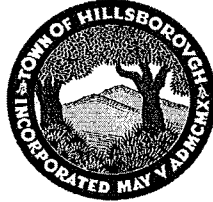


TOWN OF HILLSBOROUGH

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, SEPTEMBER 14, 2009

5:00 pm CLOSED SESSION

6:00 pm CITY COUNCIL MEETING

Hillsborough Town Hall

CLOSED SESSION (5:00 pm)

A. CONFERENCE WITH LABOR NEGOTIATOR

Section 54957.6

Agency Negotiator: Anthony Constantouros, City Manager

Employee Organization: Unrepresented Employees

Police Chief, Police Captains, Police Lieutenant, Executive Assistant, Fire Chief, Deputy Fire Chief, Public Works Director, Public Works Superintendent, Planning and Building Director, Chief Building Official, Associate Planner, Finance Director, Assistant Finance Director, Assistant City Manager, City Clerk, Human Resources Specialist

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Section 54957

Title: City Manager

REGULAR CITY COUNCIL MEETING (6:00 pm)

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. MINUTES: August 10, 2009

IV. PRESENTATIONS:

- Resolution of Appreciation - Retirement of Sergeant Michael Dearborn
- Hillsborough Little League All-Star Teams, District 52, Certificates of Recognition for winning the 2009 District 52 Championship – 9-10's Team: Gray Goodman, Garrett Moore, Justin Moore, Hayden Pegley, Michael Adams, Ben Somorjai, Dylan Goldman, William Lambson, Joshua Tan, Miles Todzo, Henry James, Elliot Schaeffer, and Jared Wong, and 12's Team: Gordon Barrows, Ryan Ward, Eric Whitfield, Brenden Barrows, Billy Funkhouser, Nick Franco, Ryan Kammuller, Brandon Liu, Brent Arimoto, Mark Anthony Vogel, Justin Foster, Emmet Hiemstra, and Jacob Battat

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: AUGUST 1 THROUGH AUGUST 31, 2009
2. RECONSTRUCTION OF A NONCONFORMING GARAGE – 883 CHILTERN ROAD
3. RESOLUTION AWARDDING A CONTRACT TO URS CORPORATION FOR CEQA PROFESSIONAL SERVICES (PDM08)
4. RESOLUTION AWARDDING A CONTRACT TO SCAPES INC. FOR THE TOWN ENTRY LANDSCAPE PROJECT
5. RESOLUTION ACCEPTING AS COMPLETE THE DARRELL TANK NO. 3 IMPROVEMENT PROJECT COMPLETED BY AA-1 SERVICES, INC.
6. RESOLUTION APPROVING THE CSG WORK ORDERS FOR ENGINEERING SERVICES FOR THE WATER MASTER PLAN PHASE I – INVENTORY AND ASSESSMENT AND DARRELL NO. 3 WATER TANK IMPROVEMENTS – ADDITIONAL CONSTRUCTION MANAGEMENT SERVICES
7. RESOLUTION APPROVING THE OPERATIONS AGREEMENT BETWEEN THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY (SBWMA) AND SOUTH BAY RECYCLING

VI. OLD BUSINESS:

8. REVIEW OF THE STATUS OF THE 2009 STREET PROJECT
9. ACCEPT THE REPORT ON THE STATUS OF THE WATER AUDIT PROGRAM ADMINISTERED THROUGH BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSA)

VII. PUBLIC HEARING:

10. DISCUSSION OF THE LOCAL HAZARD MITIGATION PLAN

VIII. NEW BUSINESS:

11. RESPONSE TO THE GRAND JURY REPORT "TRASHTALK: RETHINKING THE WASTE RECOMMENDATION RFP PROCESS BY THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY"

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
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1

CONSENT CALENDAR
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: MONTHLY CLAIMS: AUGUST 1 THROUGH AUGUST 31, 2009

SUMMARY: The monthly claims for the month of August 2009, in the amount of \$2,884,820.07 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.

ATTACHMENTS: Monthly Claims Listing

PREPARED BY: Marie Bernardo, Assistant Finance Director

RECOMMENDATION: Approve the monthly claims for August 2009, as submitted.



