



**CITY COUNCIL AGENDA
REGULAR MEETING
CITY OF HALF MOON BAY**

TUESDAY, JUNE 3, 2025

**HYBRID MEETING (SEE NEXT PAGE)
ADCOCK COMMUNITY CENTER
535 KELLY AVENUE
HALF MOON BAY, CA 94019**

**Robert Brownstone, Mayor
Debbie Ruddock, Vice Mayor
Patric Jonsson, Councilmember
Paul Nagengast, Councilmember
Deborah Penrose, Councilmember**

7:00 PM

This agenda contains a brief description of each item to be considered. Those wishing to address the City Council on any matter not listed on the agenda, but within the jurisdiction of the City Council to resolve, may come forward to the podium during the Public Forum portion of the agenda and will have a maximum of three minutes to discuss their item. Comments on City Manager Updates and Consent Calendar items should be made during the Public Forum section of the agenda. Those wishing to speak on a Business or Public Hearing matter will be called forward at the appropriate time during that item's consideration.

Please Note: Anyone wishing to present materials to the City Council, please submit seven copies to the City Clerk.

Copies of written documentation relating to each item of business on the agenda are on file in the Office of the City Clerk at City Hall where they are available for public inspection. If requested, the agenda shall be available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132.) Information may be obtained by calling 650-726-8271.

In compliance with the Americans with Disabilities Act, special assistance for participation in this meeting can be obtained by contacting the City Clerk's Office at 650-726-8271. A 48-hour notification will enable the City to make reasonable accommodations to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II).

<http://hmbcity.com/>

Wi-Fi: HMB Public
Password: Recreation1

HYBRID MEETING PARTICIPATION PROTOCOLS

*This meeting will be held in-person and via Zoom for public participation. Remote participation is provided as a supplemental way to provide public comment, but this method does not always work. The public is encouraged to attend in person to ensure full participation. Public comments may be made in-person or remotely via Zoom, and interpretation will be available. All Councilmembers and staff will participate in person. During any public comment portions, attendees may use the "raise your hand" feature and will be called upon and unmuted when it is their turn to speak. The meeting will also be streamed on Channel 27, on pacificcoast.tv, and on Facebook at www.facebook.com/cityofhalfmoonbay. Please click to join the webinar: <https://us06web.zoom.us/j/87674804231> or join by phone at 669-900-9128, using Webinar ID 876-7480-4231. If joining by phone, use *9 to raise your hand, *6 to mute and unmute.*

ROLL CALL / PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PROCLAMATIONS AND PRESENTATIONS

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

CITY MANAGER UPDATES TO COUNCIL

PUBLIC FORUM

1. CONSENT CALENDAR

1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES

1.B WARRANTS FOR THE MONTH OF APRIL 2025

Staff Recommendation: Accept the warrants list for the month of April 2025.

[STAFF REPORT](#)

[ATTACHMENT](#)

1.C RESOLUTION IN OPPOSITION TO OFFSHORE DRILLING ACTIVITIES AND EXPANSION OF OFFSHORE DRILLING IN THE PACIFIC OCEAN

Staff Recommendation: Adopt a resolution in opposition to offshore drilling activities and expansion of offshore drilling in the Pacific Ocean.

[STAFF REPORT](#)

[ATTACHMENT](#)

2. ORDINANCES AND PUBLIC HEARINGS

2.A COASTAL DEVELOPMENT PERMIT AND ARCHITECTURAL REVIEW FOR A NEW RESIDENCE AT 2800 CHAMPS ELYSEE BLVD, FILE NO. PDP-17-055

Staff Recommendation: Based upon the Findings and Evidence contained in Exhibit A of the draft resolution and subject to the Conditions of Approval in Exhibit B: 1) Determine that the project complies with the requirements of the previously adopted Initial Study / Mitigated Negative Declaration (IS/MND) associated with the subdivision and that the project is Categorically Exempt from environmental review pursuant to CEQA Guidelines Section 15303, New Construction and 2) Approve PDP-17-055, an application for a Coastal Development Permit, and Architectural Review to allow the construction of a new two-story single-family residence and site improvements on a 31,709 square-foot lot (the Project).

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

[ATTACHMENT 3](#)

[ATTACHMENT 4](#)

[ATTACHMENT 5](#)

[ATTACHMENT 6](#)

[ATTACHMENT 7](#)

[ATTACHMENT 8](#)

2.B RESOLUTION ASSESSING THE LEVY FOR THE HALF MOON BAY BUSINESS IMPROVEMENT DISTRICT FOR FISCAL YEAR 2025-26

Staff Recommendation: Conduct a public hearing, consider any oral or written protests, and adopt a resolution assessing the levy for the Half Moon Bay Business Improvement District for Fiscal Year 2025-26.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

2.C COMPLIANCE WITH ASSEMBLY BILL 2561/GOVERNMENT CODE SECTION 3502.3 REGARDING VACANCIES, RECRUITMENT AND RETENTION EFFORTS

Staff Recommendation: Receive a presentation and conduct a public hearing at which the City will report on workforce vacancies, recruitment, and retention efforts.

[STAFF REPORT](#)

[ATTACHMENT](#)

2.D PUBLIC HEARING AND ADOPTION OF THE FY 2025-26 MASTER FEE SCHEDULE

Staff Recommendation: Conduct a public hearing, receive public comment, and adopt a resolution approving the Master Fee Schedule for FY 2025-26, as presented.

[STAFF REPORT](#)

[ATTACHMENT](#)

3. RESOLUTIONS AND STAFF REPORTS

3.A FISCAL YEAR 2025-2026 RECOMMENDED BUDGET

Staff Recommendation: Receive a presentation on the FY 2025-26 Recommended Budget, and after accepting public comments and providing additional changes to staff, direct staff to return with the final proposed budget for adoption on June 17, 2025.

[STAFF REPORT](#)

COMMISSION / COMMITTEE UPDATES

FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

CITY COUNCIL REPORTS

ADJOURNMENT

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **May 20, 2025**

TO: Honorable Mayor and City Council
VIA: Matthew Chidester, City Manager
From: Lisa Rossi, Administrative Services Director
TITLE: **WARRANTS FOR THE MONTH OF APRIL 2025**

RECOMMENDATION:

Accept the warrants list for the month of April 2025.

STRATEGIC ELEMENT:

This recommendation supports the *Fiscal Sustainability* and *Inclusive Governance* Elements of the Strategic Plan.

DISCUSSION:

During this month, the City processed 5 check runs. The table below outlines each check run and their individual totals:

Check Run Date	Amount
April 03	192,939
April 04	23,468
April 10	267,029
April 17	1,291,913
April 24	144,797
Total	1,920,146

The City processed payments related to 10 capital improvement projects, in total amount of \$959,241.33, including: Highway 1 Safety - North, Poplar Complete Street, Carter Park, LCP Implementation Project, Climate Action And Adaptation, Permitting System Upgrade, Smith Field Site Assessment, Frenchman’s Creek Park Improvements, HVAC Repair, Green Infrastructure And Storm Water Program.

Staff has included a list of all vendors who received \$30,000 or more during this reporting period, as shown in the table below.

City of Half Moon Bay			
Vendor Payments Exceeding \$30,000			
By Vendor and Funding Source			
April			
Payee	General Fund	Other Funds	Description
ABOLMOLUKI, BAHRAM	-	119,250	TEMPORARY CONSTRUCTION EASEMENT FOR CARTER PARK
COLANTUONO HIGHSMITH	-	41,748	FEB, MAR 2025 LEGAL SERVICES REGARDING SAM
EL CENTRO DE LIBERTAD	40,027	-	CARES PROGRAM OPERATOR
HMB COASTSIDE CHAMBER	20,453	15,410	OCC OPERATIONS MANAGEMENT; JAN BID COLLECTIONS
INTEGRAL CONSULTING	-	32,459	PREPARATION OF THE CLIMATE ADAPTATION PLAN (CIP 1002)
KARLA'S JANITORIAL & SUPPLIERS, LLC	30,419	-	FEB, MAR 2025 JANITORIAL SERVICES
SEWER AUTHORITY MID-COASTSIDE	-	489,352	SAM OPERATIONS AND MAINTENANCE FY 24/25
WICKMAN DEVELOPMENT AND CONSTRUCTION	-	711,153	CONSTRUCTION FOR CARTER PARK

ATTACHMENTS:

Attachment 1 - Check Disbursement List by Check Date

Report Criteria:

Report type: GL detail

ABAG POWER PURCHASING POOL

56305	ASSOCIATION OF BAY AREA GOVERNMENTS	04/17/2025	FY 25 LEVELIZED CHARGE-NET GAS	450.00
56305	ASSOCIATION OF BAY AREA GOVERNMENTS	04/17/2025	WORKING CAPITAL DEPOSIT	22.78
56305	ASSOCIATION OF BAY AREA GOVERNMENTS	04/17/2025	FY'24 TRUE-UP	183.88-

Total ABAG POWER PURCHASING POOL: 288.90

ABOLMOLUKI, BAHRAM

56302	ABOLMOLUKI, BAHRAM	04/10/2025	TCE TEMPORARY EASEMENT FOR CARTER PARK	119,250.00
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Total ABOLMOLUKI, BAHRAM: 119,250.00

ABUNDANT GRACE COASTSIDE WORKER

56338	ABUNDANT GRACE COASTSIDE WORKER	04/24/2025	PROVIDE HOMELESS COASTAL CLEAN UP SERVICES	10,760.00
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Total ABUNDANT GRACE COASTSIDE WORKER: 10,760.00

AMBER STARIHA

56234	AMBER STARIHA	04/03/2025	DEPOSIT REFUND CR A&B 1/14, 2/4, 2/25, 3/18	100.00
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Total AMBER STARIHA: 100.00

AMERICAN DEBRIS BOX SERVICE INC.

56303	AMERICAN PORTABLES	04/17/2025	PORTABLE TOILET RENTAL & SERVICES FY '24-25	700.99
56303	AMERICAN PORTABLES	04/17/2025	PORTABLE TOILET RENTAL & SERVICES FY '24-25	2,808.79
56303	AMERICAN PORTABLES	04/17/2025	PORTABLE TOILET RENTAL & SERVICES FY '24-25	967.05

Total AMERICAN DEBRIS BOX SERVICE INC.: 4,476.83

AMERICAN ENERGY SOCIETY

56268	AMERICAN ENERGY SOCIETY	04/10/2025	TO OPERATE COASTSIDE VENTURE STUDIO (CSVS) - A BUSINESS INCUBATOR VIA THE OPPORTUNITY CE	24,565.00
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Total AMERICAN ENERGY SOCIETY: 24,565.00

AMS SYSTEMS INC

56235	AMS SYSTEMS INC	04/03/2025	PRINTING SERVICE	7,442.83
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Total AMS SYSTEMS INC: 7,442.83

ANDREINI BROTHERS INC.

56304	ANDREINI BROTHERS INC.	04/17/2025	CHURCH ST - STORM DRAIN PIPING REPAIR	5,625.00
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Total ANDREINI BROTHERS INC.:				5,625.00
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Baird Driskell Abrams Community Planning

56270	Baird Driskell Abrams Community Planning	04/10/2025	HMB SAFETY ELEMENT PM SUPPORT	6,155.00
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Total Baird Driskell Abrams Community Planning:				6,155.00
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BECKER GRAPHICS

56236	BECKER GRAPHICS	04/03/2025	INSTRUCTOR PAYMENT- ZUMBA MAR'25	927.00
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Total BECKER GRAPHICS:				927.00
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BIG CREEK LUMBER

56237	BIG CREEK LUMBER	04/03/2025	MAINT SUPPLIES	45.38
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56237	BIG CREEK LUMBER	04/03/2025	MAINT SUPPLIES	634.99
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56237	BIG CREEK LUMBER	04/03/2025	MAINT SUPPLIES	54.14
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Total BIG CREEK LUMBER:				734.51
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BLACK & VEATCH CORPORATION

56238	BLACK & VEATCH CORPORATION	04/03/2025	PO FOR THE PSA FOR STORMWATER (NPDES) & ANNUAL REPORTING SERVICES FOR 2025	11,246.01
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Total BLACK & VEATCH CORPORATION:				11,246.01
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BLEYLE ELEVATOR, INC

56239	BLEYLE ELEVATOR, INC	04/03/2025	REPAIR-ELEVATOR SERVICE - CITY HALL	1,181.00
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56271	BLEYLE ELEVATOR, INC	04/10/2025	MAINT SERVICE #102236	95.00
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56271	BLEYLE ELEVATOR, INC	04/10/2025	MAINT SERVICE #179638	95.00
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Total BLEYLE ELEVATOR, INC:				1,371.00
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CA DEPT OF TRANSPORTION

56308	CA DEPT OF TRANSPORTION	04/17/2025	OCT'24 THRU DEC'24 SIGNALS & LIGHTING	3,482.64
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Total CA DEPT OF TRANSPORTION:				3,482.64
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CALNET3

56269	AT&T	04/10/2025	MAR'25 PHONE SERVICE	1,026.28
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56306	AT&T	04/17/2025	MAR'25 PHONE SERVICE	62.19
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56307	AT&T MOBILITY	04/17/2025	MAR'25 PHONE SERVICE	426.11
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Total CALNET3:				<u>1,514.58</u>
CAPITAL ONE TRADE CREDIT				
56272 CAPITAL ONE TRADE CREDIT	04/10/2025	MAINT SUPPLIES MAR'25		<u>1,475.75</u>
Total CAPITAL ONE TRADE CREDIT:				<u>1,475.75</u>
CARASOFT				
56309 CARASOFT / DOCUSIGN	04/17/2025	CARASOFT/TRIMBLE SOFTWARE SUBSCRIPTION - SKETCHUP PRO		<u>682.82</u>
Total CARASOFT:				<u>682.82</u>
CARTWRIGHT DESIGN STUDIO				
56240 CARTWRIGHT DESIGN STUDIO	04/03/2025	DESIGN SERVICE		<u>2,700.00</u>
Total CARTWRIGHT DESIGN STUDIO:				<u>2,700.00</u>
CASELLE INC.				
56273 CASELLE INC.	04/10/2025	FY 24/25 CASELLE ERP SOFTWARE		<u>3,843.00</u>
Total CASELLE INC.:				<u>3,843.00</u>
Christopher Daly				
56274 Christopher Daly	04/10/2025	REFUND-BSASRF		1.00
56274 Christopher Daly	04/10/2025	REFUND-SMIP FEE		.50
56274 Christopher Daly	04/10/2025	REFUND-BUILDING HOULY RATE		191.00
56274 Christopher Daly	04/10/2025	REFUND-ELECTRICAL PERMIT		47.00
56274 Christopher Daly	04/10/2025	REFUBD-POWER APPARATUS		16.00
56274 Christopher Daly	04/10/2025	REFUND-SMIP FEE		.50
56274 Christopher Daly	04/10/2025	REFUND-BSASRF		1.00
56274 Christopher Daly	04/10/2025	REFUBD-POWER APPARATUS		16.00
56274 Christopher Daly	04/10/2025	REFUND-BUILDING HOULY RATE		191.00
56274 Christopher Daly	04/10/2025	REFUND-ELECTRICAL PERMIT		47.00
Total Christopher Daly:				<u>511.00</u>
CIRCLEPOINT				
56339 CIRCLEPOINT	04/24/2025	HYATT HOTEL PDP-072-13		2,345.00
56339 CIRCLEPOINT	04/24/2025	HYATT HOTEL PDP-072-13		2,345.00
56339 CIRCLEPOINT	04/24/2025	HYATT HOTEL PDP-072-13		2,345.00-

Total CIRCLEPOINT:			2,345.00
CLEARLITE TROPHIES			
56340	CLEARLITE TROPHIES	04/24/2025 ENGRAVED PLAQUES	448.46
Total CLEARLITE TROPHIES:			448.46
CLOUDPERMIT INC.			
56310	CLOUDPERMIT INC	04/17/2025 CLOUD BASED PERMIT SOFTWARE	1,666.67
Total CLOUDPERMIT INC.:			1,666.67
COASTSIDE COUNTY WATER DISTRICT			
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 555 KELLY AVE	50.67
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 CITY OF HMB / COAST.COMM.SENIOR.CNTR	44.86
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 201 WAVECREST RD	353.49
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 10 STONE PINE RD # IRRIGATION	175.69
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 723 MILL ST # IRRIGATION	38.36
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 LIFT STATI FAIRWAY DR	38.36
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 1310 LORYN LN # IRRIGATION	355.16
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 HIGGINS CYN RD	302.36
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 529 RUISSEAU FRANCAIS AVE # IRRIGATION	158.09
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 502 MAIN ST	179.16
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 FERNANDES PARK/MAIN ST # IRRIGATION	179.16
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 620 CORREAS/LIBRARY #DC	114.26
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 620 CORREAS/LIBRARY #IRRIGATION	83.26
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 620 CORREAS/LIBRARY	686.09
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 HYDRANT METER	147.56
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 501 MAIN ST_DC	44.86
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 880 STONE PINE RD #COMM	283.09
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 MAIN & HWY 1 # IRRIGATION	38.36
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 MEDIAN STRIP/HWY ONE # IRRIGATION	38.36
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 537 KELLY AVE	123.72
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 535 KELLY AVE	171.26
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 461 OAK AVE	38.36
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 503 JOHNSTON ST	55.96
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 HWY 92 MEDIAN # WEST IRRIG	38.36
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 HWY 92 MEDIAN # EAST IRRIG	38.36
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 627 ALSACE LORAIN AVE	73.56
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 501 MAIN ST	231.96
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 880 STONE PINE RD # MULTI FAM	2,073.03
56275	COASTSIDE COUNTY WATER DISTRICT	04/10/2025 880 STONE PINE RD # IRRIGATION	369.29

Total COASTSIDE COUNTY WATER DISTRICT:			6,525.06
CODE PUBLISHING COMPANY			
56241	CODE PUBLISHING COMPANY	04/03/2025 MAR'25 MUNICIPAL CODE WEB UPDATE	211.50
Total CODE PUBLISHING COMPANY:			211.50
COLANTUONO HIGHSMITH WHATLEY PC			
56341	COLANTUONO HIGHSMITH WHATLEY PC	04/24/2025 FEB'25 LEGAL SERVICES -SAM	19,131.00
56341	COLANTUONO HIGHSMITH WHATLEY PC	04/24/2025 MAR'25 LEGAL SERVICES -SAM	22,617.40
Total COLANTUONO HIGHSMITH WHATLEY PC:			41,748.40
CORA			
56342	CORA	04/24/2025 ERP SERVICES	2,539.00
Total CORA:			2,539.00
CORODATA RECORDS MANAGEMENT INC			
56311	CORODATA RECORDS MANAGEMENT INC	04/17/2025 MAR'25 RECORDS MANAGEMENT	434.44
Total CORODATA RECORDS MANAGEMENT INC:			434.44
COUNTY OF SAN MATEO			
56343	COUNTY OF SAN MATEO	04/24/2025 MAR'25 MICROWAVE MUX DSO	82.25
Total COUNTY OF SAN MATEO:			82.25
CRUZIO INTERNET			
56312	CRUZIO INTERNET	04/17/2025 INTERNET SERVICE	14.95
Total CRUZIO INTERNET:			14.95
DAILY JOURNAL			
56260	SAN MATEO DAILY JOURNAL	04/03/2025 ADVERTISING	1,008.00
56295	SAN MATEO DAILY JOURNAL	04/10/2025 ADVERTISING	4,032.00
56295	SAN MATEO DAILY JOURNAL	04/10/2025 ADVERTISING	80.64
56295	SAN MATEO DAILY JOURNAL	04/10/2025 ADVERTISING	80.64
56295	SAN MATEO DAILY JOURNAL	04/10/2025 ADVERTISING PDP-24-066	1,008.00
56295	SAN MATEO DAILY JOURNAL	04/10/2025 ADVERTISING PDP-24-066	1,008.00
56295	SAN MATEO DAILY JOURNAL	04/10/2025 ADVERTISING PDP-24-066	1,008.00
56328	SAN MATEO DAILY JOURNAL	04/17/2025 ADVERTISING	1,008.00

Total DAILY JOURNAL:			7,217.28	
DAVID MAGNUSON				
56313	DAVID MAGNUSON	04/17/2025	CLASS REFUND - KIDS COOKING	300.00
Total DAVID MAGNUSON:			300.00	
DMV RENEWAL				
56314	DMV RENEWAL	04/17/2025	EE8E30 REGISTRATION GREEN STICKER	54.00
Total DMV RENEWAL:			54.00	
ED DORSANEO				
56290	MARIK ENTERPRISES, LLC	04/10/2025	PRE-EMPLOYMENT REPORT- MASON PINCE	120.00
Total ED DORSANEO:			120.00	
EL CENTRO DE LIBERTAD				
56242	EL CENTRO DE LIBERTAD	04/03/2025	COMMUNITY RESPONDER PROGRAM (CRISIS ASSISTANCE RESPONSE & EVALUATION SERVICES)	45,027.02
Total EL CENTRO DE LIBERTAD:			45,027.02	
ELECTRIC MD				
56315	ELECTRIC MD	04/17/2025	ELECTRICALWORK HMB CITY HALL	2,300.00
56315	ELECTRIC MD	04/17/2025	STREET LIGHT WIRING STONE PINE RD	2,250.00
Total ELECTRIC MD:			4,550.00	
ELIZETH BAHENA				
56276	ELIZETH BAHENA	04/10/2025	DEOPSIT REFUND - TRAIN DEPOT 4/06/25	500.00
Total ELIZETH BAHENA:			500.00	
FlowBird America Inc				
56277	FlowBird America Inc	04/10/2025	MAR'25 MAINT SERVICE	120.00
56277	FlowBird America Inc	04/10/2025	MAR'25 MAINT SERVICE	37.45
56316	FlowBird America Inc	04/17/2025	NOV'24 MAINT SERVICE	120.00
56316	FlowBird America Inc	04/17/2025	FEB'25 MAINT SERVICE	120.00
Total FlowBird America Inc:			397.45	

FLYERS ENERGY LLC

56278 FLYERS ENERGY, LLC	04/10/2025	MAR '25 FUEL	1,630.77
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Total FLYERS ENERGY LLC:			1,630.77
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FREYER & LAURETA INC.

56243 FREYER & LAURETA INC.	04/03/2025	CIVIL ENGINEERING CONSTRUCTION ADMINISTRATION SERVICES FOR FRENCHMAN'S CREEK PARK IMP	403.00
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Total FREYER & LAURETA INC.:			403.00
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GATES AND ASSOCIATES

56244 GATES AND ASSOCIATES	04/03/2025	CONSTRUCTION ADMINISTRATIVE SERVICES FOR ARCHITECTURAL DESIGN FOR FRENCHMAN'S CREEK	195.00
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Total GATES AND ASSOCIATES:			195.00
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GONZALO R. TORRES, ESQ.

56279 GONZALO R. TORRES, ESQ.	04/10/2025	LEADERSHIP RETREAT FACILITATION	600.00
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Total GONZALO R. TORRES, ESQ.:			600.00
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GOOD CITY COMPANY

56280 GOOD CITY COMPANY	04/10/2025	ASSISTANT PLANNER REVIEW SERVICES AS NEEDED PROVIDED BY GOOD CITY COMPANY	270.00
56280 GOOD CITY COMPANY	04/10/2025	ASSISTANT PLANNER REVIEW SERVICES AS NEEDED PROVIDED BY GOOD CITY COMPANY	67.50
56280 GOOD CITY COMPANY	04/10/2025	ASSISTANT PLANNER REVIEW SERVICES AS NEEDED PROVIDED BY GOOD CITY COMPANY	101.25
56280 GOOD CITY COMPANY	04/10/2025	ASSISTANT PLANNER REVIEW SERVICES AS NEEDED PROVIDED BY GOOD CITY COMPANY	33.75
56280 GOOD CITY COMPANY	04/10/2025	ASSISTANT PLANNER REVIEW SERVICES AS NEEDED PROVIDED BY GOOD CITY COMPANY	33.75
56280 GOOD CITY COMPANY	04/10/2025	GREENBRIER ADDITION PDP-24-064	33.75
56280 GOOD CITY COMPANY	04/10/2025	GREENBRIER ADDITION PDP-24-064	33.75
56280 GOOD CITY COMPANY	04/10/2025	GREENBRIER ADDITION PDP-24-064	33.75-

Total GOOD CITY COMPANY:			540.00
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GRAINGER INC.

56281 GRAINGER	04/10/2025	MAINT SUPPLIES	19.97
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Total GRAINGER INC.:			19.97
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GRANICUS LLC

56245 GRANICUS	04/03/2025	APR'25, GRANICUS SERVICE	620.53
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Total GRANICUS LLC:			620.53
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GRIFFIN STRUCTURES INC.

56246	GRIFFIN STRUCTURES INC.	04/03/2025	CO 1 CARTER PARK IMPROVEMENTS FOR ADDITIONALMANAGEMENT & CONSTRUCTION MANAGEME	2,268.00
56344	GRIFFIN STRUCTURES INC.	04/24/2025	CO 1 CARTER PARK IMPROVEMENTS FOR ADDITIONALMANAGEMENT & CONSTRUCTION MANAGEME	5,337.36

Total GRIFFIN STRUCTURES INC.: 7,605.36

HALF MOON BAY BUILDING & GARDEN

56247	HALF MOON BAY BUILDING & GARDEN	04/03/2025	MAR'25 MAINTENANCE SUPPLIES	108.83
56282	HALF MOON BAY BUILDING & GARDEN	04/10/2025	APR'25 MAINTENANCE SUPPLIES	12.02
56345	HALF MOON BAY BUILDING & GARDEN	04/24/2025	APR'25 MAINTENANCE SUPPLIES	24.04

Total HALF MOON BAY BUILDING & GARDEN: 144.89

Head and Heart Advisory LLC

56248	Head and Heart Advisory LLC	04/03/2025	EVALUATION OF THREE ECONOMIC ADVANCEMENT CENTERS	10,133.75
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Total Head and Heart Advisory LLC: 10,133.75

HMB COASTSIDE CHAMBER OF COMMERCE

56249	HMB COASTSIDE CHAMBER	04/03/2025	JAN'25 BID (IN CITY)	15,971.00
56249	HMB COASTSIDE CHAMBER	04/03/2025	JAN'25 BID (OOC)	4,482.00
56346	HMB COASTSIDE CHAMBER	04/24/2025	PROVIDE OPERATIONS MANAGEMENT & SUPPORT OF THE OCC	14,000.00
56346	HMB COASTSIDE CHAMBER	04/24/2025	PROVIDE OPERATIONS MANAGEMENT & SUPPORT OF THE OCC	1,410.27

Total HMB COASTSIDE CHAMBER OF COMMERCE: 35,863.27

Howard E. Lee

56318	Howard E. Lee	04/17/2025	INSTRUCTOR PAYMENT - ORCHESTRA WINTER/SPRING	1,960.00
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Total Howard E. Lee: 1,960.00

HUE & CRY SECURITY SYSTEMS INC.

56319	HUE & CRY SECURITY SYSTEMS INC.	04/17/2025	MAY'25 SECURITY SERVICE	197.77
56319	HUE & CRY SECURITY SYSTEMS INC.	04/17/2025	MAY'25 SECURITY SERVICE	24.00

Total HUE & CRY SECURITY SYSTEMS INC.: 221.77

INFINITY TECHNOLOGIES

56320	INFINITY TECHNOLOGIES	04/17/2025	FY 24/25 INFINITY TECH DESKTOP/HELP DESK	13,960.00
56320	INFINITY TECHNOLOGIES	04/17/2025	FY 24/25 INFINITY TECH DESKTOP/HELP DESK	153.00

Total INFINITY TECHNOLOGIES: 14,113.00

INTEGRAL CONSULTING INC.

56283	INTEGRAL CONSULTING INC.	04/10/2025	PREPARATION OF THE CLIMATE ADAPTION PLAN(CIP 1002)	10,536.68
56283	INTEGRAL CONSULTING INC.	04/10/2025	PREPARATION OF THE CLIMATE ADAPTION PLAN(CIP 1002)	21,922.13

Total INTEGRAL CONSULTING INC.: 32,458.81

JAMES FORD INC.

56250	JAMES FORD INC.	04/03/2025	VEHICLE SERVICE	4,505.28
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Total JAMES FORD INC.: 4,505.28

JAMES J HENDERSON

56322	NEIGHBORHOOD RADIO	04/17/2025	ADVERTISING SERVICE - NONPROFIT DAY	125.00
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Total JAMES J HENDERSON: 125.00

JANELL ACOSTA

56284	JANELL ACOSTA	04/10/2025	DEPOSIT REFUND - GRAND OAK 8/23/25	500.00
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Total JANELL ACOSTA: 500.00

JET MULCH INC.

56251	JET MULCH INC.	04/03/2025	PLAYGROUND WOOD FIBER	4,944.02
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Total JET MULCH INC.: 4,944.02

Jobtrain Inc

56285	Jobtrain Inc	04/10/2025	TO PROVIDE JOB SEEKER WORKFORCE DEVELOPMENT PROGRAM SERVICES FOR THE COASTSIDE COM	21,358.63
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Total Jobtrain Inc: 21,358.63

JULISSA ACOSTA

56286	JULISSA ACOSTA	04/10/2025	DEPOSIT REFUND-TRAIN DEPOT 4/5/25	500.00
56286	JULISSA ACOSTA	04/10/2025	TRASH FEE	100.00-

Total JULISSA ACOSTA: 400.00

KARLAS JANITORIAL & SUPPLIERS, LLC

56252	KARLAS JANITORIAL & SUPPLIERS, LLC	04/03/2025	JANITORIAL SERVICES FY '24-25	15,209.50
56252	KARLAS JANITORIAL & SUPPLIERS, LLC	04/03/2025	JANITORIAL SERVICES FY '24-25	15,209.50

Total KARLAS JANITORIAL & SUPPLIERS, LLC: 30,419.00

KATHY OLER

56347 KATHY OLER 04/24/2025 MAY'25 TEMPORARY CITY PARKING LOT RENTAL 2,362.28

Total KATHY OLER: 2,362.28

KONICA MINOLTA BUSINESS SOLUTIONS

56287 KONICA MINOLTA BUSINESS SOLUTIONS 04/10/2025 1ST Q'25 MAINT AGREEMENT STONE PINE 29.79

Total KONICA MINOLTA BUSINESS SOLUTIONS: 29.79

LAURA CAMODECA

56288 LAURA CAMODECA 04/10/2025 CONTINUING ODOR 3/24, 3/31, 4/7 525.00

56288 LAURA CAMODECA 04/10/2025 CONTINUING ODOR ADV 3/24, 3/31, 4/7 630.00

56288 LAURA CAMODECA 04/10/2025 INTRO ODOR 3/24, 3/31, 4/7 630.00

Total LAURA CAMODECA: 1,785.00

LEAGUE OF CALIFORNIA CITIES

56348 LEAGUE OF CALIFORNIA CITIES 04/24/2025 2025 MEMBERSHIP DUES FOR PENINSULA DIVISION 500.00

Total LEAGUE OF CALIFORNIA CITIES: 500.00

LISA POPE

56349 LISA POPE 04/24/2025 MEETING MINUTES 3/11/25 THROUGH 4/1/25 1,343.75

56349 LISA POPE 04/24/2025 MEETING MINUTES 11/19/24 THROUGH 2/18/25 2,075.00

Total LISA POPE: 3,418.75

LORAL LANDSCAPING INC.

56289 LORAL LANDSCAPING INC. 04/10/2025 FY 2024-25 LANDSCAPE MAINTENANCE SERVICES AGREEMENT 4,297.00

Total LORAL LANDSCAPING INC.: 4,297.00

LYNN GALLO

56350 LYNN GALLO 04/24/2025 DEPOSIT REFUND - GRAND OAK 6/14/25 300.00

Total LYNN GALLO: 300.00

MALCOLM C SMITH

56253 MALCOLM C SMITH 04/03/2025 COMMUNICATIONS CONSULTANT SERVICE 1,430.00

Total MALCOLM C SMITH: 1,430.00

MARGARET GOSSETT

51859	MARGARET GOSSETT	04/17/2025	10/28/22 AEP/CEQA TRAINING	245.00-
51859	MARGARET GOSSETT	04/17/2025	10/28/22 GAS MILEAGE/86 MILES CEQA TRAINING	53.32-
51859	MARGARET GOSSETT	04/17/2025	10/07/22 GAS MILEAGE/86 MILES CEQA TRAINING	31.00-
56321	MARGARET CARROLL	04/17/2025	10/28/22 AEP/CEQA TRAINING	245.00
56321	MARGARET CARROLL	04/17/2025	10/07/22 GAS MILEAGE/86 MILES CEQA TRAINING	31.00
56321	MARGARET CARROLL	04/17/2025	10/28/22 GAS MILEAGE/86 MILES CEQA TRAINING	53.32

Total MARGARET GOSSETT: .00

MARK HOFMANN

56254	MARK HOFMANN	04/03/2025	PICKLEBALL -INT BOOTCAMP	375.00
56254	MARK HOFMANN	04/03/2025	PICKLEBALL - ADV BEGINNER BOOTCAMP	281.25
56291	MARK HOFMANN	04/10/2025	PICKLEBALL - PRIVATE LESSONS	213.75
56291	MARK HOFMANN	04/10/2025	PICKLEBALL - PRIVATE LESSONS 2 PEOPLE	142.50

Total MARK HOFMANN: 1,012.50

MARK THOMAS & CO. INC.

56351	MARK THOMAS & CO, INC	04/24/2025	AMENDMENT 6 TO PSA FOR HWY 1 SAFETY & OPERATIONAL IMPRVEMENTS - ADDITONAL COORDINA	2,420.00
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Total MARK THOMAS & CO. INC.: 2,420.00

METROPOLITAN PLANNING GROUP

56352	M-GROUP	04/24/2025	FY 24/25 M-GROUP PLANNING & STAFFING SERVICES 7 GIS MAPPING	5,730.00
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Total METROPOLITAN PLANNING GROUP: 5,730.00

NICOLAS LASZKIEWICZ

56323	NICHOLAS TRANSLATIONS & INTERPRETATIONS	04/17/2025	MAR'25 TRANSLATION SERVICE	1,045.00
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Total NICOLAS LASZKIEWICZ: 1,045.00

PABLO OROPEZA

56292	PABLO OROPEZA	04/10/2025	DEPOSIT REFUND-TRAIN DEPOT 5/04/25	500.00
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Total PABLO OROPEZA: 500.00

PACIFIC GAS & ELECTRIC

56324	PACIFIC GAS & ELECTRIC	04/17/2025	CITY OF HMB 501 MAIN ST A	8.11
56324	PACIFIC GAS & ELECTRIC	04/17/2025	OCEAN COLONY PARTNERS/OCP LIFT STATION	973.22
56324	PACIFIC GAS & ELECTRIC	04/17/2025	COMMUNITY CENTER	1,317.11
56324	PACIFIC GAS & ELECTRIC	04/17/2025	MAINTENANCE YARD OFFICE - ELECTRIC	196.87

56324	PACIFIC GAS & ELECTRIC	04/17/2025	TRAIN DEPOT RSTMS	123.11
56324	PACIFIC GAS & ELECTRIC	04/17/2025	HWY 1 & FAIRWAY LIGHTING	24.76
56324	PACIFIC GAS & ELECTRIC	04/17/2025	HWY 1 & FAIRWAY LIGHTING	57.76
56324	PACIFIC GAS & ELECTRIC	04/17/2025	SMITH FIELD	139.80
56324	PACIFIC GAS & ELECTRIC	04/17/2025	SHERIFF SUB-STATION	3,448.05
56324	PACIFIC GAS & ELECTRIC	04/17/2025	SMITH FIELD SNACK BAR	285.38
56324	PACIFIC GAS & ELECTRIC	04/17/2025	CITY OF HMB / STREET LIGHTS	5,993.24
56324	PACIFIC GAS & ELECTRIC	04/17/2025	NW HWY 1 & MAIN ST	139.47
56324	PACIFIC GAS & ELECTRIC	04/17/2025	DUTRA PARK	56.03
56324	PACIFIC GAS & ELECTRIC	04/17/2025	DOWNTOWN ST TREE LIGHTS NORTH HOOK-UP @ 700 MILL ST	1,023.10
56324	PACIFIC GAS & ELECTRIC	04/17/2025	HWY 1 & MIRAMONTES TRAFFIC SIGNAL	29.00
56324	PACIFIC GAS & ELECTRIC	04/17/2025	DOWNTOWN ST TREE LIGHTS SOUTH HOOK-UP @650 MIRAMONTES	1,053.34
56324	PACIFIC GAS & ELECTRIC	04/17/2025	PELICAN POINT LIFT STATION	198.20
56324	PACIFIC GAS & ELECTRIC	04/17/2025	LIBRARY ELECTRICITY ONLY	688.46
56324	PACIFIC GAS & ELECTRIC	04/17/2025	HWY 1 & MIRAMONTES LIGHTING	20.25
56324	PACIFIC GAS & ELECTRIC	04/17/2025	HWY 1 & MIRAMONTES LIGHTING	47.26
56324	PACIFIC GAS & ELECTRIC	04/17/2025	CITY HALL BUILDING	2,919.17
56324	PACIFIC GAS & ELECTRIC	04/17/2025	PILARCITOS CREEK BRIDGE	51.36
56324	PACIFIC GAS & ELECTRIC	04/17/2025	MOON SCULPTURE SPOTLIGHTS	1.06
56324	PACIFIC GAS & ELECTRIC	04/17/2025	MOON SCULPTURE SPOTLIGHTS	2.48
56324	PACIFIC GAS & ELECTRIC	04/17/2025	CORREAS EV CHARGERS	1,190.52
56324	PACIFIC GAS & ELECTRIC	04/17/2025	10 STONE PINE RD - CARTER PARK	182.04
Total PACIFIC GAS & ELECTRIC:				20,169.15
PACIFICA COMMUNITY TELEVISION				
56255	PACIFICA COMMUNITY TELEVISION	04/03/2025	FY 24/25 PCT TV CITY COUNCIL BROADCASTING	11,600.00
Total PACIFICA COMMUNITY TELEVISION:				11,600.00
PENINSULA MUNICIPAL ENGINEERING INC.				
56325	PENINSULA MUNICIPAL ENGINEERING INC.	04/17/2025	AMENDMENT 13 FOR PROJECT MANAGEMENT SERVICES FOR HWY 1 SAFETY & OPERATIONAL IMPRO	13,630.00
Total PENINSULA MUNICIPAL ENGINEERING INC.:				13,630.00
PETERSON POWER SYSTEMS INC.				
56256	PETERSON	04/03/2025	Back-Up Generator Services	4,237.19
56256	PETERSON	04/03/2025	Back-Up Generator Services	3,434.69
56256	PETERSON	04/03/2025	Back-Up Generator Services	3,288.44
Total PETERSON POWER SYSTEMS INC.:				10,960.32

PHILS TIRE & AUTO CARE INC

56257 PHILS TIRE & AUTO CARE INC	04/03/2025	VEHICLE SERVICE	1,399.08
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Total PHILS TIRE & AUTO CARE INC:			1,399.08
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PRINT INNOVATIONS, INC.

56353 PRINT INNOVATIONS, INC.	04/24/2025	PRINT SERVICE	470.33
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56353 PRINT INNOVATIONS, INC.	04/24/2025	PRINT SERVICE - NON PROFIT DAY	856.63
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Total PRINT INNOVATIONS, INC.:			1,326.96
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PUBLIC PARKING ASSOCIATES INC

56354 PUBLIC PARKING ASSOCIATES INC	04/24/2025	MAINTENANCE SERVICE	1,262.00
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Total PUBLIC PARKING ASSOCIATES INC:			1,262.00
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QUADIENT FINANCE USA, INC

56293 QUADIENT FINANCE USA, INC	04/10/2025	QUADIENT LEASE & POSTAGE	357.64
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56326 QUADIENT LEASING USA, INC.	04/17/2025	QUADIENT LEASE & POSTAGE	493.65
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56326 QUADIENT LEASING USA, INC.	04/17/2025	QUADIENT LEASE & POSTAGE	493.65
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56355 QUADIENT LEASING USA, INC.	04/24/2025	QUADIENT LEASE & POSTAGE	198.97
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Total QUADIENT FINANCE USA, INC:			1,543.91
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RACHEL ZUBRIN

55810 RACHEL ZUBRIN	04/03/2025	LIVESCAN REIMBURSEMENT	77.00-
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Total RACHEL ZUBRIN:			77.00-
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RENAISSANCE ENTREPRENEURSHIP CENTER

56294 RENAISSANCE ENTREPRENEURSHIP CENTER	04/10/2025	PROVIDE SMALL BUSINESS DEVELOPEMENT & ENTREPRENEURSHIP SERVICES VIA THE OCC	22,246.94
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Total RENAISSANCE ENTREPRENEURSHIP CENTER:			22,246.94
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RENTOKIL NORTH AMERICA INC

56301 WESTERN EXTERMINATOR COMPANY	04/10/2025	OCT'24 EXTERMINATOR SERVICES	1,378.00
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56301 WESTERN EXTERMINATOR COMPANY	04/10/2025	FY 2024-25 EXTERMINATOR SERVICES	1,812.81
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Total RENTOKIL NORTH AMERICA INC:			3,190.81
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RINCON CONSULTANTS INC.

