$19.78

**Why Different Rate Tiers?**

There are four major cost centers that comprise the refuse collection rate:

<b>Cost</b>	<b>Expense</b>
Direct Labor	\$547,008
General, Maintenance, Insurance	\$315,820
Profit	\$85,335
Pass Thru Costs (Tipping Fees, Franchise Fees)	\$431,619
2008 Projected Revenue Requirement	\$1,379,782

Of these four cost centers, only two can be affected by resident behavior: Pass Thru Costs and Direct Labor. Tipping fees are costs paid to dispose of waste at a landfill. When residents recycle materials, Pass Thru Costs can be reduced by incurring lower material processing fees and generating revenues from the sale of recycled commodities. To encourage residents to dispose of less trash and recycle more, volume-based rates were adopted by the Town. The Direct Labor expense is a consistently escalating cost, tied to long-term labor agreements. To the extent that the Town can minimize the requirement for more labor, it can help mitigate future rate increases.

R3 Consulting was recently retained by the Town to conduct a time and motion study to determine what differences in time were required to collect refuse at the curb and at the side or rear yard which yielded the following results:

<b>Feet from Curb</b>	<b>At Curb</b>	<b>&lt; 50 ft</b>	<b>51-100 ft</b>	<b>&gt; 100 ft</b>
Average Seconds needed for collection	44	48	63	127
Driveways (estimated)	1873	250	625	374

The study was an empirical survey of routes as they were driven by Allied. The times were kept for individual residences and then averaged. In effect, residents who leave their trash in their side/rear yard are increasing the overall labor cost for collection services. R3 estimates that there should be roughly a 20% difference in cost between curbside and rear yard service. The Town's volume-based rates cannot be adjusted for this time difference, as there is no direct relationship between where the trash cans are placed and the volume of waste generated by the residence. (For example, a resident placing three cans at the curb can be serviced more quickly than a resident who places one can 150 feet from the curb.) Therefore, it is more practical to impose a flat fee for side/rear yard service, in addition to charging the current volume-based rate.

**Recommendation:** Authorize the mailing of a Proposition 218 notice that includes all rate structure options and set a public hearing for March 10, 2008.

12. PROPOSAL BY ALLIED WASTE FOR WEEKLY COLLECTION OF PLANT MATERIALS OR ORGANICS (Public Works Director)

**Summary:** Allied Waste (Allied) has submitted a proposal to the South Bayside Waste Management Authority (SBWMA) for the weekly collection of plant materials and for the weekly collection of organics, which is defined as plant materials mixed with food wastes. The

SBWMA is requesting that by March 2008 all agencies state a preference regarding participation in the programs which would be implemented in 2009.

For most agencies, a change from biweekly collection of plant materials to weekly collection would increase citywide recycling diversion by roughly 10%-13%. Similarly, a change to weekly collection of organics would yield a 15%-18% increase in diversion.

The bottom line for the proposals is that weekly collection of plant materials has the potential to increase revenue requirements by 4.0% and weekly collection of organics would increase revenue requirements by roughly 5.2%. Most of the cost increase is caused by a short depreciation period for new trash trucks that would need to be acquired and a difference in the per ton tipping fees. Allied's proposal requires that they be compensated at the current tipping fees (\$35.00/ton for the incremental tonnage increase resulting from weekly collection of plant materials). Currently, the SBWMA enjoys a below-market rate for tipping fees of \$20.07/ton, based on a deal made seven years ago. For weekly organics collection, Allied is proposing a tip fee of \$37.50 for all tonnage collected (not just the incremental increase).

After evaluating the proposal, neither option appears particularly advantageous to the Town. With a diversion rate of 68%, the Town continues to exceed State mandates for diversion, and in January 2011, the new franchise will make weekly organics collection a standard service within the SBWMA. It is unclear that weekly service would cause more plant material tonnage to be set at the curb in Hillsborough. Residents can set out an unlimited number of containers, and limited storage capacity is not known to be a barrier to recycling. A recent outreach program to encourage SBWMA residents to request additional recycling bins has generated a good response, and attempting a similar program to encourage residents to accept more green waste carts may be a more appropriate way to encourage additional diversion. Funding for the program will be from the Sewer Fund reserve.

**Recommendation:** Direct staff to decline participation in weekly collection of plant or organic materials.

## DISCUSSION:

13. GRANT AWARD FOR THE CENTRAL COUNTY FIRE DEPARTMENT RESCUE VEHICLE REPLACEMENT (Fire Chief)

**Summary:** The Central County Fire Department (CCFD) recently participated in an audit by the State of California Office of Emergency Services (OES) where the rescue unit was "typed" as a medium duty rescue. CCFD has been able to acquire most of the equipment and training of selected personnel through grants to San Mateo County OES. Rescue 33 is now identified as USAR 233 in the county system. Through the collaborative efforts of personnel from San Mateo, Millbrae and CCFD, confined space, structure collapse, trench, and rope rescue capabilities can now be provided when requested. The unit is cross-staffed at Fire Station 33.

The current rescue vehicle is a 1987 Ford that is overdue to be removed from service. CCFD applied for a Firefighters' Assistance Grant of \$350,000 to replace the aging unit. The grant is

administered through the Department of Homeland Security and is a 90/10 ratio for funding; the Town's share would be \$35,000.

On January 11, 2008, CCFD was notified that the grant was awarded. The department now has until January 10, 2009, to complete the replacement process. Fire Department personnel are already at work putting together the specifications for a heavy rescue unit. As part of the grant agreement, the vehicle being replaced cannot be used for emergency response once it is taken out of service. Once the new apparatus is placed into service, the current Rescue 33 must be donated to a local college or scrapped.

**Recommendation:** For information only, no action needed.