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
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2

CONSENT CALENDAR
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RECONSTRUCTION OF A NONCONFORMING GARAGE – 883 CHILTERN ROAD

SUMMARY: The applicants, Mr. and Mrs. Gordon Dean, are proposing to reconstruct, relocate and add 73 square feet onto an existing 408 square foot garage. The proposed garage would be 481 square feet and approximately 3' 5" closer to the right/south side and front property lines in order to improve the usability of the garage within the constraints of the existing property and driveway configuration. The interior dimensions of the garage would extend from 19' 3" wide by 19' 6" long to 22' 3" wide by 20' long. The applicants are in the process of conducting other improvements to their residence, including a kitchen and family room addition.

The existing garage is in poor condition, has interior dimensions of 19' 3" in width and 19' in depth, and is located 8' 5" from the right/west side property line and 38' 9" from the front property line. Current setback requirements are 20' from side and rear property lines and 25' from a front property line. Additionally, garages are required to have a minimum 20' by 20' interior dimension. The existing garage, therefore, is nonconforming (originally built with permits) as it does not meet the current 20' side setback requirement and because the interior width and depth are less than 20'. The proposed reconstruction would be for the purposes of improving the structural integrity and the usability of the garage as it suffers from dry rot and is not wide enough to allow sufficient access for two vehicles. Expanding the garage to the left/east would result in a need to reconfigure the existing driveway and reduce lawn area.

The City Council may allow complete reconstruction of a nonconforming garage and an increased encroachment into a setback if the City Council finds that granting such an 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 Chief Building Official has reviewed the plans and site conditions and confirms that the structure is in poor condition due to site grade and drainage issues which have resulted in dry rot. The Chief Building Official also states that without improvements, the conditions will further deteriorate. 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 right/west side and no windows are present or proposed on the west elevation, thereby

presenting minimal impact to the adjacent neighbor. The reconstructed garage is proposed to match the architectural style and colors of the existing garage and the primary residence.

Public outreach was conducted on the project to immediately adjacent neighbors in July of 2009. Additionally, public notification of the project and the City Council meeting was provided to adjacent property owners on August 28, 2009. No comments on the proposal have been received to date. While the proposal involves an increased encroachment into the side setback, the change would result in a structurally improved garage with a more usable interior and exterior area.

Since the proposal will provide a more usable garage with improved interior and exterior access and a structurally sound replacement for an antiquated and deteriorating garage, the proposal appears to meet the goals of the Town's Municipal Code for nonconforming structures.

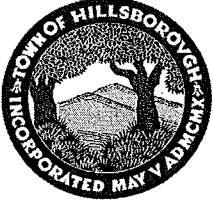
FISCAL IMPACT: There is no fiscal impact to the Town associated with the proposal.

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

ATTACHMENTS: Applicant Cover Letter and Plans

PREPARED BY: Elizabeth Cullinan, Director of Building and Planning

RECOMMENDATION: Approve the proposed garage reconstruction on the findings that the garage exception will allow the replacement of a deteriorating garage with a sound, properly designed and constructed garage with improved access, 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.



TOWN OF HILLSBOROUGH

San Mateo County
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3

CONSENT CALENDAR
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION AWARDING A CONTRACT TO URS CORPORATION FOR CEQA PROFESSIONAL SERVICES (PDM08)

SUMMARY: In 2008, the Town of Hillsborough qualified for \$624,210 of Pre-Disaster Mitigation (PDM08) grant funding for a Wildfire Mitigation Project in the nine Town-owned open spaces. Final award by Federal Emergency Management Agency (FEMA) is predicated upon the completion of FEMA's environmental review and the Town's California Environmental Quality Act (CEQA) review for this project. URS is conducting the review for FEMA, including the Cultural Resources Report, Biological Assessment and Supplemental Environmental Assessment.

