TOWN OF HILLSBOROUGH

San Mateo County

Catherine U. Mullooly, Mayor
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John J. Fannon
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1600 Floribunda Avenue
Hillsborough, CA 94010

A G E N D A

MONDAY, JULY 14, 2008
5:00 p.m. CLOSED SESSION
6:00 p.m. CITY COUNCIL MEETING
Hillsborough Town Hall

CLOSED SESSION (5:00 p.m.)

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

Name of case: Town of Hillsborough v. Ranger Pipeline

B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: Two potential cases

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

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. MINUTES: June 9, 2008

IV. 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: JUNE 1 THROUGH JUNE 30, 2008

2. REJECTION OF CLAIM: MS. SURAYNA SPICER

3. QUARTERLY TREASURER'S REPORT

4. QUARTERLY INTEREST RATE PRODUCTS (SWAP) REPORT

5. RESOLUTION AUTHORIZING THE INCREASE IN THE ANNUAL COST TO PUBLISH THE TOWN'S NEWSLETTER IN THE AMOUNT OF $11,320

6. RESOLUTION ALLOCATING ADDITIONAL FUNDS FOR THE EMERGENCY REPAIR OF A DAMAGED STORM DRAIN LINE IN THE MACADAMIA OPEN SPACE IN THE AMOUNT OF $27,180

7. RESOLUTION REQUESTING THE LOCAL AGENCY FORMATION COMMISSION (LAFCO) TO TAKE PROCEEDING FOR ANNEXATION OF PORTIONS OF SKYLINE BOULEVARD, HAYNE ROAD AND BLACK MOUNTAIN ROAD

8. RESOLUTION AWARDING THE BID TO PETERSON TRACTOR CO. FOR THE PURCHASE OF A 2008 TIER III CATERPILLAR 420E TRACTOR (BACKHOE/LOADER) FOR THE PUBLIC WORKS DEPARTMENT

9. RESOLUTION AWARDING THE CRYSTAL SPRINGS ROAD STRIPING PROJECT TO LINEAR OPTIONS, INC.

10. RESOLUTION AWARDING A CONTRACT TO AA-1 PAINTING SERVICE FOR THE DARRELL TANK NO. 3 IMPROVEMENTS AND COATINGS PROJECT

11. RESOLUTION AWARDING A CONSULTING SERVICES AGREEMENT TO LAURA SVENGUARD FOR GRANT WRITING TECHNICAL ASSISTANCE FOR OPEN SPACE MANAGEMENT GRANTS

12. RESOLUTION AWARDING A CONTRACT TO LORAN MAY & ASSOCIATES FOR WILDLIFE BIOLOGY AND FACILITATION PROFESSIONAL SERVICES FOR THE OPEN SPACE MANAGEMENT TASK FORCE

13. RESOLUTION TO CONTINUE PARTICIPATING IN AND FUNDING THE WATERWISE EDUCATION PROGRAM

14. RESOLUTION APPROVING THE CSG WORK ORDERS FOR ENGINEERING SERVICES FOR THE DARRELL WATER TANK IMPROVEMENTS PROJECT AND THE WATER TANK CLEANING AND INSPECTION PROJECT

V. PUBLIC HEARING:

15. FUNDRAISING EVENT PERMIT APPLICATION 08-05 FOR THE SAN MATEO ARBORETUM SOCIETY'S HILLSBOROUGH/SAN MATEO GARDEN TOUR

16. RESOLUTION AUTHORIZING THE PLACEMENT OF SEWER SERVICE AND STORM DRAINAGE CHARGES AND OF THE SPECIAL TAX FOR POLICE PROTECTION AND FIRE PROTECTION AND PREVENTION ON THE 2008-2009 COUNTY TAX ROLL AND AUTHORIZING THE COUNTY TAX COLLECTOR TO COLLECT SUCH CHARGES

17. ORDINANCE AMENDING HILLSBOROUGH MUNICIPAL CODE SECTION 2.12.070 (C) REGARDING TIMELINES FOR THE PROCESSING OF ARCHITECTURE AND DESIGN REVIEW BOARD (ADRB) APPLICATIONS – ADOPTION

VI. INFORMATION ITEM:

18. SPECIAL CITY COUNCIL MEETING

VII. NEW BUSINESS:

19. RESOLUTION CONFIRMING THE REPORT OF WEED ABATEMENT CHARGES AND ORDERING COLLECTION

VIII. DISCUSSION:

20. CAROLANDS GATEHOUSE RECONSTRUCTION

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.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection in the City Clerk's Office located at 1600 Floribunda Avenue, Hillsborough, CA 94010, during normal business hours.

