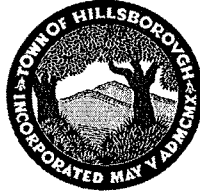


TOWN OF HILLSBOROUGH

San Mateo County

Christine M. Krolik, Mayor
Thomas M. Kasten, Vice Mayor
John J. Fannon
D. Paul Regan
Jess E. Benton

1600 Floribunda Avenue
Hillsborough, CA 94010



A G E N D A

MONDAY, MARCH 09, 2009

4:00 pm SITE VISIT

5:00 pm CLOSED SESSION

6:00 pm CITY COUNCIL MEETING

Hillsborough Town Hall

SITE VISIT (4:00 pm)

- Crystal Springs Uplands School, 400 Uplands Drive

CLOSED SESSION (5:00 pm)

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

Name of case: San Francisco Baykeeper v. Town of Hillsborough

B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Subdivision (a) of Section 54956.9)

Name of case: Regional Water Quality Control Board v. Town of Hillsborough

REGULAR CITY COUNCIL MEETING (6:00 pm)

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. MINUTES: February 9, 2009

IV. PRESENTATIONS:

- Citizens Communications Advisory Committee - Diana Witzel, who served as a Committee Member from June 1994 through December 2008 and as Chair from January 1997 through December 2008.

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 : FEBRUARY 1 THROUGH FEBRUARY 28, 2009
2. RESOLUTION ENDORSING THE SAN MATEO COUNTY ENERGY STRATEGY
3. RECONSTRUCTION OF A NONCONFORMING GARAGE - 417 ROEHAMPTON ROAD
4. GREEN BUILDING ORDINANCE - INTRODUCTION
5. RESOLUTION ALLOCATING FUNDS FOR THE REPAIR OF THE SHINGLED PORTION OF THE ROOF AT 1640 FLORIBUNDA AVENUE IN AN AMOUNT NOT TO EXCEED \$20,000
6. RESOLUTION ALLOCATING FUNDS FOR THE INSTALLATION OF AN EMERGENCY INTERTIE METER AT CHESTER WAY AND BROMFIELD ROAD IN THE AMOUNT OF \$16,830.22
7. RESOLUTION APPROVING AN AGREEMENT FOR THE DISTRIBUTION OF SAN MATEO COUNTY MEASURE A FUNDS FOR LOCAL TRANSPORTATION PURPOSES IN ACCORDANCE WITH 2004 MEASURE A, EFFECTIVE JANUARY 1, 2009
8. RESOLUTION OF LOCAL SUPPORT FOR THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009
9. RESOLUTION APPROVING THE CONTRACT WITH CYBERNET CONSULTING ENGINEERS FOR PROFESSIONAL ENGINEERING SERVICES FOR THE SCADA SYSTEM UPGRADE PROJECT - BID ASSISTANCE

VI. PUBLIC HEARING:

10. FUNDRAISING EVENT PERMIT APPLICATION 09-02 FOR THE COMMUNITY SERVICE LEAGUE KITCHEN TOUR
11. REVIEW AND CONSIDERATION OF THE 2008 GENERAL PLAN IMPLEMENTATION REPORT
12. APPROVAL OF THE TENTATIVE PARCEL MAP 09-01 FOR 851 SHARON AVENUE - STANLEY LO, GREEN BANKER LLC, APPLICANT

VII. OLD BUSINESS:

13. UPDATE ON REFUSE COLLECTION CONTRACTOR SELECTION PROCESS

14. RESOLUTION AUTHORIZING THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY (SBWMA) TO SELL BONDS IN AN AMOUNT NOT TO EXCEED \$65,455,000 TO FINANCE SHOREWAY MASTER PLAN IMPROVEMENTS
15. RESOLUTION DIRECTING THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY (SBWMA) REPRESENTATIVE TO VOTE IN FAVOR OF SOUTH BAY RECYCLING RECEIVING THE AWARD OF THE OPERATIONS CONTRACT FOR THE SHOREWAY ENVIRONMENTAL FACILITY

VIII. NEW BUSINESS:

16. ACCEPTANCE OF THE STRATEGY TO PLACE THE TOWN OF HILLSBOROUGH'S INVESTMENT PORTFOLIO IN TREASURY BILLS

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.