56356 RINCON CONSULTANTS INC.	04/24/2025	CEQA HOUSING ELEMENT	5,414.00
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Total RINCON CONSULTANTS INC.:			5,414.00	
RINGCENTRAL INC				
56258	RINGCENTRAL INC.	04/03/2025	PHONE SERVICES	2,358.99
Total RINGCENTRAL INC:			2,358.99	
ROBERT HALF				
56259	ROBERT HALF	04/03/2025	GOMEZ, SERENA 3/28/25	885.00
56259	ROBERT HALF	04/03/2025	GOMEZ, SERENA 3/28/25	442.50
56259	ROBERT HALF	04/03/2025	GOMEZ, SERENA 3/28/25	442.50
56259	ROBERT HALF	04/03/2025	GOMEZ, SERENA 3/21/25	945.00
56259	ROBERT HALF	04/03/2025	GOMEZ, SERENA 3/21/25	472.50
56259	ROBERT HALF	04/03/2025	GOMEZ, SERENA 3/21/25	472.50
56327	ROBERT HALF	04/17/2025	GOMEZ, SERENA 4/4/25	710.10
56327	ROBERT HALF	04/17/2025	GOMEZ, SERENA 4/4/25	355.05
56327	ROBERT HALF	04/17/2025	GOMEZ, SERENA 4/4/25	355.05
56327	ROBERT HALF	04/17/2025	GOMEZ, SERENA 4/11/25	705.00
56327	ROBERT HALF	04/17/2025	GOMEZ, SERENA 4/11/25	352.50
56327	ROBERT HALF	04/17/2025	GOMEZ, SERENA 4/11/25	352.50
Total ROBERT HALF:			6,490.20	
SCHAPER CONSTRUCTOIN				
56296	SCHAPER CONSTRUCTOIN	04/10/2025	INSTALLED HEAT STRIP	2,800.00
Total SCHAPER CONSTRUCTOIN:			2,800.00	
SEWER AUTHORITY MID-COASTSIDE				
56329	SEWER AUTHORITY MID-COASTSIDE	04/17/2025	GENERAL OPERATIONS & MAINTENANCE FY 24/25 PLUS ADDITIONAL TO COVER POTENTIAL PASS-THR	470,187.90
56329	SEWER AUTHORITY MID-COASTSIDE	04/17/2025	FY 2024/25 SEWER COLLECTIONS	17,684.08
56357	SEWER AUTHORITY MID-COASTSIDE	04/24/2025	GENERAL OPERATIONS & MAINTENANCE FY 24/25 PLUS ADDITIONAL TO COVER POTENTIAL PASS-THR	1,480.00
Total SEWER AUTHORITY MID-COASTSIDE:			489,351.98	
SHARP ELECTRONICS CORPORATION				
56330	SHARP ELECTRONICS CORPORATION	04/17/2025	PRINTER LEASE- 48 MONTHS	784.08
Total SHARP ELECTRONICS CORPORATION:			784.08	
SLOAN SAKAI YEUNG & WONG LLP				
56331	SLOAN SAKAI YEUNG & WONG LLP	04/17/2025	2025 DESK AUDIT OF REC LEADER POSITION	1,017.50

Total SLOAN SAKAI YEUNG & WONG LLP:			1,017.50
STERICYCLE SPECIALTY WASTE SOLUTIONS INC			
56261	STERICYCLE, INC.	04/03/2025 PAPER SHREDDING	223.95
56297	STERICYCLE, INC.	04/10/2025 PAPER SHREDDING	222.95
Total STERICYCLE SPECIALTY WASTE SOLUTIONS INC:			446.90
SUBURBAN PROPANE LP			
56332	SUBURBAN PROPANE LP	04/17/2025 PROPANE ACCT 1601-064098	1,456.44
Total SUBURBAN PROPANE LP:			1,456.44
SUNSET ECOLOGICAL SOLUTIONS			
56225	Sean Avent	04/03/2025 STONE PINE HOUSING PROJECT - BIOLOGICAL MONITORING SERVICES	13,385.00-
56262	SUNSET ECOLOGICAL SOLUTIONS	04/03/2025 STONE PINE HOUSING PROJECT - BIOLOGICAL MONITORING SERVICES	13,385.00
Total SUNSET ECOLOGICAL SOLUTIONS:			.00
SUPERCO SPECIALTY PRODUCTS			
56263	SUPERCO SPECIALTY PRODUCTS	04/03/2025 MAINT SUPPLIES	2,869.78
Total SUPERCO SPECIALTY PRODUCTS:			2,869.78
SWCA INCORPORATED			
56264	SWCA INCORPORATED	04/03/2025 CO1 TO PO ASSOCIATED WITH THE PSA FOR ENVIRONMENTAL SERVICES NEEDED FOR A CONSOLIDATE	12,736.00
56298	SWCA INCORPORATED	04/10/2025 ON-CALL/AS-NEEDED ENVIRONMENTAL AND BIOLOGICAL SERVICES	2,775.78
Total SWCA INCORPORATED:			15,511.78
THE CITIES GROUP			
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	36.83
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	13.28
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	13.88
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	28.66
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	10.25
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	4.76
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	8.32
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	18.84
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	21.70
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	47.90
56358	THE CITIES GROUP	04/24/2025 Workers' Comp 1/1/25-3/31/25	21.30

56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	24.11
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	34.41
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	5.80
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	17.74
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	4.39
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	3.10
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	1.93
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	2.52
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	14.17
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	4.81
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 1/1/25-3/31/25	7.55
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	118.12
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	42.60
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	44.53
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	91.93
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	32.88
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	15.28
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	26.68
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	60.42
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	69.61
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	153.63
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	68.31
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	77.35
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	110.36
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	18.59
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	56.90
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	14.08
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	9.96
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	8.07
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	45.44
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	15.42
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	24.23
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 1/1-3/31/25	6.19
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	36.83
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	13.28
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	13.88
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	28.66
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	10.25
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	4.76
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	8.32
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	18.84
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	21.70
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	47.90

56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	21.30
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	24.11
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	34.41
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	5.80
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	17.74
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	4.39
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	3.10
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	1.93
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	2.52
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	14.17
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	4.81
56358	THE CITIES GROUP	04/24/2025	Workers' Comp 4/1/25-6/30-25	7.55
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	118.12
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	42.60
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	44.53
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	91.93
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	32.88
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	15.28
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	26.68
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	60.42
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	69.61
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	153.63
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	68.31
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	77.35
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	110.36
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	18.59
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	56.90
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	14.08
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	9.96
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	8.07
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	45.44
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	15.42
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	24.23
56358	THE CITIES GROUP	04/24/2025	Safety Compliance 4/1-6/30/25	6.19
Total THE CITIES GROUP:				2,913.66
THE HOME DEPOT PRO				
56317	HD SUPPLY FORMERLY HOME DEPOT PRO	04/17/2025	MAINTENANCE SUPPLIES	2,795.80
Total THE HOME DEPOT PRO:				2,795.80

Timothy Conlon

56299	Timothy Conlon	04/10/2025	GATE SERVICE	310.00
56333	Timothy Conlon	04/17/2025	GATE SERVICE	2,862.25
56333	Timothy Conlon	04/17/2025	GATE SERVICE	550.00

Total Timothy Conlon: 3,722.25

T-MOBILE USA INC.

56265	T-MOBILE	04/03/2025	ACCT 997385192 MAR '25	93.45
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Total T-MOBILE USA INC.: 93.45

TOWNSEND PUBLIC AFFAIRS INC.

56334	TOWNSEND PUBLIC AFFAIRS, INC	04/17/2025	MAR'25 CONSULTING SERVICES	3,000.00
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Total TOWNSEND PUBLIC AFFAIRS INC.: 3,000.00

Tristan Keller

56266	Tristan Keller	04/03/2025	SKATEBOARD CLASS- BUILD-A-BOARD	42.00
56266	Tristan Keller	04/03/2025	SKATEBOARD LESSONS ARLO LIEBOWITZ	31.50

Total Tristan Keller: 73.50

TULLY CONSULTING GROUP

56359	TULLY CONSULTING GROUP	04/24/2025	SERVICES FOR POPLAR STREET TRAFFIC CALMING & SAFETY PROJECT PHASE 1	4,155.00
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Total TULLY CONSULTING GROUP: 4,155.00

TURBO DATA SYSTEMS INC

56300	TURBO DATA SYSTEMS	04/10/2025	CITATION PROCESSING	1,116.42
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Total TURBO DATA SYSTEMS INC: 1,116.42

UNITE USA INC

56360	UNITE USA INC	04/24/2025	TECHNICAL ASSISTANCE FOR CSFA GRANT PROGRAM	28,400.00
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Total UNITE USA INC: 28,400.00

UNITED RENTALS HIGHWAY TECHNOLOGIES INC

56361	UNITED RENTALS (NORTH AMERICA) INC.	04/24/2025	PUSHAROUND 26-35' DC GENIE	5,691.53
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Total UNITED RENTALS HIGHWAY TECHNOLOGIES INC: 5,691.53

VESTIS GROUP INC

56267	VESTIS	04/03/2025	MAINT SUPPLIES CITY HALL	198.99
56267	VESTIS	04/03/2025	MAINT SUPPLIES PUBLIC LIBRARY	127.53
56335	VESTIS	04/17/2025	MAINT SUPPLIES CITY HALL	198.99
56335	VESTIS	04/17/2025	MAINT SUPPLIES PUBLIC LIBRARY	127.53
56335	VESTIS	04/17/2025	MAINT SUPPLIES CITY HALL	198.99
56335	VESTIS	04/17/2025	MAINT SUPPLIES PUBLIC LIBRARY	127.53
56362	VESTIS	04/24/2025	MAINT SUPPLIES CITY HALL	198.99
56362	VESTIS	04/24/2025	MAINT SUPPLIES PUBLIC LIBRARY	127.53

Total VESTIS GROUP INC: 1,306.08

WELLS FARGO

56364	WELLS FARGO	04/04/2025	TRAINING HOTEL	511.11
56364	WELLS FARGO	04/04/2025	TRAINING TEST	240.00
56364	WELLS FARGO	04/04/2025	TRAINING BOOK	121.95
56364	WELLS FARGO	04/04/2025	TRAINING BOOK	96.64
56364	WELLS FARGO	04/04/2025	TRAINING TEST	240.00
56364	WELLS FARGO	04/04/2025	RESIDENT ENGINEERS TRAINING	325.00
56364	WELLS FARGO	04/04/2025	PARKING FOR TITLE CO DELIVERY	3.00
56364	WELLS FARGO	04/04/2025	AUTOCAD DESIGN RESOURCE	79.00
56364	WELLS FARGO	04/04/2025	PARKING SPC PROP TAXES DUE	1.00
56364	WELLS FARGO	04/04/2025	AAA BATTERIES	20.39
56364	WELLS FARGO	04/04/2025	PENS	34.29
56364	WELLS FARGO	04/04/2025	COFFEE FOR THE YARD	58.98
56364	WELLS FARGO	04/04/2025	SPC TITLE CO MAP MAILING	40.96
56364	WELLS FARGO	04/04/2025	HOLE SAW	26.02
56364	WELLS FARGO	04/04/2025	WINTER BOOTS	321.73
56364	WELLS FARGO	04/04/2025	VEHICLE OUTFITTING EMERGENCY PREP	3,524.04
56364	WELLS FARGO	04/04/2025	VEHICLE OUTFITTING EMERGENCY PREP	1,762.02
56364	WELLS FARGO	04/04/2025	OFFICE SUPPLIES	45.91
56364	WELLS FARGO	04/04/2025	SMITH FIELD WINDSCREENS	2,585.98
56364	WELLS FARGO	04/04/2025	TRUCK TAIL LIGHT	171.22
56364	WELLS FARGO	04/04/2025	BATHROOM SUPPLIES	99.63
56364	WELLS FARGO	04/04/2025	MAINTENANCE TEMPLATE	1.65
56364	WELLS FARGO	04/04/2025	QAL/QAC CLASSES	675.00
56364	WELLS FARGO	04/04/2025	MULTI-TOOL	437.45
56364	WELLS FARGO	04/04/2025	BRIDGE TOLL	8.00
56364	WELLS FARGO	04/04/2025	BATHROOM SUPPLIES	148.97
56364	WELLS FARGO	04/04/2025	INTERVIEW PANEL LUNCH	51.61
56364	WELLS FARGO	04/04/2025	BRIDGE TOLL	8.00
56364	WELLS FARGO	04/04/2025	UNIFORM SEWING	45.00
56364	WELLS FARGO	04/04/2025	DOWNTOWN BUSINESS PRIORITY SETTING	30.95

56364	WELLS FARGO	04/04/2025	DOWNTOWN BUSINESS PRIORITY SETTING	14.98
56364	WELLS FARGO	04/04/2025	WELCOME BREAKFAST	290.16
56364	WELLS FARGO	04/04/2025	EEC RETREAT	55.73
56364	WELLS FARGO	04/04/2025	WELCOME BREAKFAST	32.81
56364	WELLS FARGO	04/04/2025	WELCOME BREAKFAST	36.34
56364	WELLS FARGO	04/04/2025	FAITH LEADERS BREAKFAST	524.79
56364	WELLS FARGO	04/04/2025	MMANC HR MEMBERSHIP	95.00
56364	WELLS FARGO	04/04/2025	OFFICE SUPPLIES	56.98
56364	WELLS FARGO	04/04/2025	WEBNETWORK IT SUBSCRIPTION	251.84
56364	WELLS FARGO	04/04/2025	ZOOM SUBSCRIPTION	319.80
56364	WELLS FARGO	04/04/2025	INTERNET	356.72
56364	WELLS FARGO	04/04/2025	MMANC HR MEMBERSHIP	95.00
56364	WELLS FARGO	04/04/2025	BLUEBEAM 1 YEAR SUBSCRIPTION	1,300.00
56364	WELLS FARGO	04/04/2025	EOC INTERNET	140.00
56364	WELLS FARGO	04/04/2025	OFFICE SUPPLIES	32.71
56364	WELLS FARGO	04/04/2025	OFFICE SUPPLIES	14.21
56364	WELLS FARGO	04/04/2025	INTERNET	293.09
56364	WELLS FARGO	04/04/2025	CABLE	225.60
56364	WELLS FARGO	04/04/2025	PW INTERVIEW PANEL	19.69
56364	WELLS FARGO	04/04/2025	ALYSSA FAREWELL	84.53
56364	WELLS FARGO	04/04/2025	ALYSSA FAREWELL GIFT	32.80
56364	WELLS FARGO	04/04/2025	ALYSSA FAREWELL	17.78
56364	WELLS FARGO	04/04/2025	COMMUNICATIONS TRAINING	30.00
56364	WELLS FARGO	04/04/2025	CONFERENCE REGISTRATION-LETTIRE	725.00
56364	WELLS FARGO	04/04/2025	COUNCILMEMBER TRAINING P.N.	128.75
56364	WELLS FARGO	04/04/2025	COLLEGE TRANSCRIPT FOR CERTIFICATION	11.00
56364	WELLS FARGO	04/04/2025	CONFERENCE HOTEL-RODRIGUEZ	198.22
56364	WELLS FARGO	04/04/2025	CONFERENCE TRAVEL BAG FEE- RODRIGUEZ	35.00
56364	WELLS FARGO	04/04/2025	CONFERENCE FOOD-RODRIGUEZ	14.61
56364	WELLS FARGO	04/04/2025	CONFERENCE FOOD-RODRIGUEZ	32.26
56364	WELLS FARGO	04/04/2025	CONFERENCE FOOD-RODRIGUEZ	16.70
56364	WELLS FARGO	04/04/2025	CONFERENCE FOOD-RODRIGUEZ	43.42
56364	WELLS FARGO	04/04/2025	CONFERENCE TRAVEL BAG FEE-RODRIGUEZ	35.00
56364	WELLS FARGO	04/04/2025	CONFERENCE FOOD-RODRIGUEZ	37.61
56364	WELLS FARGO	04/04/2025	CONFERENCE HOTEL-RODRIGUEZ	832.34
56364	WELLS FARGO	04/04/2025	CONFERENCE FOOD-RODRIGUEZ	42.45
56364	WELLS FARGO	04/04/2025	CONFERENCE TRAVEL TAXI-RODRIGUEZ	90.36
56364	WELLS FARGO	04/04/2025	CONFERENCE TRAVEL TAXI-RODRIGUEZ	21.86
56364	WELLS FARGO	04/04/2025	PARMA MEMBERSHIP	300.00
56364	WELLS FARGO	04/04/2025	RECONCILING ITEMS PRIOR PERIOD	10.71
56364	WELLS FARGO	04/04/2025	RECONCILING ITEMS CASH BACK	1,046.74-
56364	WELLS FARGO	04/04/2025	OCC SUPPLY	91.72
56364	WELLS FARGO	04/04/2025	FAITH LEADERS BREAKFAST	34.81

56364	WELLS FARGO	04/04/2025	FAITH LEADERS BREAKFAST	83.14
56364	WELLS FARGO	04/04/2025	OFFICE SUPPLIES	87.85
56364	WELLS FARGO	04/04/2025	OFFICE SUPPLIES	24.05
56364	WELLS FARGO	04/04/2025	CLOSED SESSION DINNER	217.92
56364	WELLS FARGO	04/04/2025	OFFICE SUPPLIES	8.85
56364	WELLS FARGO	04/04/2025	OFFICE SUPPLIES	190.88
56364	WELLS FARGO	04/04/2025	JOHN GOING AWAY GIFT	43.74
56364	WELLS FARGO	04/04/2025	JOHN GOING AWAY CARD	10.93
56364	WELLS FARGO	04/04/2025	ALL HANDS MEETING	32.81
56364	WELLS FARGO	04/04/2025	NETWORKING SPEED COACHING	70.00
56364	WELLS FARGO	04/04/2025	OCC SUPPLY	75.44
56364	WELLS FARGO	04/04/2025	CITY COUNCIL RETREAT	18.87
56364	WELLS FARGO	04/04/2025	CITY COUNCIL LEADERSHIP	391.40
56364	WELLS FARGO	04/04/2025	CITY COUNCIL RETREAT	150.00
56364	WELLS FARGO	04/04/2025	OCC SUPPLIES	72.14
56364	WELLS FARGO	04/04/2025	OCC SUPPLIES	50.30
56364	WELLS FARGO	04/04/2025	OCC SUPPLIES	373.86
56364	WELLS FARGO	04/04/2025	FARM DAY LUNCHEON	450.00
56364	WELLS FARGO	04/04/2025	OCC SUPPLIES	476.86
56364	WELLS FARGO	04/04/2025	SUBSCRIPTION 1 MONTH	500.00
56364	WELLS FARGO	04/04/2025	CC CHARGE BY MISTAKE - WILL REIMBURSE	8.16
56364	WELLS FARGO	04/04/2025	CC CHARGE BY MISTAKE - WILL REIMBURSE	10.04
56364	WELLS FARGO	04/04/2025	CC CHARGE BY MISTAKE - WILL REIMBURSE	13.60
56364	WELLS FARGO	04/04/2025	MEETING EXPENSE	54.25
56364	WELLS FARGO	04/04/2025	OFFICE SUPPLIES	12.74
56364	WELLS FARGO	04/04/2025	SUBSCRIPTION	95.97
56364	WELLS FARGO	04/04/2025	OFFICE SUPPLIES	6.55
56364	WELLS FARGO	04/04/2025	SUBSCRIPTION	343.92
56364	WELLS FARGO	04/04/2025	SUBSCRIPTION	179.94
56364	WELLS FARGO	04/04/2025	SUBSCRIPTION	70.00
56364	WELLS FARGO	04/04/2025	EEC RETREAT SUPPLIES	267.77
56364	WELLS FARGO	04/04/2025	EEC RETREAT SUPPLIES	57.20
56364	WELLS FARGO	04/04/2025	INTERFAITH LEADERS BREAKFAST	117.99
56364	WELLS FARGO	04/04/2025	EEC SUPPLIES RETURN	10.71-
56364	WELLS FARGO	04/04/2025	ADVERTISING	157.00
56364	WELLS FARGO	04/04/2025	NEWSPAPER SUBSCRIPTION	26.00
56364	WELLS FARGO	04/04/2025	EEC SUPPLIES	166.25
56364	WELLS FARGO	04/04/2025	PRIME MEMBERSHIP	16.40
56364	WELLS FARGO	04/04/2025	SUPPLIES	6.53
56364	WELLS FARGO	04/04/2025	ADVERTISING	24.50
56364	WELLS FARGO	04/04/2025	SQSP MEMBERSHIP	20.00
56364	WELLS FARGO	04/04/2025	ADVERTISING	106.58
56364	WELLS FARGO	04/04/2025	SUPPLIES	36.53

56364	WELLS FARGO	04/04/2025	ADVERTISING	121.19
56364	WELLS FARGO	04/04/2025	SPOTIFY MEMBERSHIP	11.99
56364	WELLS FARGO	04/04/2025	EZ FACILITY MEMBERSHIP	488.00
56364	WELLS FARGO	04/04/2025	SUPPLIES	39.36
Total WELLS FARGO:				<u>23,467.93</u>
WICKMAN DEVELOPMENT AND CONSTRUCTION				
56336	WICKMAN DEVELOPMENT AND CONSTRUCTIO	04/17/2025	CONSTRUCTION FOR CARTER PARK	15,000.00
56336	WICKMAN DEVELOPMENT AND CONSTRUCTIO	04/17/2025	CATER PARK RETENTION	750.00-
56336	WICKMAN DEVELOPMENT AND CONSTRUCTIO	04/17/2025	CATER PARK RETENTION	36,679.12-
56336	WICKMAN DEVELOPMENT AND CONSTRUCTIO	04/17/2025	CONSTRUCTION FOR CARTER PARK	733,582.49
Total WICKMAN DEVELOPMENT AND CONSTRUCTION:				<u>711,153.37</u>
ZONES IT SOLUTIONS INC.				
56337	ZONES, LLC	04/17/2025	FY '24/25 ZONES MICROSOFT 365 LICENSING ADDITIONAL CHARGES	1,374.97
56363	ZONES, LLC	04/24/2025	FY '24/25 ZONES MICROSOFT 365 LICENSING ADDITIONAL CHARGES	202.72
Total ZONES IT SOLUTIONS INC.:				<u>1,577.69</u>
Grand Totals:				<u><u>1,920,146.22</u></u>

Report Criteria:

Report type: GL detail

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **June 3, 2025**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Maggie Rodriguez, Assistant City Clerk

TITLE: **RESOLUTION IN OPPOSITION TO OFFSHORE DRILLING ACTIVITIES AND EXPANSION OF OFFSHORE DRILLING IN THE PACIFIC OCEAN**

RECOMMENDATION: Adopt a resolution in opposition to offshore drilling activities and expansion of offshore drilling in the Pacific Ocean.

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

STRATEGIC ELEMENT:

This action supports the *Infrastructure and Environment* Element of the Strategic Plan.

BACKGROUND:

Offshore drilling carries countless devastating negative effects of oil and gas development on frontline communities. This drilling pollutes our air with toxic emissions that are known to cause asthma, lung cancer, and other diseases.

In 2010, the Deepwater Horizon oil spill disaster killed 11 people and resulted in more than 200 million gallons of oil spewing into the Gulf of Mexico. Oil from the spill tarred hundreds of miles of Gulf Coast shoreline stretching from Texas to Florida and devastated coastal economies. Losses to the seafood industry alone were estimated at nearly \$1 billion. The disaster had deadly impacts for dolphins, whales, sea turtles, and more.

DISCUSSION:

An [analysis by Oceana](#) found that protecting all unleased federal waters from offshore drilling in the United States could prevent over 19 billion tons of greenhouse gas emissions. That is the equivalent of taking every car in the nation off the road for 15 years and ending new leasing could prevent more than \$720 billion in damages to people, property, and the environment.

Oil companies have stockpiled more than 8 million acres of the ocean for future drilling - more than 75% of the total leased acreage of public waters. Preventing new offshore drilling will

protect coastal communities from devastating pollution, support healthy marine ecosystems, safeguard ocean wildlife, and encourage a clean energy future.

At the federal level, no new offshore leasing has been permitted in federal waters since 1984. However, the Trump administration released a five-year offshore leasing plan in 2018 that proposed opening up the entire West Coast to new drilling despite widespread opposition in Pacific Coast states. That proposal was blocked by courts, but the threat of drilling remains as no permanent ban is enacted at the federal level. At the start of the 118th Congress, Senator Dianne Feinstein and Congressman Jared Huffman (CA-02) introduced the West Coast Ocean Protection Act.

This measure would permanently ban oil and gas drilling in federal waters off the coast of California, Oregon, and Washington.

On April 18, 2025, the Department of the Interior's Bureau of Ocean Energy Management (BOEM) announced its intention to begin the process to establish a new schedule of offshore oil and gas lease sales through a new National Outer Continental Shelf Oil and Gas Program (Five-Year Plan). This process began with a Request For Information (RFI) on April 30 and triggered a 45-day comment period that will end on June 16, 2025, to allow stakeholders to provide input on offshore oil and gas drilling.

President Biden finalized the current Five-Year Plan that outlines where the federal government will offer leases in 2024-2029. He also used his authority under the Outer Continental Shelf Lands Act to permanently withdraw 625 million acres of federal waters, spanning the East and West coasts, Eastern Gulf of Mexico, and parts of the Arctic. The Trump Administration immediately attempted to revoke those withdrawals, and this new RFI is the first step toward replacing the current Five-Year Plan to expand offshore oil and gas drilling in U.S. waters.

Adding support from Half Moon Bay will help make a statement and join in the opposition of this and any future efforts toward offshore drilling in the Pacific Ocean and elsewhere.

ATTACHMENTS:

Resolution

RESOLUTION NO. C-2025-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY IN
OPPOSITION OF OFFSHORE DRILLING ACTIVITES AND EXPANSION OF OFFSHORE DRILLING IN
THE PACIFIC OCEAN**

WHEREAS, offshore drilling carries countless devastating negative effects of oil and gas development on frontline communities. This drilling pollutes our air with toxic emissions that are known to cause asthma, lung cancer and other diseases; and

WHEREAS, in 2010, the Deepwater Horizon oil spill disaster killed 11 people and resulted in more than 200 million gallons of oil spewing into the Gulf of Mexico. Oil from the spill tarred hundreds of miles of Gulf Coast shoreline stretching from Texas to Florida and devastated coastal economies. Losses to the seafood industry alone were estimated at nearly \$1 billion. The disaster had deadly impacts for dolphins, whales, sea turtles, and more; and

WHEREAS, an analysis by Oceana found that protecting all unleased federal waters from offshore drilling in the United States could prevent over 19 billion tons of greenhouse gas emissions. That is the equivalent of taking every car in the nation off the road for 15 years and ending new leasing could prevent more than \$720 billion in damages to people, property, and the environment; and

WHEREAS, oil companies have stockpiled more than 8 million acres of the ocean for future drilling - more than 75% of the total leased acreage of public waters. Preventing new offshore drilling will protect coastal communities from devastating pollution, support healthy marine ecosystems, safeguard ocean wildlife, and encourage a clean energy future; and

WHEREAS, the Trump administration released a five-year offshore leasing plan in 2018 that proposed opening up the entire West Coast to new drilling despite widespread opposition in Pacific Coast states. That proposal was blocked by courts, but the threat of drilling remains as no permanent ban is enacted at the federal level; and

WHEREAS, On April 18, 2025, the Department of the Interior's Bureau of Ocean Energy Management (BOEM) announced its intention to begin the process to establish a new schedule of offshore oil and gas lease sales through a new National Outer Continental Shelf Oil and Gas Program (Five-Year Plan). This process began with a Request For Information (RFI) on April 30 and triggered a 45-day comment period that will end on June 16, 2025, to allow stakeholders to provide input on offshore oil and gas drilling ; and

WHEREAS, President Biden finalized the current Five-Year Plan that outlines where the federal government will offer leases in 2024-2029. He also used his authority under the Outer Continental Shelf Lands Act to permanently withdraw 625 million acres of federal waters, spanning the East and West coasts, Eastern Gulf of Mexico, and parts of the Arctic. The Trump Administration immediately attempted to revoke those withdrawals, and this new RFI is the

first step toward replacing the current Five-Year Plan to expand offshore oil and gas drilling in U.S. waters ; and

WHEREAS, adding support from Half Moon Bay will help make a statement and join in the opposition of this and any future efforts toward offshore drilling in the Pacific Ocean and elsewhere.

NOW, THEREFORE, BE IT RESOLVED THAT by the City Council of the City of Half Moon Bay opposes any new and existing offshore drilling and adds it support of the West Coast Ocean Protection Act.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 3rd day of June 2025, by the City Council of Half Moon Bay by the following vote:

AYES, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

ATTEST:

APPROVED:

Maggie Rodriguez, Assistant City Clerk

Robert Brownstone, Mayor

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **June 3, 2025**

TO: Honorable Mayor and City Council

VIA: Mathew Chidester, City Manager

FROM: Leslie Lacko, Community Development Director
Scott Phillips, Senior Planner

TITLE: COASTAL DEVELOPMENT PERMIT AND ARCHITECTURAL REVIEW FOR A NEW RESIDENCE AT 2800 CHAMPS ELYSEE BLVD, FILE NO. PDP-17-055

RECOMMENDATION:

Based upon the Findings and Evidence contained in Exhibit A of the draft resolution and subject to the Conditions of Approval in Exhibit B:

1. Determine that the project complies with the requirements of the previously adopted Initial Study / Mitigated Negative Declaration (IS/MND) associated with the subdivision and that the project is Categorically Exempt from environmental review pursuant to CEQA Guidelines Section 15303, New Construction.
2. Approve PDP-17-055, an application for a Coastal Development Permit, and Architectural Review to allow the construction of a new two-story single-family residence and site improvements on a 31,709 square-foot lot (the Project).

FISCAL IMPACT:

There is no fiscal impact associated with this item.

STRATEGIC ELEMENT:

This action supports the *Inclusive Governance* Element of the Strategic Plan.

DESCRIPTION:

The proposed Project includes the construction of a 4,710 square foot two-story single-family residence on a triangular 31,709 square foot lot located at 2800 Champs Elysee Blvd., identified as San Mateo County Assessor's Parcel Number 048-133-060 (the Property). A two-car garage is connected to the residence by a breezeway and courtyard between the two buildings. Extensive landscaping would be installed within the large triangular lot. A large stormwater detention basin would be installed behind the residence to detain on-site generated stormwater from the proposed residence improvements. Condition of Approval B4 in Exhibit B of Attachment 1 requires the Property owner to make an irrevocable offer to the City of

dedication of an easement along the northern portion of the Property, to allow for possible future drainage improvements. Attachment 2 includes the proposed plans.

BACKGROUND:

On August 16, 2017, an application was filed requesting a Coastal Development Permit and Architectural Review to allow for the construction of a new single-family residence on the Property. The Project was reviewed by the Planning Commission at the August 14, 2018, April 9, 2019, and May 26, 2020, meetings, and continued to a date uncertain at each meeting. Following the 2020 Planning Commission meeting, a complete redesign of the proposed residence took place. The revised residential design was then reviewed by the Architectural Advisory Committee (AAC) on two separate occasions (September 22 and December 15, 2022). The AAC was supportive of the revised site and architectural design at the second meeting. The Project was then reviewed by the Planning Commission for the fourth time on July 11, 2023. The staff report for this meeting, which provides more background on the previous meetings, can be accessed [here](#).

At the July 11, 2023, meeting, the Planning Commission discussion centered around concerns regarding drainage and potential flooding onto adjacent properties related and unrelated to the proposed Project. Comments received by the Planning Commission are included in the adopted minutes [here](#). The stormwater detention system proposed at the time included a series of drywells designed to overflow into vegetated areas in accordance with the City's standard 10-year flood event analysis and criteria. The Commission continued the item to a date uncertain and directed staff to further evaluate the site related to stormwater containment and the applicability of the 10-year flood event analysis standard. The Commission also requested that staff evaluate the grading and drainage design and requested modifications to the proposed on-site grading and drainage to verify that the stormwater runoff from the Project would be retained onsite. The Commission also identified concerns with Project conformance with Land Use Plan (LUP) Policy 7-12 (Site-Specific Shoreline Hazards Evaluation) and other relevant policies within Chapter 7 of the LUP, including Policy 7-8 (Shoreline Hazards and New Development) and Policy 7-10 (Shoreline Hazard Mapping). The Commission was supportive of the revised architectural design and other components of the review.

On September 10, 2024, the Planning Commission considered the revised application. The Planning Commission's review was limited to information related to its request at the above-mentioned July 11, 2023, Planning Commission meeting. At the conclusion of the September 2024 public hearing, the Planning Commission denied the proposed Project on a 3-0 vote, with two Planning Commissioners absent, and adopted Resolution for Denial PDP-17-055 (Resolution of Denial). The primary basis of the denial was the inability to make the following applicable findings within Chapter 7 of the LUP: (1) that the Planning Commission lacked sufficient information to determine the project would not cause or contribute to flood hazards under LUP Policy 7-51; and (2) that the Project failed to evaluate potential impacts to adjacent properties from its proposed flood protection measures under LUP Policy 7-57. Attachment 3 includes the signed Planning Commission Resolution of Denial. The staff report and attachments from the

September 10 Planning Commission meeting are available [here](#). The adopted Planning Commission minutes are available [here](#).

On September 13, 2024, the Planning Commission's decision was appealed by the applicant for the Project. At the October 15, 2024, City Council meeting, after two unsuccessful motions, the Council denied the appeal on a split vote (2 ayes and 2 no's) with one councilmember recused. Because a tie vote is deemed denial of such an appeal, the City Council affirmed the Planning Commission's Resolution of Denial. The City Council staff report is available [here](#) and video of the meeting is available [here](#).

On December 23, 2024, project applicant John Vidovich filed a lawsuit against the City, challenging the City's denial of the project (Lawsuit).

On April 23, 2025, City consultant Schaaf & Wheeler Consulting Civil Engineers completed additional modeling of the Pullman Ditch to analyze potential on- and off-site impacts of the project to ensure (i) that the Project will not cause or contribute to flood hazards, as required by LUP Policy 7-51, and (ii) that proposed flood control measures will not create adverse direct and/or cumulative impacts on- or off-site, as required by LUP Policy 7-57. A summary of the modeling is included as Attachment 4. Prior to this report, City consultant Waterways Consulting, Inc. analyzed the project's grading, drainage, and stormwater detention design in a report dated July 23, 2024 (Attachment 5), and consultant Schaaf & Wheeler analyzed impacts of the Pullman Ditch in a report dated September 11, 2024. A copy of the Waterways report is included as Attachment 5 and a copy of the 2024 Schaaf & Wheeler report is included as Attachment 6.

On May 6, 2025, the City Council approved a conditional Settlement Agreement to resolve the Lawsuit. A copy of the Settlement Agreement is included as Attachment 7. According to the Settlement Agreement, the City Council agreed to consider the Project at a public hearing based on all of the information now before it (including the April 23, 2025, Schaaf and Wheeler modeling) and pursuant to Municipal Code section 18.20.050.C. The Settlement Agreement does not require the City Council to approve the Project. However, if the City Council does approve the Project, without imposing conditions that are substantially different than the conditions of approval proposed in the materials submitted to the City Council in conjunction with the October 15, 2024, appeal, Mr. Vidovich is required to dismiss the Lawsuit.

DISCUSSION:

The key outstanding items were identified during the previous Planning Commission meeting as a basis for adoption of the Resolution of Denial: compliance with LUP Policy 7-51 and LUP Policy 7-57.

Compliance LUP Policies 7-51 and 7-57

The LUP requires examination of a project's impacts to on- and off-site flooding. At the September 10, 2024 Planning Commission meeting, the Commission determined that it lacked

sufficient information to determine the project was in compliance with LUP Policy 7-51, which requires that the City ensure new development does not cause or contribute to flood hazards. The Commission also found that the Project failed to evaluate potential impacts to adjacent or downstream properties from all proposed structural flood protection measures to ensure that the flood protection measures will not create adverse direct and/or cumulative impacts either on-site or off-site, as required by LUP Policy 7-57.

Two subsequent reports completed by the City's consultants address these issues: 1) an analysis of impacts to Pullman Ditch during storm events, and 2) a second report examining potential impacts of the proposed Project. The first report by Schaaf & Wheeler (Attachment 6), dated September 11, 2024, evaluated effects of 10- and 100-year storm events on Pullman Ditch and assessed potential solutions to address flooding concerns. The report recommended improvements (i.e., a bypass) as a long-term solution to address these existing impacts. The second analysis, dated April 23, 2025, evaluated on- and off-site impacts of the proposed Project.

Together, these analyses provided the information identified by the Planning Commission as missing from the record in 2024. Moreover, these analyses confirmed substantial compliance with LUP Policies 7-51 and 7-57. Specifically, the April 2025 Schaaf & Wheeler report (Attachment 4) shows that the current Project design will not contribute to flood hazards and will not result in adverse direct and/or cumulative impacts on- or off-site. The potential impacts identified by Schaaf & Wheeler are minimal; as detailed in the report, they consist of a 0.4% increase in watershed flow, a .02-ft increase in water surface elevation in Pullman Ditch, and a .1-ft increase in water surface elevation at the Property. Due to sensitivity of the modeling methods and conservative inputs used by the City's consultants, these represent maximum potential impacts. The proposed development is also not within a mapped flood zone.

Stormwater runoff from the new development will be contained onsite within the proposed detention basin along the western side of the Property. Current Project designs also address the remaining concern raised in the July 2024 Waterways report (Attachment 5). The Waterways report raised the issue that the height of the proposed stormwater detention system could impact flooding to adjacent properties. The applicant subsequently revised the design to reduce the height of the stormwater detention system. Therefore, staff does not recommend further design changes at this time.

In addition, Condition of Approval B4 requires the applicant to provide an irrevocable offer to dedicate a 30-foot easement adjacent to Pullman Ditch, which will give the City more options for working with all properties adjacent to the Ditch to improve flow and reduce flooding. This will facilitate recommendations from the September 11, 2024, Schaaf & Wheeler report and the LUP, which states that "existing hazards should be abated through a variety of potential measures." (LUP, 7-44).

NOTICING AND PUBLIC INPUT:

Prior to the City Council meeting, a legal notice was published in the San Mateo County Daily Journal, notices were mailed to residents within 300 feet of the proposed Project site, and the site was also posted notifying the community of this item.

CONCLUSION:

In conclusion, staff recommends the City Council approve the application, based upon the Findings and Evidence contained in Exhibit A of the draft resolution, and subject to the Conditions of Approval in Exhibit B. The City Council also has the option of adding or modifying the Conditions of Approval.

ATTACHMENTS:

1. Draft Resolution for Approval with Findings and Evidence, Exhibit A and Conditions of Approval, Exhibit B
2. [2800 Champs Elysee Blvd Plans](#) (available online)
3. Planning Commission Signed Resolution for Denial
4. Schaaf & Wheeler Consulting Civil Engineers Report Re 2800 Champs Elysee Boulevard Flood Impact Study, dated April 23, 2025
5. Waterways Consulting, Inc., Peer Review of Preliminary Grading and Utility Plans, dated July 23, 2024
6. Waterways Consulting, Inc., Pullman Ditch Hydrologic Analyses, dated September 11, 2024
7. Settlement Agreement for Lawsuit, effective May 6, 2025

RESOLUTION NO. C-2025-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY APPROVING THE COASTAL DEVELOPMENT PERMIT AND ARCHITECTURAL REVIEW TO ALLOW THE CONSTRUCTION OF A NEW 4,710 SQUARE-FOOT TWO-STORY RESIDENCE ON A 31,709 SQUARE-FOOT LOT AT 2800 CHAMPS ELYSEE BOULEVARD IN THE PLANNED UNIT DEVELOPMENT ZONING DISTRICT AND THE RESIDENTIAL-LOW DENSITY GENERAL PLAN DESIGNATION (APN 048-133-060)

WHEREAS, an application was submitted requesting approval of a Coastal Development Permit and Architectural Review to allow the construction of a new 4,710 square-foot two-story, single-family residence on a 31,709 square-foot lot at 2800 Champs Elysee Boulevard in the Planned Unit Development Zoning District and the Stoloski/Gonzalez Planned Development District General Plan designation (APN: 048-133-060) (the Project); and

WHEREAS, the procedures for processing the application have been followed as required by law; and

WHEREAS, the Architectural Advisory Committee (AAC) conducted duly noticed public design review sessions on September 22, 2022, and December 15, 2022, at which time all those desiring to be heard on the matter were given an opportunity to be heard; and

WHEREAS, at the second meeting, the AAC was supportive of the revised design and had only minor suggestions for design changes, which were integrated into the Project design as feasible; and

WHEREAS, the Planning Commission conducted duly noticed public hearings on August 14, 2018, April 9, 2019, May 26, 2020, July 11, 2023, and September 10, 2024, at which time all those desiring to be heard on the matter were given an opportunity to be heard; and

WHEREAS, the Planning Commission considered the Local Coastal Land Use Plan when reviewing this Project and determined that the Project did not comply with certain applicable policies of the Land Use Plan; and

WHEREAS, the Planning Commission considered the municipal code, including the zoning ordinance when reviewing this Project and determined that the Project complied with the applicable regulations of the municipal code; and

WHEREAS, the Planning Commission considered all written and oral testimony presented for consideration; and

WHEREAS, the Planning Commission was not able to make the required findings for the requested Coastal Development Permit and Architectural Review and therefore did not approve the requested permits and Project, as set forth in Exhibit A to this resolution; and

WHEREAS, on September 10, 2024, the Planning Commission denied the requested permits by a 3-0 vote, with two of the Planning Commissioners absent; and

WHEREAS, an application for appeal was filed on September 13, 2024, appealing the Planning Commission's decision to the City Council; and

WHEREAS, on October 15, 2024, the City Council conducted a duly noticed public hearing to consider the appeal. After two unsuccessful motions, the City Council denied the appeal on a split vote (2 ayes and 2 no) with one councilmember recused; and

WHEREAS, on December 23, 2024, the Project applicant filed a lawsuit challenging the City's denial of the application in San Mateo Superior Court, Case No. 24-CIV-08216 (Lawsuit); and

WHEREAS, City consultant Schaaf & Wheeler completed in April 2025 modeling and analysis of on- and off-site Project impacts, to ensure that (i) the Project will not cause or contribute to flooding, as required by Land Use Plan (LUP) Policy 7-51, and (ii) the flood control measures will not create adverse direct and/or cumulative impacts on- or off-site, as required by LUP Policy 7-57; and

WHEREAS, on May 6, 2025, the City Council considered and exercised its discretion to approve a settlement agreement between the Project applicant and City to resolve the Lawsuit; and

WHEREAS, the settlement agreement required the City Council to consider the Project again at a public meeting; if the City Council approved the Project, the applicant agreed to dismiss the Lawsuit; and

WHEREAS, on June 3, 2025, the City Council conducted a duly noticed public hearing to consider the Project; and

WHEREAS, the City Council has determined that the Mitigated Negative Declaration and Mitigation, Monitoring and Reporting Program previously adopted with the approval of the Coastal Development Permit and Tentative Parcel Map for the property is adequate for evaluating and mitigating all potential environmental impacts associated with the construction of the new residence and associated improvements that are the subject of the requested Coastal Development Permit and Architectural Review. The construction of the new home is also categorically exempt from the California Environmental Quality Act per California Code of Regulations, Section 15303(a) – construction of one single-family residence; and

WHEREAS, the City Council has made the required findings for approval of the Project, set forth in Exhibit A to this resolution.

NOW, THEREFORE, BE IT RESOLVED that the City Council takes the following actions:

1. Finds that, on the basis of the whole record before it, there is no substantial evidence that the Project as proposed and mitigated will have a significant effect on the environment.
2. Approves the Project, based upon the Findings in Exhibit A and subject to the Conditions of Approval contained in Exhibit B.

PASSED AND ADOPTED by the City of Half Moon Bay City Council at a duly noticed public hearing held June 3, 2025.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 3rd day of June 2025, by the City Council of Half Moon Bay by the following vote:

Ayes, Councilmembers:

Noes, Councilmembers:

Absent, Councilmembers:

Abstain, Councilmembers:

Attest:

APPROVED:

Maggie Rodriguez, Assistant City Clerk

Robert Brownstone, Mayor

EXHIBIT A
FINDINGS AND EVIDENCE
City Council Resolution C-25-_____
PDP-17-055

Coastal Development Permit – Findings for Approval

The required Coastal Development Permit for this Project may be approved or conditionally approved only after the approving authority has made the following findings per Municipal Code Section 18.20.070:

1. **Local Coastal Program Land Use Plan** – *The development as proposed or as modified by conditions, conforms to the Local Coastal Program as certified by the California Coastal Commission on April 15, 2021.*

Compliance: The Project consists of construction of a new single-family residence on an infill site in an existing neighborhood where all public services and infrastructure are provided or can be easily extended to the site, including sewer, water, gas, and electric utilities. With the implementation of the required mitigation measures, the Project conforms to City requirements, will not impact coastal resources, and is consistent with the policies of the City's LUP.

LUP Policy 7-51. Flood Hazard Avoidance for New Development: Ensure that no new permitted development causes or contributes to flood hazards.

Compliance: The proposed development is not within a mapped flood zone. As shown by the September 11, 2024 and April 23, 2025 Schaaf & Wheeler reports, the Project will not cause or contribute to flood hazards. The report shows that potential impacts would only consist of a 0.4% increase in watershed flow, a .02-ft increase in water surface elevation in Pullman Ditch, and a .1-ft increase in water surface elevation at the property. Due to sensitivity of the modeling methods and conservative inputs used by the City's consultants, these represent maximum potential impacts. Moreover, the Project includes an irrevocable offer to dedicate a 30-foot easement adjacent to Pullman Ditch, which the City will be able to use to address any flooding issues, including those that are currently impacting the area.

LUP Policy 7-57. Flood Protection Evaluation: Require new development proposals to evaluate potential impacts to adjacent or downstream properties from all proposed structural flood protection measures to ensure that the flood protection measures will not create adverse direct and/or cumulative impacts either on-site or off-site.

Compliance: The April 23, 2025 Schaaf & Wheeler report and July 23, 2024 Waterways report show that the Project, including the associated flood protection measures, will not create adverse direct and/or cumulative impacts either on-site or off-site.

LUP Policy 2-71. Residential Siting and Design Standards: Require development of new and remodeled structures within established neighborhoods to be sited and designed to be:

- a. Compatible within each unique neighborhood area, including infrastructure and streetscape provisions such as walkways, street trees, and parking.
- b. Scaled and appropriate for the limitations of non-conforming sites, such as smaller residences on substandard sized parcels and those that must accommodate natural resources, hazards, watercourses, coastal access, and visual resource requirements.

Compliance: The proposed development is compatible within its neighborhood area and has been designed to avoid intrusion into habitat buffers.

Coastal Act 30240(b) and LUP Policy 6-12: *Development in areas adjacent to environmentally sensitive habitat areas shall be sited and designed to prevent impacts which would significantly degrade such areas, and shall be compatible with the continuance of such habitat areas.*

Compliance: The Pullman watercourse runs along the northern boundary of the subject property. The proposed Project has been designed to comply with the Riparian Buffer requirement within the Local Coastal Program Implementation Plan/Zoning Ordinance, which requires a 30-foot setback from the centerline of this span of the Pullman watercourse. Additionally, an update to the Biological Resource Assessment was prepared for the site and surrounding area and circulated to the resource agencies for a 45-day comment period. The biologist reviewed a copy of the plans. The report concluded that the mitigation measures included in the adopted Mitigated Negative Declaration are adequate for mitigating any potential effects on biological resources by the residential project. Given the distance of the subject improvements from the Pullman watercourse and the implementation of the required mitigation measures for biological resources, any significant impacts on environmentally sensitive habitat areas would be avoided.