AUDIO / VISUAL ADVISORY:

Those persons who wish to use PowerPoint, CDs, DVDs, VCRs or other mediums when presenting to the City Council, will be required to submit media items to the City Clerk by 12:00 p.m. on the day of City Council meetings. Media items can be emailed to myokoyama@hillsborough.net or brought in on disc or flash drives to the City Clerk's Office located at 1600 Floribunda Avenue, Hillsborough, CA 94010.

AGENDA – REPORTS

HILLSBOROUGH CITY COUNCIL
Monday, JULY 14, 2008
6:00 p.m.
Hillsborough Town Hall
1600 Floribunda Avenue, Hillsborough

CONSENT CALENDAR:

1. MONTHLY CLAIMS: JUNE 1 THROUGH JUNE 30, 2008 (Finance Director)

Summary: The monthly claims for the month of June 2008 in the amount of $3,412,566.25 are submitted for approval.

Recommendation: Approve the monthly claims for June 2008 as submitted.

2. REJECTION OF CLAIM: MS. SURAYNA SPICER (Assistant City Manager)

Summary: Ms. Spicer has filed a claim against the Town alleging “invasion of privacy” and “interference with career opportunity”. Rejection of the claim is recommended to begin the six month statutory period.

Recommendation: Reject the claim.

3. QUARTERLY TREASURER’S REPORT (Finance Director)

Summary: Pursuant to Government Code 53646(b), the Treasurer may render a Quarterly Investment Report to the City Council within thirty days following the end of the quarter covered by the report.

Recommendation: Approve the quarter ending June 30, 2008 Treasurer’s Report.

4. 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 June 30, 2008.

5. RESOLUTION AUTHORIZING THE INCREASE IN THE ANNUAL COST TO PUBLISH THE TOWN'S NEWSLETTER IN THE AMOUNT OF $11,320 (Finance Director)

Summary: One of the various ways the Town communicates with its residents is through the quarterly newsletter. The newsletter is published through a third party vendor (Barbara Backer) and is overseen by the Citizens Communications Advisory Committee (CCAC).

Ms. Backer has been producing the Town's newsletter since 1995. In addition to writing most of the articles, she coordinates the printing, design, outside writers, pictures and management of each issue, and on average logs in about forty hours per issue. After printing and design costs of $9,600 and $2,400 per year respectively, Ms. Backer's net compensation amounts to approximately $4,680 per year or $29.25 per hour.

Staff, with the concurrence of the CCAC, requests to realign Ms. Backer's compensation to $4,000 per issue or $16,000 a year, which computes to $100 per hour. Current rates for newsletter writers are in the range of $125 to $200 per hour.

Ms. Backer will be requested to continue contracting with the printer and designer and to submit actual invoices to the Town for reimbursement. The other cost for this task includes postage, which is paid through the Town's bulk mailing account with the postal service.

The additional budget appropriation ($8,000) to implement this change will be taken from the Contingency account already included in the adopted budget.

Included in the agenda packet is a worksheet showing the history of publication costs and a comparison of the current and proposed consultant costs.

Recommendation: Adopt the resolution authorizing the increase in the annual cost to publish the Town's newsletter in the amount of $11,320.

6. RESOLUTION ALLOCATING ADDITIONAL FUNDS FOR THE EMERGENCY REPAIR OF A DAMAGED STORM DRAIN LINE IN THE MACADAMIA OPEN SPACE IN THE AMOUNT OF $27,180 (City Engineer)

Summary: In February 2008, the City Council authorized $90,000 for the emergency repair of the storm drain line in the Macadamia Open Space. The work of the contractor, Farallon Company, was instrumental in repairing the storm drain.

The work by Farallon Company included assistance with the pumping of water around the work area; troubleshooting and repair of pumps and hoses; relocating pumps, hoses and suction pit; excavation of the trench to locate obstruction in the pipe; shoring of the trench; removal of the obstruction; repair of the damaged section of pipe; backfill and compaction of the trench; grading of the hillside; repair of the swale and catch basin; erosion control; additional grading for the roadway; and enhancements to the headwall structure. All this work took approximately two and one-half months to complete. All administrative costs and some labor costs were absorbed by the contractor as pro-bono expenses and will not be billed to the Town.