ATTACHMENTS:

Any items listed as "Attachments" to the agenda are available on the Town's website or at the City Clerk's office.

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, VHS tapes 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.



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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CONSENT CALENDAR
CITY COUNCIL MEETING
MARCH 09, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: MONTHLY CLAIMS : FEBRUARY 1 THROUGH FEBRUARY 28, 2009

SUMMARY: The monthly claims for the month of February 2009, in the amount of \$2,466,144.55 are submitted for approval.

FISCAL IMPACT: Claims have been expended pursuant to the approved budget.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with this item.

RECOMMENDATION: Approve the monthly claims for February 2009 as submitted.

ATTACHMENTS: Monthly Claims Listing

PREPARED BY: Marie Bernardo, Assistant Finance Director



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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**CONSENT CALENDAR
CITY COUNCIL MEETING
MARCH 09, 2009**

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION ENDORSING THE SAN MATEO COUNTY ENERGY STRATEGY

SUMMARY: The City/County Association of Governments (C/CAG) formed a task force to consider the County's future energy and infrastructure needs and to recommend how to address these needs in a sustainable manner. The task force, known as the Utility and Sustainable Task Force (USTF), was comprised of six elected officials and six stakeholder representatives. The USTF first met in June 2006, and began work on the energy strategy with a project consultant and County staff. The result of their work is the draft San Mateo County Energy Strategy completed in July 2008. (The Energy Strategy along with a staff report was sent to the City Council prior to the agenda packet and a copy is available to view in the City Clerk's office.) The main objective of the San Mateo County Energy Strategy is to bring the jurisdictions of the County to work collaboratively on energy and water-related issues. The current County Energy Strategy was reviewed and approved by the C/CAG Board of Directors, Board of Supervisors and C/CAG's Congestion Management and Environmental Quality (CMEQ) Committee and is ready for adoption by all the jurisdictions in the County. The Energy Strategy is a working document and will be updated periodically.

The San Mateo County Energy Strategy is one component of a countywide effort called "CO2 San Mateo County" to reduce greenhouse gas (GHG) emissions and to take action on climate change. Other efforts include a new (partially grant funded) County staff person to provide support to the cities, volunteer staff support for cities and a new partnership with PG&E to fund energy efficiency projects for the cities in the County ("San Mateo County Energy Watch"), and other resources available from several nonprofit organizations. At its meeting on January 28, 2009, the Sustainable Hillsborough Task Force recommended that the Energy Strategy be endorsed by the City Council and realize the benefits of working collaboratively with the County and surrounding communities with the implementation of programs and policies that reduce GHG emissions.

FISCAL IMPACT: There is no fiscal impact associated with this item.

ENVIRONMENTAL ISSUES: With the implementation of environmental strategies and programs, there should be a beneficial effect on the environment by the lowering of green house gas emissions.

RECOMMENDATION: Adopt the resolution endorsing the San Mateo County Energy Strategy.

ATTACHMENTS: Resolution

PREPARED BY: Katharine Leroux, Assistant City Manager



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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**CONSENT CALENDAR
CITY COUNCIL MEETING
MARCH 09, 2009**

AGENDA STAFF REPORT

ITEM SUBJECT: RECONSTRUCTION OF A NONCONFORMING GARAGE - 417 ROEHAMPTON ROAD

SUMMARY: The applicants, Steven and Nancy Gans, are proposing to reconstruct an existing 680 square foot garage approximately 10' closer to the front property line in order to improve the structural and aesthetic condition of their garage, improve site design, and enhance the outdoor recreation area of their property. The existing garage is in poor condition, has a flat roof and is located 2' from the right/west side property line and 10' 8" from the rear/south property line. Current setback requirements are 20' from the side and rear yards. The existing garage, therefore, is nonconforming (originally built with permits) as it does not meet the current 20' required side or rear yard setback requirement. Reconstruction is specifically proposed to address necessary improvements to the structure's foundation.