LUP Policy 6-53. Non-Riparian Watercourse Buffers: Where a watercourse lacks riparian vegetation, the boundary of the watercourse is defined by the top of bank or similar confining topography. Proposed development along a non-riparian watercourse lacking riparian vegetation or other sensitive habitat value as determined by a site specific study, including man-made drainage ditches (e.g. non-riparian portions of Pullman Watercourse) but excluding active agriculture irrigation ditches, shall provide a minimum 20-foot buffer from the top of bank to provide space for potential meander belts and natural erosion and flooding hazards. The buffer requirements in Policies 6-49 and 6-50 shall apply to proposed development along a watercourse where a site-specific study identifies riparian vegetation or other sensitive habitat value.

Compliance: A non-riparian watercourse feature is located on the north side of the subject property. The proposed Project has been designed to comply with the non-riparian watercourses buffer requirements of the LUP (20 feet from top of bank) as well as the Zoning Ordinance buffer requirements (30 feet from the centerline). Additionally, a Biological

Resource Assessment and update were prepared for the site and surrounding area and included recommended mitigation measures. The mitigation measures included with the adopted CEQA document have been incorporated into the Conditions of Approval, including condition A8 requiring buffer protection, and the Mitigation Monitoring and Reporting Program in order to reduce or eliminate any potential impacts on biological resources to a less than significant level. No additional adverse impacts were identified during the most recent biological analysis that took place. Given the distance of the proposed improvements from the non-riparian watercourse, and the implementation of the required mitigation measures for biological resources, any significant impacts on environmentally sensitive habitat areas would be avoided.

LUP Policy 6-76: *Green Infrastructure:* Promote and prioritize the use of Low Impact Development (LID) strategies, Best Management Practices (BMPs), and on-site infiltration to create green infrastructure for treating and reducing stormwater runoff. In and adjacent to ESHA, use resource-dependent green infrastructure projects for natural restoration purposes and provision of buffer areas to allow for natural erosion, evolution of natural drainage flows, and sediment transport balance.

Compliance: Several LID strategies have been integrated into the Project, including stormwater runoff onto vegetated areas away from the Pullman watercourse. Additionally, grading has been limited to what is needed for the new home and stormwater detention basin installation. No grading would take place within the non-riparian watercourse buffer. BMPs would be implemented throughout construction. Policy compliance is demonstrated through the limited grading, in combination with the BMPs and stormwater detention.

LUP Policy 9-2: *Scenic Resource Protection:* New development shall be sited and designed to protect views to and along the ocean, to minimize the alteration of natural land form, to be visually compatible with the character of its setting, and, where feasible, to restore and enhance visual quality in visually degraded areas.

Compliance: The Project will require limited grading for the construction of the home foundation and flatwork including the driveway. The proposed development is visually compatible with the character of its neighborhood setting. The Project has been sited and designed to protect views of the ocean from Cabrillo Highway and views of the ridgeline from the California Coastal Trail.

LUP Policy 9-6: *Site Planning and Design for New Development:* Require new development to be subject to design review to ensure it is sited and designed to protect public views of scenic and visual resource areas and to be visually compatible with the character of the surrounding area. Measures to be considered may include, but are not limited to the following:

- a. Siting development in the least visible portion of the site;
- b. Breaking up the mass of new structures;
- c. Designing structures to blend into the surrounding natural landscape;
- d. Restricting building maximum size and height;

- e. Clustering or distributing development;
- f. Incorporating landscape elements and screening; and
- g. Conformance with any adopted design guidelines.

Compliance: The Project site is located within a designated visual resource area. The proposed residence is substantially similar to the bulk and mass of other developed residential lots within the Miramar neighborhood. The architecture and site improvements have been subject to design review by approval by the Planning Commission, with recommendations from the Architectural Advisory Committee (AAC). As shown in the evidence provided for Architectural Site and Design Review findings below, the Project is in compliance with the Design Review Findings. The proposed garage is attached to the main dwelling through an integral breezeway, resulting in a clustered development format. The mass, scale, and clustered development format will not impact the visual resource areas nearest this project site.

LUP Policy 9-10. *Fences, Walls, and Landscaping:* Ensure that fences, walls, and landscaping shall not block public views of or from scenic and visual resource areas including along scenic corridors, at parks and beaches, and other scenic public viewing areas through height restrictions and required landscape maintenance.

Compliance: The Project includes low-lying landscape walls around the perimeter of the new home. Split rail fence would be constructed along the riparian buffer edge and wrapped around the rear of the lot to limit access to the Further Restricted Area. Drought-tolerant, coastal-compatible landscaping has been included in the comprehensive landscape plan, which further supports compliance with this site planning and design policy of the LUP.

LUP Policy 9-12. *Town Boulevard Scenic Corridor:* Require that new development in close proximity to or easily visible from the Town Boulevard scenic corridor, including Highways 1 and 92:

- a. Protects views of visual resource areas as seen from the Town Boulevard, including views to the ocean, upland slopes (i.e., minimizes intrusions into the ridgeline), and the historic Johnston House;
- b. Incorporates design standards such as screening of commercial parking areas and landscaping provisions; and
- c. Is visually compatible with the surrounding land and development.

Update the IP with additional standards for new development along the Town Boulevard based on additional study of the scenic corridor. Assessment should, at a minimum, consider views of visual resource areas from the perspective of existing and potential development along the Town Boulevard and identify scenic segments along Highway 1 and 92, including views of the ridgelines and other visual resource areas. Development standards should address, at a minimum, appropriate building heights and setbacks, longest wall lines, minimum space between buildings, and streetscape design.

Compliance: The Project has been reviewed by the AAC on two occasions. The ACC considered story pole installations and the potential impact of the home design relative to the Town Boulevard Scenic Corridor and views from the California Coastal Trail. The conclusion was that the design is substantially compatible with surrounding land and development. The custom home was designed with unique site conditions on mind, including the angular shape of the lot and the mature Cypress trees along the southern property line.

LUP Policy 9-16. *Broad Ocean Views:* Ensure that areas providing broad, public ocean views, including as designated on Figure 9-1, are preserved and enhanced in association with new development projects. In such areas, structures shall be sited and designed to avoid obstruction of broad, public ocean views, shall not exceed 15 feet in height unless an increase in height would not obstruct public views to the ocean or would facilitate clustering of development so as to result in greater view protection, and shall ensure that any proposed landscaping, when mature, will not obstruct public views to the ocean.

Compliance: The new home is screened from view from Cabrillo Highway by the two neighboring homes to the east. Both neighboring homes are two story and one is currently under construction. Broad ocean views would not be impacted by the new home.

LUP Policy 9-17. *California Coastal Trail Views.* Ensure that views of the ocean, bluffs, upland slopes, and ridgelines from the California Coastal Trail are protected, particularly in areas adjacent to substantially undeveloped Planned Developments (PDs) including Surf Beach/Dunes Beach, Venice Beach, West of Railroad, and North Wavecrest. Require sufficient setbacks, height limits, and other design standards for any new development permitted near the trail to minimize impacts to visual resources.

Compliance: The Project will not obstruct ridgeline views from the California Coastal Trail as demonstrated by the story pole installation. The height and location of the installed story poles were verified by a licensed surveyor as demonstrated by a submitted verification letter from the surveyor and applicant.

Coastal Act 30244: *Where development would adversely impact archaeological or paleontological resources as identified by the State Historic Preservation Officer, reasonable mitigation measures shall be required.*

Compliance: According to the LUP, the proposed single-family residence is located in an area identified as sensitive for archaeological resources; however, during environmental review, no known archeological resources were identified on the site or adjacent properties. If cultural resources or paleontological resources are unexpectedly encountered during subsurface excavation, the permit has been conditioned to require that construction halt until the find can be evaluated and appropriate mitigation identified.

LUP Policy 2-41: Continued Development in Substantially Developed Planned Developments. Allow continued development within substantially developed PDs provided that additional development falls within the maximum allowed buildout as established in the LUP and certified master plan for the PD. Additional development may be allowed as follows:

- a. Remaining parcels or phases as consistent with the approved master plan;
- b. Minor modification including changes of use of and additions to existing development as consistent with allowed uses and the siting and design requirements of the approved master plan and compatible with the existing development.

Compliance: The Project is located within the Stoloski/Gonzalez PD District. The entire PD site has been planned as a unit through the Subdivision Map, Planned Unit Development Plan, and subsequent settlement agreement that established development standards for the entire Stoloski/Gonzalez PD. The new residence and associated improvements conform to the development chapter and related policies of the LUP. The subject property is one of four lots within the Stoloski/Gonzalez PD. The new residence and site improvements conform to the development standards that were adopted with the Planned Development.

2. **Growth Management System** – *The development is consistent with the annual population limitation system established in the Land Use Plan and Zoning Ordinance.*

Evidence: The proposed site was granted a valid Measure D Certificate for the construction of one single-family residence. Therefore, the project conforms to the requirements of the City's growth management system.

3. **Zoning Provisions** – *The development is consistent with the use limitations and property development standards of the base district as well as the other requirements of the Zoning Ordinance.*

Evidence: The proposed residence conforms to all requirements of the approved PUD Development Standards associated with the subdivision approval, including lot coverage, setbacks, height, and parking, and to the Zoning Code's riparian buffer requirements.

4. **Adequate Services** – *The proposed development will be provided with adequate services and infrastructure in a manner that is consistent with the Local Coastal Program.*

Evidence: The site is located adjacent to an existing developed neighborhood and utilities and services are currently provided to the site. The utilities and roadway were extended from the City of Naples Subdivision shortly after the Final Parcel Map was recorded. As conditioned, a sewer permit through Granada Community Services District is required.

5. **California Coastal Act** – *Any development to be located between the sea and the first public road parallel to the sea conforms to the public access and public recreation policies of Chapter 3 of the California Coastal Act.*

Evidence: The proposed Project is located between the sea and the first public road parallel to the sea. The proposal is to construct a new single-family home and associated improvements on a vacant lot adjacent to an existing developed neighborhood. Adequate public access to the Coastal Trail, Naples Beach, and the coast is available approximately 300 feet away from the subject property, along Washington Boulevard. Therefore, sufficient access to coastal resources from the subject property and surrounding area is available as required by Chapter 18.40 of the Zoning Ordinance and the Project would not restrict public access or recreation opportunities.

General Plan Housing Element Conformance – Findings for Approval

The Project is consistent with the Housing Element as it relates to the residential use of the site.

Evidence: The subject property is identified as a site suitable for residential development within the Cycle 5 Housing Element and the Cycle 6 draft Housing Element.

Architectural Site and Design Review – Findings

The required Architectural and/or Site and Design Review for this Project may be approved or conditionally approved only after the approving authority has made the findings per Municipal Code Section 14.37.040. In making these findings, the City Council has considered the design approval criteria set forth in Municipal Code Section 14.37.035.

1. *That such buildings, structures, planting, paving and other improvements shall be so designed and constructed that they will not be of unsightly or obnoxious appearance to the extent that they will hinder the orderly and harmonious development of the city;*

Evidence: Zoning Code Section 18.06.010 states that the intent of the residential chapter is to establish residential districts and guide the orderly development within each district. It further states that the residential district regulations are intended to ensure provision of adequate light, air, privacy, and open space for each dwelling by establishing reasonable development standards for the mass, scale, and location on a building site for all new residential construction and to achieve a high standard of site and building design and design compatibility with surrounding neighborhoods. The proposed improvements have been designed in conformance with the requirements of the adopted PUD Development Standards. The proposed home, although large, is also in substantial conformance with the Single-Family Residential Design Guidelines, the objectives of which include ensuring compatible design within existing neighborhood contexts. The development is also in scale with the site which is significantly larger than most others in the adjacent Miramar neighborhood.

2. *That such buildings, structures, planting, paving and other improvements will not impair the desirability or opportunity to attain the optimum use and the value of the land and the*

improvements, or otherwise impair the desirability of living or working conditions in the same or adjacent areas; and

Evidence: The proposed project has been designed in conformance with the requirements of the PUD (Stoloski/Gonzalez) Zoning District which are intended to ensure provision of adequate light, air, privacy, and open space for each dwelling by establishing reasonable development standards for the mass, scale, and location on a building site within the four-parcel Stoloski/Gonzalez subdivision. The Project is also in substantial conformance with the Single-Family Residential Design Guidelines (RDG), the objectives of which include maintaining strong property values, compatible neighborhoods, and a healthy environment.

3. *The project has been designed in conformance and consistency with the Single-Family Residential Design Guidelines (where applicable).*

Evidence: The RDG encourages flexibility in architectural design to reflect the community's eclectic character and seek to achieve compatible design within existing neighborhoods. The current Project proposes a neo-traditional design that is compatible with the existing pattern of development in the surrounding area in terms of building placement/orientation, massing, and materials and colors. The surrounding neighborhood can be characterized as having an eclectic mixture of architectural styles and features. This Project in particular involves the construction of a new two-story custom home that reflects the triangular shape of the lot.

The proposed design completely screens the garage and vehicle parking from Champs Elysee Boulevard. Consistent with Guidelines 2-11 and 2-12, the proposed design does “[d]eemphasize the garages’ presence as viewed from the public right-of-way” and “[s]ituate detached garages to the side or rear of the house to diminish the prominence of the garage door.”

Environmental Review – Finding

CEQA – The Project will not have a significant effect on the environment. Based on the whole record before the City Council (including the Initial Study and Mitigated Negative Declaration for the Stoloski/Gonzalez subdivision and staff and consultant review of the proposed residence), there is no substantial evidence that the Project will have a significant effect on the environment.

Substantial evidence supports the conclusion that no subsequent environmental review is required because there are no substantial changes in the circumstances under which the Project is to be undertaken that would result in new or substantially more severe environmental impacts requiring major revisions to the adopted Mitigated Negative Declaration, and there is no new information that involves new significant environmental effects or a substantial increase in the severity of previously identified environmental effects that would require preparation of an EIR or a subsequent or supplemental Mitigated Negative

Declaration pursuant to Public Resources Code Section 21166 and CEQA Guidelines Sections 15162.

Evidence: An Initial Study (IS) and Draft Mitigated Negative Declaration (MND) were prepared and adopted for approval of the Stoloski/Gonzalez four-residential lot subdivision and associated Planned Unit Development Plan in conformance with the requirements of CEQA. The proposed residence is located on one of those four lots, conforms to the requirements of the Plan, and is required to comply with the mitigation measures in the MND as a condition of approval. City staff reviewed the proposed project and did not identify any adverse significant effects on the environment. The project biologist reevaluated the site and prepared an update to the biological resource evaluation. No changed circumstances or new impacts to biological resources were identified through the update process. The biologist concluded that the mitigation measures adopted with the previous MND are appropriate for the new house and site improvements.

EXHIBIT B
CONDITIONS OF APPROVAL
City Council Resolution C-25-_____
PDP-17-055

A. The following Conditions shall apply to the subject site:

1. CONFORMANCE WITH APPROVED PLANS. Development of the site shall conform to the approved plans entitled New Residence 2800 Champs Elysee Boulevard, Half Moon Bay, CA 94019 with a City date stamp of August 26, 2024, except for any revisions required by this permit. The Community Development Director and City Engineer shall review any change in impervious surface area; and the Director shall review and may approve any deviation from the approved plans that is determined minor in nature. Any other change shall require the submittal of a major modification application and fees and shall be subject to a public hearing as required by Title 18. (Planning)
2. CONFORMANCE WITH CONDITIONS OF APPROVAL. The Community Development Director shall review and may approve any deviation from the Conditions of Approval that is determined minor in nature. Any other change shall require the submittal of a major modification application and fees and shall be subject to a public hearing as required by Title 18. (Planning)
3. CONFORMANCE WITH THE MUNICIPAL CODE. No part of this approval shall be construed to permit a violation of any part of the Half Moon Bay Municipal Code. (Planning)
4. PREVIOUS CONDITIONS OF APPROVAL. This Project shall comply with the previous conditions of approval including mitigation measures from PDP-009-10, Resolution C-04-12. (Planning)
5. DEED RESTRICTION. A deed restriction shall be prepared, reviewed by the Community Development Director and City Attorney and recorded at the County Recorder's Office. The deed restriction shall identify the Further Restriction Area as a no-build easement. The deed restriction shall further require ongoing maintenance of the split rail fencing along the southern edge of the riparian buffer. (Planning)
6. LIGHTING. All exterior lighting shall be fully shielded so that no light source is visible from outside the property, except as otherwise expressly approved. (Planning)
7. MAINTENANCE AND LIABILITY. It shall be the duty of the Property Owner(s) whose property is adjacent to any portion of a public street or place to maintain the project frontage in a safe and non-dangerous condition. Maintenance shall include removal and replacement of concrete to eliminate tripping hazards; and pruning and trimming of trees, shrubs, ground cover and other landscaping within the public right-of-way. The Property Owner has the

primary and exclusive duty to fund and perform such maintenance and repair, whether or not the City has notified the property owner of the need for such maintenance or repairs or has performed similar maintenance or repairs in the past, pursuant to §12.18.020 and §12.18.030 of the Half Moon Bay Municipal Code. (Engineering)

8. NON-RIPARIAN BUFFER PROTECTION. The applicant/owner shall protect the non-riparian buffer from encroachments and inappropriate uses. A split rail fence shall be installed and permanently maintained to demarcate the non-riparian buffer on the project site. No development or uses, including but not limited to grading and landscaping, are to be installed or conducted within the 30 foot riparian buffer from the centerline of Pullman watercourse on the Project site other than those types of developments or uses specifically allowed for, and only if permitted according to the standards of the Local Coastal Program. (Planning)
9. LANDSCAPE MAINTENANCE. The applicant/owner shall ensure that all landscaped areas and/or fences are continuously maintained, and all plant material is maintained free of refuse and weeds and in a healthy growing condition. (Planning)

B. The following Conditions shall be fulfilled prior to the issuance of building permits:

1. SIGNED CONDITIONS OF APPROVAL. The applicant/owner shall submit a signed copy of the conditions of approval to the Planning Division prior to issuance of a building permit. (Planning)
2. REQUIRED PLAN REVISIONS. Prior to issuance of building permits, the applicant shall submit revised plans providing the following:
 - a. Landscaping design and plans shall be updated to comply with the updated grading and drainage plans.
 - b. Solid railing along the east elevation balcony shall be modified to a glass railing. (Planning)
3. TSUNAMI DISCLOSURE AND DEED RESTRICTION. Prior to issuance of building permits, the permittee shall cause to be recorded a disclosure of hazard presence and a hold harmless clause against the property indemnifying the City from any harm caused to permitted development by tsunami inundation. The form of said disclosure and clause must be approved by the City Attorney. (Planning)
4. 30-FOOT EASEMENT. Prior to issuance of building permits, the property owner shall make an irrevocable offer to the City of dedication of an easement across the northerly 30 feet of the subject parcel, between Champs Elysee Boulevard to the east and State Parks land to the west. The purpose of the easement is to allow for possible future drainage improvements along the south side of the Pullman watercourse. The form and means of conveyance shall be reviewed and approved by the City Engineer and City Attorney prior to recording the easement at the San Mateo County Recorder and prior to issuance of the building permit. (Planning and Engineering)

5. FLOOD PROTECTION. Per Policy 7-55 of the Local Coastal Land Use Plan, the finished floor elevation shall be at least 2 feet above the 100-year flood event. In the event that the finished floor is less than 2 feet above the 100-year flood event, the house design shall be modified to be at least 2 feet above the 100-year flood event and subject to minor and major architectural modification review per conditions of approval A1 and A2. (Planning and Engineering)
6. U.S. ARMY CORPS OF ENGINEERS. The applicant shall obtain any necessary approvals that may be required from the U.S. Army Corps of Engineers. It is the applicant's responsibility to make sure the Project is in compliance with all of the Corps' requirements. (Engineering)
7. DEVELOPMENT IMPACT FEES. The following impact fees shall be paid to the City prior to issuance of building permits in conformance with the City's adopted Master Fee Schedule:
 - a) Sewer Connection Fee
 - b) Storm Drainage Fee
 - c) Capital Outlay Facilities Fee
 - d) Traffic Mitigation Fee
 - e) Park Facilities Fee (Planning and Engineering)
8. SCHOOL IMPACT FEES. The applicant shall provide proof of payment of required school Impact fees to Cabrillo Unified School District prior to issuance of building permits. (Building)
9. VALID MEASURE D CERTIFICATE. No building permit shall be issued unless the Measure D Certificate issued for the property has not expired and remains valid to the satisfaction of the Community Development Director. (Planning)
10. PROJECT BIOLOGIST. Prior to issuance of building permits, the applicant shall submit to the Director the name, company affiliation, and contact information of the Project biologist who will oversee the construction. The Project biologist shall be selected from the City's List of Pre-approved Biological Consultants to the satisfaction of the Community Development Director. The applicant shall notify the Community Development Director in writing within 24 hours of any change in the Project biologist. (Planning)
11. PROJECT BIOLOGIST REVIEW OF LANDSCAPE PLAN AND EXCLUSIONARY FENCING PLAN. Prior to issuance of building permits, the Project biologist shall review and approve the landscape plan and plant list, to ensure that the landscaping will not negatively impact sensitive habitat within the study area. Additionally, a temporary wildlife exclusionary fencing plan shall be prepared and reviewed by the biologist to confirm that the temporary exclusionary fencing plan is in compliance with the adopted mitigation measures. (Planning)
12. CONSTRUCTION PLANS. File Number PDP-17-055 and the Conditions of Approval for this Project, as well as PDP-009-10, Resolution C-04-12 shall be provided on the cover page of

the building permit application plan submittal. All plans, specifications, engineering calculations, diagrams, reports, and other data for construction of the building and required improvements shall be submitted with the appropriate permit application to the City's Building and Engineering Divisions for review and approval. Computations and back-up data will be considered a part of the required plans. Structural calculations and engineering calculations shall be prepared, wet-stamped, and signed by an engineer or architect licensed by the State of California. The plans must show the location of the sewer connection and property line sewer cleanout. Construction plans shall indicate that there shall be no staging/storage of materials or any other use of the Pullman watercourse buffer area for construction purposes. (Planning)

13. PRE-CONSTRUCTION SITE MEETING. A pre-construction site inspection shall take place with City staff and the Project construction representative to review the requirements of the biological surveys and mitigation measures and to review construction site management, including parking, construction hours, and other conditions of approval, before ground disturbance is authorized. (Planning, Building, Engineering)
14. WATER CONSERVATION IN LANDSCAPING. The permittee shall submit a detailed landscape plan to the satisfaction of the Community Development Director. If the Project includes 500 square feet or more of irrigated landscaping (new or rehabilitated) the permittee shall submit landscape and irrigation plans and an Outdoor Water Efficiency Checklist that demonstrate compliance with the City's Water Conservation in Landscaping Ordinance (Chapter 13.04 of the Municipal Code) prior to issuance of building permits to the satisfaction of the Community Development Director. (Planning)
15. SURVEY REQUIRED. Submit a detailed topographic/site boundary survey certified by a licensed surveyor with building application plans. The survey shall include a baseline elevation datum point on, or close to the construction site, indicating existing grade of the datum. This datum point shall be permanent, marked, shall remain fixed in the field, and shall not be disturbed throughout the building process. Examples of datum points include: fire hydrants, manhole covers, survey markers, and street curbs. This datum point shall be shown on all site plans including revised/resubmitted plans. The survey must show the footprint and roof plan of the proposed residence and identify the existing grade elevations at the corners and roof ridgeline of the residence. (Building)
16. EVIDENCE OF WATER CONNECTION CAPACITY. Prior to the issuance of building permits, the permittee shall submit a letter from Coastside County Water District certifying that the subject site has an adequately-sized water connection for this approved Project. (Building)
17. EVIDENCE OF SEWER CONNECTION CAPACITY- GRANADA COMMUNITY SERVICES DISTRICT. The permittee shall comply with all applicable requirements of the Granada Community

Services District. Prior to the issuance of building permits, the permittee shall demonstrate issuance of a sewer permit from Granada Community Services District. (Building)

18. ACCESSIBILITY REQUIREMENTS. The proposed Project, including street improvements, shall comply with State of California and federal (ADA) accessibility standards and with the line of sight requirements of Half Moon Bay Zoning Code Section 18.06.040(B). (Building)
19. LOT GRADING, MATERIALS, EQUIPMENT AND VEHICLE STORAGE. No lot site grading, preparation, storage, or placement of construction materials, equipment, or vehicles shall take place prior to issuance of a building permit. Any earth movement on or off the site in excess of 50 cubic yards shall require the submittal of a grading plan for review by the City Engineer and issuance of a grading permit. Lot Grading includes, but is not limited to, any leveling, scraping, clearing, or removal of lot surface area. Materials, Equipment, and Vehicles include, but are not limited to:
1. All masonry, wood, and steel construction materials;
 2. All construction-related equipment and storage containers; and
 3. All construction-related vehicles, including temporary trailers.
 4. As part of the Grading Permit the following will also apply.
 - a. Maintenance. Maintain adjacent streets in a neat, clean, dust free and sanitary condition at all times and to the satisfaction of the City Engineer.
 - b. Street Restoration. Any damage caused to the adjacent streets shall comply to approved engineering standards for street restoration.
 - c. Visual Inspection. Prior to commencement of work, an initial visual inspection of the existing street condition will take place between contractor and public works inspector. Upon completion of work, a final visual inspection of the street condition will take place. Any damage caused to the street will require restoration per approved engineering standards.
 - d. BMPs. Adhere to all relevant BMP's per California Stormwater Quality Association (CASQA) BMP handbook, latest edition.
 - e. All trucks hauling soil, sand and other loose materials shall be covered with tarpaulins or equal.
 - f. Stockpiles. Stockpiles of soil and other construction related materials must be protected. Cover stockpiles with plastic until material is moved offsite.
 - g. Dust Control. Always provide sufficient dust control measures for the entire project.
 - h. Haul Route. Submit Haul route for approval, showing where and how the excavated soil will be transported off site. Transportation of the exported soil through the existing neighborhood to the north is not allowed.
 - i. Caltrans Legal Truck Access. If soils transport utilizes Hwy 1, verify with Caltrans Legal Truck Access for any requirements you may need when transporting on Hwy 1.

- j. Notification Letters. Contractor shall provide written notifications to all affected residents and property owners, Police and Fire, a minimum of one week prior to the start of work. (Engineering)

NOTE: The owner will be responsible for the maintenance of the drainage system.

- 20. COPPER BUILDING ELEMENTS. The building plans shall specify that all copper building elements will be pre-patinated at the factory, or if patination will occur on the site, the plans shall identify best management practices in conformance with the *San Mateo Countywide Water Pollution Prevention Program Requirements for Architectural Copper*, to the satisfaction of the City Engineer. (Engineering)
- 21. LOT DRAINAGE PLAN AND ON-SITE DETENTION. Construction plans submitted for building permits shall include a Lot Drainage Plan showing how the surface runoff is retained on the site. Plans shall include design details and supporting calculations for storm water detention on-site for the additional run-off from a twenty five year frequency storm of two hour duration. Plans shall show how the rear and side yards will properly drain to an approved BMP facility, and how the finished grades on the property relate to the existing grades on adjacent property. Predevelopment runoff from adjacent parcels shall be addressed in the lot drainage plan and incorporated into the on-site detention system. The Plan shall include pad elevation, finished floor elevation, site high and low points, drainage swales, area drains, and existing grade at adjacent property. The permittee shall provide appropriate measures to discharge the flood waters from any unfinished floor areas. (Engineering)
- 22. STORMWATER MANAGEMENT-TREATMENT (FOR NON-REGULATED PROJECTS). Non-regulated projects consist of single-family residences and other small projects that create and/or replace less than 5,000 square feet of impervious surface. Runoff from the site may not enter into Pullman watercourse. Construction plans submitted for building permits shall include a storm water management-treatment plan showing implementation of at least one of the six Low Impact Development (LID) measures listed below:
 - a. Direct runoff into cisterns or rain barrels and use rainwater for irrigation or other non-potable use;
 - b. Direct roof runoff into vegetated areas;
 - c. Direct runoff from sidewalks, walkways, and/or patios into vegetated areas;
 - d. Direct runoff from driveways and /or uncovered parking lots into vegetated areas;
 - e. Construct sidewalks, walkways, and/or patios with permeable surfaces; or
 - f. Construct bike lanes, driveways, and/or uncovered parking lots with permeable surfaces. (Engineering)

- g. Permittee shall also submit the 'stormwater checklist for small projects' with the building plan submittal. (Engineering)
23. EROSION AND SEDIMENT CONTROL. An erosion and sediment control plan shall be submitted that shows effective BMPs and erosion and sediment control measures for the site. Construction plans shall also include the "construction best management practices" plan sheet. Pullman watercourse shall be protected from erosion and sedimentation. (Engineering)
24. UNDERGROUND UTILITIES/SERVICES. Electric, telecommunication, and cable and utility service to the property shall be through underground service connections only. No overhead utilities are allowed. Show locations of all utility service connections: sanitary sewer, storm drain (if applicable), water (domestic and fire), cable television, telephone, electrical, and gas. (Engineering)
25. FIRE CLEARANCE REQUIREMENTS. The permittee shall comply with all applicable fire and building codes and standards relating to fire and panic safety as identified by the Coastside Fire Protection District during the building permit process. (Fire)
26. HARD-WIRED SMOKE DETECTORS/ALARMS. Pursuant to the adopted California Building and Residential Code, State Fire Marshal regulations and current Coastside Fire District Ordinance, the permittee shall install smoke detectors which are hard-wired, interconnected and have battery backup in each new or reconditioned sleeping room and at a point centrally located in the corridor or area giving access to each separate sleeping area. A minimum of one detector per floor is required. For alterations: If there is an attic, basement, crawl space or removal of a wall or ceiling that provides access, then all smoke alarms shall be hardwired and interconnected. Building plan submittals shall demonstrate conformance with these requirements to the satisfaction of the Building Official prior to issuance of building permits. (Fire)
27. COASTSIDE COUNTY WATER DISTRICT - REGULATIONS. The Project shall comply with all applicable regulations and requirements of the Coastside County Water District. Water service shall not be in the same trench as other utilities. (Water District)

C. The following conditions shall be implemented prior to and during construction:

1. TIMING OF NESTING BIRD AND RAPTOR SURVEYS. Biological surveys related to nesting birds and raptors, shall be conducted on all trees on the site and within 500 feet from the site for nesting raptors and 300 feet from the site for songbirds, regardless of the timing of the bird breeding season. The raptor and bird surveys shall be completed within 72 hours prior to the start of construction. (Planning)

2. TREE PROTECTION REQUIREMENTS. The following tree protection measures shall be implemented during construction:
 - a) Prior to commencement of construction, construction fencing shall be placed around the drip line of all trees proposed for preservation.
 - b) No grading or other construction shall occur within the drip line of any tree proposed for preservation except in conformance with a Tree Protection Plan approved by the Community Development Director.
 - c) No vehicle, equipment or materials shall be parked or stored within the drip line of any tree proposed for preservation.
 - d) New drainage basin west of the residence shall be sited and designed to avoid impacts to the Heritage trees on the site. (Planning, Building)
3. ARCHAEOLOGY-DISCOVERY OF HUMAN REMAINS. Pursuant to Section 7050.5 of the Health and Safety Code, and Section 5097.94 of the Public Resources Code of the State of California, in the event of the discovery of human remains during construction, there shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent remains. The County Coroner shall be notified and shall make a determination as to whether the remains are Native American. If the Coroner determines that the remains are not subject to his authority, he shall notify the California Native American Heritage Commission who shall attempt to identify descendants of the deceased Native American(s). If no satisfactory agreement can be reached as to the disposition of the remains pursuant to this State law, then the permittee shall re-inter the human remains and items associated with Native American burials on the property in a location not subject to further subsurface disturbance. (Planning)
4. ARCHAEOLOGY-DISCOVERY OF RESOURCES. If subsurface historic or archaeological resources are uncovered during construction, all work shall stop, the applicant shall notify the Community Development Director and retain a qualified archaeologist to perform an archaeological reconnaissance and identify any mitigation measures required to protect archaeological resources. Subsurface excavation shall not resume until expressly authorized by the Director. (Building)
5. SITE PROTECTION REQUIREMENTS. Construction fencing shall be installed along the southern edge of the 30 foot riparian buffer and eastern edge of the Further Restriction Area in order to prohibit access and protect these areas during construction. (Planning)
6. CONSTRUCTION TRAILERS. Temporary construction trailers are permitted as accessory uses in conjunction with the development of this site, subject to the following conditions:
 - a. The construction trailer shall be used as a temporary construction office only.
 - b. Neither sanitation facilities nor plumbed water is permitted within the trailer.
 - c. No overnight inhabitation of the construction trailer is permitted.

- d. No construction trailers are permitted on site prior to building permit issuance.
- e. The construction trailer shall be removed prior to issuance of a certificate of occupancy. (Planning)

7. AIR QUALITY BEST MANAGEMENT PRACTICES. The Project shall implement the following standard BAAQMD dust control measures during all phases of construction on the Project site:

- All active construction areas shall be watered twice daily or more often if necessary. Increased watering frequency shall be required whenever wind speeds exceed 15 miles-per-hour.
- Pave, apply water three times daily, or apply non-toxic soil stabilizers on all unpaved access roads and parking and staging areas at construction sites.
- Cover stockpiles of debris, soil, sand, and any other materials that can be windblown. Trucks transporting these materials shall be covered.
- All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day or as often as necessary to keep them free of dust and debris associated with site construction. The use of dry power sweeping is prohibited.
- Subsequent to clearing, grading, or excavating, exposed portions of the site shall be watered, landscaped, treated with soil stabilizers, or covered as soon as possible. Hydroseed or apply (non-toxic) soil stabilizers to inactive construction areas and previously graded areas inactive for 10 days or more.
- Installation of sandbags or other erosion control measures to prevent silt runoff to public roadways.
- Replanting of vegetation in disturbed areas as soon as possible after completion of construction.
- Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to five minutes. Clear signage shall be provided for construction workers at all access points.
- All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.
- Post a publicly visible sign with the telephone number and person to contact at the City of Half Moon Bay regarding dust complaints. This person shall respond and take corrective action within 48 hours. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations. (Building)

8. HAZARDOUS MATERIALS. Any materials deemed hazardous by the San Mateo County Department of Health that are uncovered or discovered during the course of work under this permit shall be disposed in accordance with regulations of the San Mateo County of Health. (Building)

9. COMPLIANCE WITH CBC. All structures shall be constructed in compliance with the standards of the 2016 California Codes of Regulations Title 24, including Building Code, Residential Code, Administrative Code, Mechanical Code, Plumbing Code, Electrical Code, Energy Code, Fire Code and Green Building Code to the satisfaction of the Building Official. (Building)
10. FIRST FLOOR HEIGHT VERIFICATION. Prior to below floor framing or concrete slab steel reinforcement inspection, a stamped and signed building height verification letter shall be submitted to the City from a licensed land survey certifying that the first-floor height as constructed is equal to (or less than) the elevation specified for the first floor height in the approved plans. (Building)
11. BUILDING PAD ELEVATION. The building pad shall be at least one-foot above the centerline crown of the roadway or the top of the curb. (Engineering)
12. OVERALL PROJECT HEIGHT. Maximum overall height of the Project, including any grading, foundation, pad, and building elevations shall be calculated using the elevation points indicated on the topographic survey map submitted at the time of application. The approved height of all projects developed in the City will be measured from existing grade as indicated on the submitted topographical survey. (Building)
13. COMPLETION OF UTILITIES. Any public utilities requiring relocation as a result of the construction of the building(s) or improvements under this permit shall be relocated at the owner's expense. (Building)
14. CONSTRUCTION HOURS. Construction work shall be limited to the hours of 7:00 a.m. to 6:00 p.m. Monday through Friday; 8:00 a.m. to 6:00 p.m. Saturdays; and 10:00 a.m. to 6:00 p.m. Sundays and holidays, except as expressly authorized by the City Engineer in conformance with Section 14.40.020 of the Half Moon Bay Municipal Code. (Engineering)
15. NOTICE OF DISRUPTION. The permittee shall provide written notice to affected property and business owners and a copy of such notice to the City Engineer a minimum of two business days prior to any planned disruption of pedestrian or vehicular traffic, parking, or public service facilities. (Engineering)
16. CONSTRUCTION MATERIAL STORAGE. Construction material shall not be stored in the street right-of-way without issuance of a Temporary Encroachment Permit. (Engineering)
17. ENCROACHMENT PERMIT. The permittee shall obtain an Encroachment Permit for any construction activity within the City right-of-way or affecting City improvements. Haul route and traffic control plan shall be included with the Encroachment Permit submittal. All improvements constructed within the City right-of-way shall conform to City standards to the satisfaction of the City Engineer.

- a. Please note that an encroachment permit may need to be submitted and approved for if the electrical work is required in the City's ROW. Based on the plans, I do not see an electrical stub out.
- b. The encroachment permit application can be submitted after the issuance of the building permit. Please see the attached street encroachment permit application.
- c. Please note that work within the Public ROW shall not start until the City of Half Moon Bay has received the contractor's information.
 - i. The Contractor for this work shall be a minimum a Class A Licensed Contractor.
 - ii. Once the contractor's information has been obtained, please submit the Contractor's Certificate of Insurance and Endorsement naming the City of Half Moon Bay as additionally insured and naming the City of Half Moon Bay as the Certificate Holder.
 - iii. Once the contractor's information has been obtained, please ensure that the contractor has an active business license with the City of Half Moon Bay.
- d. If electrical work is needed, trenching would most likely need to occur. Since trenching would occur within the Public ROW, Traffic Control Plans will be required as part of the submittal of the encroachment permit. (Engineering)

D. The following conditions shall be implemented prior to issuance of an occupancy permit:

1. EXTERIOR COLORS AND MATERIALS. Exterior building colors and materials shall be in substantial conformance with those shown on the approved color and materials board date-stamped 5/25/2020 to the satisfaction of the Director of Community Development. (Planning)
2. CCTV OF EXISTING SANITARY SEWER LATERAL LINE. To ensure the integrity of the existing private sanitary sewer lateral that is stubbed out, the Public Works Department requires a CCTV video for the private sewer lateral prior to the Public Works final of the building permit. (Engineering)
3. CONSTRUCTION OF STREET IMPROVEMENTS. All street improvements shall be constructed in conformance with approved plans and permits prior to issuance of a certificate of occupancy to the satisfaction of the City Engineer. (Engineering)
4. DISPLAY OF SINGLE-FAMILY STREET ADDRESS. Prior to issuance of a Certificate of Occupancy, the residential dwelling shall display an internally-illuminated street address number in a prominent location on the dwelling, visible from the street (a minimum of 6 feet above the surface of the driveway), and with contrasting background and letters/numbers that are 4 inches in height with a minimum 3/4-inch stroke. Where a building is set back from the street or otherwise obscured, a street address with 3-inch

reflective numbers/letters shall also be provided near the driveway entrance leading to the dwelling. (Fire, Building)

E. Validity and Expiration of Permits

1. **EFFECTIVE DATE.** This site is located within the Coastal Appeal Zone. This permit shall take effect after expiration of the Coastal Commission appeal period, or if the permit is appealed to the Coastal Commission during the appeal period, it shall take effect after final Coastal Commission action. (Planning)
2. **ACCURACY OF APPLICATION MATERIALS.** The permittee shall be responsible for the completeness and accuracy of all forms and material submitted for this application. Any errors or discrepancies found therein may be grounds for the revocation or modification of this permit and/or any other City approvals. (Planning)
3. **PERMIT EXPIRATION.** The Coastal Development Permit (CDP) and Architectural Review shall expire one year from its date of final approval if the use/development has not commenced in conformance with this permit or the applicant has not obtained an extension of the permit. (Planning)
4. **PERMIT EXTENSION.** The Community Development Director may, at the Director's discretion, approve a Minor Amendment for a single one-year extension of this permit based on a written request and fee submitted to the Director prior to expiration of the permit. Submittal of a Building Permit application with development plans prior to expiration of the permit shall constitute an extension of this permit until the building permit is issued or until the Building Official determines the applicant is no longer diligently pursuing the required building permit. Any other extension shall require approval of a Major Permit Amendment prior to expiration of the permit. Any Major Permit Amendment Application to extend the permit shall be filed a minimum of ninety (90) days prior to permit expiration to ensure adequate processing time. (Planning)
5. **PERMIT RUNS WITH THE LAND.** The approval runs with the land and the rights and obligations thereunder, including the responsibility to comply with conditions of approval, shall be binding upon successors in interest in the real property unless or until such permits are expressly abandoned or revoked. (Planning)
6. **HOLD HARMLESS.** To the fullest extent allowed by law, the permittee agrees as a condition of approval of this application to indemnify, protect, defend with counsel selected by the City, and hold harmless, the City, and any agency or instrumentality thereof, and its elected and appointed officials, officers, employees and agents, from and against an and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorney's fees and disbursements (collectively, "Claims") arising out of or in any way relating to the approval

of this application, any actions taken by the City related to this entitlement, any review by the California Coastal Commission conducted under the California Coastal Act Public Resources Code Section 30000 et seq., or any environmental review conducted under the California Environmental Quality Act, Public Resources Code Section 210000 et seq., for this entitlement and related actions. The indemnification shall include any Claims that may be asserted by any person or entity, including the permittee, arising out of or in connection with the approval of this application, whether or not there is concurrent, passive or active negligence on the part of the City, and any agency or instrumentality thereof, and its elected and appointed officials, officers, employees and agents. The permittee's duty to defend the City shall not apply in those instances when the permittee has asserted the Claims, although the permittee shall still have a duty to indemnify, protect and hold harmless the City. (City Attorney).

OWNER'S/PERMITTEE'S CERTIFICATION:

I have read and understand and hereby accept and agree to implement the foregoing conditions of approval of the Coastal Development Permit.

APPLICANT:

(Signature)

(Date)

ATTACHMENT 3

PLANNING COMMISSION RESOLUTION P-24-09
RESOLUTION FOR DENIAL
PDP-17-055

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HALF MOON BAY DENYING A COASTAL DEVELOPMENT PERMIT AND ARCHITECTURAL REVIEW TO ALLOW THE CONSTRUCTION OF A NEW 4,710 SQUARE-FOOT TWO-STORY RESIDENCE AT 2800 CHAMPS ELYSEE BOULEVARD IN THE PLANNED UNIT DEVELOPMENT ZONING DISTRICT AND THE RESIDENTIAL-LOW DENSITY GENERAL PLAN DESIGNATION (APN 048-133-060)

WHEREAS, an application was submitted requesting approval of Coastal Development Permit and Architectural Review to allow the construction of a new 4,710 square-foot two-story, single-family residence at 2800 Champs Elysee Boulevard in the Planned Unit Development Zoning District and the Stoloski/Gonzalez Planned Development District General Plan designation (APN: 048-133-060) (the "Project"); and

WHEREAS, the procedures for processing the application have been followed as required by law; and

WHEREAS, the Architectural Advisory Committee (AAC) conducted duly noticed public design review sessions on September 22, 2022, and December 15, 2022 at which time all those desiring to be heard on the matter were given an opportunity to be heard; and

WHEREAS, at the second meeting, the AAC was supportive of the revised design and had only minor suggestions for design changes, which were integrated into the project design as feasible; and

WHEREAS, the Planning Commission previously conducted duly noticed public hearings for the Project on August 14, 2018, April 9, 2019, May 26, 2020, and July 11, 2023; and

WHEREAS, the Planning Commission conducted a duly noticed public hearing on the Project on September 10, 2024, at which time all those desiring to be heard on the matter were given an opportunity to be heard; and

WHEREAS, the Planning Commission considered all written and oral testimony presented for consideration; and

WHEREAS, the Planning Commission was not able to make the required findings to approve the requested permits and therefore did not approve the requested permits and project, as set forth in Exhibit A to this resolution;

PASSED AND ADOPTED by the City of Half Moon Bay Planning Commission at a duly noticed public hearing held September 10, 2024.

AYES, Gorn, Hernandez, Gossett
NOES,
ABSENT, Ruddock, Joanes
ABSTAIN,

APPROVED:


Margaret Gossett, Chair


Steve McHarris, Interim Community Development Director

EXHIBIT A
FINDINGS AND EVIDENCE
Planning Commission Resolution P-24-09
PDP-17-055

Coastal Development Permit – Findings for Denial

The required Coastal Development Permit for this project may be approved or conditionally approved only after the approving authority has made the findings listed in Municipal Code Section 18.20.070. The Planning Commission cannot make one of those required findings (i.e., the development as proposed or as modified by conditions, conforms to the Local Coastal Program) for the following reasons:

1. **Local Coastal Program** – *The development as proposed or as modified by conditions, conforms to the Local Coastal Program.*

LUP Policy 7-51. Flood Hazard Avoidance for New Development: Ensure that no new permitted development causes or contributes to flood hazards.

