

MINUTES
REGULAR CITY COUNCIL MEETING
MONDAY, JULY 11, 2011

Mayor Kasten called the regular meeting to order at 6:04 p.m. at the Hillsborough Town Hall, 1600 Floribunda Avenue, Hillsborough, California.

ROLL CALL: Present: Kasten, Benton, Krolik, Chuang, May

MINUTES: The minutes of the June 13, 2011 City Council meeting were approved as submitted subject to a correction on page 7 made by Vice Mayor Benton. He stated that at the Central County Fire Department Board Meeting that was held on Tuesday, May 17, 2011, there was no representation from the City of San Bruno.

PRESENTATION:

- Mayor Kasten presented the Hillsborough Little League with Certificates of Recognition for winning the 2011 District 52 Minors Superbowl Championship - Minors All-Star Team Members: Aidan Pak, Aidan Macaluso, Pat Keighran, Daniel Lawrence, Matthew Jackson, William Lawrence, Ryan Keighran, Jake Goligoski, Jordan Petrushka, Bobby Howie, Ryan McWilliams, Jack Connolly and Evan Glatt.

CONSENT CALENDAR:

Item 4 of the Consent Calendar was removed for discussion. On motion of Councilmember Krolik, seconded by Vice Mayor Benton, and unanimous on voice vote, Consent Calendar items 1-3 and 5-9 were approved.

1. MONTHLY CLAIMS: JUNE 1 THROUGH JUNE 30, 2011

The monthly claims for the month of June 2011, in the amount of \$3,966,710.40 were approved as submitted.

2. QUARTERLY TREASURER'S REPORT

The Treasurer's Report for the quarter ending June 30, 2011, was approved.

3. QUARTERLY INTEREST RATE PRODUCTS (SWAP) REPORT

The Interest Rate Products (SWAP) Report for the quarter ending June 30, 2011, was accepted.

4. REJECTION OF CLAIM: JANET MORRIS, 7 WINDSOR DRIVE

Councilmember May stated that he would be abstaining from voting on item 4.

On motion of Councilmember Krolik, seconded by Vice Mayor Benton, and with a 4:1 voice vote with Councilmember May abstaining from voting, the claim filed by Janet Morris of 7 Windsor Drive for wastewater damage to her property was rejected.

5. REJECTION OF CLAIM: PAUL MAROTTA, 18 WINDSOR DRIVE

The claim filed by Paul Marotta of 18 Windsor Drive for surface water damage to his property was rejected.

6. RESOLUTION ADOPTING THE TOWN OF HILLSBOROUGH 2010 LOCAL HAZARD MITIGATION PLAN

The resolution adopting the Town of Hillsborough 2010 Local Hazard Mitigation Plan was adopted.

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

The resolution confirming the report of weed abatement charges and ordering collection was adopted.

8. RESOLUTION ACCEPTING AS COMPLETE THE CONTRACT WITH FARALLON COMPANY FOR THE WINDSOR WATER MAIN REPLACEMENT PROJECT

The resolution accepting as complete the contract with Farallon Company for the Windsor Water Main Replacement Project in the amount of \$62,680 was adopted.

9. RESOLUTION AUTHORIZING THE PURCHASE OF ONE REPLACEMENT ADMINISTRATIVE UNMARKED POLICE VEHICLE

The resolution authorizing the Police Department to purchase one replacement administrative 2012 Chevrolet Caprice from Abel Chevrolet for the bid of \$29,881 from the Police Vehicle Replacement Fund was adopted.

Councilmember Krolik commented that it was great that the Police Department was purchasing a vehicle that uses ethanol fuel.

PUBLIC HEARING:

10. 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 2011-2012 COUNTY TAX ROLL AND AUTHORIZING THE COUNTY TAX COLLECTOR TO COLLECT SUCH CHARGES

Finance Director Edna Masbad stated that the resolution covers the function of collecting the Town's sewer service charge, storm drainage charge and the public safety special tax by the County Tax Collector. She added that the Hillsborough Municipal Code requires the Town to annually adopt a resolution authorizing the County Tax Collector to collect the charges.