The City Council may allow complete reconstruction of a nonconforming garage if the City Council finds that granting such a garage exception will allow the replacement of a deteriorated or antiquated garage with a sound, properly designed and constructed garage, and that granting the exception will not be materially detrimental to the public health, safety or welfare, or injurious to other property in the Town. The Code requires public notification of a respective proposal; however, the City Council need not hold a public hearing when considering a garage exception unless an adjoining property owner has filed a written objection to the proposed reconstruction.

The Building Official has reviewed the plans and structural report and confirms that the garage and foundation have deteriorated. The proposed structure would meet all current Building Code requirements. The reconstructed garage would be located adjacent to a detached garage on the neighboring property to the west, thereby presenting minimal impact to the adjacent neighbor. Public notice was provided to adjacent property owners on January 29, 2009. No comments on the proposal have been received to date. While the proposal involves maintaining the existing 2' side yard setback, the change would result in a newly conforming 21' rear yard setback. Additionally, the proposal includes a revised roof design (sloped gable roof with Spanish tiles), which would more accurately reflect the architecture of the main residence.

Since the proposal will not increase the degree of nonconformity (the proposal actually decreases the degree of nonconformity), provides a structurally sound replacement for a deteriorated garage, and will provide enhanced architectural aesthetics to the neighborhood, the proposal appears to meet the goals of the Town's Municipal Code for nonconforming structures.

FISCAL IMPACT: There is no fiscal impact to the Town associated with the proposed garage reconstruction.

ENVIRONMENTAL ISSUES: The project is exempt from California Environmental Quality Act pursuant to Section 15303, Class 3.

RECOMMENDATION: Approve the proposed garage reconstruction on the findings that the garage exception will allow the replacement of a deteriorated garage with a sound, properly designed and constructed garage, and that granting the exception will not be materially detrimental to the public health, safety or welfare, or injurious to other property in the Town, for the reasons outlined in this report.

ATTACHMENTS: Application materials

PREPARED BY: Elizabeth Cullinan, Director of Building and Planning



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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CONSENT CALENDAR
CITY COUNCIL MEETING
MARCH 09, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: GREEN BUILDING ORDINANCE - INTRODUCTION

SUMMARY: At the February 9, 2009 City Council meeting, the City Council reviewed and endorsed a series of Green Building Standards for incorporation into residential improvement projects. Accordingly, a draft Green Building Ordinance is included in the agenda packet reflecting proposed codification of the previously reviewed Green Building Standards.

Green Building efforts were initiated In December 2007, when the City Council adopted a resolution to expand Hillsborough's efforts to be a more sustainable community by authorizing a Sustainable Hillsborough Task Force (Task Force) to be established. The Task Force, comprised of members of the public, committee members, building professionals, two City Councilmembers and staff have worked to identify and prioritize sustainable policies and programs to reduce greenhouse gas emissions (GHG). Additionally, the City Council endorsed a Green Building Program to encourage the incorporation of Green Building techniques in new construction and major remodeling projects for the purposes of creating resource efficiency in buildings and reducing building impacts on the environment. While Green Building measures can increase building costs by between 5% and 10%, they can also lower monthly operating costs to homeowners.

Over the last year, staff has provided Green Building resources, guidelines, and workshop opportunities for residents and building professionals. Specifically, "New Home Construction Green Building Guidelines" and "Home Remodeling Green Building Guidelines" have been distributed. Additionally, the Town has informed the American Institute of Architects, the Peninsula Builders Exchange and local design and construction professionals of the proposed Green Building Ordinance.