Staff is requesting that the City Council allocate additional funds for work completed by Farallon Company. The total cost of the contractor's work is $92,180 and the total allocated to date is $65,000. The additional funds requested for the work is $27,180. The total cost for this project will be $117,180 and included materials and equipment needed by the Town.

Funding for the project shall be allocated from the 2006 Water and Sewer Bond.

Recommendation: Adopt the resolution allocating additional funds for the emergency repair of a damaged storm drain line in the Macadamia Open Space in the amount of $27,180, and accept the project as complete.

7. RESOLUTION REQUESTING THE LOCAL AGENCY FORMATION COMMISSION (LAFCO) TO TAKE PROCEEDING FOR ANNEXATION OF PORTIONS OF SKYLINE BOULEVARD, HAYNE ROAD AND BLACK MOUNTAIN ROAD (City Engineer)

Summary: The City Council adopted a resolution for this annexation on June 9, 2008. The previous resolution had assumed that the area to be annexed was pre-zoned. Upon further discussion with LAFCo, we have concluded that the property is not pre-zoned and the previously adopted resolution will need to be modified to exclude any references to pre-zoning. The pre-zoning of this area is scheduled for the City Council meeting on August 11, 2008.

Recommendation: Re-adopt the resolution requesting LAFCo to take proceeding for annexation of portions of Skyline Boulevard, Hayne Road and Black Mountain Road.

8. RESOLUTION AWARDING THE BID TO PETERSON TRACTOR CO. FOR THE PURCHASE OF A 2008 TIER III CATERPILLAR 420E TRACTOR (BACKHOE/LOADER) FOR THE PUBLIC WORKS DEPARTMENT (City Engineer)

Summary: The purchase of a new 2008 Tier III Caterpillar 420E Backhoe/Loader with standard equipment is funded as part of the vehicle replacement program in 2007/2008. This is to replace a 1992 Ford 445 C tractor currently used by the Street Department. Public Works crews use backhoes on a daily basis to excavate and replace soil and rock, to move water pipe and heavy equipment, and to load materials such as rock and green waste into trucks or disposal bins. The new Backhoe/Loader will be utilized for all operations by the Street Department and the 1992 Ford 445 C will only be used for work within the Municipal Service Center. This new Backhoe/Loader is also equipped with a new Tier III engine, which conforms to the 1998 California Air Resources' Board (CARB) laws and regulations regarding diesel emission standards.

Bids were solicited from three vendors with all responding, as follows:

#	BIDDER	BID PRICE
1	Peterson Tractor Co.	$91,861.78
2	Holt of California Co.	$99,070.41
3	Quinn Company	$99,439.28

Staff has checked the bids for completeness and accuracy to specifications. Funding will be from the Street Fund. The Town is also trading in the JCB 210 Backhoe/Loader for $13,000 that will be added to the budget of $80,000 to fund the purchase of this piece of equipment.

Recommendation: Adopt the resolution awarding the bid for the purchase of one new 2008 Tier III Caterpillar 420E Backhoe/Loader to Peterson Tractor Co. in the amount of $91,861.78.

9. RESOLUTION AWARDING THE CRYSTAL SPRINGS ROAD STRIPING PROJECT TO LINEAR OPTIONS, INC. (City Engineer)

Summary: The Crystal Springs Road Rehabilitation Project was awarded to O'Grady Paving Inc. in October 2007. Due to the reduction in scope of the project to fit the grant funding for the project, the striping of the roadway was removed from the contract scope.

The roadway striping and markings are completely faded or missing in many areas and need to be updated. The project includes updating 2,500 linear feet of CalTrans detail D22 (thermoplastic and markers), 700 linear feet of detail D23 (markers only), and 8,300 feet of detail D27b (thermoplastic fog line).

The contractor submitted a proposal to complete this project at a lump sum price of $11,725.

Staff is recommending awarding the project to Linear Options, Inc. in the amount of $11,725 with a contingency of $2,000 for a total project cost of $13,725.

Recommendation: Adopt the resolution awarding the contract for the Crystal Springs Road Striping Project to Linear Options, Inc. in an amount not to exceed $13,725 and allocating funds from the General Fund for the same.