Non-Compliance: The Planning Commission lacked sufficient information to determine that the project would not cause or contribute to flood hazards.

LUP Policy 7-57. Flood Protection Evaluation: Require new development proposals to evaluate potential impacts to adjacent or downstream properties from all proposed structural flood protection measures to ensure that the flood protection measures will not create adverse direct and/or cumulative impacts either on-site or off-site.

Non-Compliance: The proposed project has not evaluated potential impacts to adjacent properties from its proposed structural flood protection measures.

Environmental Review – Finding

CEQA – The project will not have a significant effect on the environment.

Evidence: Pursuant to CEQA Guideline 15270, CEQA does not apply to projects which a public agency rejects or disapproves. Denied projects are statutorily exempt from CEQA.

ATTACHMENT 4

Schaaf & Wheeler CONSULTING CIVIL ENGINEERS

250 Bel Marin Keys Boulevard
Bldg. A, Ste. 205
Novato, CA 94949
(415) 271-3117

April 23, 2025

Maziar Bozorginia, PE, QSD/P
Public Works Director/City Engineer
501 Main Street
Half Moon Bay, CA 941019

Subject: 2800 Champs Elysee Boulevard Flood Impact Study

Dear Maziar Bozorginia

Schaaf & Wheeler was hired to determine the hydrologic and hydraulic impacts of the development of 2800 Champs Elysee Boulevard (Site) on Pullman Ditch. The Site in relation to Pullman Ditch can be seen in Figure 1.

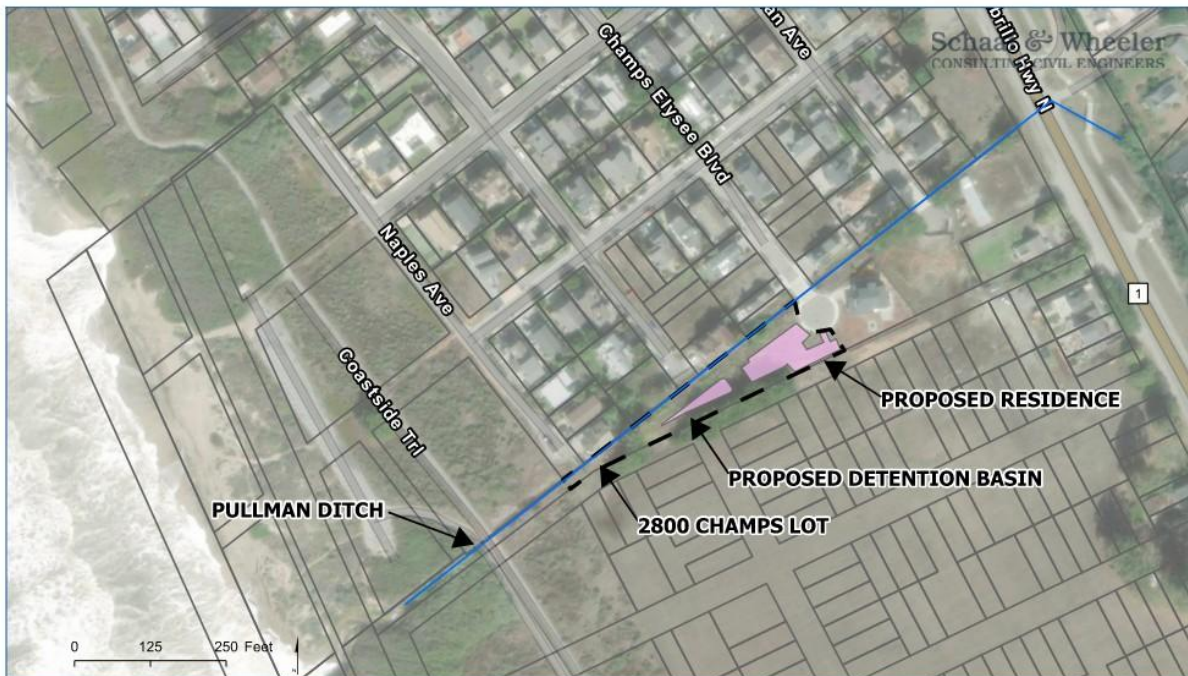


Figure 1. Location of 2800 Champs Blvd

The 100-year storm was analyzed because it is the storm event that is used by FEMA to map floodplains and the site has a proposed detention basin designed to detain the volume of runoff generated during storm events up to a 25-year storm event. Schaaf & Wheeler reviewed the calculations of the detention basin and it has adequate capacity for the runoff generated from the site during a 25-year event.

The existing conditions are based on previous modeling done by Schaaf & Wheeler in September 2024 which used County LiDAR data from 2017 and survey data from Waterways Consulting Inc. of the Pullman Ditch. However, this analysis used the City's zoning data to

develop hydrologic flows which meant that the analysis already included this parcel as developed.

To account for the changes on this site based on the proposed development, the hydrology was re-done based on existing conditions using aerial imagery instead of zoning parcel data. Proposed conditions are based on the same LiDAR and survey with the addition of the building plans provided by JMH Weiss and dated August 2024.

Hydrologic and Hydraulic Analyses

The impacts of developing the Site include increased flow to Pullman Ditch either due to greater impervious surfaces or increased blockage. The rise in imperviousness is caused by converting undeveloped land into a residence and leads to higher flow into Pullman Ditch. This scenario was analyzed using hydrologic modeling in HEC-HMS. Additionally, increased blockage from the proposed structure redirects more water into Pullman Ditch. These blockage effects were evaluated in HEC-RAS using the peak hydrologic flows from HEC-HMS.

Hydrologic Analysis

HEC-HMS needs two inputs into the model - the characteristics of the watershed and the rainfall patterns to determine a peak flow. Watershed characteristics include area, curve number, percent impervious, and lag time for the model to understand how the watershed generates runoff. These values are presented in Table 1.

Table 1. HEC-HMS Watershed Characteristics

Parameter	Value
Area (acres)	143
Curve Number	73(AMC II½)
Impervious (%)	48
Lag Time (minutes)	17.1

The watershed area to Pullman Ditch was determined using the 2017 San Mateo County LiDAR, survey data from 2023, and discussions with City of Half Moon Bay (City) staff. The watershed area is approximately 143 acres (converted to miles for HMS) and can be seen in Figure 2. The 2800 Champs lot is on the figure for comparison and is 0.68 acres.

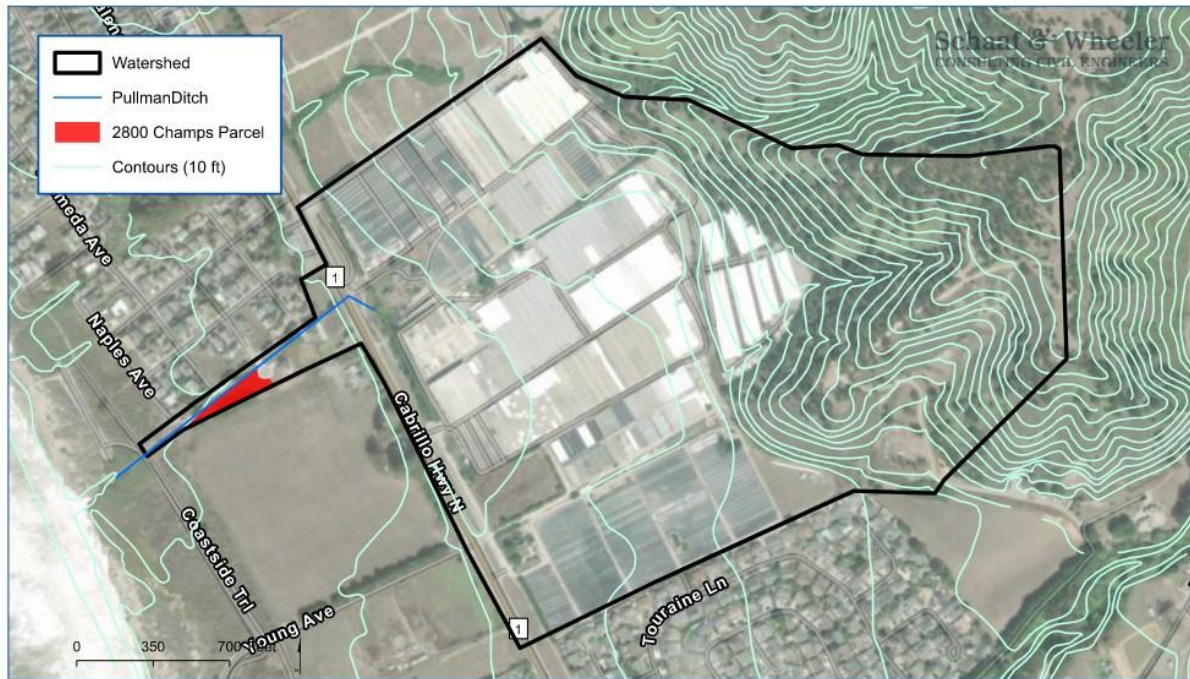


Figure 2. Pullman Ditch Watershed

Antecedent moisture condition (AMC) is defined as the moisture content of a soil prior to any precipitation event. The Santa Clara County Drainage Manual (County Manual) specifies a calibrated AMC value to properly convert the rainfall event's frequency of occurrence into the equivalent frequency of the runoff event. The 100-year storm is categorized under AMC II $\frac{1}{2}$.

The curve number (CN) was calculated using soil group data and land classification. The soil group was determined by the National Resource Conservation Service (NRCS). NRCS runoff CNs were assigned to the City land use designations based on hydraulic soil group using values published in the County Manual. The land use and percent impervious for each land use type is based on values published in the County Manual and validated using high-resolution aerial photography.

Most of the watershed land use classification is mixed forest and grassland. A small portion is commercial (Rocket Farms). An even smaller portion is single-family residential. The majority of the soil group classification are groups B and D, with a small portion in Group C. Detailed calculations can be found in Attachment 1.

Lag time was calculated per equation 4-1 in the County Manual. The watershed roughness value (N) was determined to be 0.08 for natural channels with little to no urbanization since the majority of the watershed is mixed forest and grassland. The longest flow path and slope were calculated using ArcGIS Pro.

The County Manual provides the total rainfall depth for each mean annual precipitation (MAP) and storm frequency using equation 3-3. The MAP within Half Moon Bay is 28 inches based on the MAP figure in the County Manual. The County's rainfall pattern is distributed in 5-minute time increments, with a fraction of the total rainfall apportioned to each 5-minute increment, as

shown in Attachment 2. The resulting 24-hour rainfall pattern with 5-minute time steps is then prorated based on the MAP.

Land type is the only watershed parameter that would change from the proposed development changing the parcel from undeveloped to single family residential. The percent impervious would change from 0% (undeveloped) to 25% (low-density residential). The curve number would change from 52 (Soil type B, Open space) to 58 (Soil Type B, low density residential). These changes do not change the overall watershed imperviousness and curve numbers since the lot is 0.68 acres and the watershed area is 143 acres. Any change from the Site would only account for 0.005% of the total watershed. Therefore, there is only one HEC-HMS scenario and so there is no change in flow.

The peak flow for the 100-year was determined to be 175.0 cfs and the hydrograph is shown in Figure 3. This hydrograph was used as in the input for the hydraulic model in HEC-RAS.

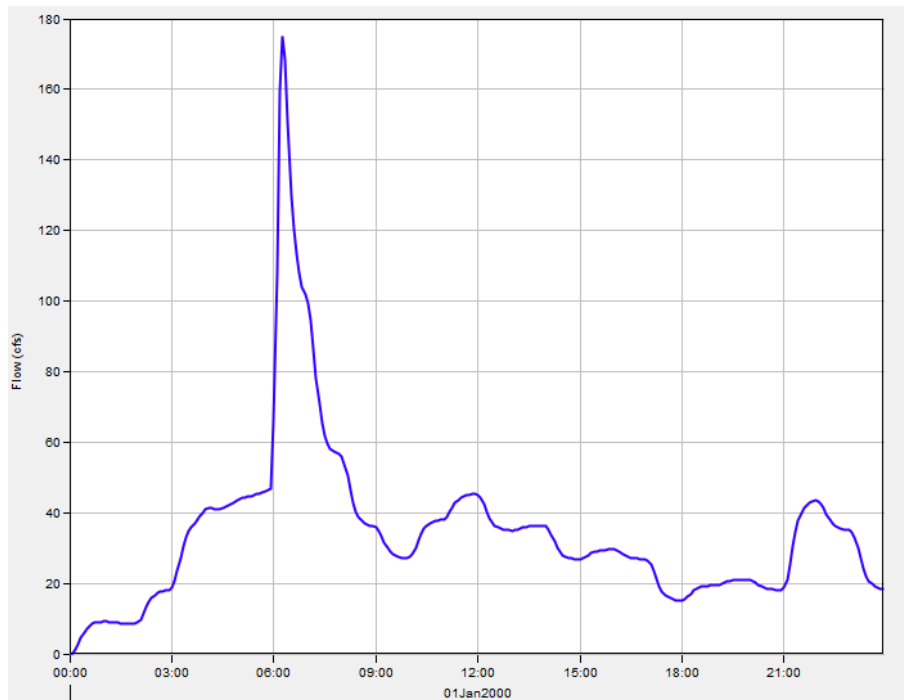


Figure 3. 100-Year Hydrograph

Hydrologic QAQC Analysis

The HEC-HMS was used to calculate the overall watershed's peak flow is less sensitive to small changes in land use such as those created by the 2800 Champs development. Therefore, the Rational Method was used to determine the additional peak flow created by the development.

The Rational Method is an equation that requires watershed characteristics such as the runoff coefficient, intensity, and study area. The runoff coefficient for the undeveloped scenario was chosen to be equivalent to the land use type known as "open space" and the developed scenario was chosen to be "low density residential". The runoff coefficients were taken from the County Manual. The intensity is the design rainfall intensity (inches per hour) for a duration

equal to the time of concentration for the basin. A time of concentration of 5-minutes for the residential (proposed) scenario and 10-minutes for the undeveloped (existing) scenario were selected. The rainfall intensity was obtained from the National Oceanic and Atmospheric Administration (NOAA) which is based on real-life gages. The area used was the total lot area for 2800 Champs which is 0.68 acres. The parameters are summarized in Table 2.

Table 2. Rational Method Watershed Characteristics

Parameter	Scenarios	
	Undeveloped	Developed
Runoff Coefficient (C)	0.10	0.30
Time of Concentration (min)	10	5
100yr Intensity (in/hour)	3.14	4.39
Area (acres)	0.68	0.68

The 100-year peak flow for the undeveloped scenario resulted in 0.2 cfs and the developed scenario in 0.9 cfs. so there is a 0.7 cfs increase to Pullman Ditch from developing the site.

Hydraulic Analysis

Two-dimensional (2D) modeling in HEC-RAS was determined to be the appropriate modeling for Pullman Ditch to better understand and trace the additional flow from the development of 2800 Champs. Schaaf & Wheeler previously studied this area and created HEC-RAS modeling in September 2024. The previous geometry was modified to account for the proposed structure at 2800 Champs based on the drawings from JMH Weiss. The peak flow used was 175.7 cfs based on the 175 cfs from HEC-HMS and 0.7 cfs from the Rational Method.

Schaaf & Wheeler georeferenced the plans and created a blockage based on the perimeter of the proposed house, garage and deck. The detention basin was not modeled as a blockages because the PDF grading plans show the finished grading of the perimeter to be at existing grade. The depth of the pond was not model because the pond is only sized for a 25-year event and so it would be full of water during the 100-year event. Water would not be stored in the pond and would continue to flow through the area as if it was land.

The proposed blockage (house, garage and deck) was set to be at an arbitrary elevation higher than the surrounding area. The elevation nearby ranges from about 30.0 ft NAVD88 to 40.0 ft NAVD88, so the blockage is set at 50.0 ft NAVD88 to fully account for the obstruction of any overland flows. Figure 4 shows the outline of the blockages.

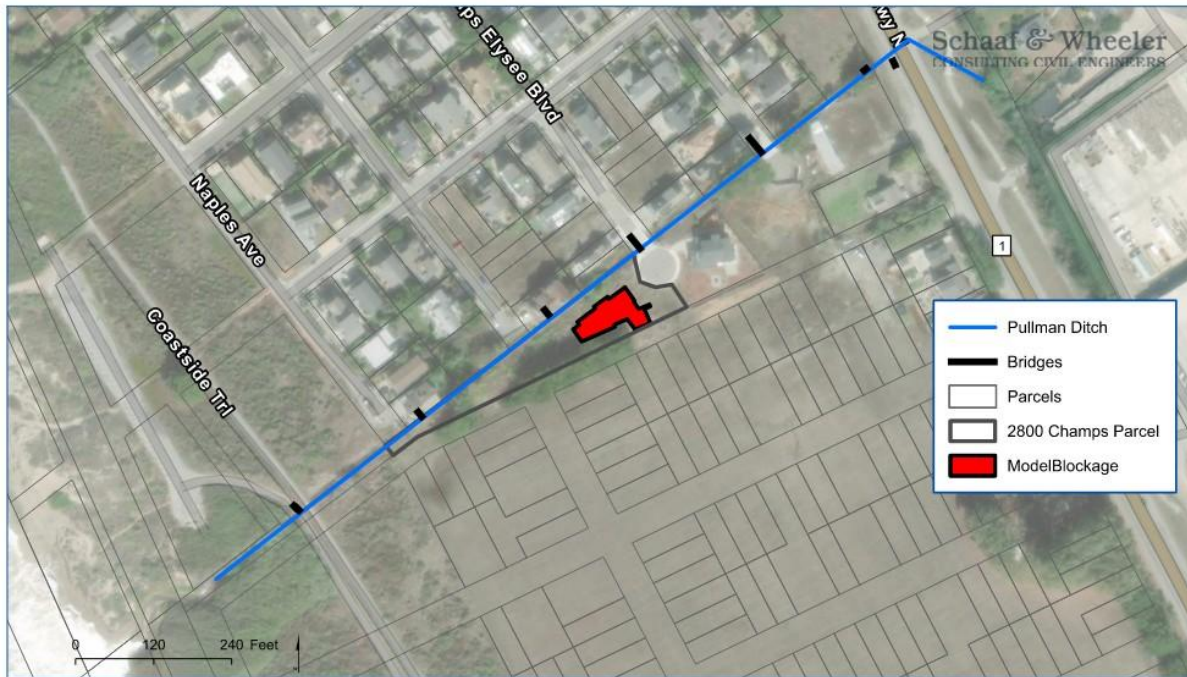


Figure 4. Blockage Location

Model results show that during the 100-year storm, the proposed development creates a change in water surface elevation of 0.02-ft within Pullman Ditch which could be related to the blockage or due to modeling sensitivity. The maximum water surface elevation difference in the overbank spills from Pullman Ditch is 0.1-ft and occurs 50.0-ft south of the proposed development and is contained within the parcel to be developed. Figures 8-11 are cross-sections that demonstrate the water surface elevation differences. The location of the selected cross-sections can be seen on Figures 6 and 7. Figure 6 shows the water surface elevations (WSE) of the existing model (without the development) and Figure 7 shows the proposed WSE (with the development). The proposed structure is being placed on an area of high ground that does not provide significant conveyance for the spills out of Pullman Ditch.



Figure 6. 100-yr Existing Results (2800 Champs Undeveloped)



Figure 7. 100-yr Proposed Results (2800 Champs Developed)

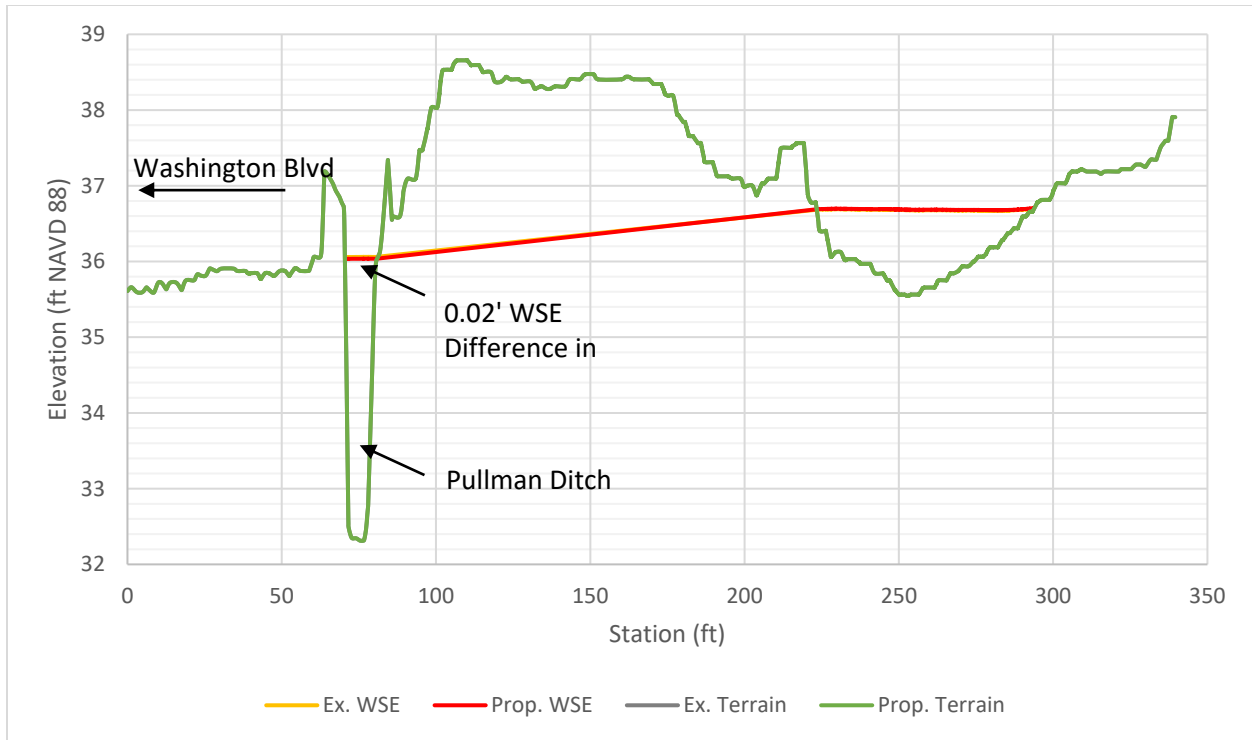


Figure 8. Profile A (Looking Upstream)

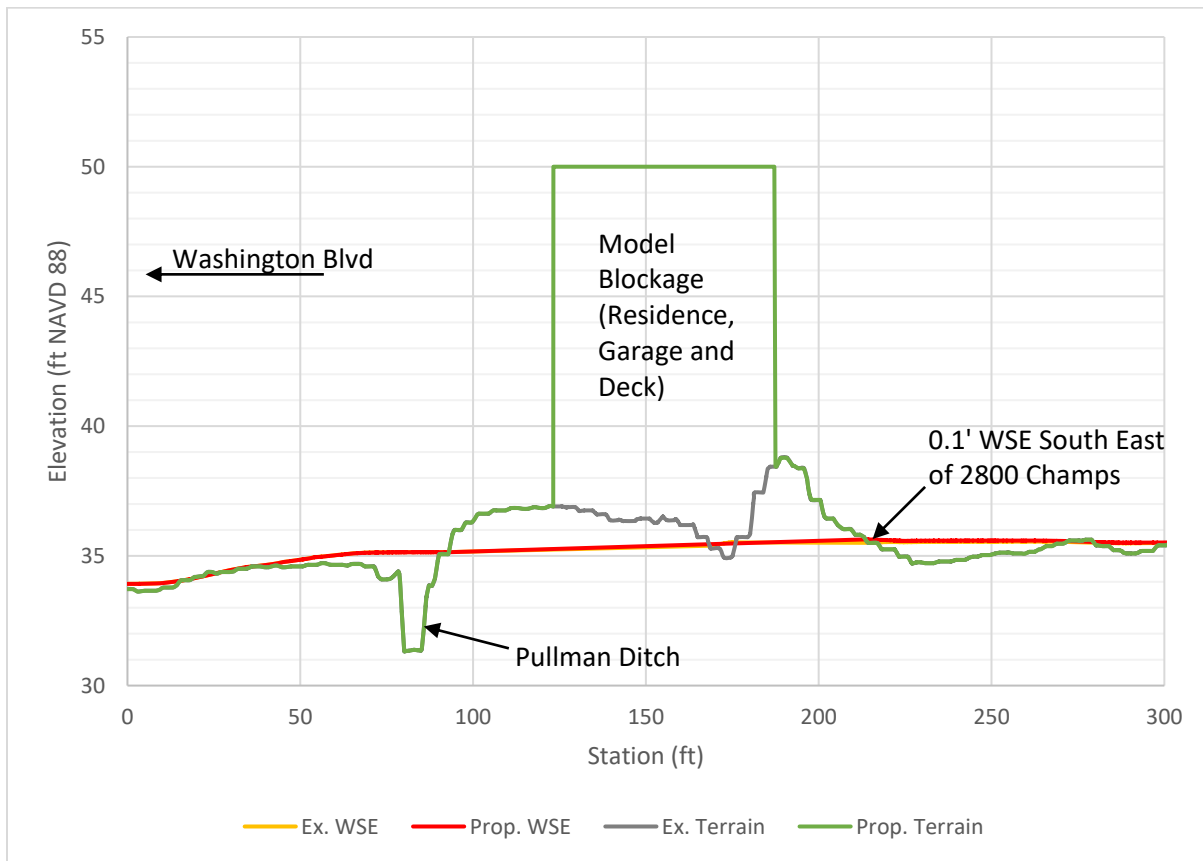


Figure 9. Profile B (Looking Upstream)

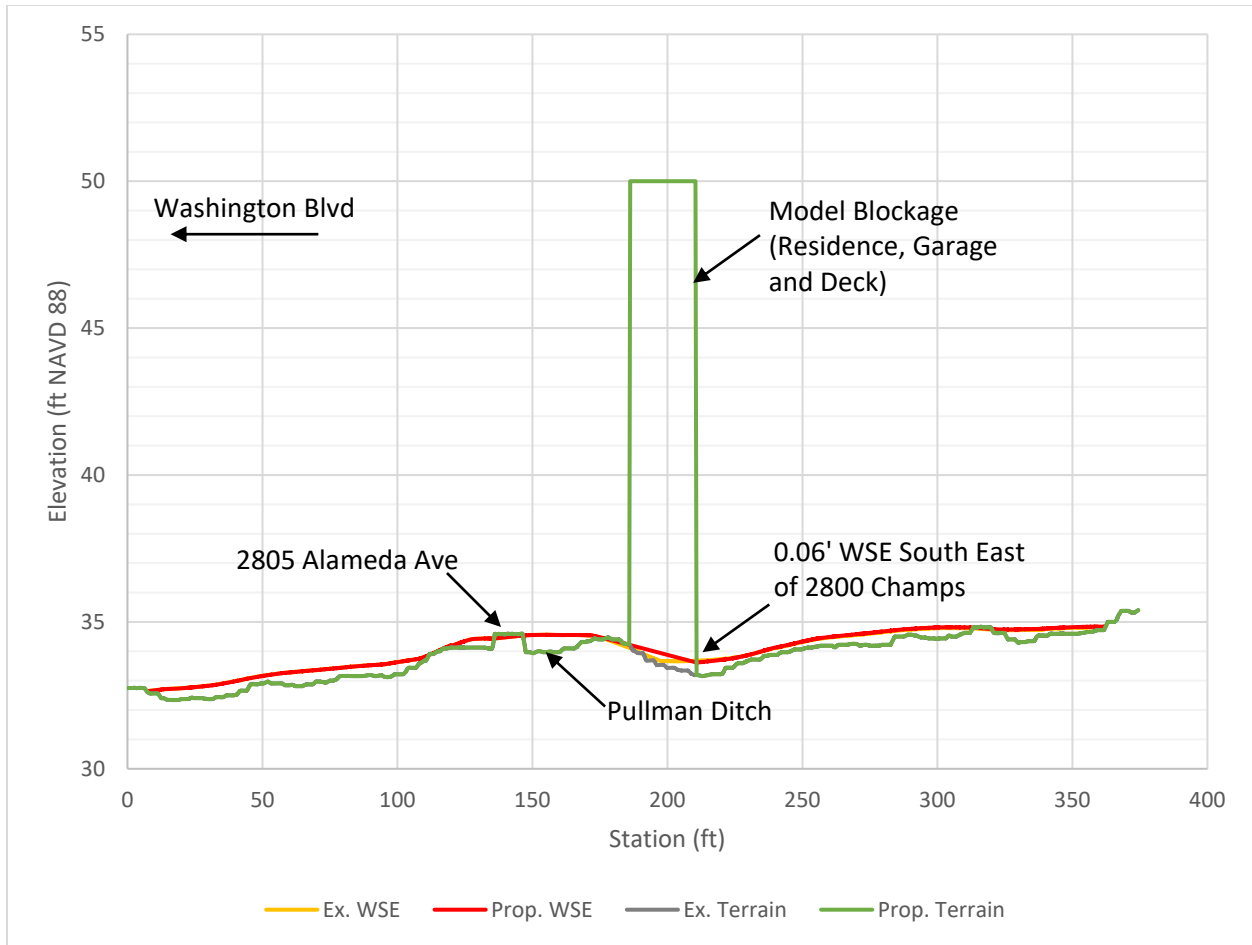


Figure 10. Profile C (Looking Upstream)

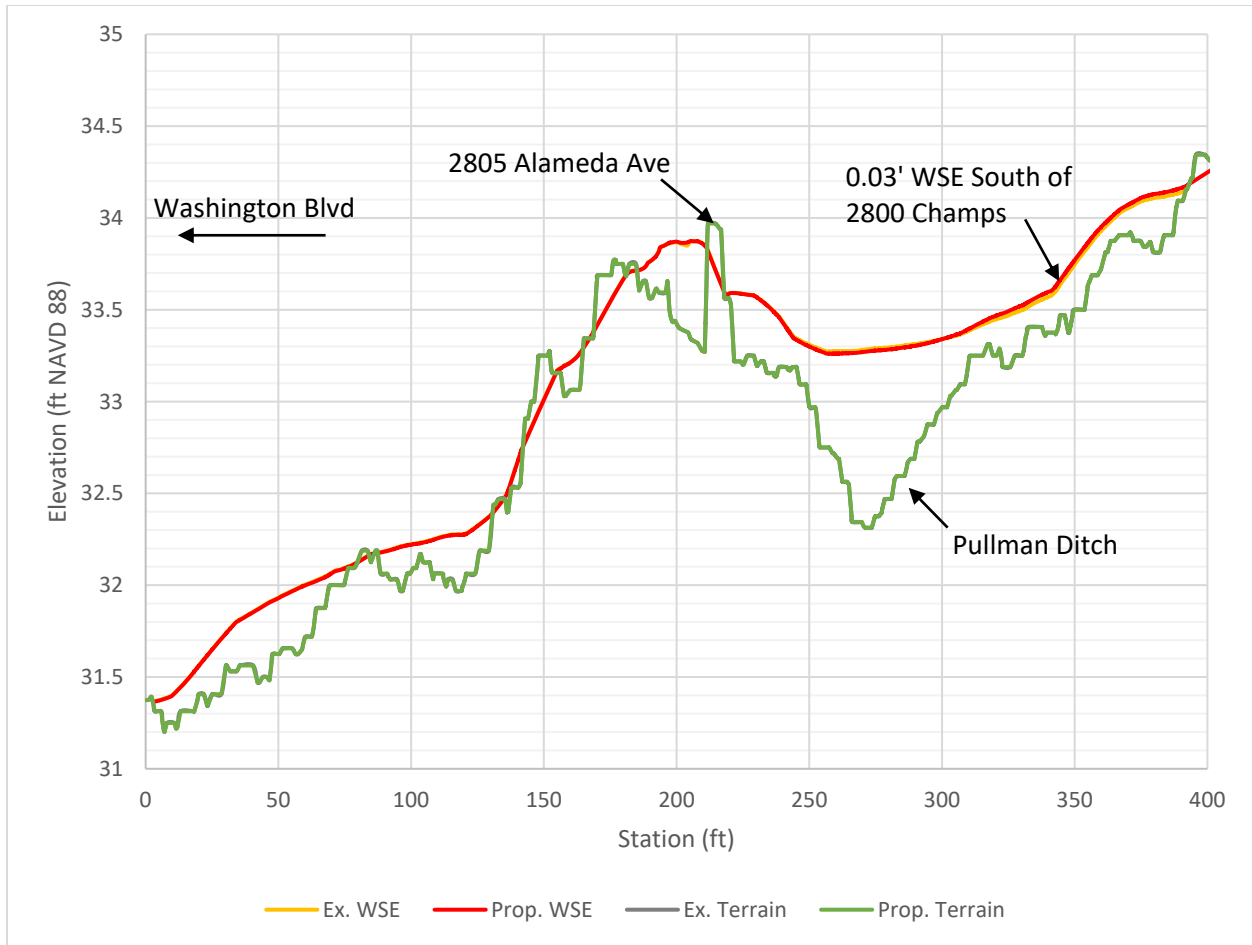


Figure 11. Profile D (Looking Upstream)

Conclusion

The hydrologic analysis shows an increase in watershed flow of 0.4% and the hydraulic modeling analysis shows an increase in water surface elevations (WSE) of 0.02-ft within Pullman Ditch and 0.1-ft within the parcel at 2800 Champs Elysee Blvd during the 100-year storm event.

Sincerely,
Schaaf & Wheeler

Robin Lee, PE, CFM
Senior Project Manager

ATTACHMENT 1

Hydrology Calculations

Curve Number and Impervious Calculations

2800 Champs as Open Space

Values based on AMC = 2 from SCC Drainage Manual

Santa Clara Drainage Manual	% Impervious	Area (acres)	A	B	C	D	
Mixed Forest	0		51.9	40	52	63	72
Row Crops	1		1.86	67	75	82	85
Commercial/Industrial	80		75.4	44	58	71	74
Road	100		5.70	100	100	100	100
Low Density Residential			2.87	44	58	71	74
2800 Champs as Open Space	0		0.68	40	52	63	72
Total		138.41					

Subbasin CN assignments

Soil Group	Zone	Acres	CN2	CN2.5	CN2*Area	CN2.5*Area	
B	2800 Champs (Open Space)		0.2	52	62	8.19	9.76
B	Commercial		64.8	58	67	3756.89	4339.85
D	Commercial		10.6	71	79	755.01	840.08
B	Row Crops		1.9	75	82	139.76	152.81
A	Mixed Forest		0.0	40	50	0.00	0.00
B	Mixed Forest		9.8	52	62	511.82	610.24
C	Mixed Forest		3.8	63	72	237.54	271.47
D	Mixed Forest		38.3	72	79	2755.50	3023.40
B	Residential		2.7	58	67	154.45	178.41
C	Residential		0.2	71	79	14.87	16.55
B	Road		5.7	100	100	570.29	570.29
Total		137.9					

Weighted Values

% Impervious	48
CN2	65
CN2.5	73

2800 Champs as Low Density Residential

Values based on AMC = 2 from SCC Drainage Manual

Santa Clara Drainage Manual	% Impervious	Area (acres)	A	B	C	D	
Mixed Forest	0		51.9	40	52	63	72
Row Crops	1		1.86	67	75	82	85
Commercial/Industrial	80		75.4	44	58	71	74
Road	100		5.70	100	100	100	100
Low Density Residential			2.87	44	58	71	74
2800 Champs as Low Res	25		0.68	44	58	71	74
Total		138.41					

Subbasin CN assignments

Soil Group	Zone	Acres	CN2	CN2.5	CN2*Area	CN2.5*Area	
B	2800 Champs (Res)		0.2	58	67	9.13	10.55
B	Commercial		64.8	58	67	3756.89	4339.85
D	Commercial		10.6	71	79	755.01	840.08
B	Row Crops		1.9	75	82	139.76	152.81
A	Mixed Forest		0.0	40	50	0.00	0.00
B	Mixed Forest		9.8	52	62	511.82	610.24
C	Mixed Forest		3.8	63	72	237.54	271.47
D	Mixed Forest		38.3	72	79	2755.50	3023.40
B	Residential		2.7	58	67	154.45	178.41
C	Residential		0.2	71	79	14.87	16.55
B	Road		5.7	100	100	570.29	570.29
Total		137.9					

Weighted Values

% Impervious	48
CN2	65
CN2.5	73

ATTACHMENT 2

Rainfall Pattern

Fraction of Total Rainfall

Time	Map 28	Time (cont.)	Map 28 (cont.)	Time (cont.)	Map 28 (cont.)	Time (cont.)	Map 28 (cont.)	Time (cont.)	Map 28 (cont.)	Time (cont.)	Map 28 (cont.)	Time (cont.)	Map 28 (cont.)
0:00	0.1543	3:35	0.6157	7:10	0.5256	10:45	0.3443	14:20	0.2315	17:55	0.1286	21:30	0.3729
0:05	0.1543	3:40	0.6157	7:15	0.5256	10:50	0.3443	14:25	0.2315	18:00	0.1671	21:35	0.3729
0:10	0.1543	3:45	0.6157	7:20	0.5256	10:55	0.3443	14:30	0.2315	18:05	0.1671	21:40	0.3729
0:15	0.1543	3:50	0.6157	7:25	0.5256	11:00	0.4058	14:35	0.2315	18:10	0.1671	21:45	0.3729
0:20	0.1543	3:55	0.6157	7:30	0.5256	11:05	0.4058	14:40	0.2315	18:15	0.1671	21:50	0.3729
0:25	0.1543	4:00	0.5487	7:35	0.5256	11:10	0.4058	14:45	0.2315	18:20	0.1671	21:55	0.3729
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2:50	0.3001	6:25	1.0310	10:00	0.3443	13:35	0.3197	17:10	0.1286	20:45	0.1543		
2:55	0.3001	6:30	0.9436	10:05	0.3443	13:40	0.3197	17:15	0.1286	20:50	0.1543		
3:00	0.6157	6:35	0.9436	10:10	0.3443	13:45	0.3197	17:20	0.1286	20:55	0.1543		
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3:15	0.6157	6:50	0.9436	10:25	0.3443	14:00	0.2315	17:35	0.1286	21:10	0.3729		
3:20	0.6157	6:55	0.9436	10:30	0.3443	14:05	0.2315	17:40	0.1286	21:15	0.3729		
3:25	0.6157	7:00	0.5256	10:35	0.3443	14:10	0.2315	17:45	0.1286	21:20	0.3729		
3:30	0.6157	7:05	0.5256	10:40	0.3443	14:15	0.2315	17:50	0.1286	21:25	0.3729		

Lag Time

	value	units	
t_{lag}	0.289	hrs	17.34219 min
N	0.08		
L	1.2216	miles	
L_c	0.1553	miles	
S	350.68	feet/miles	

Table 4-2: Basin Lag Urbanization Parameters

Basin Condition	N
Natural channels, little or no urbanization	0.080
Urban area with natural channels	0.050
Concrete-lined channels with ~2/3 basin urbanized	0.035
Full basin urbanization with storm drain systems	0.025

Weighted Slope

	Length	Slope	
Forest	0.1731	339.5	48.11385
Greenhouse	0.1517	1978.9	245.7869
Highway	0.2188	145.84	26.1258
Channel	0.6779	55.243	30.65635
			350.6829

Total 6449.9 ft
 1.2216 miles

L_c 820 ft
 0.1553 miles

4.6.6 Basin Lag

The SCS lag equation (a modified version of the U. S. Army Corps of Engineers basin lag equation) is given below:

$$t_{lag} = (0.862) 24 N \left(\frac{L L_c}{\sqrt{S}} \right)^{0.38} - \frac{D}{2} \quad (4-1)$$

- Where
- t_{lag} = SCS basin lag (hours)
 - N = watershed roughness value (dimensionless)
 - L = longest flow path from catchment divide to outlet (miles)
 - L_c = length along flow path from a point perpendicular with the basin centroid to its outlet (miles)
 - S = effective slope along main watercourse from Chapter 3 (feet/mile)
 - D = duration of unit hydrograph (hours)

If possible, the unit hydrograph duration, D , should be selected to lie between one-fifth and one-third of the smallest basin's lag time.

Basin length and slope values may be obtained from available mapping, and are considered to be discrete, measurable parameters. Watershed roughness is the lone subjective parameter to be chosen using engineering judgment. The parameter used in Equation 4-1 should not be confused with Manning's "n". Table 4-2 provides USACE recommended "N" values based on the level of urbanization within a watershed basin.

Table 4-1: Antecedent Moisture Conditions for Simulation

Design Return Period	AMC
2-year (50 percent)	II $\frac{1}{4}$
10-year (10 percent)	II $\frac{1}{2}$
100-year (1 percent)	II $\frac{3}{4}$

Table E-1: Curve Numbers for AMC II

Land Use Type	Hydrologic Condition	Hydrologic Soil Group			
		A	B	C	D
Open Water (100% Impervious)	good				
	fair				
	poor				
Low Density Residential (25% Impervious)	good	35	48	66	70
	fair	44	58	71	74
	poor	64	68	78	79
High Density Residential (50% Impervious)	good	35	48	65	70
	fair	44	58	71	74
	poor	64	68	78	79
Commercial/Industrial (80% Impervious)	good	36	48	65	70
	fair	44	58	71	74
	poor	64	68	78	79
Bare Rock/Sand/Clay (Imperviousness Varies)					
Quarries/Gravel Pits (0% Impervious)	good	0	0	0	0
	fair	0	0	0	0
	poor	0	0	0	0
Deciduous Forest (0% Impervious)	good	27	30	41	48
	fair	35	48	57	63
	poor	48	66	74	79
Evergreen Forest (0% Impervious)	good	37	43	62	70
	fair	45	57	69	80
	poor	58	71	85	90
Mixed Forest	good	32	36	51	59
	fair	40	52	63	72
	poor	53	68	80	85
Shrub Land (0% Impervious)	good	27	43	60	68
	fair	35	51	65	72
	poor	48	62	72	78
Orchards (1% Impervious)	good	39	52	66	71
	fair	43	65	76	82
	poor	57	73	82	86
Vineyards (1% Impervious)	good	64	70	77	80
	fair	67	75	82	85
	poor	71	80	87	90
Grassland (0% Impervious)	good	38	50	69	76
	fair	48	60	74	80
	poor	58	70	80	84
Pasture/Hay (0% Impervious)	good	34	50	69	76
	fair	44	60	74	80
	poor	64	70	80	84
Row Crops (1% Impervious)	good	64	70	77	80
	fair	67	75	82	85
	poor	71	80	87	90
Small Grains (0% Impervious)	good	48	58	70	74
	fair	49	59	71	75
	poor	50	60	71	75
Fallow (1% Impervious)	good	64	68	78	79
	fair	70	77	84	86
	poor	77	86	91	94
Urban Recreational (10% Impervious)	good	34	48	66	70
	fair	44	58	71	74
	poor	64	64	78	79

Table E-2: Conversion of AMC II Curve Numbers to Other AMC Values

AMC II	AMC I	AMC III	AMC II-1/4	AMC II-1/2	AMC II	AMC I	AMC III	AMC II-1/4	AMC II-1/2
100	100	100	100	100	61	41	78	65.5	70
99	97	100	99.5	100	60	40	78	64.5	69
98	94	99	98.5	99	59	39	77	63.5	68
97	91	99	97.5	98	58	38	76	62.5	67
96	89	99	97	98	57	37	75	61.5	66
95	87	98	96	97	56	36	75	61	66
94	85	98	95	96	55	35	74	60	65
93	83	98	94.5	96	54	34	73	59	64
92	81	97	93.5	95	53	33	72	58	63
91	80	97	92.5	94	52	32	71	57	62
90	78	96	91.5	93	51	31	70	56	61
89	76	96	91	93	50	31	70	55	60
88	75	95	90	92	49	30	69	54	59
87	73	95	89	91	48	29	68	53	58
86	72	94	88	90	47	28	67	52	57
85	70	94	87.5	90	46	27	66	51	56
84	68	93	86.5	89	45	26	65	50	55
83	67	93	85.5	88	44	25	64	49	54
82	66	92	84.5	87	43	25	63	48	53
81	64	92	84	87	42	24	62	47	52
80	63	91	83	86	41	23	61	46	51
79	62	91	82	85	40	22	60	45	50
78	60	90	81	84	39	21	59	44	49
77	59	89	80	83	38	21	58	43	48
76	58	89	79.5	83	37	20	57	42	47
75	57	88	78.5	82	36	19	56	41	46
74	55	88	77.5	81	35	18	55	40	45
73	54	87	76.5	80	34	18	54	39	44
72	53	86	75.5	79	33	17	53	38	43
71	52	86	75	79	32	16	52	37	42
70	51	85	74	78	31	16	51	36	41
69	50	84	73	77	30	15	50	35	40
68	48	84	72	76	25	12	43	29.5	34
67	47	83	71	75	20	9	37	24.5	29
66	46	82	70	74	15	6	30	19	23
65	45	82	69.5	74	10	4	22	13	16
64	44	81	68.5	73	5	2	13	7	9
63	43	80	67.5	72	0	0	0	0	0



Ecological Restoration Design ~ Civil Engineering ~ Natural Resource Management

July 23, 2024

City of Half Moon Bay
501 Main Street
Half Moon Bay, CA 94019



Attn: Maz Bozorginia - Public Works Director/City Engineer

Subject: Peer review of preliminary Grading and Utility Plans, supporting calculations and reports, 2800 Champs Elysee Blvd, Half Moon Bay, CA, APN: 048-133-060

Dear Mr. Bozorginia,

At your request, we have prepared a civil engineering peer review of the following documents, pertaining to the proposed development of a single-family residence at 2800 Champs Elysee Blvd, Half Moon Bay. The proposed development is located adjacent and parallel to the left (looking downstream) bank of a storm drainage channel referenced as the Pullman Ditch. Although the Pullman Ditch is not a FEMA mapped watercourse, it has historically been a source of local flooding and has been identified as a priority for future storm drainage improvements. We understand the importance of ensuring the proposed development would not worsen flooding within the Pullman Ditch or adjacent properties.