Town staff requested a proposal from URS to assist with the Town's required CEQA review. URS is in the unique position of having immediate access to and familiarity with the many documents, studies and maintenance activities submitted by the Town to FEMA. Further, they have conducted numerous site visits to Town-owned open spaces to conduct biological and cultural surveys, and are familiar with them as they relate to the Wildfire Mitigation Project. URS can coordinate the timing of the Town's CEQA review with the FEMA review, particularly where the FEMA review and findings will inform the Town's review. This should help the Town complete the CEQA process swiftly and gain access to the FEMA funding in the most timely manner possible. All of the above will also significantly reduce Town staff and consultant time that would be needed to coordinate and inform the CEQA review if conducted by a separate company.

URS submitted a proposal to conduct the CEQA review, with either an Initial Study/Negative Declaration or a Mitigated Negative Declaration, for a cost not to exceed \$50,333. This is a competitive quote based on the Planning Department's experience and informal estimates received from two companies who do similar work.

FISCAL IMPACT: \$50,333 would need to be allocated from the General Fund Reserve for this purpose.

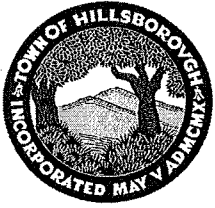
The match for the PDM08 grant is 25% of the project cost (\$208,200) and FEMA has not provided a clear answer regarding if the CEQA review may be counted as part of this match. Last year the grant program rules were changed to allow the CEQA costs to be counted against the match for 2010 applications; however, it is unclear if the rules will be applied retroactively to the 2008 allocations.

ENVIRONMENTAL ISSUES: The PDM08 grant will result in a reduction of fire fuels in the open space areas. Completion of the CEQA review was a project recommended by the Open Space Task Force.

ATTACHMENTS: URS Proposal and Resolution

PREPARED BY: Martha DeBry, Public Works Director

RECOMMENDATION: Adopt the resolution awarding URS Corporation the contract for the Town's PDM08 CEQA review in the amount not to exceed \$50,333, and allocate up to \$50,333 from the General Fund Reserve.



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
Hillsborough, CA 94010

4

CONSENT CALENDAR
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION AWARDING A CONTRACT TO SCAPES INC. FOR THE TOWN ENTRY LANDSCAPE PROJECT

SUMMARY: The project will install landscaping on both sides of Golf Course Drive once the road widening project is completed. The scope of the project consists of selective demolition, dismantling, cutting and alterations, removal of vegetation, protection of existing site features and vegetation to remain, removal and disposal of demolition materials, planting, irrigation, and two-year maintenance.

The Town received nine bids for this project and one bid was withdrawn due to an error in the bid. Scapes Inc. is the lowest responsive bidder. The bid results are presented below:

BID	VENDOR
\$140,440	Scapes Inc.
\$132,241 (withdrawn)	Blossom Valley Construction, Inc.
\$143,790	B&B Landscape Contractors, Inc.
\$147,940	Sansei Gardens Inc.
\$168,130	Echo Landscape
\$177,911	Robert A. Bothman
\$182,300	Hester and McGuire
\$186,740	Suarez & Munoz Construction, Inc.
\$227,916	Cleary Bros.

Staff conducted an analysis of the proposals and verified that the low bidder's qualifications and experience levels are satisfactory.

A contingency of 10% or \$14,000 is recommended for the project.

FISCAL IMPACT: The project is being fully funded by the Hillsborough Beautification Foundation, which will oversee the long-term maintenance of the project area.

ENVIRONMENTAL ISSUES: This project is exempt from the California Environmental Quality Act (CEQA) per section 15301 (c) of the State Public Resources Code.

ATTACHMENTS: Resolution

PREPARED BY: Martha DeBry, Public Works Director

RECOMMENDATION: Adopt the resolution awarding the contract for the Town Entry Landscape Project to Scares Inc. in the amount of \$140,440 with a contingency of \$14,000 for a total project cost of \$154,440 and appropriating the same from the HBF donation fund.



TOWN OF HILLSBOROUGH

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5

CONSENT CALENDAR
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION ACCEPTING AS COMPLETE THE DARRELL TANK NO. 3 IMPROVEMENT PROJECT COMPLETED BY AA-1 SERVICES, INC.