10. RESOLUTION AWARDING A CONTRACT TO AA-1 PAINTING SERVICE FOR THE DARRELL TANK NO. 3 IMPROVEMENTS AND COATINGS PROJECT (City Engineer)

Summary: The project includes improvements to an existing one million gallon steel potable water storage tank including structural modifications, interior and exterior ladders, roof guardrails and interior mixing systems. The project also includes removal, replacement, and over coating of some areas of the existing tank.

The Town bid this same project in February 2008, and at that time, the Town decided to reject all bids due to discrepancies in the bidder's qualifications.

The Town held a mandatory pre-bid meeting on June 10, 2008, to familiarize potential bidders with the scope of work. The project's bid opening was held on June 19, 2008. The following bids were received:

#	CONTRACTOR	BID PRICE
1	AA-1 Service, Inc.	$272,795
2	Industrial Coating and Restoration	$275,000
3	Paso Robles Tank, Inc.	$316,450
4	Quality Painting and Maintenance	$352,000
5	Farr Construction Corp.	$353,364
6	Olympic Painting Co.	$368,000
7	Crosno Construction, Inc.	$379,680
8	FD Thomas, Inc.	$499,468

The low bidder for this project is AA-1 Service, 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. The project is budgeted and funding will be appropriated from the 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 the contract for the Darrell Tank No. 3 Improvements and Coatings Project to AA-1 Service, Inc. in the amount of $272,795, with a contingency in the amount of $27,280, for a total construction budget of $300,075.

11. RESOLUTION AWARDING A CONSULTING SERVICES AGREEMENT TO LAURA SVENGUARD FOR GRANT WRITING TECHNICAL ASSISTANCE FOR OPEN SPACE MANAGEMENT GRANTS (City Engineer)

Summary: This resolution would award a consulting services agreement with Laura Svenguard, grant writer, to provide assistance on technical elements, preparation and review on a minimum of three grant applications for open space management funding.

In April 2008, the City Council approved the Town's Vegetation Management Strategy & Guidelines, as well as the formation of an Open Space Management Task Force (Task Force). Mayor Mullooly has formed the Task Force and the first meeting is being scheduled for early August 2008 to begin reviewing and prioritizing open space management considerations and projects for the City Council's consideration and approval. In preparation, staff has identified a number of potential open space grants that may warrant pursuit. Included in the agenda packet is a matrix. Town staff will work with the Open Space Management Task Force and the grant writing consultant to further narrow the attached list of open space grants to those whose missions most closely match the Town's open space management priorities and goals. It is anticipated that the Town would likely apply for grant award amounts ranging from $75,000 to $1.5 million. The probable types of projects could include wildfire mitigation, invasive species control, erosion control, and restoration/maintenance (e.g., Crocker Lake). The grant application process and requirements for open space management projects are often quite lengthy and technical.

Once the grant programs are identified, staff will work with the consultant to research, draft, prepare, scope and submit the grant applications. The consultant has a high rate of success in assisting government agencies in procuring open space management grant funding. Work will be done on a time and materials basis and will not exceed $9,000.

Recommendation: Adopt the resolution awarding a contract to Laura Svenguard for technical assistance in preparing open space management grant applications on a minimum of three applications.

12. RESOLUTION AWARDING A CONTRACT TO LORAN MAY & ASSOCIATES FOR WILDLIFE BIOLOGY AND FACILITATION PROFESSIONAL SERVICES FOR THE OPEN SPACE MANAGEMENT TASK FORCE (City Engineer)

Summary: This resolution would award a contract to Loran May & Associates to provide the Town's newly formed Open Space Management Task Force (Task Force) with access to a wildlife biologist during their ranking of open space management tasks and actions. The Town has consulted with Loran May & Associates during the completion of its Open Spaces Sensitive Species Surveys, Vegetation Mapping Study and City Council approved Vegetation Management Strategy and Guidelines. Loran May & Associates would also facilitate the Task Force's use of the Ranking and Prioritization process and scoring sheet, as outlined in Section 7 of the City Council approved Vegetation Management and Strategy Guidelines.

