

TOWN OF HILLSBOROUGH

San Mateo County

Alvin L. Royse, Mayor
Christine Krolik, Vice Mayor
Marie Chuang, Councilmember
Sophie Cole, Councilmember
Laurence M. May, Councilmember



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**UNAPPROVED MINUTES
MONDAY, JUNE 13, 2022
5:00 PM CLOSED SESSION
6:00 PM CITY COUNCIL MEETING
Hillsborough Town Hall and Zoom Video Conference**

This City Council meeting was conducted pursuant to the provisions of Assembly Bill 361 and Government Code Section 54953(e) (and without compliance with section 54953(b)(3)) related to conducting public meetings during the COVID-19 pandemic. The City Council, staff and members of the public participated in the meeting virtually via Zoom Video Conference or in person at Town Hall.

CLOSED SESSION

CALL TO ORDER

Mayor Royse called the meeting to order in Council Chambers at 5:02 p.m.

ROLL CALL

Present: Chuang, Cole, May, Krolik, Royse

PUBLIC COMMENT

There were no public comments.

ANNOUNCEMENT OF CONFLICT OF INTEREST

There were no announcements of conflict of interest.

PUBLIC ANNOUNCEMENT OF CLOSED SESSION ITEMS

Mayor Royse announced the items for Closed Session:

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): One potential case (see claim document in agenda packet)
- B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Pursuant to Government Code Section 54956.9(d)(4)
Town as Plaintiff: One Potential Case
- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Pursuant to Government Code Section 54956.9(d)(1)
Crown Castle NG West LLC v. Town of Hillsborough, et al.
San Mateo County Superior Court Case No. 18CIV05650
- D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Pursuant to Government Code Section 54956.9(d)(1)
Hillsborough Citizens Alliance v. Town of Hillsborough
San Mateo Superior Court Case No. 20CIV04592
- E. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Pursuant to Government Code Section 54956.9(d)(1)
Hillsborough Citizens Alliance v. Town of Hillsborough
San Mateo Superior Court Case No. 21CIV04709

ADJOURN CLOSED SESSION

The Closed Session adjourned at 5:58 p.m.

REGULAR CITY COUNCIL MEETING

I. CALL TO ORDER

Mayor Royse called the meeting to order at 6:02 p.m.

II. ROLL CALL

Present: Chuang, Cole, May, Krolik, Royse

III. PLEDGE OF ALLEGIANCE

Mayor Royse led the Pledge of Allegiance.

IV. REPORT FROM CLOSED SESSION

Mayor Royse stated that there was no Closed Session report.

V. MINUTES: May 9, 2022

Mayor Royse opened public comment. There were no speakers. Mayor Royse closed public comment.

On motion by Councilmember Chuang, seconded by Councilmember Cole and unanimous roll call vote, the minutes of the May 9, 2022 City Council meeting were approved.

VI. PROCLAMATION:

- **PRIDE MONTH – JUNE 2022**

Vice Mayor Krolik presented a proclamation in recognition of June 2022 as Pride Month to Dana Johnson, County of San Mateo LGBTQ+ Commissioner, Pride Initiative Co-Chair and LGBTQI+ activist, and Raayan Mohtashemi, Housing Element Advisory Committee member. Dana Johnson and Raayan Mohtashemi provided comments.

- **NATIONAL MOSQUITO CONTROL AWARENESS WEEK – JUNE 19-25, 2022**

Councilmember Cole presented a proclamation in recognition of National Mosquito Control Awareness Week to Mosquito and Vector Control District Board Member Dr. D. Scott Smith and District Manager Brian Weber. Dr. Smith provided a presentation and District Manager Weber provided comments.

- **JUNETEENTH – June 19, 2022**

Councilmember ~~Cole~~May read a proclamation in recognition of June 19, 2022 as Juneteenth.

VII. PRESENTATIONS

- **HILLSBOROUGH BEAUTIFICATION FOUNDATION**

Hillsborough Beautification Foundation outgoing President Amy Bick provided a presentation regarding the Foundation.

VIII. PUBLIC COMMENT I

Lindsay Raike, President and CEO, Warm Water Wellness, spoke regarding the closure of Mickelson Pool and reiterated their request for an upcoming City Council meeting agenda item for a resolution encouraging Sutter Health to reopen the pool. Raike stated the County of San Mateo, City of San Mateo, City of Millbrae, Sequoia Health Care District and City of Burlingame have adopted resolutions supporting the cause.

IX. ANNOUNCEMENT OF CONFLICT OF INTEREST

There were no announcements of conflict of interest.

X. CONSENT CALENDAR

Mayor Royse read the titles of the Consent Calendar items.

Vice Mayor Krolik requested to remove Items 7 and 8 from the Consent Calendar.
Councilmember May requested to remove Item 8 from the Consent Calendar.

There were no requests from the public to remove an item from the Consent Calendar.

On motion by Vice Mayor Krolik, seconded by Councilmember Chuang and unanimous on roll call vote, Consent Calendar items 1, 2, 3, 4, 5, 6, 9, 10, 11 and 12 were approved.