During the latter part of 2008, San Mateo County jurisdictions began meeting in a collaborative effort to address Green Building issues. In addition to the benefit of being generally consistent between neighboring communities, jurisdictional representatives have expressed support for adopting mandated minimum Green Building standards through a points system. The Sustainable Hillsborough Task Force and its subcommittee on Green Building are recommending that new homes incorporate a minimum of 75 Green Building points. Additionally, the Task Force and its subcommittee on Green Building are recommending a tiered system, whereby required points increase with homes exceeding 6,000 square feet in size and decrease for major remodels and smaller additions.

Prior to the development of the Green Building Program, staff estimates that the average new residence incorporated 67 Green Building points into their design. The proposed Standards for

Compliance require 75 Green Building points, for an increase of approximately 12%. A new home using Green Building techniques such as quality windows, efficient heating systems, and insulation could meet and exceed the 75 point requirement when combined with points for landscaping and demolition recycling, which are already required by Hillsborough.

FISCAL IMPACT: There is no fiscal impact to the Town associated with the adoption of the Green Building Ordinance due to fee recovery.

ENVIRONMENTAL ISSUES: The ordinance is exempt from the California Environmental Quality Act pursuant to Section 15308, Class 8.

RECOMMENDATION:

1. Introduce and waive the first reading of the ordinance; and
2. Set April 13, 2009, as the public hearing date to consider adoption of the Green Building Ordinance.

ATTACHMENTS:

Green Building Ordinance
Sample Green Building Points Checklist
Informational handout

PREPARED BY: John Mullins, Chief Building Official



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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CONSENT CALENDAR
CITY COUNCIL MEETING
MARCH 09, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION ALLOCATING FUNDS FOR THE REPAIR OF THE SHINGLED PORTION OF THE ROOF AT 1640 FLORIBUNDA AVENUE IN AN AMOUNT NOT TO EXCEED \$20,000

SUMMARY: The house at 1640 Floribunda Avenue is owned by the Town of Hillsborough and rented to a private party. The composite shingle portion of the roof is in a deteriorated condition and is in need of repair. There are repairs that will be completed in addition to replacing the roofing materials. (Approximately two years ago the tar and gravel portion of the roof was repaired by Bryson Roofing.) Bids were solicited from three local vendors with the following results:

BID	VENDOR
\$18,372	Norm Armstrong Roofing
\$22,540	Bryson Roofing
\$25,900	Izmirian Roofing and Sheet Metal

Norm Armstrong Roofing presented the low bid and is qualified to perform the work.

A small contingency of \$1,628 is recommended for this project.

FISCAL IMPACT: Rental income from the property is kept in a reserve account and can be expended for this project.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with this project.

RECOMMENDATION: Adopt the resolution allocating funds for the repair of the shingled portion of the roof at 1640 Floribunda Avenue in an amount not to exceed \$20,000.

ATTACHMENTS: Resolution

PREPARED BY: Martha DeBry, Public Works Director



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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CONSENT CALENDAR
CITY COUNCIL MEETING
MARCH 09, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION ALLOCATING FUNDS FOR THE INSTALLATION OF AN EMERGENCY INTERTIE METER AT CHESTER WAY AND BROMFIELD ROAD IN THE AMOUNT OF \$16,830.22

SUMMARY: According to the Town's agreement with California Water Company (Cal Water), which was adopted by the City Council on October 9, 2006, the Town and Cal Water shall share equally in the cost to install interties (connections between the water systems). Cal Water has recently submitted a bill of \$16,830.22 for the project that installed a meter in early 2008 near the intersection of Chester Way and Bromfield Road. The cost of construction was reviewed by Town staff and determined to be reasonable.

A total of four emergency interties have been, or will be installed, as a result of the agreement between the Town and Cal Water. Each intertie provides the Town with an alternative water source in the event of an emergency. Prior to this year, no such alternative source existed in the Tournament Drive area. Cal Water also has direct access to Crystal Springs Reservoir water, which can be used if other San Francisco Public Utilities Commission (SFPUC) facilities are unavailable.

FISCAL IMPACT: Funding for the project would be allocated from the Water Fund.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with this item.