SUMMARY: This project was awarded to AA-1 Services, Inc. in July 2008. The project included improvements to an existing one million gallon steel potable water storage tank, including repainting (interior and exterior), structural modifications, interior and exterior ladders, roof guardrails and interior mixing systems. The project also included cleaning and recoating of exterior piping and drain lines. The improvements have greatly increased the life of the Town's largest water storage tank.

In order to begin the maintenance period for the Tank Improvement Project, acceptance of the project is recommended.

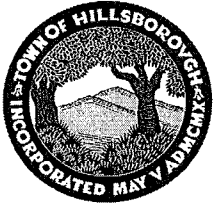
FISCAL IMPACT: The project was awarded to AA-1 Services, Inc. with a total budget of \$320,075, including contingencies and additional allocations for testing and inspection, and was completed under budget with \$289,453 in costs incurred by AA-1 and \$28,980 in outside inspection costs for a final amount of \$318,433.

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

ATTACHMENTS: Resolution

PREPARED BY: Martha DeBry, Public Works Director

RECOMMENDATION: Adopt the resolution accepting as complete the contract with AA-1 Services, Inc. for the Darrell Tank No. 3 Improvement Project, in the amount of \$318,433.



TOWN OF HILLSBOROUGH

San Mateo County
1600 Floribunda Avenue
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6

CONSENT CALENDAR
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION APPROVING THE CSG WORK ORDERS FOR ENGINEERING SERVICES FOR THE WATER MASTER PLAN PHASE I – INVENTORY AND ASSESSMENT AND DARRELL NO. 3 WATER TANK IMPROVEMENTS – ADDITIONAL CONSTRUCTION MANAGEMENT SERVICES

SUMMARY: CSG has submitted proposals for additional design services for the following projects:

Water Master Plan Phase I - Inventory and Assessment. Scope of work includes:

- Updates to the existing inventory and descriptions of the water system
- Preparation of drawings indicating the locations of key facilities and tables summarizing data for the facilities
- Review of previous reports to identify projects recommended since 1991, and determination of the projects' current status
- Evaluation of the existing water quality conditions and anticipated new regulations with a view toward identifying any future required improvements to the facilities
- Identification and evaluation of related codes and regulations that may affect future water demand and system requirements
- Tabulation of recent water use and development of criteria for future water use projections
- Assessment of the condition of the existing facilities and identification of found deficiencies
- Development of broad goals for the water system and recommendation of future projects over a ten-year period
- Preparation of brief descriptions and conceptual cost estimates for the projects
- Development of a preliminary plan for financing the proposed improvements
- Preparation of a plan for future studies of the water system
- Evaluation of the present model of the water system and recommendations for improvement and/or replacement of the model
- Preparation of a report summarizing the investigations and findings

The Water Master Plan Phase I – Inventory and Assessment is estimated at \$60,000 and will be funded by the Water Enterprise Fund.

Darrell No. 3 Water Tank Improvements - Additional Construction Management Services: Scope of work covers additional work required due to the extended time frame for completion of the project, including contract administration, on-site construction surveillance, documentation of progress, review and evaluation of progress payments, change orders for additional work, review of contractor as-built drawings, submittal and schedule review. The construction management services are estimated at \$25,400 and will be funded by the Water Enterprise Fund.

FISCAL IMPACT: The Water Master Plan development and Darrell No. 3 Water Tank Improvements Construction Management services are estimated at \$85,400 to be funded through the Water Enterprise Fund.

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

ATTACHMENTS: Resolution, Proposal and Work Order

PREPARED BY: Martha DeBry, Public Works Director

RECOMMENDATION: Adopt the resolution approving the CSG work orders in the amount of \$85,400 and allocating the same from the Water Enterprise Fund.



TOWN OF HILLSBOROUGH

San Mateo County
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7

CONSENT CALENDAR
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESOLUTION APPROVING THE OPERATIONS AGREEMENT BETWEEN THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY (SBWMA) AND SOUTH BAY RECYCLING

SUMMARY: The Town is a member of the South Bayside Waste Management Authority (SBWMA) which operates the Shoreway Recycling and Disposal Center, where all refuse and recyclable materials collected in the Town of Hillsborough are sorted or processed.