The Task Force's prioritization process will result in a list of recommended open space management tasks and actions being forwarded to the City Council for consideration in the fall of 2008. The access to an experienced wildlife biologist by the Task Force during the prioritization process will ensure that issues such as maintaining and improving biodiversity, protecting sensitive species and consideration of the many laws, rules, and regulations around wildlife protection will be reasonably weighed, understood and considered by the Task Force. Additionally, the consultant will help guide the Task Force through the ranking and prioritization process. The consultant will provide these services on a time and materials basis, not to exceed $7,000.

Recommendation: Adopt the resolution awarding a contract to Loran May & Associates for wildlife biology and facilitation professional services for the Open Space Management Task Force.

13. RESOLUTION TO CONTINUE PARTICIPATING IN AND FUNDING THE WATERWISE EDUCATION PROGRAM (City Engineer)

Summary: The Town has funded participation in the Bay Area Water Supply & Conservation Agency (BAWSCA) endorsed WaterWise Education Program for the past two school years. The program provides WaterWise Education Kits and educational materials for 5th grade students. A post-program survey of participating Hillsborough City School District students in the 2007/2008 school year found that:

- 50% rated the WaterWise® Program as good or great.
- 67% reported they changed the way they use water.
- 67% reported they worked with their family on the program.
- 42% reported they installed the bathroom aerator.
- 37% reported they installed the new high efficiency showerhead.

Further, the attached report projects that an estimated 1.12 million gallons of water per year will be conserved due to the documented installation of the water saving devices provided in the WaterWise Education Kit.

Recommendation: Adopt the resolution to continue participation in the WaterWise Education Program and provide $6,120 to fund WaterWise Education Kits for every Hillsborough City School District 5th grader.

14. RESOLUTION APPROVING THE CSG WORK ORDERS FOR ENGINEERING SERVICES FOR THE DARRELL WATER TANK IMPROVEMENTS PROJECT AND THE WATER TANK CLEANING AND INSPECTION PROJECT (Acting Public Works Director)

Summary: CSG has submitted proposals for design of the following projects:

Darrell Water Tank Improvements Project – CSG will provide additional engineering services, including engineering evaluation for the thickness test results of the steel tank structure, coordination for an additional independent thickness test, engineering evaluation for water quality modeling studies, revisions of the plans and specifications for the re-bid, and project coordination. CSG will also provide engineering services for construction coordination and support, including submittal review and tank inspection to confirm structural improvements. The cost of the additional design services and construction administration is estimated at $33,400 and will be funded through the 2006 Bond issue.

Water Tank Cleaning and Inspection Project – CSG will provide additional engineering services to revise the bid package for the re-bid and oversee the re-bidding process. The cost of the services is estimated at $9,650 and will be funded through the 2006 Bond issue.

Recommendation: Adopt the resolution approving the CSG work orders for the Darrell Water Tank Improvements Project and the Water Tank Cleaning and Inspection Project in the total amount of $43,050 and allocating the same from the 2006 Bond issue.

PUBLIC HEARING:

15. FUNDRAISING EVENT PERMIT APPLICATION 08-05 FOR THE SAN MATEO ARBORETUM SOCIETY'S HILLSBOROUGH/SAN MATEO GARDEN TOUR (City Clerk)

Summary: The San Mateo Arboretum Society submitted an application to conduct its Hillsborough/San Mateo Garden Tour at 140 Stonehedge Road and 565 Remillard Drive in Hillsborough. This event is proposed to take place on Saturday, September 6, 2008.

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

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

Recommendation:

1. Open the public hearing and receive comments;
2. Close the public hearing; and
3. Approve the Fundraising Event Permit Application 08-05 for the San Mateo Arboretum Society's Hillsborough/San Mateo Garden Tour on Saturday, September 6, 2008, subject to the conditions recommended by staff.

16. RESOLUTION AUTHORIZING THE PLACEMENT OF SEWER SERVICE AND STORM DRAINAGE CHARGES AND OF THE SPECIAL TAX FOR POLICE PROTECTION AND FIRE PROTECTION AND PREVENTION ON THE 2008-2009 COUNTY TAX ROLL AND AUTHORIZING THE COUNTY TAX COLLECTOR TO COLLECT SUCH CHARGES (Finance Director)

Summary: The Town's sewer service charges, storm drainage charges and the public safety special tax are collected by the County Tax Collector in the same manner in which the County collects the property taxes pursuant to the Hillsborough Municipal Code. The Code requires the Town to annually adopt a resolution authorizing the County Tax Collector to collect charges. The procedure to place the charges on the tax rolls and the publication of notices and hearings shall be that prescribed in California Health and Safety Code 5473 through 5473.8.

