

**MINUTES
CITY COUNCIL MEETING
MONDAY, MARCH 11, 2019**

STUDY SESSION:

- City Council / Citizens Communication Advisory Committee joint meeting

CLOSED SESSION:

Mayor Christianson called the meeting to order at 5:10 p.m. at the Hillsborough Town Hall, 1600 Floribunda Avenue, Hillsborough, California.

ROLL CALL: Present: Christianson, Royse, Benton, Chuang, May

PUBLIC COMMENT:

There were no public comments.

PUBLIC ANNOUNCEMENT OF CLOSED SESSION ITEMS

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Section 54956.9

Crown Castle NG West LLC v. Town of Hillsborough, San Mateo County Superior Court, Case No. 18CIV05650

B. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Section 54956.9(d)(2) of the California Government Code: Two potential cases

ADJOURN CLOSED SESSION

CITY COUNCIL MEETING:

Mayor Christianson called the regular meeting to order at 6:05 p.m. at the Hillsborough Town Hall, 1600 Floribunda Avenue, Hillsborough, California.

ROLL CALL: Present: Christianson, Royse, Benton, Chuang, May

PLEDGE OF ALLEGIANCE

REPORT FROM CLOSED SESSION: Mayor Christianson stated that there was nothing to report from the Closed Session.

MINUTES: The minutes of the February 25, 2019 City Council meeting were approved as submitted.

PRESENTATIONS:

- Councilmember May presented former Police Chief Mark O'Connor with a Resolution of Appreciation for his retirement from the Town of Hillsborough after 32 years of service. San Mateo County Supervisor Dave Pine and representatives from Congresswoman Jackie Speier's office, Senator Jerry Hill's office and Assemblyman Kevin Mullin's office also presented former Chief O'Connor with resolutions. Former Chief O'Connor thanked Councilmember May and the City Council and stated that it was an honor to have worked for the Town.
- Mayor Christianson presented former City Manager Kathy Leroux with a Resolution of Appreciation for her retirement from the Town of Hillsborough after 28 years of service. San Mateo County Supervisor Dave Pine and representatives from Congresswoman Jackie Speier's office, Senator Jerry Hill's office and Assemblyman Kevin Mullin's office also presented Ms. Leroux with resolutions. Ms. Leroux thanked Mayor Christianson

and the City Council for their support and stated that Hillsborough was an amazing place to work.

CONSENT CALENDAR:

Items 1, 7 and 8 were removed for discussion. On motion of Councilmember May, seconded by Councilmember Benton and unanimous on voice vote, Consent Calendar items 2 through 6 and 9 through 12 were approved.

1. MONTHLY CLAIMS: FEBRUARY 1 THROUGH FEBRUARY 28, 2019

Vice Mayor Royse noted that the Town participates in the Lawn Be Gone! program, which encourages the replacement of lawn with drought tolerant landscaping, and that a resident who qualified for the program received a rebate last month. He also noted that the Town contributed the first payment of \$1 million for the Section 115 pension trust funding.

On motion of Vice Mayor Royse, seconded by Councilmember May and unanimous on voice vote, the monthly claims for the month of February 2019 in the amount of \$4,662,284.97 were approved as submitted.

2. APPROVAL OF FUNDRAISING EVENT PERMIT APPLICATION 19-01 FOR THE SOLMATEO (FORMERLY COMMUNITY SERVICE LEAGUE) KITCHEN TOUR AND SIGN APPLICATION

Fundraising Event Permit Application 19-01 for SolMateo's Kitchen Tour, subject to the conditions recommended by staff, and the application for the SolMateo Kitchen Tour signs were approved.

3. APPROVAL OF FUNDRAISING EVENT PERMIT APPLICATION 19-02 FOR THE HILLSBOROUGH BEAUTIFICATION FOUNDATION'S CELEBRATE MAY! EVENT

Fundraising Event Permit Application 19-02 for the Hillsborough Beautification Foundation's Celebrate May! event, subject to the conditions recommended by staff, was approved.

4. APPROVAL OF FUNDRAISING EVENT PERMIT APPLICATION 19-03 FOR THE HILLSBOROUGH SCHOOLS FOUNDATION'S 2019 HILLSBOROUGH FUN RUN

Fundraising Event Permit Application 19-03 for the Hillsborough Schools Foundation's 2019 Hillsborough Fun Run, subject to the conditions recommended by staff, was approved.

5. RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH RICHARDSON CONSULTING FOR CONTRACT PLANNING SERVICES

The resolution authorizing the City Manager to execute the agreement on behalf of the Town with Richardson Consulting for contract planning services in an amount not to exceed \$60,000 was adopted.

6. RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH G&E ENGINEERING SYSTEMS, INC. FOR ADDITIONAL DESIGN SERVICES FOR THE HIGH WATER LINE PROJECT IN THE AMOUNT OF \$31,000

The resolution authorizing an amendment to the agreement with G&E Engineering Systems, Inc. for additional design services for the High Water Line Project in an amount not to exceed \$31,000, and authorizing the City Manager to execute the amendment on behalf of the Town was adopted.

7. RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH HALEY ALDRICH, INC. TO ALLOCATE ADDITIONAL FUNDS FOR GEOTECHNICAL SERVICES FOR DRYWELL DRAINAGE SYSTEMS

Vice Mayor Royse requested additional information on the follow up geological study to investigate underlying soils at other potential locations for drywell drainage systems. Associate Engineer Natalie Asai reported that the follow up geological study will confirm whether the underlying soil at other locations will provide the infiltration needed to satisfy the requirements for the drywell drainage project. She further stated that if the other locations do not provide the infiltration needed, the Town can look at other alternatives for green infrastructure, such as vegetation, water detention and bio-infiltration, to treat and manage stormwater runoff.

On motion of Vice Mayor Royse, seconded by Councilmember Chuang and unanimous on voice vote, the resolution authorizing the amendment to the contract with Haley Aldrich, Inc. to allocate additional funds in the amount of \$14,978 for geotechnical services for drywell drainage systems, and authorizing the City Manager to execute the amendment on behalf of the Town was adopted.

8. RESOLUTION AWARDED A CONTRACT FOR THE HILLSBOROUGH TOWN HALL AUDIO VISUAL SYSTEM UPGRADE PROJECT TO CONTI CORPORATION IN THE AMOUNT OF \$203,014 AND APPROVING A BUDGET ADJUSTMENT OF \$93,466

Vice Mayor Royse requested an overview of the Audio Visual System Upgrade Project. Acting City Manager John Mullins introduced Theo Hartman, an audio visual consultant from Smith, Fause & McDonald, Inc.; Tony Dini, an advisor from California Electric Co.; and Ed Cooney, Consulting Operations Administrator. Mr. Mullins stated that the project, if awarded, will start after next month's Architecture and Design Review Board meeting and should take approximately six weeks to complete. He stated that the new audio visual system will be a state-of-the art, user friendly, expandable and automated system and he reviewed the features.

The Councilmembers, Mr. Mullins, Mr. Hartman and City Attorney Christopher Diaz discussed the new Audio Visual System Upgrade Project.

On motion of Vice Mayor Royse, seconded by Councilmember May and unanimous on voice vote, the resolution awarding the contract for the Town Hall Audio Visual System Upgrade Project to Conti Corporation in the amount of \$203,014 with a 15% contingency of \$30,452 for a total not to exceed project amount of \$233,466, authorizing a budget adjustment of \$93,466, and authorizing the City Manager to execute the contract and change orders, if needed, on behalf of the Town was adopted.

9. RESOLUTION AUTHORIZING THE SUBMITTAL OF APPLICATION(S) FOR SB-1 TRANSPORTATION FUNDING FOR WHICH THE TOWN OF HILLSBOROUGH IS ELIGIBLE

The resolution authorizing the submittal of application(s) for SB-1 Transportation Funding for which the Town of Hillsborough is eligible, and authorizing the City Manager to execute all funding documents and implement the approved funding programs on behalf of the Town was adopted.

10. RESOLUTION AUTHORIZING A CHANGE ORDER TO THE CONTRACT WITH FARALLON COMPANY, INC. TO ALLOCATE ADDITIONAL FUNDS FOR THE SKYFARM ONE ACCESS IMPROVEMENTS PROJECT

The resolution authorizing a change order to the contract with Farallon Company, Inc. to allocate additional funds in the amount of \$60,201.70 for the Skyfarm One Access Improvements Project, and authorizing the City Manager to execute the amendment on behalf of the Town and approve a 10% contingency in the amount of \$28,018.30, if needed, was adopted.

11. RESOLUTION ADOPTING THE ADDENDUM TO THE PREVIOUSLY CERTIFIED SUBSEQUENT ENVIRONMENTAL IMPACT REPORT FOR THE 773 EL CERRITO AVENUE CREEK BANK REPAIR PROJECT

The resolution adopting the addendum to the previously certified Subsequent Environmental Impact Report for the 773 El Cerrito Avenue Creek Bank Repair Project was adopted.