Our review is limited to the proposed storm drainage improvements, including related earthwork. The following documents were evaluated for overall technical adequacy and suitability for supporting the proposed site development.

- JMH Weiss, Inc. (June 7, 2024). Job No: 5179. Champs Elysee Blvd Planning Submittal Grading and Utility Plan, sheets 2-5 of 9.
- JMH Weiss, Inc. (March 28, 2024). Job No: 5179. Letter In response to comments from Public Works/Engineering Comments. Subject: PDP-17-055; 2800 Champs Elysee Blvd. (APN: 048-133-060).
- Geoforensics, Inc. (December 10, 2017). Job Number 217283. Geotechnical Investigation for Proposed New Residence at the Champs Elysee Property.
- Geoforensics, Inc. (June 6, 2024, revised June 7, 2024). Vidovich Property 2800 Champs Elysee Blvd. Half Moon Bay, CA. Results of Field Percolation Testing.
- Michael D. Ashley, Civil Engineer RCE 19504. (February 2010). Preliminary Hydrology Report. Minor Subdivision: APN 048-133-010.

In addition to the above documents, submitted by the applicant, we have also reviewed the 2016 Storm Drain Master Plan Update, prepared by Schaaf and Wheeler and available on the City's web page.

PROJECT UNDERSTANDING

Our project understanding is based on our review of the above-mentioned documents and multiple site visits that were performed by Waterways in the spring of 2023 with the purpose of reviewing general drainage conditions along the Pullman Ditch and adjacent properties.

The project proposes a single-family residence with an attached garage and driveway. These improvements are located at the northeast portion of a wedge-shaped parcel with the narrowest point of the parcel oriented toward the southwest. The north-easterly end of the lot abuts the cul-de-sac at Champs Elysee Blvd, at elevation 38(+/-). The south-westerly end is at elevation 31(+/-), resulting in the parcel having an average ground slope of about 1.5% toward the southwest. The residence and garage have finished floor elevations set at 36.00, requiring that the northeasterly end of the residence is set below the proposed adjacent finish grade of 37.5(+/-). The adjacent finish grade at the southwest end of the residence is set between 33.0 and 34.5, which is 1.5 to 3.0 feet below the proposed finished floor.

Grading and Drainage Summary

The designs propose to route roof and landscape runoff to a constructed earth retention basin at the southwest end of the parcel. Runoff is generally routed to the basin via subsurface PVC drainpipes that collect water from roof drains and numerous area drains positioned around the proposed residence, garage and driveway. Earthen swales are proposed running parallel to the northwesterly and southeasterly sides of the residence and they also discharge to area drains feeding pipes that outlet in the proposed retention basin. It appears that all runoff from the proposed impervious improvements and adjacent landscaped areas is effectively routed to the basin.

The elevation at the bottom of the basin ranges from 30.5 at the southwest to 31.5 at the northern corner. An earthen berm surrounds the basin, with a minimum crest elevation of 32.6. The emergency spillway which drains the basin is a rocked apron set to elevation 32.5.

The basin is sized to allow full capture and retention of all precipitation volume resulting from a 1000-year 24-hr storm event over proposed impervious areas, which total 4300sf. Rainfall depth was estimated at 9.23 inches, using NOAA Atlas 14 data. The total required storage volume is 3,307 cubic feet. The proposed storage volume is 3406 cf. It appears that the basin would provide significantly more storage capacity than would typically be required.

The recommended design infiltration rate, based on tests performed by Geoferensics, is 1-inch per hour. This rate would allow for the basin to drain within 24 hrs. We understand the infiltration test was performed in June of 2024. We were not provided with rainy season groundwater levels.

Review Comments

The proposed storm drainage plan and grading elements appear adequate to address on-site precipitation and related drainage. The basin has significantly more storage capacity than is required.

The berm surrounding the proposed retention basin is raised by more than a foot above the surrounding ground. Model results provided in the Drainage Master Plan Update indicate that the area in the vicinity of the basin would likely be inundated by flood flows during events of 10-year or greater magnitude storms. This is due to the limited capacity of the existing Pullman Ditch, which is restricted locally by the presence of a 24-inch culvert just downstream of the proposed basin. It appears from review of mapping and photos that flows overtopping the banks of the ditch in this vicinity would primarily travel to the south (**Photo 1**).



Photo #1: Looking downstream at the entrance to the culvert located on the Pullman Ditch, immediately adjacent to the proposed basin. Note that the left bank is significantly lower than the right bank in this location.

The raised berm proposed at the basin could redirect flood waters to the northwest, worsening flooding on adjacent parcels to the north of the ditch. The southern portions of the proposed residence may also block existing flood overflow flow paths, though this appears less likely due to the raised elevation of the lot in the vicinity of the residence. Additional hydraulic modeling of the ditch and floodplain, under existing and proposed conditions, is recommended to evaluate these potential adverse impacts. Alternatively, it appears the basin could be lowered to eliminate the need for a perimeter berm, thereby mitigating this concern. Additional wet-season groundwater monitoring may be required to confirm the feasibility of this approach.

The retention basin provides almost no freeboard, with the emergency spillway set only 0.1 ft below the earthen rim. The design water surface associated with various rainfall events was not provided. The berm's crest is approximately 12-inches wide and composed of earth fill. Our experience suggests that rodent burrows within the berm could reasonably be expected to compromise the ability to retain water to the full depth. We suggest lowering the rocked spillway and/or lowering and reducing the size of the basin to allow a broader crest width within a similar footprint. Since the basin appears to be considerably over-sized, lowering the berm and



base of the basin could reduce maintenance and improve performance. As noted above, this might also alleviate flood-related concerns.

This concludes our review of the documents provided. We are available to respond to questions or review and comment on revisions or supplemental information, as it becomes available.

Sincerely,

Matt Weld, PE

DRAFT

Schaaf & Wheeler
CONSULTING CIVIL ENGINEERS

870 Market Street, Suite 1278
San Francisco, CA 94102
415-271-3117
rlee@swsv.com

MEMORANDUM

DATE: September 11, 2024
TO: Denice Hutten, PE and Maziar Bozorginia, PE
FROM: Robin J. Lee, PE
SUBJECT: Pullman Ditch Hydrologic Analyses

Introduction

Schaaf & Wheeler evaluated the hydrologic and hydraulic effects on Pullman Ditch located in Half Moon Bay in San Mateo County, shown in Figure 1. The 10-year and 100-year storm events were evaluated on the existing conditions at Pullman Ditch based on County LIDAR data from 2017 and recent survey data from Waterways Consulting Inc. of the Pullman Ditch.



Figure 1. Location of Pullman Ditch

Hydrologic Analysis

HEC-HMS was determined to be the appropriate hydrologic modeling tool to calculate the peak 10-year and 100-year storm hydrographs to be used in HEC-RAS for further analysis. HEC-HMS needs two inputs into the model – the characteristics of the watershed and the rainfall patterns. Watershed characteristics include area, curve number, percent impervious, and lag time for the model to understand how the watershed generates runoff. These values are presented in Table 1 for the Pullman watershed.

Table 1. HEC-HMS Watershed Characteristics

Parameter	Value
Area (mi ²)	0.22
Curve Number	72 (AMC II½)
Impervious (%)	51
Lag Time (minutes)	17.1

The watershed area to Pullman Ditch was determined using the 2017 San Mateo County LiDAR, survey data from 2023, and discussions with City of Half Moon Bay (City) staff. The watershed area is approximately 143 acres (converted to miles for HMS) and can be seen in Figure 2.

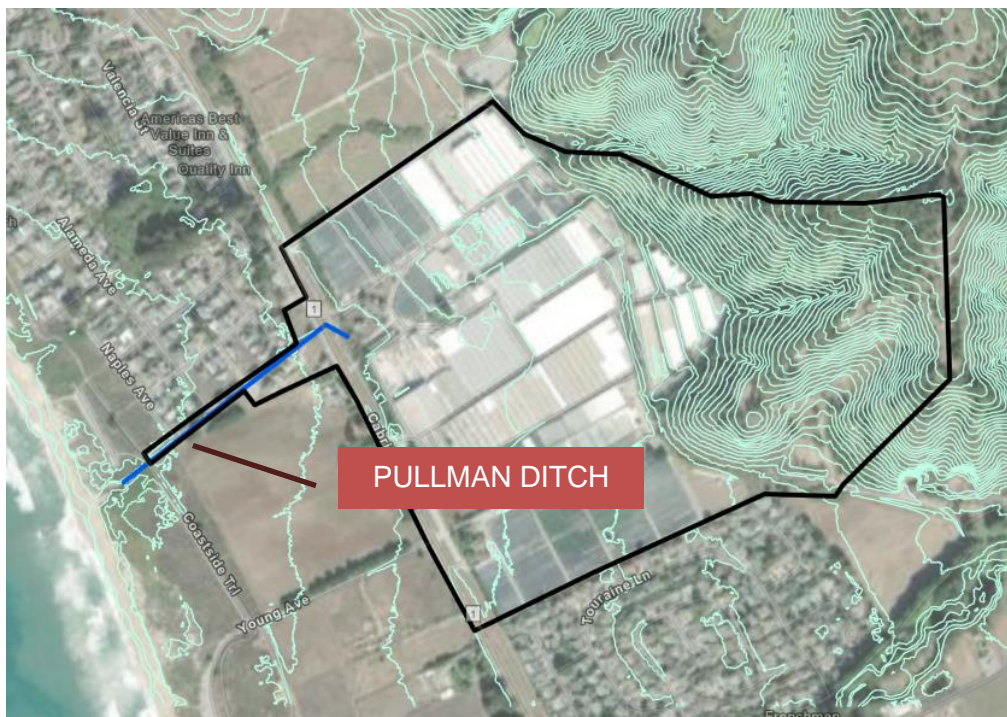


Figure 2. Pullman Ditch Watershed

Antecedent moisture condition (AMC) is defined as the moisture content of a soil prior to any precipitation event. The Santa Clara County Drainage Manual (County Manual) specifies a

calibrated AMC value to properly convert the rainfall event's frequency of occurrence into the equivalent frequency of the runoff event. The 10-year and 100-year storm are both categorized under AMC II $\frac{1}{2}$.

The curve number (CN) was calculated using soil group data and land classification. The soil group was determined by the National Resource Conservation Service (NRCS). The land use classification was taken from the 2016 Storm Drain Master Plan. NRCS runoff CNs were assigned to the City land use designations based on hydraulic soil group using values published in the County Manual. The percent impervious for each land use type is based on values published in the County Manual and validated using the high-resolution aerial photography.

Most of the watershed land use classification is mixed forest and grassland. A small portion is commercial (Rocket Farms). An even smaller portion is single-family residential. The majority of the soil group classification are groups B and D, with a small portion in Group C. Detailed calculations can be found in Attachment 1.

Lag time was calculated per equation 4-1 in the County Manual. The watershed roughness value (N) was determined to be 0.08 for natural channels with little to no urbanization since the majority of the watershed is mixed forest and grassland. The longest flow path and slope were calculated using ArcGIS Pro.

The County Manual provides the total rainfall depth for each mean annual precipitation (MAP) and storm frequency using equation 3-3. The MAP within Half Moon Bay is 28 inches based on the MAP figure in the County Manual. The County's rainfall pattern is distributed in 5-minute time increments, with a fraction of the total rainfall apportioned to each 5-minute increment, as shown in Attachment 2. The resulting 24-hour rainfall pattern with 5-minute time steps is then prorated based on the MAP.

Hydrologic Results

The peak flow for the 10-year storm was determined to be 110 cfs. The peak flow for the 100-year storm was calculated to be 180 cfs. The hydrographs can be seen in Figures 3 and 4. These are the hydrographs that were used as inputs for the hydraulic model in HEC-RAS.

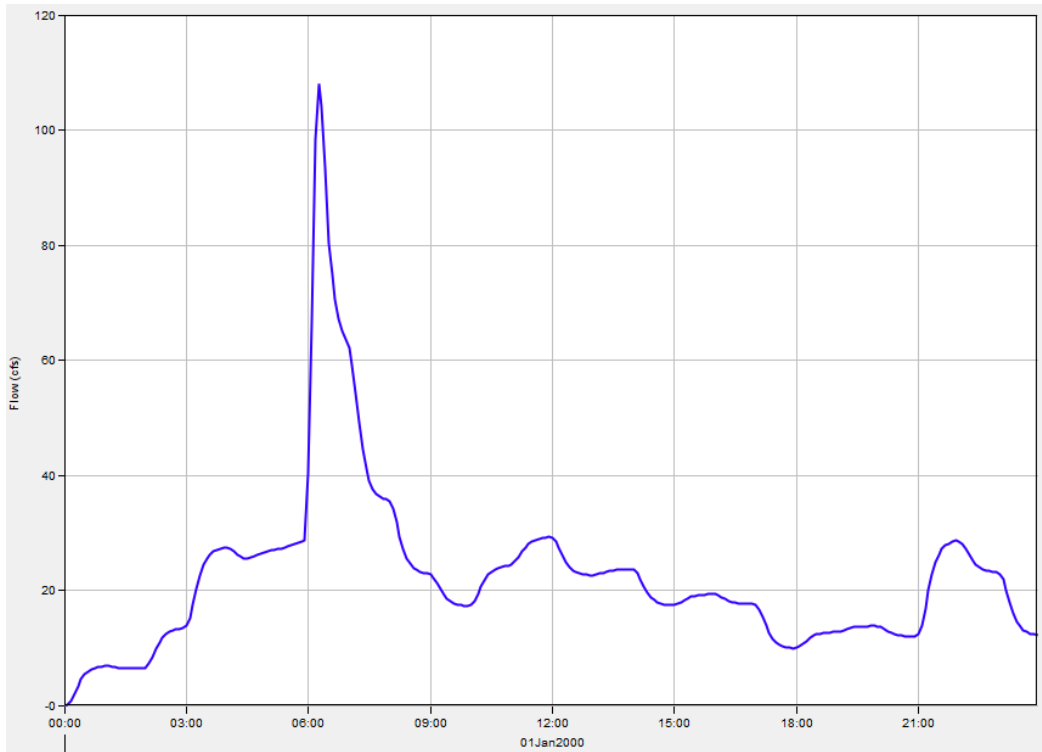


Figure 3. 10-Year Hydrograph

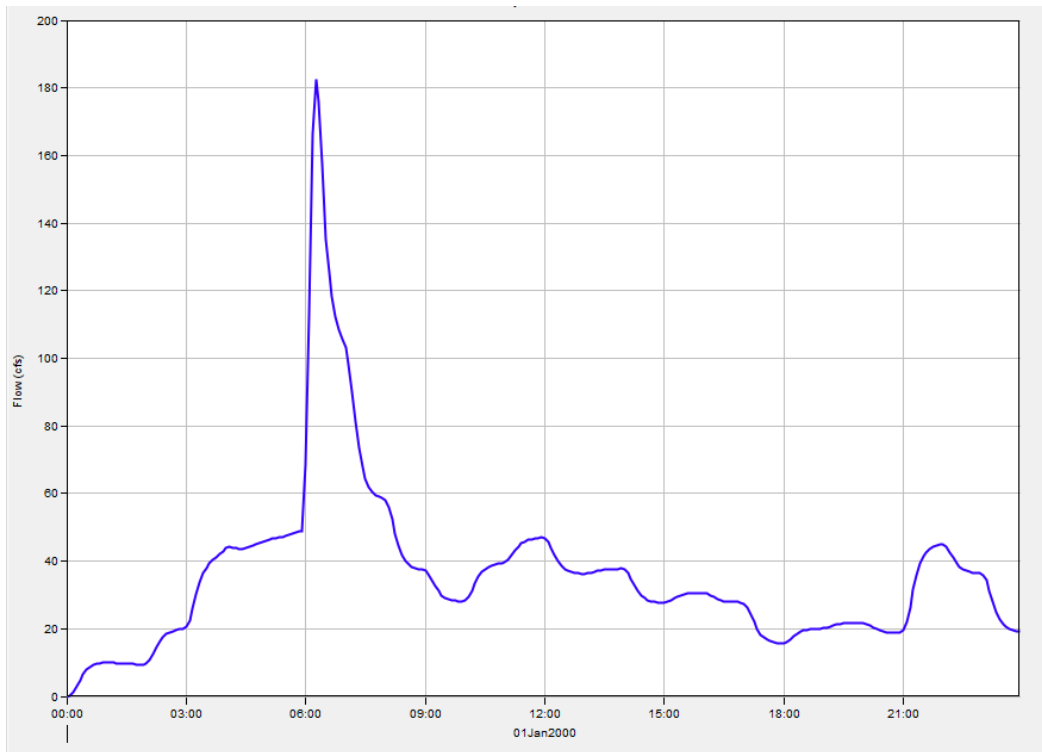


Figure 4. 100-Year Hydrograph

Hydraulic Analysis

Two-dimensional (2D) modeling in HEC-RAS was determined to be the appropriate modeling for Pullman Ditch to better understand and trace the overbank spills. The 2D graphics were also used to verify that the model spills align with the observations of maintenance staff and residents in the field. The geometry of the model was created by merging the survey of Pullman Ditch done by Waterways Consulting Inc. in 2023 and the County LiDAR from 2017. An overview of the structure naming convention based on the survey can be seen in Figure 5.

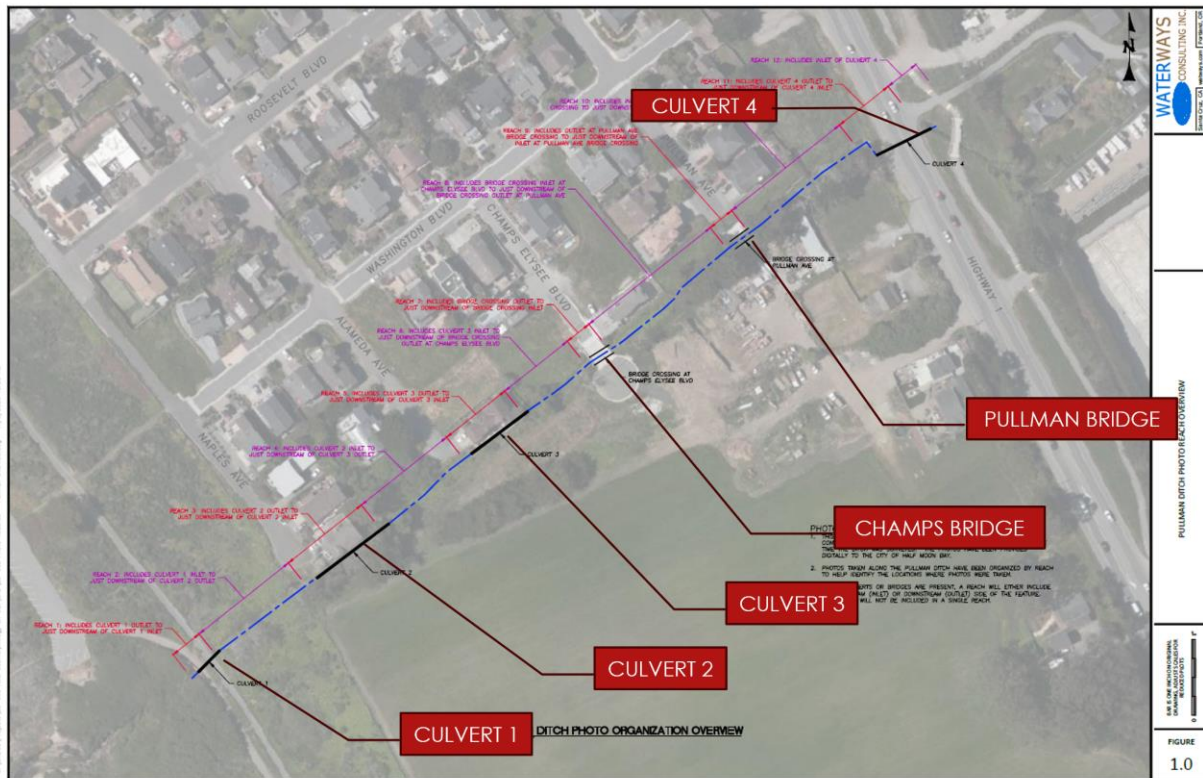


Figure 5. Overview of Pullman Ditch Structures

The existing culverts and bridges were modeled based on the survey data, which provided lengths, inverts, diameters, and material of the culverts. The survey also provided low chord and top-of-wall of bridges, which were used to approximate the Pullman and Champs Bridge crossings.

The 10-year and 100-year hydrographs from the HMS were used as the inputs for the unsteady flow analysis. The location of the inflow was set directly at the opening of Pullman Ditch on the opposite side of Highway 1 to isolate the flow going into the ditch versus the flow weiring over the highway. A landcover file was created in RAS with Manning’s n values of 0.04 in the channel and 0.06 in the overbanks. Boundary conditions were set at normal depth at the northwest area to allow water to flow off the 2D mesh. A figure of the overall hydraulic model set up can be seen in Figure 6.

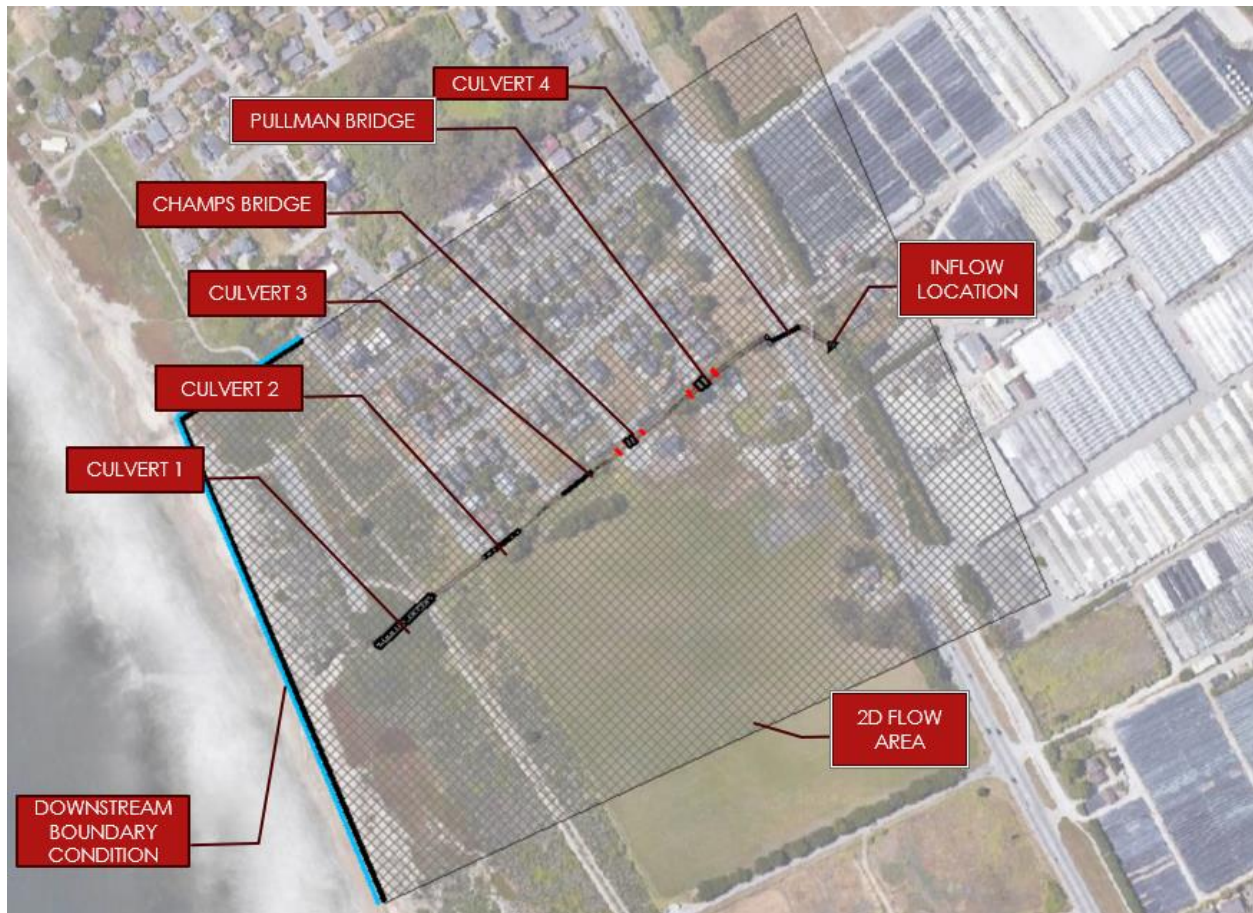


Figure 6. Hydraulic Model Setup

Hydraulic Results

For the 10-year storm, the existing conditions model shows that only about 72 cfs of the entire 110 cfs enter the Pullman Ditch System. Most of the water is lost at Culvert 3 (loss of 24 cfs) and Culvert 2 (loss of 16 cfs). There is a small loss of 0.1 cfs at Pullman Bridge, which is considered minimal. Therefore, Culvert 3 and 2 are the main limiting factors for hydraulic conveyance.

For the 100-year storm, about 92 cfs of the total 180 cfs enter the system and only 56 cfs discharge at Culvert 1. The majority of flow is lost at Culvert 3 and 2 again. A summary of all locations of flow at each structure can be seen in Figure 7 for the 10-year and Figure 8 for the 100-year.

An additional run was created, which we refer to as “Proposed 60” Culvert 1.” State Parks is proposing a project to replace Culvert 1 with one 60-inch pipe that outfalls to the beach rather than the existing a 24-inch and 18-inch pipes that convey water under the trail to the ocean. The existing pipes are causing scour at the culvert outlets.

Our results show that altering Culvert 1 improves the system capacity and increases the outflow at Culvert 1 to 40 cfs instead of 24 cfs. The system still loses most of the flow at Culvert 3, with the loss remaining the same as the existing scenario. The proposed modification to Culvert 1 has a greater impact on the 100-year scenario. The water that is lost at Culvert 3 appears to return to the system at the invert of Culvert 1, allowing most of the water that entered the system to discharge.

Visual summaries of the scenarios can be seen in Figures 9 and 10. Table 2 summarizes existing and proposed scenarios for the 10-year and 100-year.

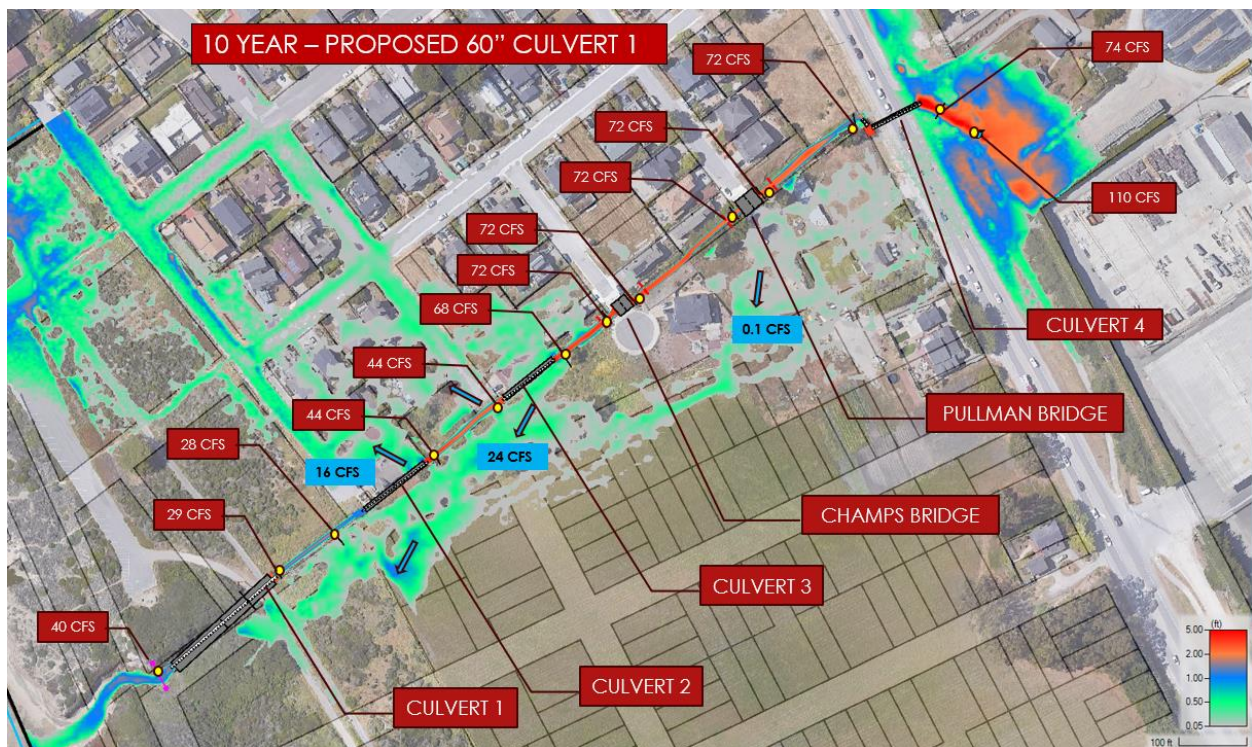


Figure 9. 10-Year Proposed 60” Culvert 1 Modeling Results

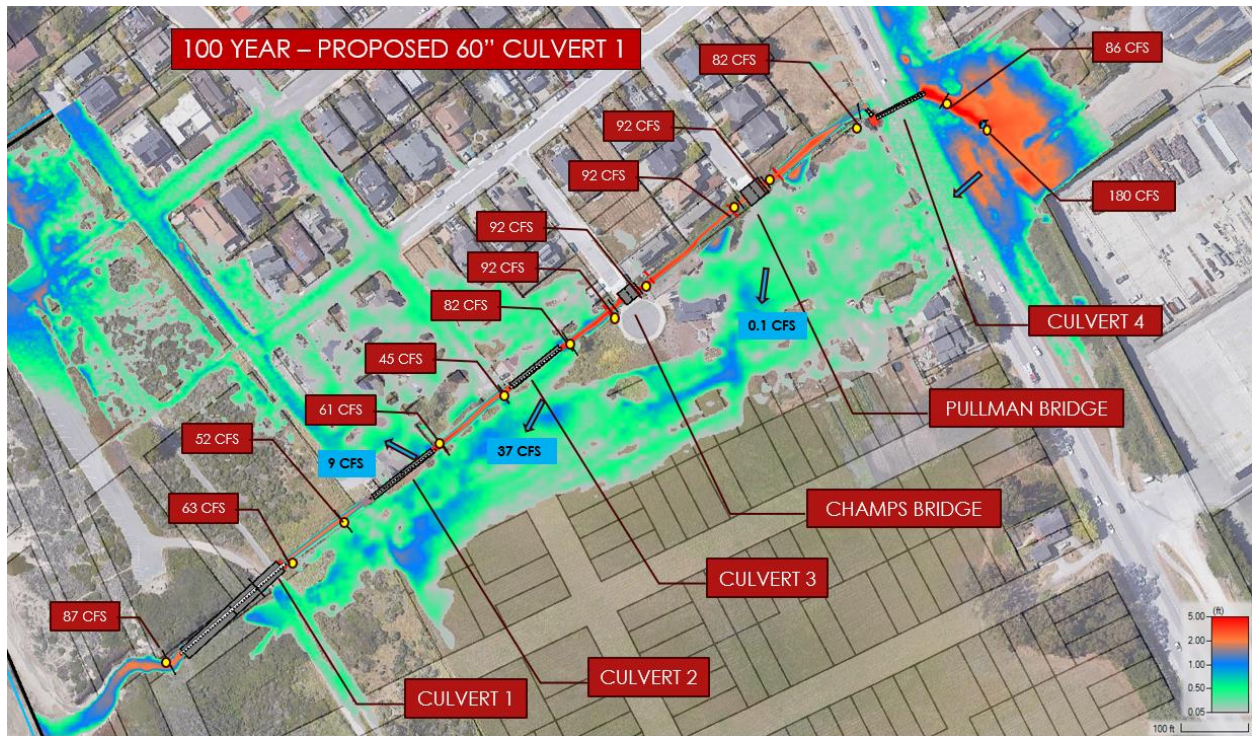


Figure 10. 100-Year Proposed 60” Culvert 1 Modeling Results

Table 2. Hydraulic Results Comparison

Parameter	10-year flow (cfs)	10-year Proposed flow (cfs)	100-year flow (cfs)	100-year Proposed flow (cfs)
Inflow	110	110	180	180
US Culvert 4	74	74	86	86
DS Culvert 4	72	72	82	82
US Pullman Bridge	72	72	92	92
DS Pullman Bridge	72	72	92	92
US Champs Bridge	72	72	92	92
DS Champs Bridge	72	72	92	92
US Culvert 3	68	68	82	82
DS Culvert 3	44	44	45	45
US Culvert 2	44	44	61	61
DS Culvert 2	28	28	52	52
US Culvert 1	29	29	63	63
DS Culvert 1	24	40	56	87

Sensitivity Analysis

Some sensitivity analyses were done to the RAS model to determine more in-depth efforts for the future. The first analysis examined raising the low points in the bank on the north side between Culvert 2 and the downstream end of Champs Bridge. As seen in the previous figures, water flows to the north when Culvert 3 and Culvert 2 overflow. We do not believe this is the case due to the terrain having high points on the north side (see Figure 11 for the elevation profile).

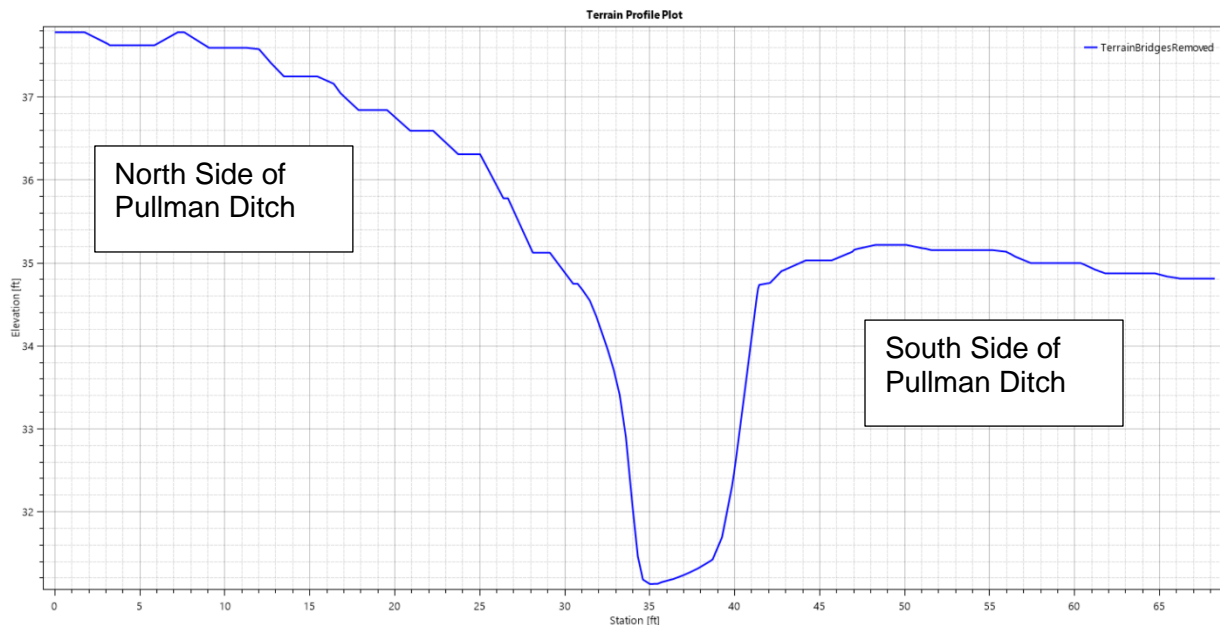


Figure 11. Elevation Profile Downstream of Champs Bridge (looking downstream)

To prevent this, we artificially added of blockage at an elevation of 500 feet to force the water on the south side. The results show that slightly less water is lost from Culvert 2 (10 cfs rather than 16 cfs), and more water discharges from the overall system (45 cfs instead of 24 cfs). Only the 10-year was analyzed for time purposes. A visual overview can be seen in Figure 12. A table summary can be seen in Table 3.

Table 3. Hydraulic Results Comparison

Parameter	10-year flow (cfs)	10-year Blockage Flow (cfs)
Inflow	110	110
US Culvert 4	74	74
DS Culvert 4	72	72
US Pullman Bridge	72	72
DS Pullman Bridge	72	72
US Champs Bridge	72	72

Parameter	10-year flow (cfs)	10-year Blockage Flow (cfs)
DS Champs Bridge	72	72
US Culvert 3	68	68
DS Culvert 3	44	46
US Culvert 2	44	36
DS Culvert 2	28	46
US Culvert 1	29	53
DS Culvert 1	24	45

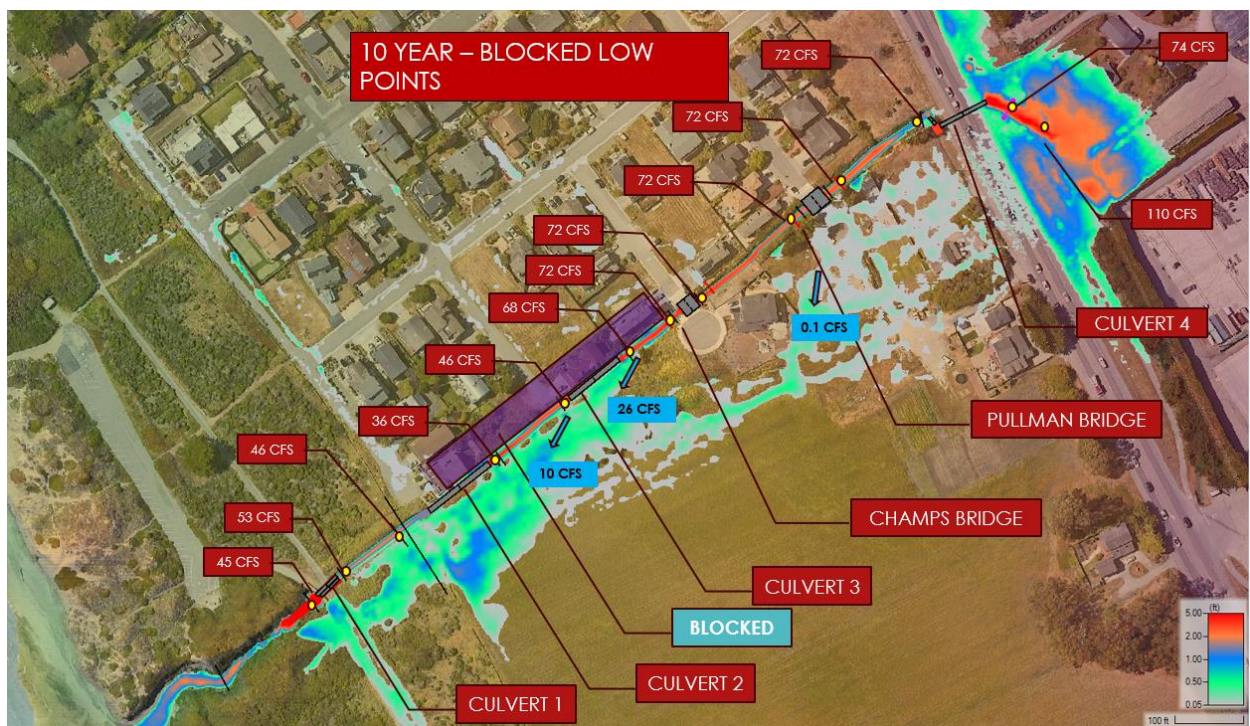


Figure 12. Blocked Low Point Scenario

The second analysis was completed to examine the effects of clearing out the channel vegetation. To simulate this, we changed the Manning’s n channel roughness from 0.04 to 0.025. Since the results show no change, this will not be pursued further in the future. A visual overview can be seen in Figure 13.

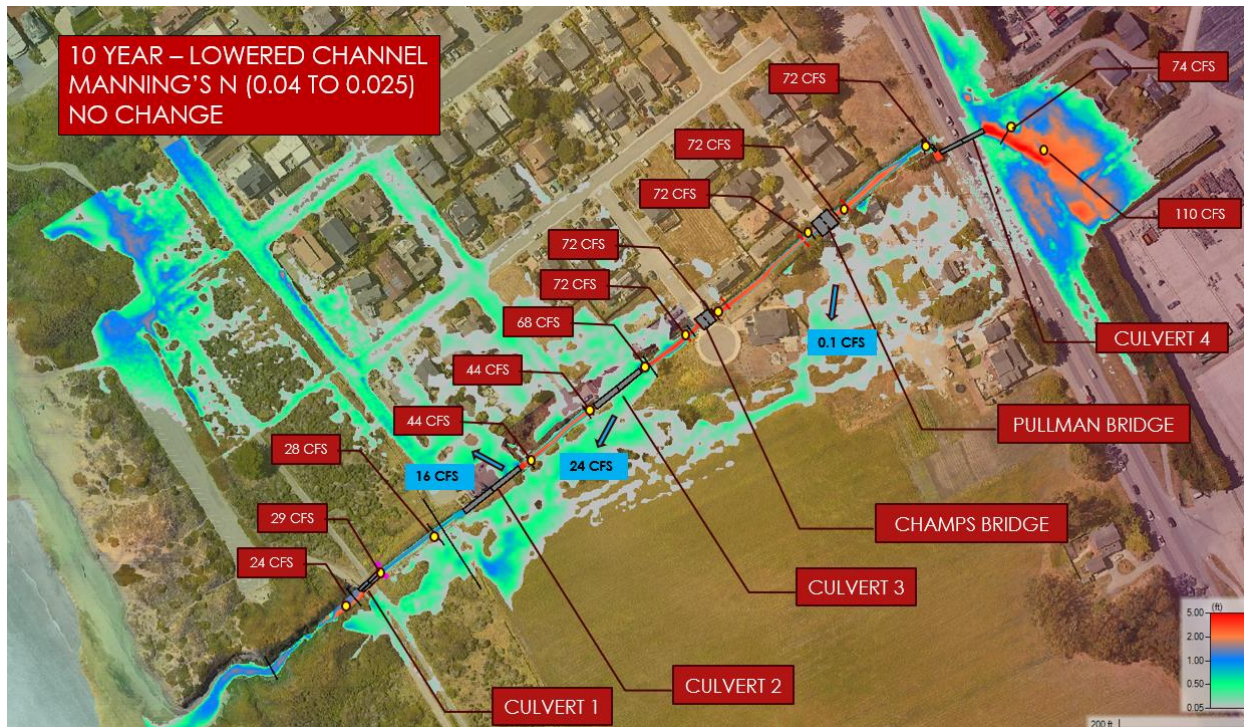


Figure 13. Manning’s N Reduction (Cleaned Channel) Modeling Results

Alternative Conditions

Two proposed improvements to handle the overflow from Culvert 3 and Culvert 2 were considered: a bypass pipe and a bypass channel. To size the bypass channel and pipe, we used the overflow from the 100-year scenario, which was 46 cfs. We assumed the inverts to be the same as the invert at Culvert 3 (31.0 feet) and the invert at Culvert 1 (26.5 feet) since this is where the bypass system would have to connect into the existing ditch. By manipulating Manning’s equation for circular pipes and open channel flow, we were able to size the corresponding items. The proposed sizing can be seen in Figure 14.