South Bay Recycling was selected by 10 of the 12 SBWMA agencies as the operator of the facility effective January 2011, following a comprehensive request for proposal process. The Town selected South Bay Recycling on April 13, 2009.

The agreement was approved by the SBWMA board on July 24, 2009. In order to be effective, two-thirds of the SBWMA agencies must adopt the agreement. The agreement was reviewed by the SBWMA's legal counsel, Hanson Bridgett's Ray McDevitt.

The agreement is on file at the City Clerk's office for review, and copies were forwarded to the City Council on August 20, 2009, to allow adequate time to review the lengthy document.

FISCAL IMPACT: There is no direct fiscal impact on the Town. South Bay Recycling proposed to operate the facility at a cost that is substantially lower than what is charged by the current operator, which will help keep refuse rates lower in future years.

ENVIRONMENTAL ISSUES: The resolution contains findings related to the California Environmental Quality Act (CEQA).

ATTACHMENTS: Resolution and Report

PREPARED BY: Martha DeBry, Public Works Director

RECOMMENDATION: Adopt the resolution adopting the Operations Agreement between the SBWMA and South Bay Recycling.



TOWN OF HILLSBOROUGH

San Mateo County
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8

OLD BUSINESS
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: REVIEW OF THE STATUS OF THE 2009 STREET PROJECT

SUMMARY: The 2009 Street Project is currently underway. Approved in May 2009, the \$809,000 project resurfaces approximately ten miles of streets and reconfigures the Black Mountain and Hayne Road intersection.

This review will discuss the treatment methods used on the streets, issues that arose during earlier construction and feedback received from residents.

Methods - The Town employed four treatment techniques with this project.

1. Crack sealing on some streets, which results in minor cracks being filled with asphalt oil to seal the roadway.
2. Scrub seal, which is the application of a layer of oil with scrub brushes working the materials into cracks. The oil contains rejuvenators that bond to the existing asphalt forming a water tight seal, which is then covered with rock chips to build up the street surface. This process provides the greatest benefit to improve the quality of the street. In May 2009, the City Council approved a strategy of providing scrub seals only to cul-de-sacs in order to stretch the Town's limited funding and allow for a few more street segments to be included in this year's project.
3. Microsurface is an oil and sand emulsion applied to the street to seal it and results in the street having a black appearance initially.
4. Cape seal is when the scrub seal is covered by a microsurface treatment.

The use of these treatment methods allows the Town to provide treatment for more streets at a lower cost than traditional asphalt overlays. The Town received an award from the Metropolitan Transportation Committee last year for the improvements to the Town's pavement condition index since these methods were adopted by the Town.

Issues - The Town has a detailed specification that requires regular sweeping of streets following the application of rock chips. Due to equipment failures and poor management of street sweepers, the contractor did not successfully remove rock chips from many streets in a timely manner. The contractor's schedule was also too ambitious and resulted in some streets being noticed for closure prematurely. Other minor issues related to the implementation of the traffic control plan did arise during the course of the project and have been addressed. The Town also observed defects in the products applied for microsurfacing. In some instances, the streets did not dry quickly; in

others the streets appear brown. The Town is working with the product manufacturer to find an equitable solution.

Feedback - The Town has received about a dozen complaints concerning the street project. Most were from residents who live on cul-de-sacs, which were provided with only the scrub seal treatment. Residents typically noted that they did not care for the appearance of the scrub seal. Some residents did not care for the appearance of crack sealing either.

FISCAL IMPACT: Public Works is not recommending any changes in the project at this time.

If the City Council would like to change the policy to apply only scrub seals in cul-de-sacs, about \$10,000 would need to be allocated to apply microsurfaces to the cul-de-sacs.

ENVIRONMENTAL ISSUES: This project is exempt from the California Environmental Quality Act (CEQA).

ATTACHMENTS: None

PREPARED BY: Martha DeBry, Public Works Director

RECOMMENDATION: Continue the current Town program regarding use of scrub seal and microsurfacing treatments.