RECOMMENDATION: Adopt the resolution allocating funds for the installation of an emergency intertie meter at Chester Way and Bromfield Road in the amount of \$16,830.22.

ATTACHMENTS: Resolution

PREPARED BY: Martha DeBry, Public Works Director



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
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CONSENT CALENDAR
CITY COUNCIL MEETING
MARCH 09, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION APPROVING AN AGREEMENT FOR THE DISTRIBUTION OF SAN MATEO COUNTY MEASURE A FUNDS FOR LOCAL TRANSPORTATION PURPOSES IN ACCORDANCE WITH 2004 MEASURE A, EFFECTIVE JANUARY 1, 2009

SUMMARY: The agreement is for the distribution of Measure A funds per a formula developed by the City/County Association of Governments of San Mateo County (C/CAG). The original Measure A was approved in 1988, and the distribution formula was developed as part of the previous agreement and provides funds based on the miles of roads and population. The Town's allocation under the agreement is essentially the same as in years past. Subsequent to voter approval of Measure A in 2004, the proposed agreement was updated with minor revisions and is now proposed for approval by individual City Councils.

Measure A funds support the construction of the street and storm drain infrastructure. The tax will remain in place for 25 years.

FISCAL IMPACT: The resolution provides for the distribution of funds from C/CAG to the Town.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with this item.

RECOMMENDATION: Adopt the resolution approving the Agreement for Distribution of San Mateo County Measure A Funds for Local Transportation Purposes in accordance with 2004 Measure A, effective January 1, 2009.

ATTACHMENTS: Resolution

PREPARED BY: Martha DeBry, Public Works Director



TOWN OF HILLSBOROUGH

San Mateo County
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CONSENT CALENDAR
CITY COUNCIL MEETING
MARCH 09, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION OF LOCAL SUPPORT FOR THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009

SUMMARY: The Metropolitan Transportation Commission has requested that the Town adopt the proposed resolution as a condition of receiving funds authorized with the Federal stimulus package, formally known as the American Recovery and Reinvestment Act of 2009 (ARRA). The resolution includes a series of findings to indicate the Town is willing and able to spend ARRA funds in a timely manner and will abide by Federal requirements.

The Town submitted a project for \$1.2 million. The resolution cites \$500,000 as the approximate funding for which the Town is eligible.

FISCAL IMPACT: The resolution will enable the Town to receive ARRA funds.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with the adoption of the resolution.

RECOMMENDATION: Adopt the resolution of local support for the American Recovery and Reinvestment Act of 2009.

ATTACHMENTS: Resolution

PREPARED BY: Martha DeBry, Public Works Director



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
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CONSENT CALENDAR
CITY COUNCIL MEETING
MARCH 09, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION APPROVING THE CONTRACT WITH CYBERNET CONSULTING ENGINEERS FOR PROFESSIONAL ENGINEERING SERVICES FOR THE SCADA SYSTEM UPGRADE PROJECT - BID ASSISTANCE

SUMMARY: Cybernet Consulting Engineers was retained to complete the Technical Specifications for the Supervisory Control and Data Acquisition (SCADA) upgrade project in September of 2007. The SCADA design is near completion and Cybernet has proposed to assist the Town with the bidding process and contract document preparation.

The scope of work indicated in the proposal from Cybernet includes reviewing and commenting on front-end documents, developing evaluation criteria to allow selection of the most responsive and responsible contractor, printing of the final plans and specifications, coordinating and attending the pre-bid conference, providing clarifications and preparing the addenda, providing the bid evaluation and report, and giving the Town their recommendation for the most responsive and responsible bidder.

FISCAL IMPACT: The contract will be on a time and materials basis with a not-to-exceed cost of \$28,700, which can be allocated from the Sewer and Water Fund.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with this item.

RECOMMENDATION: Adopt the resolution approving the contract with Cybernet Consulting Engineers for the SCADA System Upgrade Project – Bid Assistance, in an amount not to exceed \$28,700.