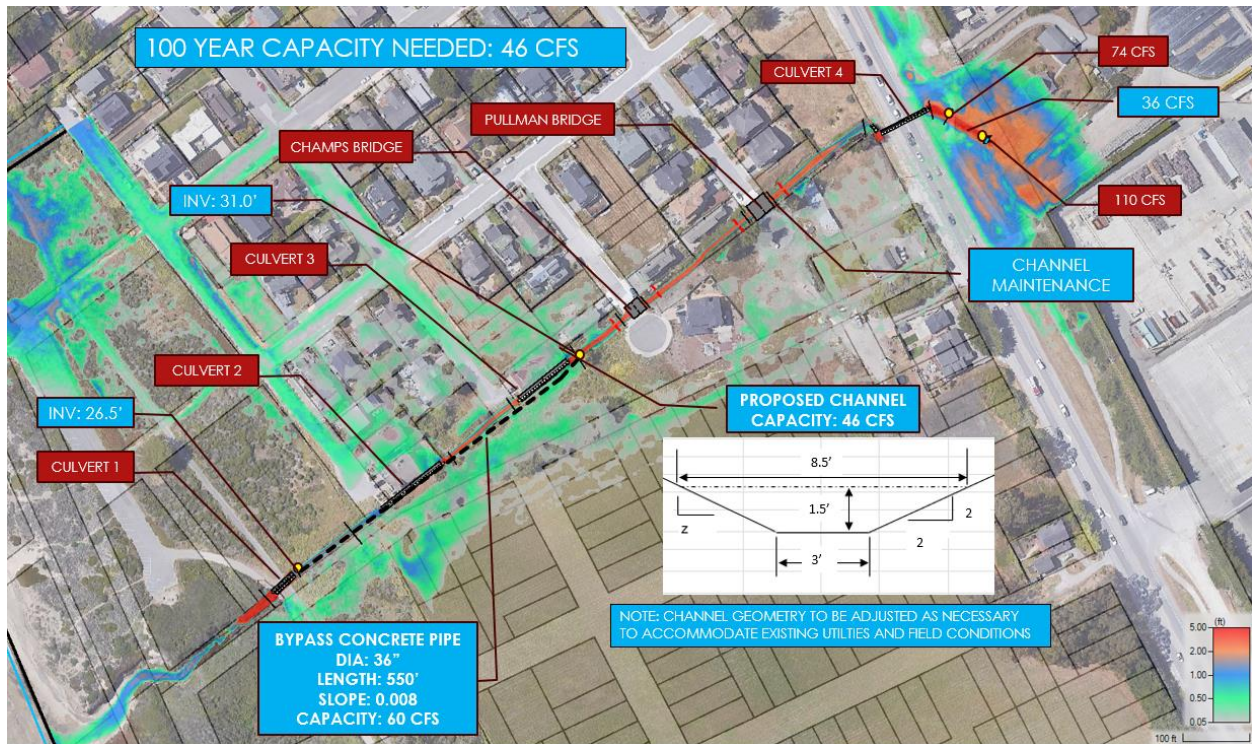


Figure 14. Proposed Improvements for 100-Year

Recommendations

Based on the analyses above, we recommend further design of a bypass for the hydraulic restrictions on Culverts 2 and 3. These bypass structures would be best constructed on the south side of the ditch, connecting to the left bank (looking downstream). The exact size and slopes should be investigated, along with potentially lowering of the 60-inch pipe under the trail to optimize the capacity of the bypass.

Attachment 1: Hydrology Calculations

Curve Number and Impervious Calculations

Values based on AMC = 2 from SCC Drainage Manual

Santa Clara Drainage Manual	% Impervious	Area (acres)	A	B	C	D
Mixed Forest	0	24.80	40	52	63	72
Grassland	0	25.05	48	60	74	80
Commercial/Industrial	80	89.32	44	58	71	74
Low Density Residential	25	3.86	44	58	71	74
Total			143.02			

Subbasin CN assignments

FID	Soil Group	Zone	Acres	CN2	CN2.5	CN2*Area	CN2.5*Area
1	B	Mixed Forest	1	52	62	52.00	62.00
3	D	Mixed Forest	23.8	72	79	1713.60	1880.20
4	B	Grassland	10	60	69	573.31	659.30
5	C	Grassland	0.7	74	81	54.78	59.96
6	D	Grassland	14.7	80	86	1179.98	1268.48
7	B	Commercial	79	58	67	4582.00	5293.00
9	D	Commercial	10.3	71	79	732.49	815.03
10	B	Single Family Residential (5,000 sq ft lot)	3	58	67	180.70	208.74
11	C	Single Family Residential (5,000 sq ft lot)	0.7	71	79	52.65	58.58
Total			143.02				

Weighted Values

% Impervious	51
CN2	64
CN2.5	72

Tables from Santa Clara County Manual

Table 4-1: Antecedent Moisture Conditions for Simulation

Design Return Period	AMC
2-year (50 percent)	II $\frac{1}{4}$
10-year (10 percent)	II $\frac{1}{2}$
100-year (1 percent)	II $\frac{3}{4}$

Table E-1: Curve Numbers for AMC II

Land Use Type	Hydrologic Condition	Hydrologic Soil Group			
		A	B	C	D
Open Water (100% Impervious)	good				
	fair				
	poor				
Low Density Residential (25% Impervious)	good	35	48	66	70
	fair	44	58	71	74
	poor	64	68	78	79
High Density Residential (50% Impervious)	good	35	48	65	70
	fair	44	58	71	74
	poor	64	68	78	79
Commercial/Industrial (80% Impervious)	good	35	48	65	70
	fair	44	58	71	74
	poor	64	68	78	79
Bare Rock/Sand/Clay (Imperviousness Varies)					
Quarries/Gravel Pits (0% Impervious)	good	0	0	0	0
	fair	0	0	0	0
	poor	0	0	0	0
Deciduous Forest (0% Impervious)	good	27	30	41	48
	fair	35	48	57	63
	poor	48	66	74	79
Evergreen Forest (0% Impervious)	good	37	43	62	70
	fair	45	57	69	80
	poor	58	71	85	90
Mixed Forest	good	32	36	51	59
	fair	40	52	63	72
	poor	53	68	80	85
Shrub Land (0% Impervious)	good	27	43	60	68
	fair	35	51	65	72
	poor	48	62	72	78
Orchards (1% Impervious)	good	39	52	66	71
	fair	43	65	76	82
	poor	57	73	82	86
Vineyards (1% Impervious)	good	64	70	77	80
	fair	67	75	82	85
	poor	71	80	87	90
Grassland (0% Impervious)	good	38	50	69	76
	fair	48	60	74	80
	poor	58	70	80	84
Pasture/Hay (0% Impervious)	good	34	50	69	76
	fair	44	60	74	80
	poor	64	70	80	84
Row Crops (1% Impervious)	good	64	70	77	80
	fair	67	75	82	85
	poor	71	80	87	90
Small Grains (0% Impervious)	good	48	58	70	74
	fair	49	59	71	75
	poor	50	60	71	75
Fallow (1% Impervious)	good	64	68	78	79
	fair	70	77	84	86
	poor	77	86	91	94
Urban Recreational (10% Impervious)	good	34	48	66	70
	fair	44	58	71	74
	poor	64	64	78	79

Table E-2: Conversion of AMC II Curve Numbers to Other AMC Values

AMC II	AMC I	AMC III	AMC II-1/4	AMC II-1/2	AMC II	AMC I	AMC III	AMC II-1/4	AMC II-1/2
100	100	100	100	100	61	41	78	65.5	70
99	97	100	99.5	100	60	40	78	64.5	69
98	94	99	98.5	99	59	39	77	63.5	68
97	91	99	97.5	98	58	38	76	62.5	67
96	89	99	97	98	57	37	75	61.5	66
95	87	98	96	97	56	36	75	61	66
94	85	98	95	96	55	35	74	60	65
93	83	98	94.5	96	54	34	73	59	64
92	81	97	93.5	95	53	33	72	58	63
91	80	97	92.5	94	52	32	71	57	62
90	78	96	91.5	93	51	31	70	56	61
89	76	96	91	93	50	31	70	55	60
88	75	95	90	92	49	30	69	54	59
87	73	95	89	91	48	29	68	53	58
86	72	94	88	90	47	28	67	52	57
85	70	94	87.5	90	46	27	66	51	56
84	68	93	86.5	89	45	26	65	50	55
83	67	93	85.5	88	44	25	64	49	54
82	66	92	84.5	87	43	25	63	48	53
81	64	92	84	87	42	24	62	47	52
80	63	91	83	86	41	23	61	46	51
79	62	91	82	85	40	22	60	45	50
78	60	90	81	84	39	21	59	44	49
77	59	89	80	83	38	21	58	43	48
76	58	89	79.5	83	37	20	57	42	47
75	57	88	78.5	82	36	19	56	41	46
74	55	88	77.5	81	35	18	55	40	45
73	54	87	76.5	80	34	18	54	39	44
72	53	86	75.5	79	33	17	53	38	43
71	52	86	75	79	32	16	52	37	42
70	51	85	74	78	31	16	51	36	41
69	50	84	73	77	30	15	50	35	40
68	48	84	72	76	29	14	49	34	39
67	47	83	71	75	28	13	48	33	38
66	46	82	70	74	27	12	47	32	37
65	45	82	69.5	74	26	11	46	31	36
64	44	81	68.5	73	25	10	45	30	35
63	43	80	67.5	72	24	9	44	29	34
					23	8	43	28	33
					22	7	42	27	32
					21	6	41	26	31
					20	5	40	25	30
					19	4	39	24	29
					18	3	38	23	28
					17	2	37	22	27
					16	1	36	21	26
					15	0	35	20	25
					14	0	34	19	24
					13	0	33	18	23
					12	0	32	17	22
					11	0	31	16	21
					10	0	30	15	20
					9	0	29	14	19
					8	0	28	13	18
					7	0	27	12	17
					6	0	26	11	16
					5	0	25	10	15
					4	0	24	9	14
					3	0	23	8	13
					2	0	22	7	12
					1	0	21	6	11
					0	0	20	5	10

Lag Time

	value	units	
t_{lag}	0.289	hrs	17.34219 min
N	0.08		
L	1.2216	miles	
L_c	0.1553	miles	
S	350.68	feet/miles	

Table 4-2: Basin Lag Urbanization Parameters

Basin Condition	N
Natural channels, little or no urbanization	0.080
Urban area with natural channels	0.050
Concrete-lined channels with ~2/3 basin urbanized	0.035
Full basin urbanization with storm drain systems	0.025

Weighted Slope

	Length	Slope	
Forest	0.1731	339.5	48.11385
Greenhouse	0.1517	1978.9	245.7869
Highway	0.2188	145.84	26.1258
Channel	0.6779	55.243	30.65635
			350.6829

Total 6449.9 ft
 1.2216 miles

Lc 820 ft
 0.1553 miles

4.6.6 Basin Lag

The SCS lag equation (a modified version of the U. S. Army Corps of Engineers basin lag equation) is given below:

$$t_{lag} = (0.862) 24 N \left(\frac{L L_c}{\sqrt{S}} \right)^{0.38} - \frac{D}{2} \quad (4-1)$$

- Where
- t_{lag} = SCS basin lag (hours)
 - N = watershed roughness value (dimensionless)
 - L = longest flow path from catchment divide to outlet (miles)
 - L_c = length along flow path from a point perpendicular with the basin centroid to its outlet (miles)
 - S = effective slope along main watercourse from Chapter 3 (feet/mile)
 - D = duration of unit hydrograph (hours)

If possible, the unit hydrograph duration, D , should be selected to lie between one-fifth and one-third of the smallest basin's lag time.

Basin length and slope values may be obtained from available mapping, and are considered to be discrete, measurable parameters. Watershed roughness is the lone subjective parameter to be chosen using engineering judgment. The parameter used in Equation 4-1 should not be confused with Manning's "n". Table 4-2 provides USACE recommended "N" values based on the level of urbanization within a watershed basin.

Table 4-1: Antecedent Moisture Conditions for Simulation

Design Return Period	AMC
2-year (50 percent)	II $\frac{1}{4}$
10-year (10 percent)	II $\frac{1}{2}$
100-year (1 percent)	II $\frac{3}{4}$

Table E-1: Curve Numbers for AMC II

Land Use Type	Hydrologic Condition	Hydrologic Soil Group			
		A	B	C	D
Open Water (100% Impervious)	good fair poor				
Low Density Residential (25% Impervious)	good fair poor	35 44 64	48 58 68	66 71 78	70 74 79
High Density Residential (50% Impervious)	good fair poor	35 44 64	48 58 68	65 71 78	70 74 79
Commercial/Industrial (80% Impervious)	good fair poor	35 44 64	48 58 68	65 71 78	70 74 79
Bare Rock/Sand/Clay (Imperviousness Varies)					
Quarries/Gravel Pits (0% Impervious)	good fair poor	0 0 0	0 0 0	0 0 0	0 0 0
Deciduous Forest (0% Impervious)	good fair poor	27 35 48	30 48 66	41 57 74	48 63 79
Evergreen Forest (0% Impervious)	good fair poor	37 45 58	43 57 71	62 69 85	70 80 90
Mixed Forest	good fair poor	32 40 53	36 52 68	51 63 80	59 72 85
Shrub Land (0% Impervious)	good fair poor	27 35 48	43 51 62	60 65 72	68 72 78
Orchards (1% Impervious)	good fair poor	39 43 57	52 65 73	66 76 82	71 82 86
Vineyards (1% Impervious)	good fair poor	64 67 71	70 75 80	77 82 87	80 85 90
Grassland (0% Impervious)	good fair poor	38 48 58	50 60 70	69 74 80	76 80 84
Pasture/Hay (0% Impervious)	good fair poor	34 44 64	50 60 70	69 74 80	76 80 84
Row Crops (1% Impervious)	good fair poor	64 67 71	70 75 80	77 82 87	80 85 90
Small Grains (0% Impervious)	good fair poor	48 49 50	58 59 60	70 71 71	74 75 75
Fallow (1% Impervious)	good fair poor	64 70 77	68 77 86	78 84 91	79 86 94
Urban Recreational (10% Impervious)	good fair poor	34 44 64	48 58 64	66 71 78	70 74 79

Table E-2: Conversion of AMC II Curve Numbers to Other AMC Values

AMC II	AMC I	AMC III	AMC II-1/4	AMC II-1/2	AMC II	AMC I	AMC III	AMC II-1/4	AMC II-1/2
100	100	100	100	100	61	41	78	65.5	70
99	97	100	99.5	100	60	40	78	64.5	69
98	94	99	98.5	99	59	39	77	63.5	68
97	91	99	97.5	98	58	38	76	62.5	67
96	89	99	97	98	57	37	75	61.5	66
95	87	98	96	97	56	36	75	61	66
94	85	98	95	96	55	35	74	60	65
93	83	98	94.5	96	54	34	73	59	64
92	81	97	93.5	95	53	33	72	58	63
91	80	97	92.5	94	52	32	71	57	62
90	78	96	91.5	93	51	31	70	56	61
89	76	96	91	93	50	31	70	55	60
88	75	95	90	92	49	30	69	54	59
87	73	95	89	91	48	29	68	53	58
86	72	94	88	90	47	28	67	52	57
85	70	94	87.5	90	46	27	66	51	56
84	68	93	86.5	89	45	26	65	50	55
83	67	93	85.5	88	44	25	64	49	54
82	66	92	84.5	87	43	25	63	48	53
81	64	92	84	87	42	24	62	47	52
80	63	91	83	86	41	23	61	46	51
79	62	91	82	85	40	22	60	45	50
78	60	90	81	84	39	21	59	44	49
77	59	89	80	83	38	21	58	43	48
76	58	89	79.5	83	37	20	57	42	47
75	57	88	78.5	82	36	19	56	41	46
74	55	88	77.5	81	35	18	55	40	45
73	54	87	76.5	80	34	18	54	39	44
72	53	86	75.5	79	33	17	53	38	43
71	52	86	75	79	32	16	52	37	42
70	51	85	74	78	31	16	51	36	41
69	50	84	73	77	30	15	50	35	40
68	48	84	72	76	25	12	43	29.5	34
67	47	83	71	75	20	9	37	24.5	29
66	46	82	70	74	15	6	30	19	23
65	45	82	69.5	74	10	4	22	13	16
64	44	81	68.5	73	5	2	13	7	9
63	43	80	67.5	72	0	0	0	0	0

Attachment 2: Fraction of Total Rainfall

Fraction of Total Rainfall

Time	Map 28	Time (cont.)	Map 28 (cont.)	Time (cont.)	Map 28 (cont.)	Time (cont.)	Map 28 (cont.)	Time (cont.)	Map 28 (cont.)	Time (cont.)	Map 28 (cont.)	Time (cont.)	Map 28 (cont.)
0:00	0.1543	3:35	0.6157	7:10	0.5256	10:45	0.3443	14:20	0.2315	17:55	0.1286	21:30	0.3729
0:05	0.1543	3:40	0.6157	7:15	0.5256	10:50	0.3443	14:25	0.2315	18:00	0.1671	21:35	0.3729
0:10	0.1543	3:45	0.6157	7:20	0.5256	10:55	0.3443	14:30	0.2315	18:05	0.1671	21:40	0.3729
0:15	0.1543	3:50	0.6157	7:25	0.5256	11:00	0.4058	14:35	0.2315	18:10	0.1671	21:45	0.3729
0:20	0.1543	3:55	0.6157	7:30	0.5256	11:05	0.4058	14:40	0.2315	18:15	0.1671	21:50	0.3729
0:25	0.1543	4:00	0.5487	7:35	0.5256	11:10	0.4058	14:45	0.2315	18:20	0.1671	21:55	0.3729
0:30	0.1543	4:05	0.5487	7:40	0.5256	11:15	0.4058	14:50	0.2315	18:25	0.1671	22:00	0.2958
0:35	0.1543	4:10	0.5487	7:45	0.5256	11:20	0.4058	14:55	0.2315	18:30	0.1671	22:05	0.2958
0:40	0.1543	4:15	0.5487	7:50	0.5256	11:25	0.4058	15:00	0.2572	18:35	0.1671	22:10	0.2958
0:45	0.1543	4:20	0.5487	7:55	0.5256	11:30	0.4058	15:05	0.2572	18:40	0.1671	22:15	0.2958
0:50	0.1543	4:25	0.5487	8:00	0.3300	11:35	0.4058	15:10	0.2572	18:45	0.1671	22:20	0.2958
0:55	0.1543	4:30	0.5487	8:05	0.3300	11:40	0.4058	15:15	0.2572	18:50	0.1671	22:25	0.2958
1:00	0.1415	4:35	0.5487	8:10	0.3300	11:45	0.4058	15:20	0.2572	18:55	0.1671	22:30	0.2958
1:05	0.1415	4:40	0.5487	8:15	0.3300	11:50	0.4058	15:25	0.2572	19:00	0.1800	22:35	0.2958
1:10	0.1415	4:45	0.5487	8:20	0.3300	11:55	0.4058	15:30	0.2572	19:05	0.1800	22:40	0.2958
1:15	0.1415	4:50	0.5487	8:25	0.3300	12:00	0.3074	15:35	0.2572	19:10	0.1800	22:45	0.2958
1:20	0.1415	4:55	0.5487	8:30	0.3300	12:05	0.3074	15:40	0.2572	19:15	0.1800	22:50	0.2958
1:25	0.1415	5:00	0.5312	8:35	0.3300	12:10	0.3074	15:45	0.2572	19:20	0.1800	22:55	0.2958
1:30	0.1415	5:05	0.5312	8:40	0.3300	12:15	0.3074	15:50	0.2572	19:25	0.1800	23:00	0.1543
1:35	0.1415	5:10	0.5312	8:45	0.3300	12:20	0.3074	15:55	0.2572	19:30	0.1800	23:05	0.1528
1:40	0.1415	5:15	0.5312	8:50	0.3300	12:25	0.3074	16:00	0.2315	19:35	0.1800	23:10	0.1528
1:45	0.1415	5:20	0.5312	8:55	0.3300	12:30	0.3074	16:05	0.2315	19:40	0.1800	23:15	0.1528
1:50	0.1415	5:25	0.5312	9:00	0.2459	12:35	0.3074	16:10	0.2315	19:45	0.1800	23:20	0.1528
1:55	0.1415	5:30	0.5312	9:05	0.2459	12:40	0.3074	16:15	0.2315	19:50	0.1800	23:25	0.1528
2:00	0.3001	5:35	0.5312	9:10	0.2459	12:45	0.3074	16:20	0.2315	19:55	0.1800	23:30	0.1528
2:05	0.3001	5:40	0.5312	9:15	0.2459	12:50	0.3074	16:25	0.2315	20:00	0.1543	23:35	0.1528
2:10	0.3001	5:45	0.5312	9:20	0.2459	12:55	0.3074	16:30	0.2315	20:05	0.1543	23:40	0.1528
2:15	0.3001	5:50	0.5312	9:25	0.2459	13:00	0.3197	16:35	0.2315	20:10	0.1543	23:45	0.1528
2:20	0.3001	5:55	0.5312	9:30	0.2459	13:05	0.3197	16:40	0.2315	20:15	0.1543	23:50	0.1528
2:25	0.3001	6:00	7.6984	9:35	0.2459	13:10	0.3197	16:45	0.2315	20:20	0.1543	23:55	0.1528
2:30	0.3001	6:05	-0.8024	9:40	0.2459	13:15	0.3197	16:50	0.2315	20:25	0.1543		
2:35	0.3001	6:10	1.0310	9:45	0.2459	13:20	0.3197	16:55	0.2315	20:30	0.1543		
2:40	0.3001	6:15	1.0310	9:50	0.2459	13:25	0.3197	17:00	0.1286	20:35	0.1543		
2:45	0.3001	6:20	1.0310	9:55	0.2459	13:30	0.3197	17:05	0.1286	20:40	0.1543		
2:50	0.3001	6:25	1.0310	10:00	0.3443	13:35	0.3197	17:10	0.1286	20:45	0.1543		
2:55	0.3001	6:30	0.9436	10:05	0.3443	13:40	0.3197	17:15	0.1286	20:50	0.1543		
3:00	0.6157	6:35	0.9436	10:10	0.3443	13:45	0.3197	17:20	0.1286	20:55	0.1543		
3:05	0.6157	6:40	0.9436	10:15	0.3443	13:50	0.3197	17:25	0.1286	21:00	0.3729		
3:10	0.6157	6:45	0.9436	10:20	0.3443	13:55	0.3197	17:30	0.1286	21:05	0.3729		
3:15	0.6157	6:50	0.9436	10:25	0.3443	14:00	0.2315	17:35	0.1286	21:10	0.3729		
3:20	0.6157	6:55	0.9436	10:30	0.3443	14:05	0.2315	17:40	0.1286	21:15	0.3729		
3:25	0.6157	7:00	0.5256	10:35	0.3443	14:10	0.2315	17:45	0.1286	21:20	0.3729		
3:30	0.6157	7:05	0.5256	10:40	0.3443	14:15	0.2315	17:50	0.1286	21:25	0.3729		

ATTACHMENT 7

Settlement Agreement
Vidovich v. City of Half Moon Bay
(San Mateo County Superior Court Case No. 24-CIV-08216)

PART I: PARTIES

A. This settlement agreement (“Agreement”) is entered into as of May 6, 2025 (“Effective Date”) between John Vidovich (“Petitioner”) and the City of Half Moon Bay (the “City,” and collectively the “Parties”).

PART II: RECITALS

A. Petitioner owns a 31,709 square foot lot located at 2800 Champs Elysee Boulevard, City of Half Moon Bay, CA, identified as San Mateo County Assessor’s Parcel Number 048-133-060 (“Property”).

B. On August 16, 2017, Petitioner submitted an application to the City requesting approval of a Coastal Development Permit (“CDP”) and Architectural Review to allow for the construction of a new single-family residence on the Property, which was designated application PDP-17-055 (the “Project”).

C. On July 31, 2017, the City issued to Petitioner a Measure D residential dwelling unit allocation (“Measure D Allocation”) for the Project.

D. The City’s Planning Commission considered the Project at public hearings on August 14, 2018, April 9, 2019, and May 26, 2020.

E. Following submission of a revised design proposal, the Architectural Advisory Committee conducted duly noticed public design review sessions to consider the Project on September 22 and December 15, 2022.

F. On July 11, 2023, the Planning Commission held a public hearing on the Project. At the hearing, the Commission expressed concern regarding drainage and potential flooding related to the Project, continued the hearing on the Project to a later date, and directed staff to further evaluate stormwater containment, the applicability of the 10-year flood event analysis, and drainage and grading issues associated with the Project. The Commission also identified concerns with the Project’s conformance with Land Use Plan (“LUP”) Policy 7-12 (Site-Specific Shoreline Hazards Evaluation), Policy 7-8 (Shoreline Hazards and New Development), and Policy 7-10 (Shoreline Hazard Mapping).

G. On September 10, 2024, the Planning Commission held a public hearing on the revised Project. The Commission denied the Project by a 3-0 vote, with two commissioners absent, and adopted Resolution for Denial PDP-17-055 (“Resolution of Denial”) on the grounds that (1) the Planning Commission lacked sufficient information to determine the Project would not cause or contribute to flood hazards under LUP Policy 7-51; and (2) the Project failed to evaluate potential impacts to adjacent properties from its proposed flood protection measures under LUP Policy 7-57.

H. On September 13, 2024, Petitioner appealed the Planning Commission’s decision.

I. On October 15, 2024, the City Council held a public hearing to consider Petitioner’s appeal. The Council voted 2-2 on a motion to grant the appeal and voted 2-2 on a motion to deny the appeal, with one Council member recused. Because a tie vote is deemed denial of such an appeal, the City Council affirmed the Planning Commission’s Resolution of Denial.

J. On December 23, 2024, Petitioner filed a “Petition for Writ of Administrative Mandamus and Complaint for Damages and for Violations of Due Process, Equal Protection, and Takings,” challenging the City’s denial of the Project (“Lawsuit”).

K. On February 4, 2025, the City provided to Petitioner the September 11, 2024 summary of the Pullman Ditch hydrological modeling carried out by Schaaf & Wheeler Consulting Civil Engineers).

L. On March 3, 2025, Petitioner submitted to the City its analysis of the Schaaf & Wheeler summary.

M. On April 23, 2025, the City’s consultant completed additional modeling of the Pullman Ditch to analyze potential on- and off-site impacts of the Project (the “Project Modeling”) to ensure (i) the Project will not cause or contribute to flooding, as required by LUP Policy 7-51, and (ii) that flood control measures will not create adverse direct and/or cumulative impacts on- or off-site, as required by LUP Policy 7-57. The additional modeling concluded the Project will not significantly impact flooding or the Pullman Ditch.

N. The Parties have engaged in settlement discussions and desire to settle, compromise, and resolve any and all existing issues and claims regarding the Project and development of the Property, without any party admitting or denying the truthfulness of any of the allegations or claims raised between and among the Parties and without accepting any liability arising out of such claims, on the terms and conditions set forth in this Agreement.

O. NOW, THEREFORE, in consideration of the above recitals, the mutual promises contained in this Agreement, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

PART III: AGREEMENT

Section 1. City Review of the Project. The City Council will hold a hearing within thirty (30) days of the Effective Date of this Agreement to consider approving the Project, with the proposed conditions of approval included in the draft resolution attached to the September 10, 2024 staff report, with the exception that Condition b.5 (Hydrological Modeling) will be deleted. The record for the Project shall include the record of proceedings leading up to and including the City Council’s effective denial of the appeal on October 15, 2024, plus any new record materials submitted to the City after that date.

Section 2. Dismissal of Lawsuit. If the City Council approves the Project without imposing any conditions of approval that are substantially different than the conditions of

approval proposed by staff in the materials submitted to the City Council in conjunction with the October 15, 2024 appeal, then no later than ten (10) days after such approval, Petitioner shall file a request for dismissal of the Lawsuit with prejudice (“Dismissal”).

Section 3. Effect of City Council Denial of Project. If the City Council denies the Project, all remaining, unperformed obligations under this Agreement shall be null and void and this Agreement shall terminate.

Section 4. Measure D Allocation. The Measure D Allocation previously issued to Petitioner for the Project shall remain valid and in effect during the pendency of the Project application pursuant to this Agreement, as expiration of the Measure D Allocation is tolled by Petitioner’s pursuit of Project approval and the City’s reconsideration of the Project application under this Agreement. If the City Council approves the Project in accordance with Section 2, above, the Measure D Allocation shall apply to the Project and Petitioner will not be required to submit an application for a new Measure D Allocation.

Section 5. Staff Costs and Attorneys’ Fees.

(a) If the Parties file the Dismissal (as required by Section 2), the City shall agree to waive all outstanding staff costs incurred in connection with Project review, whether incurred prior to or following inception of the Lawsuit, and inclusive of the costs of preparing an administrative record.

(b) Petitioner shall not seek to recover from the City any of its attorneys’ fees, costs, or expenses relating to the Lawsuit or this Agreement. This section does not preclude Petitioner from seeking such attorneys’ fees, costs, or expenses, as well as additional attorneys’ fees, costs, and expenses in any future litigation involving the Property if the Agreement is terminated pursuant to Section 3.

(c) The City shall not seek to recover from Petitioner any of its attorneys’ fees, costs, or expenses relating to the Lawsuit or this Agreement.

Section 6. Mutual Releases

(a) **Release by Petitioner.** Upon dismissal of the Lawsuit, Petitioner shall be conclusively deemed to have released and forever discharged the City and its agents, employees, officers, or officials from any and all actions, causes of action, claims, complaints, obligations, costs, expenses, damages, losses, liabilities, judgments, and demands that Petitioner ever had or now has, or may have in the future, whether known or unknown, arising from or related to the facts pleaded in the Lawsuit. This release shall not be construed to limit the rights of Petitioner (1) to enforce the rights, claims, or obligations created by this Agreement or the Notice of Limitations, or (2) to pursue challenge relating to any future development proposal.

(b) **Civil Code Section 1542 Release.** The release agreed to by the Parties in Section 6(a) of this Agreement is intended to be a full settlement of each and every claim of every kind and nature, known or unknown, as between those parties for whom a release has been exchanged arising from the circumstances described in the Lawsuit. The City and Petitioner each certify that they have read Section 1542 of the California Civil Code, set out below:

A general release does not extend to claims which the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

Section 7. Termination Upon Issuance of CDP. Upon the City's issuance of a CDP and approval of Architectural Review for the Project, the Parties, including successors in interest, shall have no further rights or obligations under this Agreement. Notwithstanding the foregoing, Sections 4 and 5 of this Agreement shall survive and continue in full force and effect after termination.

Section 8. Miscellaneous Provisions

(a) **Entire Agreement.** This Agreement, including its exhibits, contains the entire understanding and agreement of the Parties. There are no oral or written representations, understandings or ancillary covenants, undertakings or agreements that are not contained or expressly referred to in this Agreement.

(b) **Captions.** The headings used in this Agreement are for convenience only and will not affect the interpretation of this Agreement.

(c) **Construction.** The provisions of this Agreement will be construed as a whole according to their common meaning and not strictly for or against any party, and in a manner that will achieve the purpose and objectives of this Agreement.

(d) **Effectiveness.** This Agreement will be effective as of the Effective Date.

(e) **Modifications.** This Agreement may be modified only by express written consent of all Parties to this Agreement.

(f) **Applicable Law.** This Agreement shall be governed by the laws of the State of California.

(g) **Warranties of Authority.** The signatories to this Agreement hereby represent and warrant that they are duly authorized to execute this Agreement on behalf of the Parties for which they have signed and that they have all necessary lawful authority, and have taken all necessary actions, to execute this Agreement.

(h) **Binding on Successors and Assigns.** This Agreement and its terms shall inure to the benefit of and be binding upon each of the Parties hereto and each and all of their respective successors, assignees, buyers, grantees, vendees, or transferees, and shall survive the transfer of the Property, or any portion thereof, to any entity that acquires title to such Property whether by sale, lease or other transfer, or contribution to partnership, joint venture or any other entity.

(i) **Documents to be Filed or Executed.** The Parties agree to cooperate to execute any other documents reasonably required to effectuate the intent of this Agreement and,

if a party does not so cooperate, any party to this Agreement may obtain judicial intervention to obtain judicial signature in lieu of party signature, upon noticed motion and supporting affidavit.

(j) Severability. If any portion of this Agreement as applied to any party or to any circumstance shall be adjudged by a court to be void or unenforceable, the same shall in no way affect any other provision of this Agreement, the application of any such provision in another circumstance, or the validity or enforceability of this Agreement as a whole.

(k) No Admission of Liability. This Agreement is a compromise of disputed claims and shall not in any way be construed as an admission by the City that it has acted wrongfully or unlawfully or as an admission by Petitioner that any of the City's defenses have merit.

(l) Effectiveness. This Agreement will be effective as of the Effective Date.

(m) Notices. All notices and other communications which one party may give to the other required by or in connection with this Agreement, shall be confirmed in writing and shall be hand-delivered, sent by certified mail, return receipt requested, or sent by overnight delivery to the following addresses:

If to City:
Catherine Engberg
Shute, Mihaly & Weinberger LLP
396 Hayes Street
San Francisco, CA 94102

If to Petitioner:
Kristen Ditlevsen Renfro
Desmond, Nolan, Livaich & Cunningham
1830 15th Street
Sacramento CA 95811

IN WITNESS WHEREOF, the Parties hereto have executed one or more copies of this Agreement as of the Effective Date.

Petitioner

John Vidovich

By:

Its:

John Vidovich, an individual

City of Half Moon Bay

By:

Its:


HMB.CHAMPS 1907012.2

IN WITNESS WHEREOF, the Parties hereto have executed one or more copies of this Agreement as of the Effective Date.

Petitioner

By:
Its:

City of Half Moon Bay



By: _____er
Its: City Manager

HMB.CHAMPS 1907012.2

From: [Leslie Lacko](#)
To: [Scott Phillips](#)
Subject: FW: June 3rd meeting
Date: Monday, June 2, 2025 8:08:59 AM

RE: Champs

From: Deborah Penrose <DPenrose@hmbcity.com>
Sent: Sunday, June 1, 2025 6:39 AM
To: Matthew Chidester <MChidester@hmbcity.com>; Leslie Lacko <llacko@hmbcity.com>
Subject: Fwd: June 3rd meeting

FYI

Begin forwarded message:

From: Vic Froelicher <> **Subject:** June 3rd meeting
Date: 31 May 2025 at 4:12:44 pm GMT-7
To: Deborah Penrose <DPenrose@hmbcity.com>

[CAUTION]: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Councilmember Penrose

I am sending you this email to let you know about a serious matter that you are to vote on. I've lived here 7 years, love the city and made many friends. Unfortunately, the City has largely ignored how the Pullman Ditch threatens our private property and public safety

Subject: Formal Objection to Approval of Structure at 2800 Champs Elysee Blvd Due to Unresolved Pullman Ditch Drainage Issues

To: City of Half Moon Bay City Council

This letter serves as a formal objection from the undersigned property owners residing along Pullman Ditch to the proposed approval of the structure at 2800 Champs Elysee Blvd. We maintain that approval should be withheld until the long-standing issues of flooding and inadequate drainage related to Pullman Ditch are definitively resolved.

Basis for Objection:

1. **Historical Flooding and Property Damage:** Pullman Ditch has a documented history of overflowing its banks, causing substantial erosion, property damage, and posing a threat to resident safety. A significant portion of floodwater historically flows onto the Vidovich property, acting as a natural spillway. Loss of this spillway will exacerbate flooding and property damage to existing properties.
2. **Prior Decisions and Findings:** The Planning Commission previously voted against approving the structure, citing concerns about the impact on drainage and existing homeowners. The City Council subsequently supported this decision. There has been no substantive change in the drainage situation since these decisions.
3. **Persistent Drainage Issues and City Neglect:** For over two decades, properties adjacent to Pullman Ditch have suffered from recurrent flooding and property damage due to insufficient drainage. This is documented in the Half Moon Bay Review and City records. While permitting construction in the area, the City has largely neglected drainage problems. Furthermore, the City has recently disclaimed responsibility for Pullman Ditch maintenance, citing private ownership, while simultaneously impeding or rendering cost-prohibitive homeowners' efforts to implement necessary protective measures. This has resulted in a tripling of the ditch's size in the last three years.
4. **Water Runoff from Rocket Farms:** The City has failed to control water runoff from Rocket Farms. This runoff has been deliberately or negligently directed onto our properties, causing substantial damage, erosion, flooding, and landscaping degradation, resulting in significant repair costs and property value loss. Rocket Farms' practice of allowing nursery runoff to flow from impermeable surfaces, under Highway 1, and into Pullman Ditch is the cause of these damages. Our properties have been significantly devalued by the threat of future floods. A professional appraisal recently concluded that the value of the real property has been diminished between \$400,000 and \$500,000 due to the potential for future flooding. While an upper landowner does have a natural right to discharge surface waters, this right is not unfettered. Directing or allowing increased or concentrated water flow onto a neighboring property in a manner that causes harm is legally actionable. This is a well established rule concerning water rights in California. See *Keys v. Romley* (1966) 64 Cal.2d 396 (courts have made clear that *liability can be found where property alterations lead to damaging runoff.*)
5. **Continued Risk and Lack of Mitigation:** Given the unchanged circumstances since the previous denial six months ago, as well as ***continued ditch enlargement***, we believe that the decision to protect existing property values and resident safety should remain in effect until the Pullman Ditch issue is definitively resolved.
6. **FILE NO. PDP-17-055.** Regarding "*The coastal development permit and architectural review for a new residence at 2800 champs elysee*

b/vd", we would recommend that it be reviewed by senior staff and your lawyers, since it does not agree with previous city documents or expert opinions. The current head of city planning exhibits little concern for property owners or public safety. Note that the city hydrology report was performed in the summer and does not represent the properties of the 2800 CEB area in the winter which was when the Rossi report was done.

Demand and Notice of Legal Action:

Therefore, we strongly urge the City Council to uphold its previous decision and deny approval of the Vidovich project at the June 3rd meeting. Should the City Council approve the project, we will pursue all available legal avenues to seek damages and protect our properties. Legal action could be avoided if the City would take responsibility for managing the water runoff affecting citizens' properties and assist homeowners in managing the Pullman Ditch to safeguard their properties.

Brent and Jennifer Simmons
Susan Quaqlietti and Vic Froelicher
Joe and Carol Farrell
Sandy Poli
John Rossi
Brad Steinwede and Anju Abel
Chris and Angela Devcich



Vic Froelicher MD

Emeritus Professor of Medicine, Stanford

<https://profiles.stanford.edu/victor-froelicher>

<https://stanfordhealthcare.org/medical-clinics/sports-cardiology.html>

<https://medium.com/@vicmdatg>

From: [Laura Kammeyer](#)
To: [Robert Brownstone](#); [Debbie Ruddock](#); [Patric Jonsson](#); [Paul Nagengast](#); [Deborah Penrose](#); [Matthew Chidester](#); [Catherine Engberg](#); [Scott Phillips](#)
Subject: Comments for 6/3 Public Hearing-Deny Approval of 2800 Champs Elysee Until Pullman ditch is fixed
Date: Monday, June 2, 2025 3:31:07 PM

You don't often get email from laleber2@comcast.net. [Learn why this is important](#)

[CAUTION]: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Half Moon Bay City Council, City Manager, City Attorney, Senior Planner,
We are 26+ year residents of Miramar and have witnessed first-hand the extreme flooding, damage and ongoing mental anguish caused by the Rocket Farms discharge to the Pullman ditch. Simply, the ditch needs to be fixed! Until it is, we are asking the City Council to deny for the 3rd time the Vidovich building on 2800 Champs Elysee, which will exacerbate the flooding issue causing all the flood water to hit and damage the existing homes in our neighborhood.
We understand that the City Council is hearing this again because of the threat of a lawsuit from Vidovich. What about the taxpaying residents who have lived in this neighborhood for decades? Why isn't the city protecting and standing up for them? Why are the interests of a wealthy developer coming before those of long-term Half Moon Bay residents? Do the right thing and fix the Rocket Farms/Pullman Ditch issue -- make it right -- before approving the Vidovich development and causing more damage to property, our neighborhood... and public trust.
Sincerely,
Laura and Chris Kammeyer

From: [Joe Farrell](#)
To: [Maggie Rodriguez](#)
Subject: Fwd: Formal objection to approving 2800 Champs Elysee (Vidovich property)
Date: Monday, June 2, 2025 5:03:17 PM
Attachments: [Videos for 6.3.25 city council mtg .zip](#)

You don't often get email from jfarrellhmb@gmail.com. [Learn why this is important](#)

[CAUTION]: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Maggie,

I am submitting this document and the pictures/video attachment to be included in the city council packet. We are requesting that this document and videos be part of the official record of the meeting. I would also ask for the pictures/video be loaded on the meeting laptop device for display during my speaking time.

Our 7 property owners will speak at the City council meeting and will be signing up for time slots.

Would you confirm this can be accomplished.

Thank you

Joe Farrell

650.954.7862

Begin forwarded message:

From: Joe Farrell <jfarrellhmb@gmail.com>
Subject: Formal objection to approving 2800 Champs Elysee (Vidovich property)
Date: June 2, 2025 at 2:13:35 PM PDT
To: RBrownstone@hmbcity.com, DRuddock@hmbcity.com, "Patric (Pat) Jonsson" <pjonsson@hmbcity.com>, Paul Nagengast <pnagengast@hmbcity.com>, Dpenrose@hmbcity.com, Matthew Chidester <MChidester@hmbcity.com>, cengberg@hmbcity.com
Cc: Carol Farrell <cfarrellhmb@gmail.com>, Chris Devcich <christopher.devcich@gmail.com>, Angela Niemann <angelaniemann@gmail.com>, John Rossi <jrossi.91320@gmail.com>, Susan Quaglietti <squaglietti@gmail.com>, Vic Froelicher <vicmdatg@gmail.com>, Brad Steinwede <bsteinwede@icloud.com>, Anju Abel <anjuabel@gmail.com>, Brent Simmons <BSimmons@cleanwater1.com>, Sandy Paoli <sandunes1@aol.com>

Honorable Council members, HMB City Manager and HMB City Attorney,

This letter serves as a formal objection from the seven undersigned property owners residing along Pullman Ditch to the proposed approval of the structure at 2800 Champs Elysee Blvd. We maintain that approval should be withheld until the long-standing issues of flooding and inadequate drainage related to

Pullman Ditch are definitively resolved.

Basis for Objection:

1. **Historical Flooding and Property Damage:** Pullman Ditch has a documented history of overflowing its banks, causing substantial erosion, property damage and posing a threat to resident safety. A significant portion of floodwater historically flows onto the Vidovich property, acting as a natural spillway. Loss of this spillway will exacerbate flooding and property damage to existing properties. This has not been adequately addressed by City staff in their findings and the most recent report. The City has in it's possession the Hydrology report known as the **Rossi report** that demonstrates there is clearly flooding and the Vidovich property acts as an important exit for the flood waters where the building would be located.

2. **Prior Decisions and Findings:** The Planning Commission previously voted against approving the structure, citing concerns about the impact on drainage and existing homeowners. The City Council subsequently supported this decision. There has been no substantive change in the Pullman ditch drainage situation since these decisions.

3. **Persistent Drainage Issues and City Neglect:** For over two decades, properties adjacent to Pullman Ditch have suffered from recurrent flooding and property damage due to insufficient drainage. This is documented in the Half Moon Bay Review and City records. While permitting construction in the area, the City has largely neglected drainage problems. This has resulted in a tripling of the ditch's size in the last three years.

4. **Water Runoff from Rocket Farms:** The City has failed to control water runoff from Rocket Farms. This runoff has been deliberately or negligently directed onto our properties, causing substantial damage, erosion, flooding and landscaping degradation, resulting in significant repair costs and property value loss. Rocket Farms' practice of allowing nursery runoff to flow from impermeable surfaces, under Highway 1 and into Pullman Ditch is the cause of these damages.