Recommendation:

1. Open the public hearing and receive comments;
2. Close the public hearing; and
3. Adopt the resolution authorizing the placement of sewer service and storm drainage charges and of the special tax for police protection and fire protection and prevention on the 2008-2009 county tax roll and authorizing the County Tax Collector to collect such charges.

17. ORDINANCE AMENDING HILLSBOROUGH MUNICIPAL CODE SECTION 2.12.070 (C) REGARDING TIMELINES FOR THE PROCESSING OF ARCHITECTURE AND DESIGN REVIEW BOARD (ADRB) APPLICATIONS – ADOPTION (Director of Building & Planning)

Summary: The Hillsborough Municipal Code currently states that projects not acted on by the ADRB within thirty days of receipt of a complete application are automatically approved, unless a continuance is agreed to by the applicant. Due to the ADRB's monthly schedule, the potential for

automatic approvals without discretion, and inconsistency with State law, staff believes this code section should be amended to delete this time limit. If this time limit is deleted, the required timelines for processing applications would default to State law. (Local jurisdictions cannot allow more time for the processing of applications than the State.)

State law specifically allows a lead agency sixty days from the determination that a project is exempt from California Environmental Quality Act (CEQA) or from when a Negative Declaration is adopted to approve or deny a project. In cases where an Environmental Impact Report (EIR) is required, State law allows between ninety and one hundred eighty days for decision making after certification of an EIR. State law also allows for continuances by mutual agreement between an applicant and the local agency.

On June 9, 2008, the City Council introduced the ordinance and set the item for consideration of adoption for the July 14, 2008 City Council meeting.

Recommendation: Adopt the ordinance amending Hillsborough Municipal Code Section 2.12.070 (C) regarding timelines for the processing of ADRB applications.

INFORMATION ITEM:

18. SPECIAL CITY COUNCIL MEETING (City Clerk)

Summary: On Friday, July 11, 2008, the City Council held a Special City Council Meeting, the agenda of which was posted at least 24 hours before the Special City Council Meeting on the Town's three bulletin boards and on the Town's website. The purpose of the meeting was to consider adoption of three resolutions: the General Municipal Election of the Town of Hillsborough and directing the City Clerk to perform all actions required of the City Elections Official other than those to be performed by the County; requesting the consolidation of the City election with the Statewide General Election; and requesting the County to canvass the returns of the Town of Hillsborough General Municipal Election and authorizing the execution of the necessary service agreement with the County. The three resolutions were adopted by the City Council of the Town of Hillsborough at the Special City Council Meeting and the resolutions have been posted upon the three official bulletin boards of the Town of Hillsborough.

As required by Election Code Section 12101 and 12111, the Notice of Election was published in the San Mateo County Times, Sing Tao (a Chinese language newspaper) and El Mensajero (a Spanish language newspaper). In addition, the Town published the Notice of Election in the Daily Journal and Burlingame Daily News. The Notice of Election was also posted on the Town's website (www.hillsborough.net); the Town's three official bulletin boards located at Town Hall (1600 Floribunda Avenue), Fire Station 32 (330 Ascot Drive) and Fire Station 33 (835 Chateau Drive); and on Hillsborough TV (HTV). These additional postings exceed the minimum legal requirement for public notice.

Recommendation: For information only; no action required.

NEW BUSINESS:

19. RESOLUTION CONFIRMING THE REPORT OF WEED ABATEMENT CHARGES AND ORDERING COLLECTION (Fire Chief)

Summary: This is the yearly request for a resolution confirming the report of weed abatement charges and ordering collection. Approval of this resolution will authorize the Fire Chief to act as the City Assessor in having the charges collected. The Fire Chief will also report on community fire preparedness.

Recommendation: Adopt the resolution confirming the report of weed abatement charges and ordering collection.

DISCUSSION:

20. CAROLANDS GATEHOUSE RECONSTRUCTION (City Engineer)

Summary: A presentation on the status of the Carolands Gatehouse reconstruction project will be made. The issues to be discussed will include California Environmental Quality Act (CEQA), permitting, design, funding and project construction.

Recommendation: For information only; no action required.