1. MONTHLY CLAIMS: MAY 1 THROUGH MAY 31, 2022

The monthly claims for the month of May 2022 in the amount of \$6,697,581.39 were approved as submitted.

2. RESOLUTION ESTABLISHING THE TOWN OF HILLSBOROUGH'S APPROPRIATIONS LIMIT FOR FY 2022-23

The resolution establishing the appropriations limit for FY 2022-23 was adopted.

3. RESOLUTION CALLING A GENERAL MUNICIPAL ELECTION TO BE HELD IN THE TOWN OF HILLSBOROUGH ON TUESDAY, NOVEMBER 8, 2022 FOR THE ELECTION OF TWO MEMBERS OF THE CITY COUNCIL

The resolution calling a General Municipal Election to be held in the Town of Hillsborough on Tuesday, November 8, 2022 for the election of two members of the City Council was adopted.

4. RESOLUTION REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN MATEO TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD IN THE TOWN OF HILLSBOROUGH ON TUESDAY, NOVEMBER 8, 2022 WITH THE STATEWIDE GENERAL ELECTION AND PROVIDE ELECTION SERVICES

The resolution requesting the Board of Supervisors of the County of San Mateo to consolidate a General Municipal Election to be held in the Town of Hillsborough on Tuesday, November 8, 2022 with the Statewide General Election and provide election services was adopted.

5. RESOLUTION ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATE STATEMENTS SUBMITTED TO THE VOTERS AT THE GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2022

The resolution adopting regulations for candidates for elective office pertaining to candidate statements submitted to the voters at the General Municipal Election to be held on Tuesday, November 8, 2022 was adopted.

6. BIENNIAL REVIEW OF THE TOWN'S CONFLICT OF INTEREST CODE

The City Council directed review of the Town's Conflict of Interest Code and the filing of a Biennial Notice with the City Clerk regarding such review as required by the Political Reform Act.

7. FUNDRAISING EVENT PERMIT APPLICATION 22-05 FOR CASA OF SAN MATEO COUNTY AUXILIARY'S ANNUAL GARDEN PARTY

Mary Lee Delahanty, Auxiliary President, CASA of San Mateo County, provided comments regarding CASA of San Mateo County and the upcoming fundraiser event.

On motion by Vice Mayor Krolik, seconded by Councilmember Chuang and unanimous on roll call vote, the Fundraising Event Permit Application 22-05 for CASA of San Mateo County Auxiliary's Annual Garden Party on Sunday, August 28, 2022 was approved subject to the conditions recommended by staff.

8. RESOLUTION APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH WRNS STUDIO FOR THE TOWN HALL MASTER PLAN

Vice Mayor Krolik provided comments.

Councilmember May provided comments.

City Manager Ann Ritzma provided comments.

On motion by Councilmember May, seconded by Vice Mayor Krolik and unanimous on roll call vote, the resolution approving and authorizing the City Manager to execute an agreement with WRNS Studio for the Town Hall Master Plan was adopted.

9. RECONFIRM FINDINGS AND DETERMINATIONS UNDER RESOLUTION NO. 21-87 PURSUANT TO ASSEMBLY BILL 361

A motion to reconfirm the findings and determinations made in Resolution No. 21-87 pursuant to Assembly Bill 361 was approved.

10. RESOLUTION ADOPTING A LIST OF PROJECTS FOR FY 2022-23 FUNDED BY SB 1, THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017, AND AUTHORIZING THE SUBMITTAL OF APPLICATIONS FOR SB 1 TRANSPORTATION FUNDING

The resolution adopting the list of projects for FY 2022-23 funded by SB 1 and authorizing the submittal of applications for SB 1 transportation funding was adopted.

11. RESOLUTION RESCINDING RESOLUTION NO. 22-28 AND APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A FUND RESERVATION AGREEMENT WITH PENINSULA CLEAN ENERGY AUTHORITY IN THE AMOUNT OF \$55,000 AND AWARDING AN ELECTRIC VEHICLE CHARGING PROJECT TO A.S.F. ELECTRIC, INC. IN THE AMOUNT OF \$154,950

The resolution rescinding Resolution No. 22-28 and approving and authorizing the City Manager to execute a fund reservation agreement with Peninsula Clean Authority in the amount of \$55,000 and awarding an electric vehicle charging project to A.S.F. Electric, Inc. for \$154,950, and approving a 20% contingency for a total allocation of \$185,940 was adopted.

12. RESOLUTION SUPPORTING THE EUCALYPTUS PEDESTRIAN PATHWAY PROJECT AND THE SUBMITTED APPLICATION TO THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY FOR MEASURE A ALTERNATIVE CONGESTION RELIEF AND MEASURE W TRANSPORTATION DEMAND MANAGEMENT PROGRAM FUNDING

The resolution supporting the application submitted by staff for TA ACR/TDM Program funds for \$200,000 for the Eucalyptus Pedestrian Pathway Project; authorizing the City Manager, or her designee, to execute a funding agreement with the TA to encumber any ACR/TDM Program funds awarded; committing to the completion of the Project, including the commitment of \$175,000 of matching funds needed for implementation, if awarded the requested TA funds; certifying that any funds awarded by the TA will be used to supplement existing funds for the Project, and will not replace existing funds or resources; committing to commencing work on the Project, if awarded, within one year of

the TA Board of Directors allocating the 2022 ACR/TDM Program funds; and authorizing the City Manager to take any other actions necessary to give effect to the resolution, was adopted.