Ms. Masbad reported that there are 3,877 households that will be assessed an annual residential sewer charge of \$1,774 each for a total of \$6,877,798 to support sewer operations, and that the new charge includes a 7% increase from the \$1,658 charge of last year. She stated that the annual storm drainage charge was first authorized in fiscal year 1994-1995, but the ordinance did not provide for adjustments to the annual charge to compensate for changes to program costs, and therefore has remained the same. She reported that an annual storm drainage charge of \$7.34 per parcel will be assessed on 4,011 parcels bringing in a total of \$29,440.74 to partially pay for the storm drainage program. Ms. Masbad further reported that the public safety tax of \$218 for 85 unimproved parcels and \$570 for 3,891 improved parcels will bring in \$2,236,400 to help pay for public safety operations. She added that the special tax, initially set at \$190 and \$496 in fiscal year 1998-1999, could be increased by 2% each year, and that the maximum has been assessed since fiscal year 2005-2006.

Ms. Masbad stated that changes to the storm drainage charge and the public safety tax require a vote to be implemented.

Mayor Kasten thanked Ms. Masbad.

Mayor Kasten opened the public hearing. There were no comments. The public hearing was closed.

On motion of Vice Mayor Benton, seconded by Councilmember May, and unanimous on voice vote, 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 2011-2012 County tax roll and authorizing the County Tax Collector to collect such charges was adopted.

11. RESOLUTION APPROVING A REVOCABLE ENCROACHMENT PERMIT APPLICATION FOR 816 VISTA ROAD

City Engineer Cyrus Kianpour stated that the owner of 816 Vista Road submitted a revocable encroachment permit application to replace an existing front entry stairway and rock retaining wall that will be encroaching approximately six to seven feet into the 40-foot wide public right-of-way along Vista Road. He reported that the Hillsborough Municipal Code requires that revocable encroachment permits related to outdoor fixtures over 18 inches tall be reviewed by the City Engineer and approved by the City Council. He stated that the approval will conform the new front stairway and retaining walls to be placed at a similar location to the existing improvements on the property. Mr. Kianpour provided a Power Point presentation of the site plan of the proposed outdoor fixtures. He recommended that the application be approved.

Mayor Kasten thanked Mr. Kianpour.

Mayor Kasten opened the public hearing. There were no comments. The public hearing was closed.

On motion of Councilmember Krolik, seconded by Councilmember Chuang, and unanimous on voice vote, the resolution approving the revocable encroachment permit application for 816 Vista Road for outdoor fixtures in the public right-of-way and the issuance of a permit upon the owner's execution of the agreement was adopted.

12. RESOLUTION APPROVING A REVOCABLE ENCROACHMENT PERMIT APPLICATION FOR 10 SUMMERHOLME PLACE

Councilmember May stated that he had a financial interest in an adjoining property to 10 Summerholme Place and recused himself from voting on the agenda item.

City Engineer Cyrus Kianpour stated that the owner of 10 Summerholme Place submitted a revocable encroachment permit application to install a masonry wall and brick walls and columns approximately three to four feet into the 80-foot wide public right-of-way along Pepper Avenue. He reported that the Hillsborough Municipal Code requires that revocable encroachment permits related to outdoor fixtures over 18 inches tall be reviewed by the City Engineer and approved by the City Council. He stated that the approval will conform the new masonry wall and brick walls and columns to be placed at a similar location to the existing improvements on the property. Mr. Kianpour provided a Power Point presentation of the site plan of the proposed outdoor fixtures. He recommended that the application be approved.

Mayor Kasten thanked Mr. Kianpour.

Mayor Kasten opened the public hearing. There were no comments. The public hearing was closed.

On motion of Vice Mayor Benton, seconded by Councilmember Chuang, and with a 4:1 voice vote with Councilmember May abstaining from voting, the resolution approving the revocable encroachment permit application for 10 Summerholme Place for outdoor fixtures in the public right-of-way and the issuance of a permit upon the owner's execution of the agreement was adopted.