ATTACHMENTS:

Resolution
Proposal

PREPARED BY: Martha DeBry, Public Works Director



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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**PUBLIC HEARING
CITY COUNCIL MEETING
MARCH 09, 2009**

AGENDA STAFF REPORT

ITEM SUBJECT: FUNDRAISING EVENT PERMIT APPLICATION 09-02 FOR THE COMMUNITY SERVICE LEAGUE KITCHEN TOUR

SUMMARY: The Community Service League submitted an application to conduct its Kitchen Tour on Friday, May 15, 2009, at the following addresses:

- 263 West Santa Inez Avenue
- 2510 Skyfarm Drive
- 2045 Forest View Avenue
- 103 Bella Vista Drive

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 agenda packet.

FISCAL IMPACT: There is no fiscal impact associated with this item.

ENVIRONMENTAL ISSUES: Not applicable.

RECOMMENDATION:

1. Open the public hearing and receive comments;
2. Close the public hearing; and
3. Approve Fundraising Event Permit Application 09-02 for the Community Service League Kitchen Tour on Friday, May 15, 2009, subject to the conditions recommended by staff.

ATTACHMENTS:

Fundraising Event Permit Application
Fire and Building Department Comments

PREPARED BY: Miyuki Yokoyama, City Clerk



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
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**PUBLIC HEARING
CITY COUNCIL MEETING
MARCH 09, 2009**

AGENDA STAFF REPORT

ITEM SUBJECT: REVIEW AND CONSIDERATION OF THE 2008 GENERAL PLAN IMPLEMENTATION REPORT

SUMMARY: California Government Code Section 65400 requires that all cities and counties do the following:

1. Investigate and make recommendations to the legislative body regarding reasonable and practical means for implementing the General Plan; and
2. Submit to their legislative bodies, the Governor's Office of Planning and Research (OPR) and the Department of Housing and Community Development (HCD), an annual report on the status of the General Plan and progress in its implementation.

The report is required to include the status of the plan and progress in its implementation, the progress in meeting the regional housing needs allocation, and local efforts to remove governmental constraints to the maintenance, improvement and development of housing. New State law requires that the report be subject to a public hearing.

Included in the City Council agenda packet is a report and accompanying chart demonstrating the Town of Hillsborough's status of their General Plan Implementation Plan.

FISCAL IMPACT: There is no fiscal impact associated with the preparation and consideration of the 2008 General Plan Implementation Report.

ENVIRONMENTAL ISSUES: There are no environmental impacts associated with the preparation and consideration of the 2008 General Plan Implementation Report.

RECOMMENDATION:

1. Open the public hearing and receive public comment;
2. Close the public hearing; and
3. Accept the 2008 General Plan Implementation Report.

ATTACHMENTS: Draft 2008 General Plan Implementation Report

PREPARED BY: Elizabeth Cullinan, Director of Building and Planning



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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**PUBLIC HEARING
CITY COUNCIL MEETING
MARCH 09, 2009**

AGENDA STAFF REPORT

ITEM SUBJECT: APPROVAL OF THE TENTATIVE PARCEL MAP 09-01 FOR 851 SHARON AVENUE - STANLEY LO, GREEN BANKER LLC, APPLICANT

SUMMARY: This subdivision application was the subject of a Conceptual Plan, which was considered by the City Council on January 12, 2009.

The applicant has submitted a Tentative Parcel Map to subdivide a 2.3-acre parcel of land located at 851 Sharon Avenue into two parcels; the existing house will remain on a 1.7-acre parcel and a new 0.6-acre parcel will be created for a new house. Access to the two parcels will be from Sharon Avenue.

A dedication to the Town has been proposed with this application for a five-foot public utility easement, which is to be located on both sides of the proposed property lines subdividing the land.

Improvements proposed by this application include:

1. Construction of a new driveway for the proposed 1.7-acre parcel;
2. Reconfiguration of the existing driveway for the proposed 0.6-acre parcel;
3. Installation of a new sewer lateral and a new water service connection for the proposed 0.6-acre parcel; and
4. Installation of a separate onsite drainage system for each proposed parcel.