XI. PUBLIC HEARING

13. RESOLUTION ADOPTING THE FY 2022-23 THE TOWN OF HILLSBOROUGH OPERATING AND CAPITAL BUDGET

Finance Director Jan Cooke provided the staff report.

Mayor Royse opened the Public Hearing at 7:11 p.m. There were no speakers. Mayor Royse closed the Public Hearing at 7:11 p.m.

On motion by Councilmember Chuang, seconded by Councilmember Cole and unanimous on roll call vote, the resolution adopting the FY 2022-23 Operating and Capital Budget was adopted.

14. RESOLUTION APPROVING THE GRADING PERMIT APPLICATION FOR THE CONSTRUCTION OF A NEW SINGLE-FAMILY RESIDENCE AT 259 BRIDGE ROAD

Councilmember May disclosed he knows the attorney for the applicant, has no financial or professional relationship with her, and is able to impartially review the matter.

Vice Mayor Krolik disclosed she knows the attorney for the applicant, has no financial or professional relationship with her, and is able to impartially review the matter.

City Attorney Christopher Diaz provided comments.

Senior Civil Engineer Natalie Gribben provided the staff report. Public Works Director Paul Willis and City Manager Ann Ritzma provided additional information.

Property Owner Tyler Goldman responded to City Council questions.

Mayor Royse opened the Public Hearing at 7:35 p.m.

Tyler Goldman thanked the City Council for their consideration of the item.

Mayor Royse closed the Public Hearing at 7:36 p.m.

On motion by Councilmember May, seconded by Councilmember Cole and unanimous on roll call vote, the resolution approving the grading permit application for the construction of a new single-family residence at 259 Bridge Road was adopted.

XII. OLD BUSINESS

15. RESOLUTION APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTERIM AGREEMENT FOR PAYMENT OF CAPITAL COSTS OF CLEAN WATER PROGRAM PROJECTS WITH THE CITY OF SAN MATEO

City Manager Ann Ritzma provided the staff presentation. Public Works Director Paul Willis provided additional information.

Mayor Royse opened public comment. There were no speakers. Mayor Royse closed public comment.

On motion by Vice Mayor Krolik, seconded by Councilmember Cole and unanimous on roll call vote, the resolution approving and authorizing the City Manager to execute an Interim Agreement with the City of San Mateo for payment of capital costs of clean water program projects was adopted.

XIII. INFORMATIONAL

16. STATUS UPDATE ON THE HOUSING ELEMENT UPDATE PROJECT

Building & Planning Director Sarah Fleming introduced the item. Robert Kain, Houseal Lavigne, provided the presentation. City Manager Ann Ritzma provided additional information.

17. CITY MANAGER'S UPDATE

City Manager Ritzma provided an informational update.

XIV. PUBLIC COMMENT II

Noelle Langmack, Housing Element Advisory Committee member, provided comments regarding the consequences of not meeting the deadline for submitting the Housing Element.

XV. CITY COUNCIL ITEMS

Councilmember May reported his attendance at a meeting of Peninsula Clean Energy in which the increase in electric rates and Peninsula Clean Energy's financial reserves were discussed.

Councilmember Chuang congratulated the Memorial Day committee and Vice Mayor Krolik for a successful event and thanked staff for the successful shred event hosted at Town Hall.

Vice Mayor Krolik thanked Senior Management Analyst Mandy Brown, City Manager Ann Ritzma, Public Works Director Paul Willis, Public Works Department staff, Police Chief Doug Davis, Police Department staff, Finance Director Jan Cooke and Assistant Finance Director Rich Santiago for their contributions to the Memorial Day event.

Mayor Royse stated he met with Police Commissioner/Councilmember May and Police Chief Doug Davis to revisit the Town's policies and procedures around emergencies, particularly around shootings. Mayor Royse thanked the school district for their communications related to the safety of students following the school shooting in Uvalde, Texas, and reported his attendance at a march for meaningful gun change in Burlingame, organized in part by a Hillsborough resident. Mayor Royse reported a Mental Health Awareness First Aid Training facilitated by the County and hosted by the Town and commended City Manager Ritzma for volunteering for suicide prevention calls. Mayor Royse reported the Town has an ordinance related to safe storage of firearms.

XVI. MAYOR'S APPLAUSE

Mayor Royse recognized the volunteers and Town staff who assisted with the Memorial Day event.

XVII. ADJOURNMENT TO THE HILLSBOROUGH PUBLIC IMPROVEMENT CORPORATION (HPIC) MEETING

Mayor Royse adjourned the regular City Council meeting to the Hillsborough Public Improvement Corporation meeting at 8:46 p.m.