13. ORDINANCE REVISING AND UPDATING TITLE 16, SUBDIVISIONS, OF THE HILLSBOROUGH MUNICIPAL CODE - ADOPTION

City Engineer Cyrus Kianpour stated that the proposed changes to Title 16 of the Hillsborough Municipal Code regarding subdivisions were presented at the May 9, 2011 City Council meeting and that the ordinance was introduced at the June 13, 2011 City Council meeting. He recommended that the ordinance regarding subdivisions be adopted.

Mayor Kasten opened the public hearing. There were no comments. The public hearing was closed.

On motion of Councilmember Chuang, seconded by Vice Mayor Benton, and unanimous on voice vote, the ordinance revising and updating Title 16, Subdivisions, of the Hillsborough Municipal Code, was adopted.

NEW BUSINESS:

14. DESIGNATION OF VOTING DELEGATE AND ALTERNATES TO THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE

City Manager Anthony Constantouros stated that the League of California Cities 2011 Annual Conference is scheduled for September 21-23, 2011. He added that at the Annual Business Meeting on Friday, September 23, 2011, the League membership considers and takes action on resolutions that establish League policy, and that in order to vote, the City Council must designate a voting delegate and up to two alternate voting delegates.

Vice Mayor Benton and Councilmembers Krolik and May announced that they would be out of town during the League of California Cities Annual Business Meeting.

On motion of Councilmember Krolik, seconded by Vice Mayor Benton, and unanimous on voice vote, Mayor Kasten was designated as the voting delegate and Councilmember Chuang the alternate voting delegate for the League of California Cities 2011 Annual Conference's Annual Business Meeting scheduled for Friday, September 23, 2011.

PUBLIC COMMENT:

Acting Public Works Director John Mullins stated that he would provide the City Council with the exact amount of the open space weed abatement grant by early August 2011. Mayor Kasten thanked Mr. Mullins.

Police Chief Matt O'Connor reported that the San Mateo County Parks Foundation's Tour de Peninsula Bike Ride will be held on Sunday, August 7, 2011. He stated that the fundraising bike ride would begin and end at the Coyote Point Recreation Area. He reported that the bike route would require a "soft" closure of a portion of Crystal Springs Road from 7:00 a.m. to 9:30 a.m., but that residents in the area would be escorted to and from their homes by Police Officers, if need be. Mayor Kasten thanked Chief O'Connor.

CITY COUNCIL ITEMS:

Vice Mayor Benton announced that he attended a Central County Fire Department (CCFD) Study Session earlier in the day regarding the CCFD merger with San Bruno and Millbrae. He stated that CCFD Chief Operating Officer/Burlingame City Manager Jim Nantell presented the Implementation Plan for the potential merger. He reported that Phase I includes consolidating administrative functions with CCFD and the San Bruno and Millbrae Fire Departments, which would save each city \$95,000. He stated that the plan also includes consolidating Fire Station 35 on Hillside Drive in Burlingame and Fire Station 38 near Skyline Boulevard in Millbrae and opening a temporary fire station. He further stated that the proposed site of the temporary fire station would be located on land owned by the City of Burlingame on Skyline Boulevard south of the Trousdale Drive exit. He explained that the temporary fire station would be built to ensure adequate response times for both communities would be met. He stated that it is estimated that it would cost approximately \$800,000 to develop the site with July 1, 2012, as the targeted date for opening the temporary fire station. He reported that by consolidating the two fire stations approximately \$900,000 could be saved annually.

Mayor Kasten reported that the Central County Fire Department Pancake Breakfast was held last month and was a huge success with lots of kids in attendance.

Mayor Kasten announced that there would be no Council of Cities Dinner/Meeting in the month of July 2011.

Mayor Kasten announced that in the coming months, the Town would be recognizing the retirement of Police Captain Nick Gottuso and wished him all the best upon his retirement.

Councilmember Krolik thanked the Central County Fire Department for their help with the Hillsborough Schools Foundation's Family Fun Run and Pancake Breakfast last month.

ADJOURN:

Mayor Kasten adjourned the meeting at 7:23 p.m.