TOWN OF HILLSBOROUGH

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9

OLD BUSINESS
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: ACCEPT THE REPORT ON THE STATUS OF THE WATER AUDIT PROGRAM ADMINISTERED THROUGH BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA)

SUMMARY: Included in the City Council agenda packet is a summary report of the water audit activities for the program administered by BAWSCA. In addition to providing an update on Hillsborough's programs, the report provides summary information about similar programs in other jurisdictions.

Generally, the audit program is having the desired effect of reducing water consumption in Hillsborough and other cities. On average, there is roughly a 10% reduction in water use by Hillsborough's 152 participants. Participants were asked to volunteer for the program based on their history of high water use.

FISCAL IMPACT: The program continues to be funded through the Water operations budget at approximately \$30,000 annually. This report is an update and no additional funds are being requested.

ENVIRONMENTAL ISSUES: This program is part of the Town's Water Conservation Program.

ATTACHMENTS: Report

PREPARED BY: Martha DeBry, Public Works Director

RECOMMENDATION: Accept the report on the status of the Water Audit Program.



TOWN OF HILLSBOROUGH

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10

PUBLIC HEARING
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: DISCUSSION OF THE LOCAL HAZARD MITIGATION PLAN

SUMMARY: The Federal Disaster Mitigation Act of 2000 requires all cities, counties, and special districts to have adopted a Local Hazard Mitigation Plan (LHMP) to receive disaster mitigation funding from the Federal Emergency Management Agency (FEMA). The Association of Bay Area Governments (ABAG) has approved and adopted the ABAG report "Taming Natural Disasters" as the multi-jurisdictional Local Hazard Mitigation Plan.

Staff has worked with ABAG to develop the Town of Hillsborough annex of this multi-jurisdictional plan. The plan was reviewed by the Building, Planning, Public Works, and Fire Departments.

FEMA requires each jurisdiction to hold two public comment periods prior to submitting the LHMP to FEMA for approval. Public comments may be heard through a public hearing at a regular City Council meeting or through a jurisdiction's website. The LHMP was made available for public comment on the Town's website on September 1, 2009. The public hearing being held at the City Council meeting of September 14, 2009, satisfies FEMA's requirements for public comment prior to submission.

Once comments have been received and any necessary changes have been made, the plan will then be forwarded by ABAG to FEMA for their review and approval on September 30, 2009.

Once approved by FEMA, the LHMP will be brought back to the Hillsborough City Council for adoption by resolution.

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

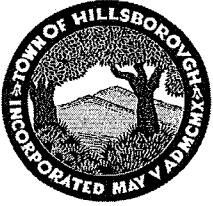
ENVIRONMENTAL ISSUES: There are no environmental issues associated with this item.

ATTACHMENTS: Town of Hillsborough's Local Hazard Mitigation Plan

PREPARED BY: Don Dornell, Fire Chief

RECOMMENDATION:

1. Open the public hearing and receive comments;
2. Close the public hearing; and
3. Direct staff to incorporate any necessary changes and forward the LHMP to ABAG as required.



TOWN OF HILLSBOROUGH

San Mateo County
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11

NEW BUSINESS
CITY COUNCIL MEETING
SEPTEMBER 14, 2009

AGENDA STAFF REPORT

ITEM SUBJECT: RESPONSE TO THE GRAND JURY REPORT "TRASHTALK: RETHINKING THE WASTE RECOMMENDATION RFP PROCESS BY THE SOUTH BAYSIDE WASTE MANAGEMENT AUTHORITY"

SUMMARY: The Town received a notice from the Grand Jury's presiding judge that it must respond to a recent report regarding the South Bayside Waste Management Authority (SBWMA) request for proposal (RFP) process by September 20, 2009. Each SBWMA agency is required to respond, as is the SBWMA itself.

While the Town can generally agree with the recommendations of the Grand Jury, the findings and conclusions of the Grand Jury require some clarification as described in the attachment.

FISCAL IMPACT: The response has no fiscal impact.

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

ATTACHMENTS: Draft Grand Jury Response

PREPARED BY: Martha DeBry, Public Works Director

RECOMMENDATION: Approve the draft response to the Grand Jury.