Staff has referenced the Hillsborough Municipal Code and the Subdivision Map Act in reviewing the application and has determined the application is in conformance with the requirements from both documents. The Town ordinance requires a public hearing prior to approval of the Tentative Parcel Map and appropriate public notices were mailed and posted.

FISCAL IMPACT: There is no fiscal impact associated with approval of the Tentative Parcel Map.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with the approval of the Tentative Parcel Map.

RECOMMENDATION:

1. Open the public hearing on the Tentative Parcel Map;
2. Close the public hearing; and
3. Approve the Tentative Parcel Map, subject to the conditions included in the City Council's Agenda Packet.

ATTACHMENTS:

Tentative Parcel Map

Conditions of Approval

Correspondence, if received

PREPARED BY: Cyrus Kianpour, City Engineer



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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OLD BUSINESS
CITY COUNCIL MEETING
MARCH 09, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: UPDATE ON REFUSE COLLECTION CONTRACTOR SELECTION PROCESS

SUMMARY: Following the update to the City Council on January 12, 2009, and the appointment of a Council subcommittee to review refuse related issues, the recommended provider from the South Bayside Waste Management Authority's request for proposal process, Norcal, was asked to resubmit its proposal with a revised scope of services. Norcal has submitted revised costs for several options, which will be reviewed in a presentation to the City Council. As Norcal refined its estimates, the cost for proposed collection services became lower. Depending on the service level selected the cost will decrease by 2.77% or increase by up to 22%.

The subcommittee regarding the collection contract has not yet made a recommendation on how to proceed in the process.

The update is to gather City Council input on the preferred services for the future.

FISCAL IMPACT: There is no direct fiscal impact associated with the contractor selection process.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with this item.

RECOMMENDATION: For information only; no action required.

ATTACHMENTS:

Summary of revised cost estimates
Residential Survey Results

PREPARED BY: Martha DeBry, Public Works Director



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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OLD BUSINESS
CITY COUNCIL MEETING
MARCH 09, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION AUTHORIZING THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY (SBWMA) TO SELL BONDS IN AN AMOUNT NOT TO EXCEED \$65,455,000 TO FINANCE SHOREWAY MASTER PLAN IMPROVEMENTS

SUMMARY: The SBWMA is requesting that its member agencies authorize the sale of bonds in an amount not to exceed \$65,455,000 to allow implementation of Shoreway Master Plan improvements. Councilmember Jay Benton reviewed the proposed plan of finance with Josh Cooperman of the Financial Advisory Committee, SBWMA staff and its Financial Advisor William Euphrat.

The final plan of finance and total project funding needs will not be known until late April 2009, after the bid responses for the construction of the Master Plan improvements are received. It is recommended by the City Council subcommittee that the City Council's approval be contingent on the final plan of finance being presented to the City Council for approval.

The financial projections prepared in support of the bond issue suggest that the implementation of the Shoreway Master Plan improvements is cost effective, both in the short and long terms. Efficiency in operations, avoided tipping fees and additional commodity revenue will more than offset the additional debt service cost from the first year through the end of the bond. A detailed report regarding the costs and benefits of the Shoreway Master Plan is included in the City Council agenda packet.

FISCAL IMPACT: There is no direct cost impact on the Town of Hillsborough.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with the bond approval.

RECOMMENDATION: Adopt the resolution authorizing the SBWMA to sell bonds in an amount not to exceed \$65,455,000 to finance the Shoreway Master Plan improvements subject to the City Council's approval of the final financing plan.