12. RESOLUTION AUTHORIZING THE RECONSTRUCTION OF A TOWER AT FIRE STATION 33 AND A BUDGET AMENDMENT IN THE AMOUNT OF \$74,138.20, AND AWARDING THE CONTRACT TO HAUSER CONSTRUCTION

The resolution authorizing the termination of the contract with L.D. Strobel Co. Inc., rescinding Resolution No. 18-80, authorizing the reconstruction of the tower at Fire Station 33 and a budget amendment in the amount of \$74,138.20, awarding the contract to Hauser Construction, and authorizing the City Manager to execute the contract on behalf of the Town was adopted.

NEW BUSINESS:

13. PRESENTATION ON THE FLOOD AND SEA LEVEL RISE RESILIENCY AGENCY

San Mateo County Supervisor Dave Pine introduced Jim Porter, Public Works Director for the County of San Mateo, and Brian Perkins, District Director of Congresswoman Jackie Speier's office.

Mr. Porter provided a presentation on the proposed Flood and Sea Level Rise Resiliency Agency (FSLRRA). He reported that the agency is needed because property impacts from sea level rise will be significant, projects are expensive and often multi-jurisdictional, San Mateo County is at a disadvantage when pursuing grants, the existing Flood Control District has limited scope, sharing of benefits for regional stormwater projects mandated by the Regional Water Quality Control Board may be permitted, and maintenance of regional facilities could be provided. He stated that the City/County Association of Governments (C/CAG) of San Mateo County formed a standing Countywide Water Coordination Committee two years ago. He reviewed the process to form the new agency.

Mr. Porter stated that the FSLRRA proposal is to modify the existing County Flood Control District to include a new seven member board and to provide needed functions, and requires a three-year start-up for funding and the hiring of one or two staff members. He stated that start-up costs would be shared with 50% from the County and 50% from the 20 cities. He further stated that the proposal includes preparation of the Flood and Sea Level Rise Investment Plan and identification of on-going funding sources. Mr. Porter stated that he anticipated completing the review process with the 20 cities in late April 2019.

Mr. Porter reported that \$1.5 million will be needed and the funding contribution by cities will be allocated by population. With the Town of Hillsborough falling in the Tier 1 category with a population up 20,000, he stated that the cost would be approximately \$25,000 annually for three years. He further stated that if the FSLRRA is not successful at the end of the three years, the agency would not continue.

Mr. Porter reported that the proposal was endorsed by the C/CAG Board, San Mateo County and six cities so far, and several other cities will be taking action later this month or next month.

The Councilmembers and Mr. Porter discussed the proposed FSLRRA. When asked if the employees of the FSLRRA would participate in the California Public Employees' Retirement System (CalPERS), Mr. Porter replied that the FSLRRA employees would not participate in CalPERS and would instead be able to participate in a 401k retirement plan.

No formal action from the City Council was required.

14. APPOINTMENT OF A DIRECTOR TO THE BOARDS OF THE BAY AREA WATER SUPPLY & CONSERVATION AGENCY (BAWSCA) AND BAY AREA REGIONAL WATER SYSTEM FINANCING AUTHORITY (RFA)

Mayor Christianson stated that she received correspondence regarding the appointment of a director to the BAWSCA and RFA Boards as Councilmember Benton's term on the two boards will be expiring on June 30, 2019.

Councilmember Benton stated that he has agreed to serve again on the two boards. The Councilmembers thanked Councilmember Benton for being willing to serve another term on the BAWSCA and RFA Boards.

On motion of Councilmember May, seconded by Vice Mayor Royse and unanimous on voice vote, Councilmember Benton was reappointed as a director to the BAWSCA and RFA Boards to represent the Town of Hillsborough, effective July 1, 2019, through June 30, 2023.

PUBLIC HEARING:

15. ACCEPTANCE OF THE 2018 GENERAL PLAN ANNUAL PROGRESS REPORT (APR)

Director of Building and Planning Liz Cullinan provided a presentation on the 2018 General Plan Annual Progress Report. She reported that the state requires that all cities and counties investigate and make recommendations to the legislative body for implementing the General Plan; and 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; and hold a public hearing on the report. She reviewed the key highlights of the 2018 Housing Element implementation.

Ms. Cullinan stated that the Town's Housing Element outlines how the Town will meet its state designated housing needs in the Regional Housing Needs Allocation (RHNA). She reported that the Town's RHNA for the years 2014 through 2022 is 91 net new units, 70 of which should be within lower income categories. She stated that between the years 2014 and 2018 the Town has issued permits for 83 net new units leaving eight additional net new units needed by the end of 2022 (or eight above moderate and two moderate per state methodology). She added that three Accessory Dwelling Units (ADUs) and one above moderate unit have been approved as of March 4, 2019.