Our properties have been significantly devalued by the threat of future floods. A professional appraisal recently concluded that the value of Rossi property has been diminished between by 26% due to the potential for future flooding attached. While an upper landowner does have a natural right to discharge surface waters, this right is not unfettered. Directing or allowing increased or concentrated water flow onto a neighboring property in a manner that causes harm is legally actionable. This is a well established rule concerning water rights in California. See *Keys v. Romley* (1966) 64 Cal.2d 396 (courts have made clear that liability can be found where property alterations lead to damaging runoff.)

5. **Continued Risk and Lack of Mitigation:** Given the unchanged circumstances since the previous denial six months ago, as well as ***continued ditch enlargement***, we believe that the decision to protect existing property values and resident safety should remain in effect until the Pullman Ditch issue is definitively resolved.

6. Regarding the coastal development permit and architectural review for a new residence at 2800 Champs Elysee Blvd, FILE NO. PDP-17-055 recently circulated, we recommend that it reviewed again by senior staff and your lawyers. It does not agree with previous city documents or other expert opinions, (Rossi Report in City Staff's possession) or documented pictures of water dumping onto the Vidovich property.

7. Pictures and videos of flooding are attached as reference

Demand and Notice of Legal Action:

Therefore, we strongly urge the City Council to uphold its previous decision and deny approval of the Vidovich project at the June 3rd meeting. Should the City Council approve the project, we will pursue all available legal avenues to seek damages and protect our properties. Legal action could be avoided if the City would take responsibility for managing the water runoff affecting citizens' properties and assist homeowners in managing the Pullman Ditch to safeguard their properties.

Signed:

Joe and Carol Farrell
2805 Alameda Ave HMB

Christopher Devcich and
Angela Neiman
2810 Alameda Ave HMB

John Rossi
2804 Champs Elysee Blvd HMB

Susan Quaglietti and Vic Froelicher
2805 Champs Elysee Blvd HMB

Brad Steinwede and
Anju Able
2801 Champs Elysee Blvd HMB

Brent and Jennifer Simmons
2782 Pullman Ave HMB

Sandy and John Paoli
2789 and 2793 Pullman Ave HMB

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **June 3, 2025**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Karen Decker, Economic and Community Vitality Manager
Irma Acosta, Administrative Analyst

TITLE: RESOLUTION ASSESSING THE LEVY FOR THE HALF MOON BAY HOTEL BUSINESS IMPROVEMENT DISTRICT FOR FISCAL YEAR 2025-26

RECOMMENDATION:

Conduct a public hearing, consider any oral or written protests, and adopt a resolution assessing the levy for the Half Moon Bay Hotel Business Improvement District for Fiscal Year 2025-26.

FISCAL IMPACT:

There is no fiscal impact to the City associated with this action. Any revenue generated through the BID levy will be transferred to the Business Improvement District.

STRATEGIC ELEMENT:

This action supports the *Fiscal Sustainability* Element of the Strategic Plan.

DISCUSSION:

The attached Half Moon Bay Hotel Business Improvement District (“BID”) report was filed with the City Clerk as required by California Streets and Highways Code Section 36533. The report was prepared by the Half Moon Bay Chamber of Commerce acting as the Managing Agency for the hotels in the BID.

A Resolution of Intention adopting the annual report and to continue the BID program and levy the annual assessments for Fiscal Year 2025-26 was adopted by the City Council on May 20, 2025. This action recommends keeping the levy rate at \$2 per rented room night. The Public Hearing date was set for June 3, 2025. Written and oral protests to the levy of the annual assessment may be made at the Public Hearing in the form and manner prescribed in Sections 36525 and 36526 of the California Streets and Highway Code up until the close of the public hearing.

ATTACHMENTS:

1. Resolution assessing the levy for the Half Moon Bay Hotel Business Improvement District for Fiscal Year 2025-26
2. Half Moon Bay Hotel Business Improvement District 2024 Annual Report

RESOLUTION NO. C-2025-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY
TO CONTINUE THE BASIS FOR AND LEVY THE ASSESSMENT FOR THE HALF MOON BAY HOTEL
BUSINESS IMPROVEMENT DISTRICT FOR FISCAL YEAR 2025-26**

WHEREAS, the Parking and Business Improvement Area Law of 1989 Section 36500 et seq. of the California Streets and Highway Code authorizes cities to establish and renew business improvement areas for the purpose of promoting tourism; and

WHEREAS, the City Council approved Resolution C-10-04 on April 6, 2004, to establish the Half Moon Bay Hotel Business Improvement District (BID), and on June 15, 2004, approved an Ordinance establishing the Half Moon Bay Hotel Business Improvement District; and

WHEREAS, in accordance with the requirements of Health and Safety Code Section 36530 and Half Moon Bay Municipal Code Chapter 3.100, the City Council appointed the Half Moon Bay Coastside Chamber of Commerce and Visitors' Bureau as the managing agency to provide oversight and recommendations regarding the use of the assessment funds; and

WHEREAS, the Half Moon Bay Municipal Code and the Parking and Business Improvement Area Law requires that the managing agency prepare and submit an annual report stating the proposed changes, improvements, and activities for the fiscal year; and

WHEREAS, on May 15, 2025, the Chamber submitted the 2024 Annual Report; and

WHEREAS, on May 20, 2025, the City Council adopted a resolution approving the Report and declaring its intention to continue the BID program and assessments for Fiscal Year 2025-26 following a public hearing on June 3, 2025, at 7:00 p.m.; and

WHEREAS, the City Clerk gave notice of the public hearing by mailing written notice to all hotels within the BID and by publishing in a newspaper of general circulation at least seven days before the public as required by California Streets and Highways Code section 36534; and

WHEREAS, at the public hearing, the City Council heard and considered all protests against the Fiscal Year 2025-26 levy of assessments for the BID, and the rules and procedures used in receiving and considering protests complied with those set forth in the California Streets and Highways Code Sections 36524, 36525, 36534 and 36535; and

WHEREAS, the City Council desires to adopt this resolution to continue the program and assessments as levied without change for Fiscal Year 2025-26.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Half Moon Bay hereby resolves:

Section 1. The Annual Report is on file with the City Clerk and contains a full and detailed description of activities provided in 2024. No changes to the District boundaries are proposed and there are no changes to the assessment proposed.

Section 2. The assessment levied by the BID shall be used for activities and programs promoting lodging within the district and administer marketing programs that increase overnight lodging.

Section 3. The City hereby levies the assessment for Fiscal Year 2025-26 in the amount of \$2 per rented room night on all hotels within the BID.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 3rd day of June 2025, by the City Council of Half Moon Bay by the following vote:

AYES, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

ATTEST:

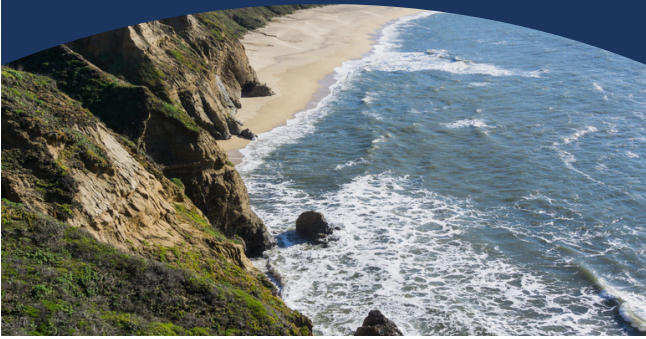
APPROVED:

Maggie Rodriguez, Assistant City Clerk

Robert Brownstone, Mayor

HOTEL BUSINESS IMPROVEMENT DISTRICT - 2024

Annual Report



VISIT Half Moon Bay CALIFORNIA

The \$1 per room night assessment levied on travelers through the hotels, by the Business Improvement District shall be used to promote lodging within the district and administer marketing programs that increase overnight lodging. The district region is Coastside from Montara through Pescadero, with the interior land boundary being Skyline/Highway 35.

Priorities & Outcomes

MID-WEEK STAYS

Re-engage Corporate Planners from the Bay Area & Silicon Valley.

- Still slower than anticipated due to the mass layoffs, economic instability, and rising costs. Corporate RFP's are slowly trickling in, but are much lower in volume in both quantity and quality.

Meeting Planner FAM Trip to showcase HMB as a meeting destination.

- Meeting Planners have not been staying in their positions long enough or being given budget enough to warrant a FAM, so we've focused on leisure travel FAM trips.

DIGITAL & PRINT MARKETING

Perform an in-depth visitor study.

- The Visitor Study is underway! We have received access to GEO location data and are working through the data to assess visitor trends and will generate a full report in 2025.
- Still trying to gain access to the Spending Data.
- Conduct in-person and online survey's to gain visitor feedback summer 2025.
- The Chamber successfully applied to become a Visit CA official Welcome Center which will come with it, ~\$200k in marketing through Visit California's various channels.
- Began the RFP process to bring on a comprehensive full-service marketing firm to create strategy, budget, and to expand our marketing reach and capabilities.

GENERATE MEDIA

Coordinate and host travel writers.

- Worked with Visit California to host multiple leisure travel experience providers and influencers.

Special Note: In January 2025 we were able to bring on a staff member designated to coordinate media, groups, and sales support.

DIGITAL

All Website Users

- 501k +17%

Total Page Views

- 870k +15%

Avg. Session

- 49s +4s

Top Countries

- USA 420k +17%
- CAN 18k +28%
- IND 5.3k -14%

Top Pages

- Home 220.6k
- Stay 53k
- Activities 51k
- Trails 35k
- Main St 27k
- Eat/Drink 24k
- Events 10k

Top Acquisitions

- Search 399k +9%
- Ads 100k +7%
- Direct 80k +33%
- Refer 11k +23%

MEDIA

Print Ads

- 3 +1

...however all three were focused on Visit HMB versus last year were both co-ops.

Articles Written

- 71 (+11)

Hosted Influencers

- 7 (-2)

Occupancy

	2024	2023	2022
• Aristocrat <i>Sans Dec</i>	50.65%	54.11%	47.11%
• Beach House Half Moon Bay	71.34%	71.43%	79.96%
• Cameron's Inn	14.06%	10.59%	13.33%
• Cypress Inn on Miramar Beach	74.86%	70.09%	75.34%
• Half Moon Bay Inn <i>Sans Jan & Feb</i>	26.54%	27.75%	35.52%
• Half Moon Bay Lodge	73.13%	69.09%	61.91%
• Harbor View Inn	78.82%	73.51%	102.69%
• Inn at Mavericks	77.44%	93.74%	88.95%
• Mill Rose Inn & Garden	71.83%	55.80%	19.95%
• Miramar Inn & Suites	37.82%	35.48%	45.77%
• Nantucket Whale Inn	63.42%	61.58%	57.12%
• *Ocean View Inn <i>Did Not Report</i>	0.00%	0.00%	84.93%
• Oceano Hotel & Spa	61.67%	59.73%	63.65%
• Quality Inn	45.40%	52.56%	64.03%
• Ritz Carlton	52.12%	58.19%	63.46%
• *San Benito House <i>Under Renovation</i>	0.00%	0.00%	0.00%
• Seal Cove Inn <i>Sans Dec</i>	78.74%	0.00%	43.53%
• *Zaballa House <i>Decreased to 8 Rooms</i>	8.66%	3.06%	4.48%

Total Available Rooms a Night
• 709*

Total Available Room Nights
• 258,785*

Total Occupied Room Nights
• 147,479*

Occupancy
• Coastside 57% +2%
• HMB 54% -1%
• UnCorp 67% +5%

Average Room Rate
City of HMB only
• \$610 per night

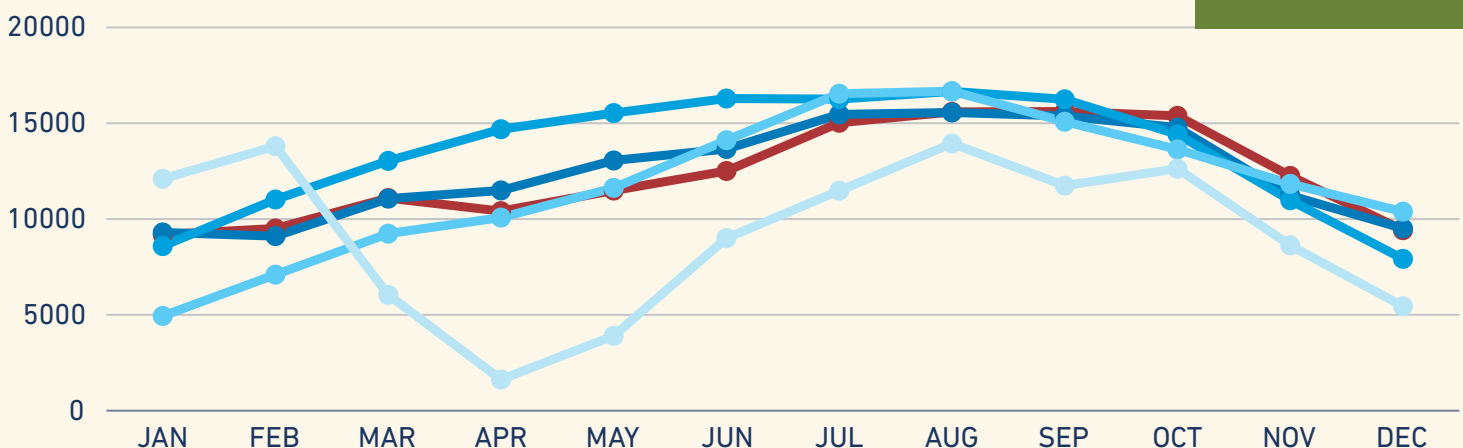
TOT Revenue
City of HMB only - 15%
• \$8,429,361
County TOT is 10% but is not a trackable number for Visit HMB.

Estimated Total Economic Impact
• \$7.9B
Direct + Indirect + Induced

*Inventory was removed from available room nights to more accurately report the occupancy rate of the Coastside. Zaballa House had a reduction in rooms that were converted to apartments.

BOOKED ROOM NIGHTS

● 2024 ● 2023 ● 2022 ● 2021 ● 2020



Budget

ITEM	CARRYOVER	INCOME	EXPENSE	NET
Assessments Half Moon Bay		\$129,591	\$0	\$129,591
Assessments Unincorporated		\$46,200	\$0	\$46,200
Management			\$45,000	-\$45,000
Assoc. Fees			\$10,000	-\$10,000
Software			\$780	-\$780
Marketing Firm			\$45,000	-\$45,000
Website			\$26,801	-\$26,801
Digital Ads	\$8,889		\$33,926	-\$25,037
Print Ads	\$5,500		\$17,594	-\$12,094
PR Firm			\$0	\$0
Media Aquisition	\$18,681		\$10,814	\$7,867
Visitor Study		\$40,000	\$13,125	\$26,875
Visit HMB Coordinator	\$18,059		\$0	\$18,059
Corporate Group Acquisition			\$350	-\$350
TOTALS	\$51,129	\$215,791	\$203,390	\$63,530
RESERVE	\$21,587	\$0	\$0	\$21,587

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **June 3, 2025**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Lisa Rossi, Administrative Services Director
Ernest Azevedo, Human Resources Analyst

**TITLE: COMPLIANCE WITH ASSEMBLY BILL 2561/GOVERNMENT CODE SECTION 3502.3
REGARDING VACANCIES, RECRUITMENT AND RETENTION EFFORTS**

RECOMMENDATION:

Receive a presentation and conduct a public hearing at which the City will report on workforce vacancies, recruitment, and retention efforts.

FISCAL IMPACT:

There is no fiscal impact associated with this update.

STRATEGIC ELEMENT:

This recommendation supports the *Inclusive Governance* Element of the Strategic Plan.

BACKGROUND

This report is in response to California State Assembly Bill (AB) 2561 that was approved on September 22, 2024, and added §3502.3 to the Government Code (Attachment). This law requires public agencies to present the status of their vacancies in a public hearing before their governing body at least once per fiscal year. The presentation must be made before the adoption of a final budget for the fiscal year. Additional obligations may apply if the vacancy rate in a bargaining unit exceeds 20%.

DISCUSSION

This report is provided in accordance with Government Code §3502.3. As stated previously, if job vacancies within a single bargaining unit reach or exceed 20% of the authorized full-time positions, the City must, at the request of recognized employee organizations, present certain information at a public hearing, including: (1) the total number of vacancies within the bargaining unit; (2) the number of applicants; (3) the average number of days to fill positions; and (4) opportunities to improve compensation and working conditions for employees in the bargaining unit. (Gov. Code §3502.3(c).)

Vacancy Rate

At present, the City’s overall vacancy rate is approximately 18%, with most vacancies occurring in the Represented Management unit and the Non-Represented (Executive) Management group, which is not a formal bargaining unit. Specifically, the Executive Management group has three vacancies, and with only seven budgeted current full-time equivalents (FTEs), this represents a 43% vacancy rate. The current vacant positions in the Executive Management group are the Assistant City Manager, Assistant to the City Manager, and Communications Director/City Clerk. As the Council may recall, recruitment for several of these vacant positions was intentionally deferred until the budget is finalized and the Council’s priorities, especially with the addition of two new members, are established. It is important to recognize that vacancy rates can be disproportionately high due to the small number of FTEs in each bargaining and employee group, meaning that even a single vacancy can have an outsized effect on the vacancy rate.

For the purposes of this public hearing and the requirements of AB2561, we will report on calendar year 2024. The City’s annual average vacancy rate for regular, full-time equivalent positions was 6.83%, well below the 20% reportable rate.

The table below provides a month-by-month breakdown of vacancies:

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
# of Vacancies Beginning of the Month	1	1	2	3	4	4	4	4	4	3	3	3
# of Separations	1	0	1	1	0	0	0	0	0	0	1	1
# of New Hires	1	0	0	0	0	0	0	0	1	0	1	0
# of Promotions	0	0	0	0	0	0	1	0	0	0	0	0
# of Budgeted FTEs	44	44	44	44	44	44	45	45	45	45	45	45
% of Vacancies	2%	2%	5%	7%	9%	9%	9%	9%	9%	7%	7%	7%

Recruitment and Retention

The City of Half Moon Bay employs a competitive, merit-based recruitment process that balances thoroughness with efficiency. This process involves strategic job postings across multiple channels, including CalOpps, the City's website, GovernmentJobs.com, LinkedIn, and free professional job boards such as those offered by the Municipal Management Association of Northern California. For more targeted or hard-to-fill positions, Human Resources collaborates with department hiring managers to allocate funding for postings on specialized or additional job websites.

The recruitment process involves several key steps:

- A two-tier application screening process to verify minimum qualifications and identify top candidates.
- Structured panel interviews with subject matter experts, using standardized evaluation criteria.
- Final interviews with hiring managers to assess departmental fit and compatibility with the City's work culture.
- Comprehensive background and reference checks before extending offers.
- A 6 to 12-month probationary period for new hires.

Employees transition from at-will to regular status after completing probation and then receive appropriate due process protections.

The City recognizes that competitive compensation is a crucial tool for attracting and retaining high-quality employees. Through a Compensation Philosophy adopted via a transparent public process in 2019, the City Manager and staff are provided with guidelines to oversee the City's employee compensation plan. The guiding principles include:

- Public Accountability
- Affordability
- Flexibility
- Legality
- Competitiveness
- Internal Relationships
- Ability to Pay
- Compensation Studies

In addition, when operationally feasible, the City offers flexible work arrangements, such as remote work and/or alternative schedules (4/10 and 9/80), to enhance recruitment and retention efforts.

Despite these measures, the City continues to face challenges in filling positions, largely due to the high cost of living, limited housing availability, and lengthy commutes in San Mateo County. Both public and private employers share these challenges throughout the region and are not unique to Half Moon Bay. However, staff feels strongly that remaining competitive is imperative

in terms of compensation, working conditions, and workplace culture. The Administrative Services Department continues to explore ways to enhance and streamline the hiring process and to support the City's talented workforce.

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Assembly Bill 2561

Assembly Bill No. 2561

CHAPTER 409

An act to add Section 3502.3 to the Government Code, relating to public employment.

[Approved by Governor September 22, 2024. Filed with
Secretary of State September 22, 2024.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2561, McKinnor. Local public employees: vacant positions.

Existing law, the Meyers-Milias-Brown Act (act), authorizes local public employees, as defined, to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on matters of labor relations. The act requires the governing body of a public agency to meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations and to consider fully presentations that are made by the employee organization on behalf of its members before arriving at a determination of policy or course of action.

This bill would, as specified, require a public agency to present the status of vacancies and recruitment and retention efforts at a public hearing at least once per fiscal year, and would entitle the recognized employee organization to present at the hearing. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the bill would require the public agency, upon request of the recognized employee organization, to include specified information during the public hearing. By imposing new duties on local public agencies, the bill would impose a state-mandated local program. The bill would also include related legislative findings.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement shall be made pursuant to these statutory provisions for costs mandated by the state pursuant to this act, but would recognize that a local agency or school district may pursue any available remedies to seek reimbursement for these costs.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares as follows:

(a) Job vacancies in local government are a widespread and significant problem for the public sector affecting occupations across wage levels and educational requirements.

(b) High job vacancies impact public service delivery and the workers who are forced to handle heavier workloads, with understaffing leading to burnout and increased turnover that further exacerbate staffing challenges.

(c) There is a statewide interest in ensuring that public agency operations are appropriately staffed and that high vacancy rates do not undermine public employee labor relations.

SEC. 2. Section 3502.3 is added to the Government Code, to read:

3502.3. (a) (1) A public agency shall present the status of vacancies and recruitment and retention efforts during a public hearing before the governing board at least once per fiscal year.

(2) If the governing board will be adopting an annual or multiyear budget during the fiscal year, the presentation shall be made prior to the adoption of the final budget.

(3) During the hearing, the public agency shall identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.

(b) The recognized employee organization for a bargaining unit shall be entitled to make a presentation at the public hearing at which the public agency presents the status of vacancies and recruitment and retention efforts for positions within that bargaining unit.

(c) If the number of job vacancies within a single bargaining unit meets or exceeds 20 percent of the total number of authorized full-time positions, the public agency shall, upon request of the recognized employee organization, include all of the following information during the public hearing:

(1) The total number of job vacancies within the bargaining unit.

(2) The total number of applicants for vacant positions within the bargaining unit.

(3) The average number of days to complete the hiring process from when a position is posted.

(4) Opportunities to improve compensation and other working conditions.

(d) This section shall not prevent the governing board from holding additional public hearings about vacancies.

(e) The provisions of this section are severable. If any provision of this section or its application is held invalid, the invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

(f) For purposes of this section, “recognized employee organization” has the same meaning as defined in subdivision (a) of Section 3501.

SEC. 3. The Legislature finds and declares that Section 2 of this act, which adds Section 3502.3 to the Government Code, furthers, within the

meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

It is in the public interest, and it furthers the purposes of paragraph (7) of subdivision (b) of Section (3) of Article I of the California Constitution, to ensure that information concerning public agency employment is available to the public.

SEC. 4. No reimbursement shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code for costs mandated by the state pursuant to this act. It is recognized, however, that a local agency or school district may pursue any remedies to obtain reimbursement available to it under Part 7 (commencing with Section 17500) and any other law.

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BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **June 3, 2025**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Lisa Rossi, Administrative Services Director
Kenneth Stiles, Finance Manager

TITLE: PUBLIC HEARING AND ADOPTION OF THE FY 2025-26 MASTER FEE SCHEDULE

RECOMMENDATION:

Conduct a public hearing, receive public comment, and adopt a resolution approving the Master Fee Schedule for FY 2025-26, as presented.

FISCAL IMPACT:

Adoption of the updated Master Fee Schedule is expected to increase annual General Fund revenue by approximately \$575,638, with an additional \$76,000 from inflationary adjustments. The actual fiscal impact will vary depending on service demand throughout the year.

Fees collected for development services are deposited into the City's General Fund unless otherwise specified. Development Impact Fees (DIF) are not adjusted as part of this update and will be addressed in a future report following completion of the DIF Nexus Study.

STRATEGIC ELEMENT:

This action supports the *Infrastructure and Environment* and *Fiscal Sustainability* Elements of the Strategic Plan.

BACKGROUND:

On May 20, 2025, the City Council held a public workshop to review the draft Comprehensive User Fee Study, prepared by NBS Government Finance Group. The study presented updated cost-of-service estimates for user and regulatory fees across Planning, Building, Public Works, Law Enforcement, and Administrative Services.

This fee study is the second phase of a three-part engagement initiated in FY 2022-23. It follows the completion of the Cost Allocation Plan (CAP) and precedes an upcoming Development Impact Fee Nexus Study.

The proposed fees reflect a comprehensive analysis of both direct and indirect service costs, updated for inflation through FY 2025-26 using a CPI-W adjustment.

DISCUSSION:

Adoption of the FY 2025-26 Master Fee Schedule represents an incremental step toward financial sustainability, increasing the City's overall cost recovery from approximately 51% to 89%. This reduces dependence on General Fund subsidies for services that primarily benefit individual users, while maintaining support for programs that serve a broader public purpose.

The updated fee schedule reflects the City's commitment to a fair and consistent cost-recovery framework, and includes the following core elements:

- **Full Cost Recovery for Private Services** - The majority of fees are set at full cost recovery for services that provide direct, individual benefits—such as development permits, entitlement reviews, and other project-specific processing.
- **Annual CPI Adjustments** - To keep fees current between major updates, the City will continue applying annual adjustments based on the San Francisco-Oakland-San Jose CPI-W index. This policy helps fees remain aligned with inflation while avoiding large periodic increases.
- **Development Impact Fees (DIFs)** - DIFs were not adjusted in this update. Staff recommends maintaining existing rates while the Development Impact Fee Nexus Study is underway. Revised DIFs will be brought forward separately once the study is complete.

Staff provided public notice of this hearing and presented earlier drafts of the schedule to both the Finance Committee and City Council as part of the public review process. Council expressed general support for the cost recovery approach outlined in the fee study during the May 20 workshop.

Additionally, staff presented the proposed recreation-related fees to the Recreation Commission on May 28. The Commission expressed concern that increases to special event and film permit fees might unintentionally discourage individuals and groups from pursuing the required permits. They recommended phasing in increases for film permits and other smaller-scale events and suggested that the City track the number of issued permits over time to monitor any impact on compliance or participation. The Commission expressed support of fee increases for major special event permits, and staff support costs.

Due to their market-driven nature and overall complexity, recreation facility rental fees were not updated at this time. There is an opportunity to evaluate these fees further and return to the Council for a separate discussion.

The Master Fee Schedule includes minor technical adjustments and new renter's protection fees tied to recent Council discussions. No new program-based fees are proposed for FY 2025-

26 beyond those previously discussed. Consistent with City practice and Government Code requirements, all fees will take effect on August 4, 2025.

CONCLUSION:

The proposed Master Fee Schedule reflects a comprehensive effort to align City fees with the actual costs of services, supports equitable cost recovery, and maintains transparency for residents and applicants. It incorporates community feedback, current economic conditions, and Council guidance. Adoption of the updated schedule will help ensure that City services remain financially sustainable, administered, and responsive to operational realities. Staff recommend adoption of the FY 2025-26 Master Fee Schedule as presented, with any final adjustments based on the public hearing and Council direction.

ATTACHMENT:

Resolution including Exhibit A - FY 2024-25 Fee Schedule

RESOLUTION NO. C-2025-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY
AUTHORIZING ADJUSTMENTS TO MASTER FEE SCHEDULE (USER FEES) FOR FY 2025-26**

WHEREAS, the City Council of the City of Half Moon Bay has established certain fees for City services; and

WHEREAS, the City conducted and completed a user fee study in 2025; and

WHEREAS, based on the fee study, the City Council held a public hearing on June 3, 2025, to consider user fee schedule amendments for Administration, Building, Public Works and Planning Review and Permits; and

WHEREAS, the City Council adopted new user fees for succeeding fiscal years; and

WHEREAS, City staff is to affirm and update certain Administrative, Building, Public Works, and Planning fees associated with staff review and inspection of development entitlements and permits and adjustments for consumer price index.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council of the City of Half Moon Bay approves the updated user fee schedule as presented in Exhibit A; and
2. All new fees and fee increases will be in effect sixty days from approval, which would occur on August 4, 2025.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 3rd day of June 2025, by the City Council of Half Moon Bay by the following vote:

Ayes, Councilmembers:

Noes, Councilmembers:

Absent, Councilmembers:

Abstain, Councilmembers:

ATTEST:

APPROVED:

Maggie Rodriguez, Assistant City Clerk

Robert Brownstone, Mayor

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
I. ADMINISTRATION						
1	Administrative Fees					
	1. First Returned Item	101-210-4901	Each	[1]	\$ 25.00	\$ 25.00
	2. Each Additional Item	101-210-4901	Each	[1]	\$ 39.00	\$ 35.00
	3. Credit Card Convenience Fee	101-210-4901	Surcharge on charges \$30 and more	[5]	2.4%	2.4%
2	Duplication					
	1. Photocopies	101-140-4901	Per Page		\$ 0.25	\$ 0.10
	2. Municipal Code Book	101-140-4901	Per Book	[2]	Available online	Available online
	3. Bound Reports	101-140-4901	Per Report		Actual Cost	Actual Cost
	4. Budget	101-210-4901	Each	[2]	Available online	Available online
	5. Annual Comprehensive Financial Report (ACFR)	101-210-4901	Each	[2]	Available online	Available online
3	City Clerk					
	1. Election Filing Fee	101-110-4901	Each	[4]	\$ 25.00	\$ 25.00
	2. Candidate Printing Fee	101-110-4901	Deposit	[3]	Set by County	Set by County
4	Staff Research					
	1. City Manager's Office	101-120-4901	Per Quarter Hour		\$ 67.00	\$ 78.00
	2. Finance Department	101-210-4901	Per Quarter Hour		\$ 56.00	\$ 74.00
	4. Planning Department	101-710-4901	Per Quarter Hour		\$ 64.00	\$ 76.00
	5. Building Department	101-720-4901	Per Quarter Hour		\$ 47.00	\$ 73.00
	6. Public Works Department - Engineering	101-420-4901	Per Quarter Hour		\$ 57.00	\$ 89.00
	7. Public Works Department - Maintenance	101-430-4901	Per Quarter Hour		\$ 49.00	\$ 56.00
	8. Police - Sworn	101-310-4901	Per Quarter Hour		\$ 61.00	\$ 80.00
	9. Police - Non Sworn	101-310-4901	Per Quarter Hour		\$ 21.00	\$ 32.00
5	Private Alarm Permits (Chapter 9.10)					
	1. Alarm Permit	101-310-4202	Annually		\$ 58.00	\$ 74.00
	2. False Alarm Response with Permit			[8]		

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	1st & 2nd Alarms	101-310-4202	No fee		No Charge	No Charge
	3rd Alarm	101-310-4202	Each		\$ 58.00	\$ 50.00
	4th Alarm	101-310-4202	Each		\$ 121.00	\$ 100.00
	5th Alarm	101-310-4202	Each		\$ 183.00	\$ 150.00
	6th Alarm and responses thereafter	101-310-4202	Each		\$ 245.00	\$ 200.00
	3. False Alarm Response without Permit			[8]		
	1st & 2nd Alarms	101-310-4202	per response		\$ 58.00	\$ 50.00
	3rd Alarm	101-310-4202	per response		\$ 121.00	\$ 100.00
	4th Alarm	101-310-4202	per response		\$ 152.00	\$ 150.00
	5th Alarm	101-310-4202	per response		\$ 213.00	\$ 200.00
	6th Alarm and responses thereafter	101-310-4202	per response		\$ 306.00	\$ 250.00
6	Film Permit (Chapter 9.74)				\$ 576.00	\$ 1,243.00
	City Support Services During Filming Event	101-101-4201	Per Hour / Actual Cost		NEW	Actual Cost
	Use of City Facilities	101-101-4201	Per Event		NEW	per Facilities Rental Schedule
7	Special Event Permits			[6]		
	Small Ceremonies (Wedding)	101-610-4204	Per Event		\$ 224.00	\$ 796.00
	Minor Event: Block Parties, Fundraisers	101-610-4204	Per Event		\$ 224.00	\$ 1,166.00
	Major Event: Miscellaneous Events, Carnival/Circus, Parade, Race, Rodeo, Amusement Concession, etc.	101-610-4204	Per Event		\$ 448.00	\$ 2,707.00
	City Staff Support to Special Events	101-610-4204	Each		NEW	Actual Cost
8	Street Closure		Per Request		Actual Cost	Actual Cost
9	Poplar Beach Parking			[7]		
	Vehicles less than 20 feet	101-430-4720	Per 12 hours		\$ 10.00	\$ 10.00
	Horse trailers and vehicles longer than 20 feet	101-430-4720	Per 12 hours		\$ 15.00	\$ 15.00
	Annual Permit	101-430-4720	12 month permit		\$ 165.00	\$ 165.00
	Nine-month Permit	101-430-4720	9 month permit		\$ 90.00	\$ 90.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	Replacement Parking permit	101-430-4720	Each		\$ 30.00	\$ 30.00
10	Professional Dog Walker permit		Per Year		\$ 200.00	\$ 599.00
11	Personal Dog Walker permit (3-6 dogs)		Per Year		\$ 75.00	\$ 158.00
12	Violations of Municipal Code other than building or safety provisions					
	1 First Violation		Each		\$ 100.00	\$ 100.00
	2 Second Violation within one calendar year		Each		\$ 200.00	\$ 200.00
	3 Third or subsequent violations within one calendar year		Each		\$ 500.00	\$ 500.00
13	Violations of building or safety provisions of the Municipal Code					
	1 First Violation		Each		\$ 100.00	\$ 100.00
	2 Second Violation within one calendar year		Each		\$ 500.00	\$ 500.00
	3 Third or subsequent violations within one calendar year		Each		\$ 1,000.00	\$ 1,000.00

Notes

- [1] Fees set by California Civil Code Ch. 522 Sec. 1719. Additional charges may apply if not paid within 30 days of the receipt of the letter. See CA Civil Code Ch.
- [2] Available on-line at <http://www.hmbcity.com>
- [3] Total cost equal to 100% of printing, handling, translating, and mailing costs. Deposit rate set by County of San Mateo and is subject to change.
- [4] Rate is established by the California Code, Elections Code - ELEC § 10228
- [5] Fee set by City at actual cost
- [6] Special Event fees may be waived by the City Manager for NPDES related volunteer events
- [7] Poplar Beach Parking fees may be waived by the City Manager for NPDES related volunteer events
- [8] HMBMC 9.10.240 - False alarms emanating from alarm systems which do not have a current permit under this chapter shall pay a civil penalty of fifty dollars for each such false alarm, in addition to any other chapter required. (Ord. 7-93 §1(part), 1993).

II. BUILDING^{[1][2]}						
0	Building Hourly Rates (minimum 2 hours)					
	Inspections outside of normal business hours	101-720-4422	per hour		\$ 191.00	\$ 294.00
	Inspection on Sundays and Holidays	101-720-4422	per hour		\$ 286.50	\$ 294.00
	Inspection on Sundays and Holidays	101-720-4422	per hour		\$ 382.00	\$ 294.00
	Reinspection fees	101-720-4422	per hour		\$ 191.00	\$ 294.00
	Inspection for which no fee is specifically indicated	101-720-4422	per hour		\$ 191.00	\$ 294.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
1	Building Permit Fee for Alterations, Additions, and New Construction (based on valuation of improvement)					
	Valuation (\$)					
	0 - 500	101-720-4422	per permit		\$ 191.00	\$ 383.00
	501 - 2,000		valuation			
	First 500	101-720-4422			\$ 258.00	\$ 383.00
	Each Additional 100 or fraction thereof	101-720-4422			\$ 12.00	\$ 21.00
	2,001 - 25,000		valuation			
	First 2,000	101-720-4422			\$ 479.00	\$ 707.00
	Each Additional 1,000 or fraction thereof	101-720-4422			\$ 1.00	\$ 3.00
	25,001 - 50,000		valuation			
	First 25,000	101-720-4422			\$ 540.00	\$ 796.00
	Each Additional 1,000 or fraction thereof	101-720-4422			\$ 5.00	\$ 10.00
	50,001 - 100,000		valuation			
	First 50,000	101-720-4422			\$ 722.00	\$ 1,061.00
	Each Additional 1,000 or fraction thereof	101-720-4422			\$ 3.00	\$ 5.00
	100,001 - 500,000		valuation			
	First 100,000	101-720-4422			\$ 902.00	\$ 1,326.00
	Each Additional 1,000 or fraction thereof	101-720-4422			\$ 3.00	\$ 5.00
	500,001 - 1,000,000		valuation			
	First 500,000	101-720-4422			\$ 2,413.00	\$ 3,537.00
	Each Additional 1,000 or fraction thereof	101-720-4422			\$ 5.00	\$ 9.00
	1,000,001 - 2,500,000		valuation			
	First 1,000,000	101-720-4422			\$ 5,792.00	\$ 8,490.00
	Each Additional 1,000 or fraction thereof	101-720-4422			\$ 6.00	\$ 0.50
	2,500,001 - 5,000,000		valuation			
	First 2,500,000	101-720-4422			\$ 14,792.00	\$ 9,375.00
	Each Additional 1,000 or fraction thereof	101-720-4422			\$ 6.00	\$ 0.30
	5,000,001 and above		valuation			
	First 5,000,000	101-720-4422			\$ 29,792.00	\$ 10,259.00
	Each Additional 1,000 or fraction thereof	101-720-4422			\$ 6.00	\$ 2.00
2	Building Plan Check Fee				65% of Building Permit Fee	65% of Building Permit

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	City Processing Fee	101-720-4422			20% of Plan Check Fee	20% of Plan Check Fee
	Third Party Consultant		per project		80% of Plan Check Fee	80% of Plan Check Fee
MISCELLANEOUS FEES - FLAT RATE PERMITS						
3	Address Assignment					
	Residential	101-720-4422	per permit		\$ 95.50	\$ 147.00
	Non-Residential	101-720-4422	per hour		\$ 191.00	\$ 294.00
4	Demolition	101-720-4422	up to 2 hours		\$ 384.00	\$ 442.00
5	Re-Roof					
	Single Family Residential	101-720-4422	each		\$ 286.50	\$ 333.00
	Multifamily/Non-Residential (less than 5,000 sq. ft.)	101-720-4422	each		\$ 426.00	\$ 495.00
	Multifamily/Non-Residential (greater than 5,000 sq. ft.)	101-720-4422	valuation		See Building Valuation	See Building Valuation
6	Solar/Photovoltaic - per GC 66015			[3]		
	Photovoltaic Residential System (Up to 15kW)	101-720-4422	per permit		\$191/hr.	\$ 450.00
	For each kW over 15 kW	101-720-4422	per kW		\$191/hr.	\$ 15.00
	Photovoltaic Commercial Systems (Up to 50 kW)	101-720-4422	per permit		\$191/hr.	\$ 697.44
	Between 51kW and 250kW	101-720-4422	per kW		\$191/hr.	\$ 0.90
	Photovoltaic Commercial Systems (250kW)	101-720-4422	per permit		\$191/hr.	\$ 836.93
	For each kW over 250kW	101-720-4422	per kW		\$191/hr.	\$ 3.35
MECHANICAL, ELECTRICAL, PLUMBING PERMIT AND PLAN CHECK FEES (WHEN ASSOCIATED WITH A BUILDING PERMIT)						
7	New Residential Buildings					
	For new multifamily residential buildings (apartments and condominiums) having three or more living units, including the area of garages, carports, and other non-commercial automobile storage areas constructed at the same time, per square foot	101-720-4422	per 100 s.f.		\$ 16.00	\$ 23.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	For new single and two-family residential buildings, including the area of garages, carports and other minor accessory buildings constructed at the same time, per square foot	101-720-4422	per 100 s.f.		\$ 16.00	\$ 23.00
	<i>For other types of residential occupancies and alteration, and modifications to existing residential buildings, use the UNIT FEE SCHEDULE</i>					
8	New Non-Residential Buildings					
	For new non-residential buildings including the area of garages, storage rooms, mechanical rooms, utility rooms and other areas constructed at the same time, per square foot					
	For new non-residential buildings less than 5,000 square feet	101-720-4422	per 100 s.f.		varies - itemized	\$ 23.00
	For new non-residential buildings greater than 5,000 square feet	101-720-4422	per 100 s.f.		varies - itemized	\$ 17.00
MECHANICAL, ELECTRICAL, PLUMBING PERMIT AND PLAN CHECK FEES (WHEN NOT ASSOCIATED WITH A BUILDING PERMIT)						
9	Stand Alone MPE Permit					
	Residential					
	Single Item Permit from lists below, assumes 1 inspection	101-720-4422	each		\$ 46.00	\$ 260.00
	Single Item Permit, Water Heater Only	101-720-4422			\$ 46.00	\$ 132.00
	2 - 3 items from the lists below, assumes 1 inspection required	101-720-4422	per permit		NEW	\$ 378.00
	4 - 6 items, assumes 1 inspection required	101-720-4422	per permit		NEW	\$ 545.00
	Additional Inspection Required	101-720-4422	per inspection		NEW	\$ 235.00
	Greater than 6 items - please see Valuation Tables	101-720-4422	per permit		See Valuation	See Valuation
	Commercial					
	please see Valuation Tables	101-720-4422	per permit		See Valuation	See Valuation
10	Mechanical Permit Item List	101-720-4422				
	FAU less than 100,000 Btu/h	101-720-4422				
	FAU greater than 100,000 Btu/h	101-720-4422				
	Mechanical Alteration / Repair Minor (1 inspection assumed)	101-720-4422				
	Hood/Vent System	101-720-4422				
11	Electrical Permit Item List					
	Generator	101-720-4422				

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	Services under 600 volts, 400 amps or less	101-720-4422				
	Services of 600 volts or less and over 400 amperes to 1000 amperes in rating	101-720-4422				
	Services over 600 volts or over 1000 amperes in rating	101-720-4422				
	Electric Meter Reset	101-720-4422				
	Subpanel	101-720-4422				
	Temporary Power	101-720-4422				
	Lighting Poles	101-720-4422				
	First pole	101-720-4422				
	Each additional	101-720-4422				
	Other Minor Electrical Alteration/Repair (1 inspection assumed)	101-720-4422				
12	Plumbing Permit Item List					
	Water Service	101-720-4422				
	Sewer/Septic	101-720-4422				
	Trap/Interceptor	101-720-4422				
	Gas Line Air Test	101-720-4422				
	Other Minor Plumbing Alteration/Repair (1 inspection assumed)	101-720-4422				
	ADDITIONAL SERVICES					
13	Business License Inspection	101-720-4422	per 1/2 hr.		\$ 95.00	\$ 147.00
14	Fee for 4th review onwards-charged on hourly basis	101-720-4422	per hour		\$ 191.00	\$ 294.00
15	Fire Plan Check Administration Fee	101-720-4422	per 1/2 hr.		\$ 95.00	\$ 147.00
16	General Plan Fee	101-720-4422	valuation		0.25% Permit Valuation	16%
17	Miscellaneous Plan Review	101-720-4422	per hour		\$ 191.00	\$ 294.00
18	Permit Fees for Work Without Valid Permit (Bldg., Elec, Mech, Plmb, Encroach, Grading)		Fine / Penalty		2 X Permit Fee	2 X Permit Fee

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
19	Permit Reactivation	101-720-4422	per permit		NEW	\$ 294.00
20	Plan Revision	101-720-4422	per hour		\$ 191.00	\$ 294.00
21	Pre-Site Inspection	101-720-4422	per hour		\$ 191.00	\$ 294.00
22	Refund (Update Refund Policy)	101-720-4422	per 1/2 hr.		\$ 95.00	\$ 147.00
23	Replaced Job Cards	101-720-4422	each		NEW	\$ 73.00
24	Special Structural Inspection Fee - Deposit to be determined by Public Works Director at time of application per Public Works Hourly Rate		deposit		\$ 233.00	\$ 294.00
25	Transfer of Permit to New Property Owner	101-720-4422	each		NEW	\$ 294.00
26	Fees for Services Otherwise not Listed	101-720-4422	per hour		NEW	\$ 294.00

Notes

- [1] The General Plan fee will be applied to all residential/commercial/industrial new construction and/or addition permits. The fee will be 1% (\$2.50/\$1000) of the valuation of the construction/addition.
- [2] Permit fees for work done without a valid permit are 2x the applicable permit fee
- [3] For photovoltaic systems, total permit fees, including applicable Permit Issuance and Filing Fees, Automation Fees, Community Planning Fees, and other mandated fees shall not exceed amounts authorized via Government Code Section 66015.