ATTACHMENTS:

Resolution
Staff Report

PREPARED BY: Martha DeBry, Public Works Director



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

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OLD BUSINESS
CITY COUNCIL MEETING
MARCH 09, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION DIRECTING THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY (SBWMA) REPRESENTATIVE TO VOTE IN FAVOR OF SOUTH BAY RECYCLING RECEIVING THE AWARD OF THE OPERATIONS CONTRACT FOR THE SHOREWAY ENVIRONMENTAL FACILITY

SUMMARY: The SBWMA Board of Directors will consider the final selection of an operations contractor for the Shoreway Environmental Facility in April 2009. This contract is valued at approximately \$45,000,000 annually for the next ten years. Because this is one of the most significant decisions to be made by the Board, member agencies have been asked to provide clear direction to its representatives on the appropriate selection process. Public Works Director Martha DeBry is the Town's representative and Chair of the SBWMA. Two-thirds majority of the Board must vote in favor of the award of the contract for it to proceed.

South Bay Recycling submitted the lowest cost bid in response to the Request for Proposal distributed by the SBWMA in November 2007. A thorough evaluation and selection process short-listed South Bay Recycling and Hudson Baylor Corporation in July 2008. The final recommendation of the Selection Committee was for South Bay Recycling, which offers an alternative that is almost \$1,000,000 less costly on an annual basis than Hudson Baylor. Included in the City Council agenda packet is the Selection Committee's report regarding the recommendation.

There has been some strong opposition to the award of contract to South Bay Recycling presented by the local organized labor community. Several letters of opposition to the selection have been sent to the SBWMA and to local elected officials. Some members of the San Mateo County Board of Supervisors have expressed a desire to select Hudson Baylor as the operator. The dispute centers around a proposed Memorandum of Understanding (MOU) between the Teamsters #350 and the proposers. The Teamsters proposed an MOU that required recognition of about 20 employees who work as sorters. The employees are currently not represented by the Teamsters. Allied contracts for the employees through a temporary agency. Hudson Baylor signed the MOU which pledges to recognize the sorters as part of the bargaining unit. South Bay signed the MOU after amending one paragraph of the MOU, stating that they would recognize employees currently covered by the collective bargaining agreement. The Teamsters have refused to sign the modified MOU.

Because South Bay Recycling has offered the lowest cost contract and has made known its intention to honor the current collective bargaining agreement in place for the workers at the Shoreway facility, there does not appear to be a compelling reason not to select South Bay Recycling as the contractor in 2011.

FISCAL IMPACT: There is no direct fiscal impact associated with this item.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with this item.

RECOMMENDATION: Adopt the resolution directing the SBWMA representative to vote in favor of South Bay Recycling receiving the award of the operations contract for the Shoreway Environmental Facility.

ATTACHMENTS:

Selection Committee Report
Resolution

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NEW BUSINESS
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AGENDA STAFF REPORT

ITEM SUBJECT: ACCEPTANCE OF THE STRATEGY TO PLACE THE TOWN OF HILLSBOROUGH'S INVESTMENT PORTFOLIO IN TREASURY BILLS

SUMMARY: The Town's current policy allows investments in treasury bills, non-negotiable certificates of deposits up to the amount federally insured, commercial papers, bankers' acceptances, the Local Agency Investment Fund (LAIF) and the San Mateo County Pool. It also sets the objectives of safety, liquidity and yield, in that order of priority.

As of December 31, 2008, the Town has approximately \$40M of its regular funds with LAIF and another \$3.3M of the remaining bond proceeds administered by the Town's trustee, since LAIF is currently offering the best yield.

The Financial Advisory Committee (FAC) at its meeting held on February 24, 2009, discussed and passed a resolution to recommend to the City Council that in the current financial market, the Town's investment objectives will be better achieved by investing in treasury bills considered as more secured investment vehicles.

FISCAL IMPACT: LAIF currently yields 2.35% and the treasury bills yield .274% for a 13-week instrument and .396% for 26 weeks. This action will result in a potential reduction in annual investment earnings on the citywide pool of \$40M, in the amount of \$780,000 to \$830,000.

ENVIRONMENTAL ISSUES: There are no environmental issues associated with this action.

RECOMMENDATION: Accept the investment strategy to place the Town's investment portfolio in treasury bills.

ATTACHMENTS: AB 55 and LAIF Information

PREPARED BY: Edna Masbad, Finance Director