Ms. Cullinan reviewed the key highlights of the 2018 Housing Element implementation. She noted a correction to the agenda staff report that the Town issued Planning approval for 19 net new units, 16 of which were Accessory Dwelling Units.

The Councilmembers and Ms. Cullinan discussed the 2018 General Plan Annual Progress Report.

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

On motion of Councilmember May, seconded by Councilmember Chuang, and unanimous on voice vote, the 2018 General Plan Annual Progress Report was accepted.

16. RESOLUTION ADOPTING REVISIONS TO THE TOWN OF HILLSBOROUGH SANITARY SEWER MANAGEMENT PLAN

Consulting Operations Administrator Ed Cooney provided a presentation on the Sanitary Sewer Management Plan (SSMP). He reported that the Town must adopt an SSMP that describes the Town's efforts and plans to effectively manage its wastewater collection for sanitary sewer collections systems greater than one mile in length that discharge into a publicly owned sewage treatment facility, and that the SSMP must be updated every five years to reflect any changes or improvements. He stated that the SSMP regulations

and requirements have not changed since the last update in 2014, and that the current update consists mainly of administrative changes.

Mr. Cooney reviewed elements of the Town's SSMP Monitoring and Reporting Program, including an overview of the Town's sewer collection system, the Operations and Maintenance Program, Overflow Emergency Response Plan, and Public Communication Plan.

The Councilmembers, Mr. Cooney and Director of Public Works Paul Willis discussed the SSMP.

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

On motion of Councilmember Benton, seconded by Councilmember Chuang, and unanimous on voice vote, the resolution adopting revisions to the Town's Sanitary Sewer Management Plan was adopted.

INFORMATIONAL:

17. UPDATE ON THE GREEN INFRASTRUCTURE PLAN

Associate Engineer Natalie Asai introduced Kelly Carroll of CSG Consultants, Inc. Ms. Carroll provided a presentation on the Green Infrastructure (GI) Plan, and explained that GI is the integration and design of infrastructure that utilizes natural processes, including vegetation and soils, to treat and manage stormwater runoff which creates sustainable and more resilient urban environments that positively impact the community, residents and environment.

Ms. Carroll stated that the San Francisco Bay Regional Water Quality Control Board (RWQCB) issued the Municipal Regional Stormwater Permit (MRP) to regulate stormwater discharge, and that the GI Plan is a requirement of the MRP. She reported that the GI Plan will address pollutant source control through development and construction regulations, and protect stormwater as a resource to improve sustainability. She explained that the Town can implement GI through low impact development by encouraging property owners to incorporate GI in landscaping projects, such as rainwater harvesting and re-use; green streets and Capital Improvement Plan projects, which may be eligible for local and state funds; and regional projects, which may be eligible for state and federal funds and may have the opportunity for cost sharing.

Ms. Carroll stated that CSG will continue to support the Town's development of the GI Plan over the next couple of months. She further stated that the goal is to have the GI Plan completed and ready for approval by the City Council this summer.

The Councilmembers and Ms. Asai discussed the GI Plan.

No formal action from the City Council was required.

PUBLIC COMMENT:

There were no public comments.

CITY COUNCIL ITEMS:

Councilmember Chuang announced that the US Highway 101 Managed Lanes Project, which should decrease traffic congestion along the corridor in San Mateo County, broke ground on Friday, March 8, 2019, and should be completed in 2022.

Vice Mayor Royse provided an update on the San Mateo County Council of Cities Dinner/Meeting held on Friday, February, 22, 2019, on pension liability.

Vice Mayor Royse provided an update on the local efforts to reduce airplane noise from the San Francisco International Airport.

Mayor Christianson announced that she received a thank you letter from Congresswoman Anna Eshoo for the Town's support of HR 530, legislation to overturn Federal Communications Commission regulations limiting the ability of local governments to regulate the deployment of 5G wireless infrastructures.

Mayor Christianson congratulated Hillsborough residents and staff for receiving the Bay Area Water Reuse & Conservation Award for the Government category.

Mayor Christianson announced that Councilmember Chuang will be attending the San Mateo County City Selection Committee meeting on Thursday, March 14, 2019, to elect two members to the CASA Task Force.

Mayor Christianson announced that she will be attending Senator Jerry Hill's Housing Roundtable with Acting City Manager John Mullins on Friday, March 15, 2019, at the Redwood City Public Library.

Mayor Christianson announced that Police Chief Doug Davis will be recognized for outstanding service and valor by the Peninsula Council of Lions at their Annual Police and Firefighters Awards Banquet on Friday, March 15, 2019, in Foster City, and that she will be attending.

ADJOURNMENT:

Mayor Christianson adjourned the meeting at 8:15 p.m.