III. PUBLIC WORKS ^{[3] [4] [5] [8] [9]}

0	Public Works Hourly Rate	101-420-4443	per hour		\$ 233.00	\$ 357.00
1	Public Improvement Plan Check Fee (including grading)			[1]		
	<i>Valuation (\$)</i>					
	\$ 10,000.00	101-420-4421	Base Fee @ \$10,000		\$ 976.00	\$ 1,429.00
	each additional \$1,000 or fraction thereof	101-420-4421	each add'l \$1,000		\$ 47.00	\$ 71.00
	\$ 100,000.00	101-420-4421	Base Fee @ \$100,000		\$ 5,369.00	\$ 7,862.00
	each additional \$1,000 or fraction thereof	101-420-4421	each add'l \$1,000		\$ 39.00	\$ 59.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	\$ 500,000.00	101-420-4421	Base Fee @ \$500,000		\$ 21,726.00	\$ 31,807.00
	each additional \$1,000 or fraction thereof	101-420-4421	each add'l \$1,000		\$ 41.00	\$ 63.00
2	Construction Inspection			[1]		
	<i>Valuation (\$)</i>					
	\$ 10,000.00	101-420-4421	Base Fee @ \$10,000		\$ 976.00	\$ 1,429.00
	each additional \$1,000 or fraction thereof	101-420-4421	each add'l \$1,000		\$ 79.00	\$ 119.00
	\$ 100,000.00	101-420-4421	Base Fee @ \$100,000		\$ 8,299.00	\$ 12,151.00
	each additional \$1,000 or fraction thereof	101-420-4421	each add'l \$1,000		\$ 62.00	\$ 95.00
	\$ 500,000.00	101-420-4421	Base Fee @ \$500,000		\$ 34,423.00	\$ 50,391.00
	each additional \$1,000 or fraction thereof	101-420-4421	each add'l \$1,000		\$ 66.00	\$ 100.00
3	Final Maps					
	Parcel Map (up to 4 lots)					
	City Admin Fee	101-000-2302	Deposit		\$ 6,854.00	\$ 2,859.00
	Consultant/Land Surveyor	101-000-2302	Actual Cost		Actual Cost	Actual Cost
	Tract Map (5 or more lots)					
	City Admin Fee	101-000-2302	Deposit		\$ 6,854.00	\$ 4,288.00
	Consultant/Land Surveyor	101-000-2302	Actual Cost		Actual Cost	Actual Cost
4	Subdivision Improvement Agreement/Legal Fee					
	City Admin Fee	101-000-2302	Deposit		\$ 3,410.00	\$ 5,718.00
	Consultant/Land Surveyor	101-000-2302	Actual Cost		Actual Cost	Actual Cost
5	Encroachment Permits Plan Review & Inspection					
	Spot Repair (I.e. water leaks, pothole patches)	101-420-4421	Flat Fee		\$ 486.00	\$ 714.00
	Excavation/Restoration up to 100 LF	101-420-4421	Flat Fee		\$ 976.00	\$ 1,429.00
	each additional 50 LF	101-420-4421	Flat Fee		\$ 486.00	\$ 714.00
	Curb, gutter, sidewalk, or driveway less than 100 LF	101-420-4421	Flat Fee		\$ 976.00	\$ 1,429.00
	each additional 50 LF	101-420-4421	Flat Fee		\$ 486.00	\$ 714.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	Sewer Drain connections, repair or extension up to 100 LF	101-420-4421	Flat Fee		\$ 976.00	\$ 1,429.00
	each additional 50 LF	101-420-4421	Flat Fee		\$ 486.00	\$ 714.00
	Storm Drain connection, repair or extension up to 100 LF	101-420-4421	Flat Fee		\$ 976.00	\$ 1,429.00
	each additional 50 LF	101-420-4421	Flat Fee		\$ 486.00	\$ 714.00
	Unpermitted encroachments	101-420-4421	Fine / Penalty		2 x Permit fee	2 x Permit fee
	Permit Time Extension	101-420-4421	Flat Fee		\$ 119.00	\$ 178.00
6	Public Right-of-Way/Easement Encroachment (Temporary)	101-420-4421	Flat Fee		\$ 241.00	\$ 357.00
	<i>(traffic plan review and inspection for debris box, awnings, overhead transformers, parking signs, produce signs, etc.)</i>					
7	Grading Permits Plan Review and Inspection			[7][8]		
	Grade changes 50 – 1,000 CY	101-420-4421	Flat Fee		\$ 976.00	\$ 1,429.00
	Additional 100 CY over 1000	101-420-4421	Flat Fee		\$ 241.00	\$ 357.00
8	Sewer			[8]		
	FOG Certification - Initial	202-520-4506	Flat Fee		\$ 55.00	\$ 357.00
	FOG Certification - Annual Renewal	202-520-4506	Flat Fee		NEW	\$ 357.00
	Transfer of Uninstalled Capacity Fee	202-520-4506	Flat Fee		\$ 486.00	\$ 357.00
	Re-Inspection for Non-Compliance	202-520-4506	Flat Fee		NEW	\$ 357.00
9	Supporting to Planning					
	1. Pre-Entitlement Processing					
	Pre-Application Review	101-000-2302	Flat Fee		\$ 220.00	\$ 714.00
	2. Coastal Development Permit Processing					
	Coastal Development Permit Exemption	101-420-4421	Flat Fee		\$ 241.00	\$ 714.00
	Single Family Residential	101-000-2302	Deposit		\$ 890.00	\$ 1,429.00
	Accessory Dwelling Unit - New Development	101-420-4421	Deposit		\$ 486.00	\$ 714.00
	Multiple Family Residential	101-000-2302	Deposit		\$ 1,837.00	\$ 2,859.00
	Commercial / Mixed Use	101-000-2302	Deposit		\$ 1,837.00	\$ 2,859.00
	Industrial / Institutional	101-000-2302	Deposit		\$ 1,837.00	\$ 2,859.00
	Other Development					

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	Public Works Director/ City Engineer Review	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Planning Commission	101-000-2302	Deposit		\$ 1,837.00	\$ 2,859.00
	Amendments					
	Minor Amendment	101-420-4421	Flat Fee		\$ 241.00	\$ 1,429.00
	Major Amendment	101-000-2302	Deposit		\$ 1,837.00	\$ 2,859.00
	3. Environmental Clearance Processing					
	CEQA/NEPA Environmental Clearance					
	Negative Declaration	101-000-2302	Deposit		\$ 856.00	\$ 1,429.00
	EIR	101-000-2302	Deposit		\$ 1,713.00	\$ 2,859.00
	4. Entitlement Processing					
	Commercial Cannabis Business License	101-000-2302	Deposit		\$ 1,672.00	\$ 2,859.00
	Use Permit	101-000-2302	Deposit		\$ 836.00	\$ 1,429.00
	Variance/ Exception Planning Commission	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Exception/ Community Development Director	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Zoning, LCP, and 6P Amendments					
	LCP/ 6P	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	IP/ Rezoning	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Planned Unit Development Specific Plan	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Planned Unit Development Specific Plan Amendment	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Planned Unit Development Precise Plan	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Planned Unit Development Precise Plan Amendment	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Annexation/ Prezoning	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Land Division and Merger					
	Certificate of Compliance	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Lot Merger	101-000-2302	Deposit		\$ 459.00	\$ 714.00
	Lot Line Adjustment	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Parcel Map (four or fewer lots)	101-000-2302	Deposit		\$ 1,837.00	\$ 2,859.00
	Tentative Subdivision Map	101-000-2302	Deposit		\$ 3,675.00	\$ 5,718.00
	Subdivision Agreement	101-000-2302	No Fee		No Fee	No Fee
	Time Extension	101-000-2302	Deposit		\$ 919.00	\$ 1,429.00
	Public Works Director Review	101-000-2302	Deposit		\$ 228.00	\$ 357.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
10	Building Plan Review / Support					
	1. Minor Residential Improvement or Addition	101-420-4421	Flat Fee		\$ 241.00	\$ 714.00
	2. Tenant Improvement	101-420-4421	Flat Fee		\$ 486.00	\$ 714.00
	3. New SFD	101-420-4421	Flat Fee		\$ 486.00	\$ 1,429.00
	4. New Multifamily or Non-Residential	101-420-4421	Flat Fee		\$ 1,217.00	\$ 2,144.00
11	Special Studies Review					
	City Staff		Each		NEW	\$ 1,072.00
	Consultant		Per Project		NEW	Actual Cost
12	Stormwater Inspection Program					
	1. C.3 Treatment Inspections		Flat Fee	[6]	NEW	\$ 338.00
	2. C.4 Commercial/Industrial Business Inspections		Flat Fee		NEW	\$ 169.00
	3. C.6 Wet Weather Construction Site Inspections (Seasonal per Site)		Per Site/Per Year		NEW	\$ 3,550.00
	4. Reinspection/Corrective Action Due to Non-Compliance		Flat Fee		NEW	\$ 169.00
13	Fees for Services Otherwise not Listed		Per Hour		\$ 233.00	\$ 357.00

Notes

- [1] Fees for external agency review or special studies may apply in addition to City fees
- [3] Fees are adjusted annually by the CPI All Urban Consumers/San Francisco-Oakland-San Jose established in December.
- [4] Additional fee
- [5] Fees from
- [6] Initial inspection fee assumes initial compliance. If non-compliant, reinspection/corrective action fee will apply
- [7] Permit fees for work done without a valid permit are 2x the applicable permit fee
- [8] Construction activities during October through April shall require Storm Water Pollution Prevention plans, measures and fees.
- [9] For deposit accounts, total cost equal to 100% of staff and/or consultant time and materials

IV. DEVELOPMENT IMPACT FEES

1	Single Family					
	1. Sewer Connection - Assessment District Participant	202-520-4506	Per dwelling unit		\$ 5,615.00	\$ 5,615.00
	Sewer Connection - Assessment District Non-Participant	202-520-4506	Each SFRE		\$ 19,961.00	\$ 19,961.00
	2. SMIP Residential*	101-000-2181	per valuation			
	SMIP Commercial*	101-000-2181	per valuation			
	3. BSRF (Bldg. Standards Admin Spec Revolving Fund)**					

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	\$1 - 25,000	101-000-2182	Valuation		\$ 1.00	\$ 1.00
	\$25,001 - 50,000	101-000-2182	Valuation		\$ 2.00	\$ 2.00
	\$50,001 - 75,000	101-000-2182	Valuation		\$ 3.00	\$ 3.00
	\$75,001 - 100,000	101-000-2182	Valuation		\$ 4.00	\$ 4.00
	Every \$25,000 or fraction above \$100,000	101-000-2182	Valuation		\$ 1.00	\$ 1.00
	4. Storm Drainage	152-450-4501	Per dwelling unit		\$ 855.00	\$ 855.00
	5. Capital Outlay Facilities	301-101-4503	Per dwelling unit		\$ 1,212.00	\$ 1,212.00
	6. Traffic Mitigation	112-510-4502	Per dwelling unit		\$ 7,899.00	\$ 7,899.00
	7. Park Facilities	125-530-4504	Per dwelling unit		\$ 8,919.00	\$ 8,919.00
2	Development Fees; Multi-Family / Commercial					
	1. Sewer Connections					
	Multi-Family	202-520-4506	Per dwelling unit		\$ 4,716.00	\$ 4,716.00
	Mobile Home	202-520-4506	Per dwelling unit		\$ 3,536.00	\$ 3,536.00
	Office	202-520-4506	Per 1,000 square feet		\$ 1,515.00	\$ 1,515.00
	Commercial/Retail	202-520-4506	Per 1,000 square feet		\$ 2,188.00	\$ 2,188.00
	Lodging	202-520-4506	Per room		\$ 2,188.00	\$ 2,188.00
	Industrial	202-520-4506	Per 1,000 square feet		\$ 2,188.00	\$ 2,188.00
	Sewer Connection - Assessment District Non-Participant	202-520-4506	Each SFRE		\$ 19,961.00	\$ 19,961.00
	2. SMIP					
	SMIP Residential (valuation exceeding \$3,850)	101-000-2181	Pre 100,000 Permit Valuation		\$ 13.00	\$ 13.00
	SMIP Commercial (valuation exceeding \$1,786)	101-000-2181	Pre 100,000 Permit Valuation		\$ 28.00	\$ 28.00
	SMIP Flat Fee*	101-000-2181			\$ 0.50	\$ 0.50
	3. BSARF (Bldg. Standards Admin Spec Revolving Fund)**					
	\$1 - 25,000	101-000-2182	Per Valuation		\$ 1.00	\$ 1.00
	\$25,001 - 50,000	101-000-2182	Per Valuation		\$ 2.00	\$ 2.00
	\$50,001 - 75,000	101-000-2182	Per Valuation		\$ 3.00	\$ 3.00
	\$75,001 - 100,000	101-000-2182	Per Valuation		\$ 4.00	\$ 4.00
	Every \$25,000 or fraction thereof above \$100,000	101-000-2182	Per Valuation		\$ 1.00	\$ 1.00
	4. Storm Drainage					
	Multi-Family	152-450-4501	Per dwelling unit		\$ 338.00	\$ 338.00
	Mobile Home	152-450-4501	Per dwelling unit		\$ -	\$ -
	Office	152-450-4501	Per 1,000 square feet		\$ 721.00	\$ 721.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	Commercial/Retail	152-450-4501	Per 1,000 square feet		\$ 521.00	\$ 521.00
	Lodging	152-450-4501	Per room		\$ -	\$ -
	Industrial	152-450-4501	Per 1,000 square feet		\$ 360.00	\$ 360.00
5.	Capital Outlay					
	Multi-Family	301-101-4503	Per dwelling unit		\$ 1,011.00	\$ 1,011.00
	Mobile Home	301-101-4503	Per dwelling unit		\$ 767.00	\$ 767.00
	Office	301-101-4503	Per 1,000 square feet		\$ 387.00	\$ 387.00
	Commercial/Retail	301-101-4503	Per 1,000 square feet		\$ 212.00	\$ 212.00
	Lodging	301-101-4503	Per room		\$ 27.00	\$ 27.00
	Industrial	301-101-4503	Per 1,000 square feet		\$ 193.00	\$ 193.00
6.	Traffic Mitigation					
	Multi-Family	112-510-4502	Per dwelling unit		\$ 4,028.00	\$ 4,028.00
	Mobile Home	112-510-4502	Per dwelling unit		\$ 4,077.00	\$ 4,077.00
	Office	112-510-4502	Per 1,000 square feet		\$ 4,952.00	\$ 4,952.00
	Commercial/Retail	112-510-4502	Per 1,000 square feet		\$ 8,297.00	\$ 8,297.00
	Lodging	112-510-4502	Per room		\$ 2,648.00	\$ 2,648.00
	Industrial	112-510-4502	Per 1,000 square feet		\$ 4,026.00	\$ 4,026.00
7.	Park Facility Fee					
	Multi-Family	125-530-4504	Per dwelling unit		\$ 7,432.00	\$ 7,432.00
	Mobile Home	125-530-4504	Per dwelling unit		\$ 5,648.00	\$ 5,648.00
3	Development Fees - Residential Subdivision Fees Only					
	Park Dedication				Per Chapter 17.48 of Municipal Code	Per Chapter 17.48 of Municipal Code
V. PLANNING ^{[1] [4]}						
0	Planning Hourly Rate		Per Hour		\$ 255.00	\$ 304.00
1	Pre-Entitlement Processing					
	1. Pre-Application Review	101-000-2302	Deposit		\$ 1,738.00	\$ 2,130.00
	2. Planning Consultation	101-000-2302	Flat Fee		NEW	\$ 608.00
	3. Pre-Submittal Plan Review	101-000-2302	Flat Fee		NEW	\$ 608.00
	4. General Project Planning Services	101-000-2302	Deposit		NEW	\$ 913.00
	5. Pre-Application Commercial Cannabis Business	101-000-2302	Deposit		\$ 1,581.00	\$ 1,522.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	6. Measure 'D'					
	Accessory Dwelling Unit (consistent with City Ordinance and State Law)	101-710-4443 ACT456	Flat Fee		\$ 669.00	\$ 761.00
	Single Allocation (per allocation)	101-710-4443 ACT456	Flat Fee		\$ 669.00	\$ 1,065.00
	Phasing Agreement	101-000-2302	Deposit		\$ 2,301.00	\$ 3,652.00
2	Coastal Development Permit Processing					
	1. Coastal Development Permit Exemption	101-000-2302	Deposit		\$ 505.00	\$ 608.00
	2. Single Family Residential					
	<= 3,000 square feet	101-000-2302	Deposit		\$ 2,519.00	\$ 3,652.00
	> 3,000 square feet	101-000-2302	Deposit		\$ 3,238.00	\$ 4,566.00
	3. Accessory Dwelling Unit - New Development	101-710-4443	Deposit		\$ 663.00	\$ 1,826.00
	4. Multiple Family Residential					
	<= Four Dwelling units	101-000-2302	Deposit		\$ 3,718.00	\$ 4,566.00
	> Four dwelling units	101-000-2302	Deposit		\$ 6,232.00	\$ 6,088.00
	5. Commercial / Mixed Use					
	<= 10,000 square feet	101-000-2302	Deposit		\$ 3,718.00	\$ 7,610.00
	> 10,000 square feet	101-000-2302	Deposit		\$ 6,232.00	\$ 9,132.00
	6. Industrial / Institutional					
	<= 20,000 square feet	101-000-2302	Deposit		\$ 3,718.00	\$ 7,610.00
	> 20,000 square feet	101-000-2302	Deposit		\$ 6,232.00	\$ 9,132.00
	7. Other Development					
	Community Development Director	101-000-2302	Deposit		\$ 2,758.00	\$ 3,652.00
	Planning Commission	101-000-2302	Deposit		\$ 3,538.00	\$ 6,088.00
	8. Amendments					
	Minor Amendment	101-710-4443	Flat Fee		\$ 512.00	\$ 456.00
	Major Amendment	101-000-2302	Deposit		\$ 2,758.00	\$ 3,652.00
3	Environmental Clearance Processing					
	1. CEQA/NEPA Environmental Clearance					
	Negative Declaration	101-000-2302	Deposit		\$ 5,037.00	\$ 7,610.00
	EIR	101-000-2302	Deposit		\$ 11,335.00	\$ 15,220.00
	2. Notice of Exemption	101-710-4443	Flat Fee		\$ 264.00	\$ 456.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	3. Fish and Game		Flat Fee		Set by State of CA	Set by State of CA
4	Design Review Processing					
	1. Architectural, Landscape, and Site Plan Review	101-000-2302	Deposit		\$ 749.00	\$ 1,217.00
5	Entitlement Processing					
	1. Home Occupation	101-710-4443	Flat Fee		\$ 131.00	\$ 152.00
	2. Commercial Cannabis Business License	101-000-2302	Deposit		\$ 5,604.00	\$ 6,088.00
	3. Use Permit	101-000-2302	Deposit		\$ 1,139.00	\$ 2,130.00
	4. Variance / Exception Planning Commission	101-000-2302	Deposit		\$ 1,139.00	\$ 1,522.00
	5. Exception and Community Development Director	101-000-2302	Deposit		\$ 502.00	\$ 608.00
	6. Zoning, LCP, and GP Amendments					
	LCP/GP	101-000-2302	Deposit		\$ 17,693.00	\$ 21,308.00
	IP/Rezoning	101-000-2302	Deposit		\$ 17,693.00	\$ 21,308.00
	Planned Unit Development Specific Plan	101-000-2302	Deposit		\$ 17,693.00	\$ 21,308.00
	Planned Unit Development Specific Plan Amendment	101-000-2302	Deposit		\$ 8,816.00	\$ 12,176.00
	Planned Unit Development Precise Plan	101-000-2302	Deposit		\$ 8,816.00	\$ 12,176.00
	Planned Unit Development Precise Plan Amendment	101-000-2302	Deposit		\$ 4,558.00	\$ 5,479.00
	Annexation/Prezoning	101-000-2302	Deposit		\$ 17,693.00	\$ 21,308.00
6	Appeals					
	Filing Fee - Outside CA Coastal Commission (CCC) Appeals Jurisdiction	101-710-4443	Flat Fee	[6]	\$ 264.00	\$ 608.00
	Filing Fee - Within CA Coastal Commission (CCC) Appeals Jurisdiction		No Fee		no charge	no charge
	Processing Fee - Paid by developer	101-000-2302	Deposit		\$ 3,777.00	\$ 4,566.00
7	Land Division and Merger					
	Certificate of Compliance	101-000-2302	Deposit		\$ 2,278.00	\$ 2,739.00
	Lot Merger	101-000-2302	Deposit		\$ 1,006.00	\$ 1,217.00
	Lot Line Adjustment	101-000-2302	Deposit		\$ 2,278.00	\$ 2,739.00
	Tentative Parcel Map (four or fewer lots)	101-000-2302	Deposit		\$ 4,558.00	\$ 5,479.00
	Tentative Subdivision Map	101-000-2302	Deposit		\$ 12,596.00	\$ 15,220.00
	Subdivision Agreement	101-000-2302	Deposit		\$ 5,037.00	\$ 6,088.00
	Time Extension	101-000-2302	Deposit		\$ 2,278.00	\$ 2,739.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
8	Sign Permit					
	Community Development Director Review	101-710-4443	Flat Fee		\$ 201.00	\$ 456.00
	Planning Commission Review	101-000-2302	Deposit	[5]	\$ 1,139.00	\$ 2,739.00
	Exceptions Planning Commission Review	101-000-2302	Deposit		\$ 1,139.00	\$ 1,369.00
	Sign Programs	101-000-2302	Deposit		NEW	\$ 2,739.00
9	Other Services					
	Zoning Verification - Property Information Packet Compliance Letter	101-710-4443	Flat Fee		\$ 264.00	\$ 608.00
	Public Convenience & Necessity Letter	101-710-4443	Flat Fee		\$ 264.00	\$ 304.00
	Water Transfer Letter	101-710-4443	Flat Fee		\$ 264.00	\$ 304.00
	Landlord Petition		Flat Fee		NEW	\$ 4,566.00
	plus Hearing Officer		Flat Fee	[9]	NEW	\$ 4,227.00
	Tenant Petition		Flat Fee		NEW	\$ 52.00
	plus Hearing Officer		Flat Fee	[9]	NEW	\$ 4,227.00
10	Tree Removal Review					
	up to 5 trees	101-710-4443	Flat Fee		\$ 335.00	\$ 761.00
	More than 5 trees	101-000-2302	Deposit		\$ 529.00	\$ 1,369.00
11	Mobile Food Vendor Permit	101-710-4443	Flat Fee		\$ 264.00	\$ 304.00
12	Sound Amplification Permit	101-710-4442	Flat Fee		\$ 264.00	\$ 304.00
13	Fees Required by other Agencies					
	1. California Department of Fish and Wildlife		per agency schedule	[3]	Fee required to review various environmental documents	Fee required to review various environmental documents
	2. Local Agency Formation Commission (LAFCo)		per agency schedule	[3]	Annexation fees vary by acreage	Annexation fees vary by acreage

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	3. San Mateo County Recorder		per agency schedule	[3]	Fee required to record and/or post various	Fee required to record and/or post various
14	Short-Term Vacation Rental (STR) Registration					
	Initial Registration	101-710-4443	Flat Fee		\$ 792.00	\$ 304.00
	Annual Registration Renewal	101-710-4443	Flat Fee		\$ 264.00	\$ 304.00
	Initial Inspection	101-710-4443	Flat Fee		NEW	\$ 294.00
15	Public Works Project Review / Support					
	1. Review of Public Works project applications, plans, maps, etc.		Per Hour	[2]	\$ 239.00	\$ 304.00
16	Building Plan Review / Support					
	1. Minor Residential Improvement or Addition				NEW	\$ 304.00
	2. Tenant Improvement				NEW	\$ 304.00
	3. New SFD				NEW	\$ 456.00
	4. New Multifamily or Non-Residential				NEW	\$ 608.00
	5. Additions to Square Footage - Residential and Non-Residential				NEW	\$ 304.00
17	General Plan Fee		Per Permit	[7]	NEW	16%

Notes

- [1] Flat fees are adjusted annually by the CPI All Urban Consumers/San Francisco-Oakland-San Jose established in December.
- [2] Total cost equal to 100% of staff and/or consultant time and materials.
- [3] Fees charged by these agencies are available on their websites and are in addition to fees charged by the City.
- [4] For deposit accounts, total cost equal to 100% of staff and/or consultant time and materials
- [5] Planning Commission Review includes Sign Program fees
- [6] Minimum flat fee covers the cost of initial staff acceptance. Subsequent staff work is charged to the project applicant on a time and materials basis.
- [7] General Plan Fee applies to selected Planning applications fees as noted above
- [8] All Planning Permit Fees are subject to Technology Fee
- [9] Hearing Officer costs charged at actual cost to the City

VI. RENTERS PROTECTIONS

1	Rent Registry					
	Rent Registry	126-740-4507	per unit		\$ 75.00	\$ 75.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	Rent Registry (Affordable Housing Units)		no charge		\$ -	\$ -
2	Rent Stabilization	126-740-4507	per unit		\$ 286.00	\$ 286.00
3	Landlord Petition	126-740-4507	per petition		\$ 5,120.00	\$ 5,120.00
4	Tenant Petition	126-740-4507	per petition		\$ 50.00	\$ 50.00
VII. CODE ENFORCEMENT FINES/PENALTIES ^[1]						
1	Code Enforcement Investigation and Notice of Violation			[2]		
	Property related inspections required to verify code compliance					
	Initial Complaint		per complaint		NEW	\$ -
	Preliminary Investigation		per complaint		NEW	\$ -
	Initial Inspection					
	Violation found	101-101-4441	per inspection		NEW	\$ 181.00
	No violation found		per inspection		NEW	\$ -
	Code enforcement costs incurred by the City after initial investigation and after violation notice					
	Follow up inspection after initial inspection and notice issued	101-101-4441	per inspection		NEW	\$ 181.00
	If case has not been abated after initial/follow-up inspection	101-101-4441	per inspection		NEW	\$ 181.00
2	Short-term Rentals Investigation and Notice of Violation					
	Property related inspections required to verify code compliance					
	Initial Complaint		per complaint		NEW	\$ -
	Preliminary Investigation		per complaint		NEW	\$ -
	Initial Inspection					
	Violation found	101-101-4441	per inspection		NEW	\$ 181.00
	No violation found		per inspection		NEW	\$ -
	Code enforcement costs incurred by the City after initial investigation and after violation notice					
	Follow up inspection after initial inspection and notice issued	101-101-4441	per inspection		NEW	\$ 181.00
	If case has not been abated after initial/follow-up inspection	101-101-4441	per inspection		NEW	\$ 181.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type	FY 2024-25	FY 2025-26
3	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.	101-101-4441	hourly	NEW	\$ 181.00

Notes
 [1] HMBMC Chapter 18.06, Residential Land Use
 [2] Includes FOG (Fat & Oil Grease) and Rental Registration Enforcement

VIII. PARKS AND RECREATION

1	Staff Support Fees				
	Full-Time		Per Hour	NEW	\$ 246.00
	Part-Time		Per Hour	\$ 25.00	\$ 138.00
2	Facility Rental Fees				
	Reservation Processing Fee		Per Rental	NEW	\$ 82.00
	Set Up/Tear Down Service Fee		Per Rental	NEW	\$ 492.00
	<u>1. General Public Fees</u>				
	Grand Oak Room				
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour	\$ 60.00	\$ 60.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour	\$ 125.00	\$ 125.00
	Security Deposit	101-000-2207	Deposit	\$ 500.00	\$ 500.00
	Oak Room				
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour	\$ 40.00	\$ 40.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour	\$ 100.00	\$ 100.00
	Security Deposit	101-000-2207	Deposit	\$ 300.00	\$ 300.00
	Manzanita Room				
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour	\$ 25.00	\$ 25.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour	\$ 60.00	\$ 60.00
	Security Deposit	101-000-2207	Deposit	\$ 200.00	\$ 200.00
	Tree Rooms				
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour	\$ 20.00	\$ 20.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour	\$ 35.00	\$ 35.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Day Rooms					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 35.00	\$ 35.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Sun Room					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 35.00	\$ 35.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Ted Adcock Kitchen (Kitchen Only)					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 30.00	\$ 30.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 60.00	\$ 60.00
	Security Deposit	101-000-2207	Deposit		\$ 500.00	\$ 500.00
	Ted Adcock Kitchen (with Room Rental)					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 15.00	\$ 15.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 30.00	\$ 30.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Train Depot					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 30.00	\$ 30.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 35.00	\$ 35.00
	Security Deposit	101-000-2207	Deposit		\$ 500.00	\$ 500.00
	Smith Field # 3					
	No Lights	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	W/ Lights	101-610-4710	Per Hour		\$ 55.00	\$ 55.00
	Library Community Room (Full Room)					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 25.00	\$ 25.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 60.00	\$ 60.00
	Security Deposit	101-000-2207	Deposit		\$ 500.00	\$ 500.00
	Library Community Room (Room A)					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 15.00	\$ 15.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 25.00	\$ 25.00
	Security Deposit	101-000-2207	Deposit		\$ 200.00	\$ 200.00
	Library Community Room (Room B)					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 35.00	\$ 35.00
	Security Deposit	101-000-2207	Deposit		\$ 300.00	\$ 300.00
	2. Non-Profit/Government Fees					
	Grand Oak Room					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 25.00	\$ 25.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 50.00	\$ 50.00
	Security Deposit	101-000-2207	Deposit		\$ 300.00	\$ 300.00
	Oak Room					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 15.00	\$ 15.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 30.00	\$ 30.00
	Security Deposit	101-000-2207	Deposit		\$ 200.00	\$ 200.00
	Manzanita Room					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 10.00	\$ 10.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Tree Rooms					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 10.00	\$ 10.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Day Rooms					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 10.00	\$ 10.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Sun Room					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 10.00	\$ 10.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Ted Adcock Kitchen (Kitchen Only)					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 15.00	\$ 15.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 30.00	\$ 30.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Ted Adcock Kitchen (with Room Rental)					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 10.00	\$ 10.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	Security Deposit	101-000-2207	Deposit		\$ 200.00	\$ 200.00
	Train Depot					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 10.00	\$ 10.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Smith Field # 3					
	No Lights	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	W/ Lights	101-610-4710	Per Hour		\$ 55.00	\$ 55.00
	Library Community Room (Full Room)					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 10.00	\$ 10.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Library Community Room (Room A)					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 10.00	\$ 10.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
	Library Community Room (Room B)					
	Week Day Rate (9am - 5pm)	101-610-4710	Per Hour		\$ 10.00	\$ 10.00
	Weekend/Weekday Rate (after 5pm)	101-610-4710	Per Hour		\$ 20.00	\$ 20.00
	Security Deposit	101-000-2207	Deposit		\$ 100.00	\$ 100.00
IX. PUBLIC SAFETY						
1 Duplication						
	1. Public Safety Reports	101-310-4411	Each		\$ 10.00	\$ 15.00
	2. Photo Reproduction	101-310-4411	Each		\$ 20.00	\$ 25.00
	3. Audio Tape/CD Reproduction	101-310-4411	Per CD Disc		\$ 20.00	\$ 25.00
	4. Audio Tape Reproduction	101-310-4411	Per DVD Disc		\$ 20.00	\$ 25.00
2 Licensing						
	1. Bingo Establishment Processing (Chapter 3.94)					
	Bingo Establishment	101-310-4203	Each		\$ 134.00	\$ 185.00
	Renewal	101-310-4203	Each		\$ 134.00	\$ 185.00
	2. Fortune Telling (Chapter 3.95)					
	New Business	101-310-4203	Each		\$ 668.00	\$ 889.00
	Renewal	101-310-4203	Each		\$ 134.00	\$ 185.00

**City of Half Moon Bay
Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

No.	Fee Name	Coding	Fee Unit Type		FY 2024-25	FY 2025-26
	New Tech.	101-310-4203	Each		\$ 668.00	\$ 889.00
	Renewal Tech.	101-310-4203	Each		\$ 134.00	\$ 185.00
	3. Massage Establishments (Chapter 3.88)					
	New Business	101-310-4203	Each		\$ 668.00	\$ 889.00
	Renewal	101-310-4203	Each		\$ 134.00	\$ 185.00
	Transfer	101-310-4203	Each		\$ 668.00	\$ 889.00
	Reinstatement	101-310-4203	Each		\$ 286.00	\$ 185.00
	4. Secondhand Dealers					
	New Dealers	101-310-4203	Each		\$ 134.00	\$ 185.00
	Renewal	101-310-4203	Each		\$ 134.00	\$ 185.00
	5. Solicitor / Peddler					
	New Applicant	101-310-4203	Each		\$ 668.00	\$ 889.00
	Annual Renewal	101-310-4203	Each		\$ 134.00	\$ 185.00
	3 Miscellaneous Fees					
	Vehicle Release	101-310-4203	Per Vehicle		\$ 95.00	\$ 129.00
	Repossession Release	101-310-4203	Per Vehicle		\$ 15.00	\$ 15.00
	Clearance/Special Letters	101-310-4203	Each		\$ 42.00	\$ 40.00
	Illegal Sign Confiscation	101-310-4203	Per Incidence		\$ 173.00	\$ 230.00
	Illegal Fireworks Confiscation	101-310-4203	Per Citation		\$ 173.00	\$ 230.00
	4 Parking Fees					
	Temporary Offstreet Parking	101-310-4203	Per Vehicle		\$ 21.00	\$ -
	5 D.U.I Cost Recovery					
	Arrest with Traffic Collision & Transportation		Per Response		\$ 749.00	\$ 989.00

**City of Half Moon Bay
Draft Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

6 Citation Fee Schedule				FY 2025-26 Fee	Delinquent Fee		
	<u>1. Municipal Code</u>	[1]					
3.92.030	Solicitors License Required			\$ 50.00	\$ 44.00		
9.11.010	Skateboard Park Use: Pads/Helmet			\$ 25.00	\$ 44.00		
9.12.040	Consume Alcohol In Public Right Of Way						
9.12.050	Alcoholic Beverages-Public Parks						
9.12.070	Prohibit Fires City Beaches						
9.12.080	Prohibit Fires City Parks						
9.12.090	Prohibit Glass Containers City Parks And Beaches						
9.13.030	Park Hours-Closed Sunset to Sunrise						
9.13.050	Unlawful Activities (Designated)						
9.14.010 (B)	Fireworks manf/sale/possession			\$ 107.00	\$ 47.00		
9.24.020	Sleep in Vehicle 2200/0600			\$ 50.00	\$ 44.00		
9.48.020	Discharge Firearm (City)			\$ 100.00	\$ 47.00		
9.48.060	Sale To Minor/gas weapon			\$ 25.00	\$ 44.00		
10.08.020	Direct Traffic Unauthorized Person			\$ 50.00	\$ 44.00		
10.08.030	Traffic Direction			\$ 50.00	\$ 44.00		
10.08.060	Removing Chalk Marks			\$ 74.00	\$ 44.00		
10.12.030	Obedience To Signs			\$ 74.00	\$ 44.00		
10.16.040	U-Turns to Enter Parking Spaces			\$ 25.00	\$ 44.00		
10.28.020	Clinging To Motor Vehicle			\$ 50.00	\$ 44.00		
10.28.040	Riding/Driving Sidewalk (Vehicle/Horse)			\$ 25.00	\$ 44.00		
10.28.050	Drive On New Pavement/Markings			\$ 25.00	\$ 44.00		
10.28.060	Limited Access			\$ 46.00	\$ 47.00		
10.28.080	Obey Barriers And Signs			\$ 25.00	\$ 44.00		
10.36.110	Wheels Not Curbed			\$ 46.00	\$ 47.00		
10.36.010	No Parking, Stopping, Standing			\$ 45.00	\$ 47.00		
10.36.010 (B)	Poplar Beach/Time Limit Parking			\$ 40.00	\$ 44.00		
10.36.030	Parking Restricted			\$ 45.00	\$ 47.00		
10.36.040	No Parking Zone (Permits)			\$ 49.00	\$ 47.00		
10.36.050	Parked Over 72 Hours			\$ 49.00	\$ 47.00		
10.36.060	Advertising For Sale On Street			\$ 46.00	\$ 46.00		
10.36.070	Repair Vehicle On Street			\$ 46.00	\$ 47.00		
10.36.080	Washing Vehicle On Street			\$ 46.00	\$ 47.00		
10.36.090 (B)	School Zone			\$ 49.00	\$ 47.00		

**City of Half Moon Bay
Draft Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

6 Citation Fee Schedule			FY 2025-26 Fee	Delinquent Fee
10.36.100 (A)	No Parking Posted		\$ 49.00	\$ 47.00
10.36.100 (B)	No Parking-Narrow Street		\$ 49.00	\$ 47.00
10.36.120	Peddler Vehicle-No Permit		\$ 46.00	\$ 47.00
10.36.130	Emergency Signs		\$ 80.00	\$ 46.00
10.36.150	Electric Vehicle Parking Only		\$ 46.00	\$ 47.00
10.36.160	Electric Over Two Hours		\$ 40.00	\$ 47.00
10.37.020	Oversize Vehicle 0200-0500		\$ 80.00	\$ 47.00
10.37.030	Non-Motorized Vehicle Unhook		\$ 80.00	\$ 47.00
10.40.010	15 Min Zone (Green Curb)		\$ 49.00	\$ 47.00
10.40.020	2 Hour Zone		\$ 49.00	\$ 47.00
10.40.030	Parking On One-Way Streets		\$ 49.00	\$ 47.00
10.40.040 (A)	Diagonal Parking Zone		\$ 49.00	\$ 47.00
10.40.040 (B)	Front Tire 6 Inches From Curb		\$ 49.00	\$ 47.00
10.40.050	Use More Than One Space		\$ 49.00	\$ 47.00
10.40.060	No Stopping Zone		\$ 49.00	\$ 47.00
10.40.070	12 Hour Parking-When Posted		\$ 46.00	\$ 44.00
10.40.080	Move Vehicle - Avoid Time Limit		\$ 46.00	\$ 44.00
10.40.090	Store Vehicle On Street		\$ 46.00	\$ 44.00
10.40.100	Repeat Violations		\$ 46.00	\$ 44.00
10.40.110	Extended Parking Permits		\$ 46.00	\$ 44.00
10.44.020	Curb Marked (Red/White/Green)		\$ 74.00	\$ 44.00
10.44.030	No Truck/Trailer		\$ 71.00	\$ 44.00
10.44.040	Loading Zone		\$ 46.00	\$ 44.00
10.44.050	Passenger Loading Zone		\$ 46.00	\$ 44.00
10.44.060	No Parking In Alley		\$ 46.00	\$ 44.00
10.44.070	Bus Zone		\$ 46.00	\$ 44.00
10.48.030	Vehicle Off Road		\$ 71.00	\$ 44.00
10.50.010	No Parking After Dusk Mirada/Redondo/Poplar		\$ 74.00	\$ 44.00
10.50.020	No Parking After Dusk Wavecrest		\$ 74.00	\$ 44.00
12.08.040	Dumping On Street/Alley/Gutter		\$ 286.00	\$ 44.00
12.12.030	Dumping		\$ 124.00	\$ 44.00
<u>2. California Vehicle Code</u>				
21113 (A)	Parked On Public Ground	[2]	\$ 43.00	\$ 42.00
22500.1	Parking Prohibited		\$ 38.00	\$ 42.00

**City of Half Moon Bay
Draft Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

6 Citation Fee Schedule			FY 2025-26 Fee	Delinquent Fee
22500 (A)	Parking In Intersection		\$ 38.00	\$ 42.00
22500 (B)	Parking On Crosswalk		\$ 38.00	\$ 42.00
22500 (C)	Parking In Safety Zone		\$ 38.00	\$ 42.00
22500 (D)	Within 15' Fire Station Driveway		\$ 38.00	\$ 42.00
22500 (E)	Parking In Driveway		\$ 38.00	\$ 42.00
22500 (F)	Parking On Sidewalk		\$ 38.00	\$ 42.00
22500 (G)	Obstruct Traffic @ Excavation		\$ 38.00	\$ 42.00
22500 (H)	Double Parking		\$ 38.00	\$ 42.00
22500 (I)	Parking In Bus Zone		\$ 38.00	\$ 42.00
22500 (J)	Parking In Tunnel		\$ 38.00	\$ 42.00
22500 (K)	Parking On Bridge		\$ 38.00	\$ 42.00
22500 (L)	Blocking Wheelchair Access		\$ 333.00	\$ 42.00
22502 (A)	Over 18" From Curb		\$ 33.00	\$ 42.00
22502 (E)	Curb Parking/One-Way Street		\$ 30.00	\$ 42.00
22504 (A)	Unincorporated Area Parking		\$ 43.00	\$ 42.00
22505 (B)	No Parking - State Hwy		\$ 48.00	\$ 42.00
22507.8 (A)	Handicapped Space Without Placard		\$ 333.00	\$ 42.00
22507.8 (B)	Blocking Handicapped Space		\$ 333.00	\$ 333.00
22507.8 (C)	Hashmarks Handicap Zone		\$ 333.00	\$ 333.00
22514	Fire Hydrants - Within 15 Feet		\$ 38.00	\$ 38.00
22515	Unattended Vehicle - Engine Running		\$ 33.00	\$ 33.00
22519	Posted For Patrons Only		\$ 33.00	\$ 33.00
22522	Block Sidewalk Ramp		\$ 333.00	\$ 333.00
22523 (A)	Abandon Vehicle On Highway		\$ 105.00	\$ 105.00
22523 A/B	Abandoned Vehicle		\$ 105.00	\$ 105.00
22523 (B)	Abandon Vehicle - Private Property		\$ 105.00	\$ 105.00
22526 (A)	Blocking Intersection		\$ 53.00	\$ 53.00
22951	Park Lot - Street & Alley		\$ 25.00	\$ 25.00
22952 (A)	Park Lot-Tow/Removal		\$ 40.00	\$ 40.00
22952 (B)	Park Lot-Tow/Removal		\$ 40.00	\$ 40.00
23333	Stop/Park On Bridge		\$ 43.00	\$ 43.00
23336	Violate Posted Signs		\$ 40.00	\$ 40.00
28071	Bumper Required-Fine Or P/C		\$ 25.00	\$ 25.00
22507.8 (A)	Handicapped Space Without Placard		\$ 333.00	\$ 333.00

**City of Half Moon Bay
Draft Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

6 Citation Fee Schedule			FY 2025-26 Fee	Delinquent Fee
4000 (A)	Unregistered Vehicle		\$ 53.00	\$ 53.00
4462 (B)	Registration On Wrong Vehicle		\$ 30.00	\$ 30.00
4464	Altered License Plate		\$ 30.00	\$ 42.00
5200	Lic Plate Missing - Fine Or P/C		\$ 35.00	\$ 35.00
5201	Plate Positioning - Fine Or P/C		\$ 30.00	\$ 30.00
5202	Period Of Display - Fine Or P/C		\$ 30.00	\$ 30.00
5204 (A)	Tags Attach Wrong - Fine Or P/C		\$ 30.00	\$ 30.00

Notes

- [1] Citation fee amounts increase for two or more offenses. Applicable fees are stated on the violation notice.
- [2] California Vehicle Code Fees are established by the State of California and are not escalated by the CPI All Urban Consumers/San Francisco-Oakland-San Jose

**City of Half Moon Bay
Draft Master Fee Schedule
Other Fees, Charges & Services**

Fees are increased annually by the annual average CPI-W San Francisco-Oakland-Hayward of the previous year (excluding Development Impact Fees and Public Safety)

6 Citation Fee Schedule			FY 2025-26 Fee	Delinquent Fee		
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IX. REFUND POLICY

Any request for Fee refunds shall be submitted in writing to the appropriate Department’s Director within 90 days from the date of submittal. The grounds for requesting a refund shall be detailed in the written request. However, once the City has commenced work on an applicable service for which a fee is charged, no refunds are allowed. The Department’s Director shall determine if a fee is refundable based on this criterion. Any refund will be net a processing fee equivalent to 0.5 hours of the Building Hourly Rate and any other incidentals that may be incurred. The party requesting the refund shall be informed in writing of the decision of the Department’s Director within ten (10) working days of receiving the written refund request. The requesting party may appeal the determination of the Department’s Director to the City Manager, within ten (10)

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **June 3, 2025**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Lisa Rossi, Administrative Services Director
Kenneth Stiles, Finance Manager

TITLE: **FISCAL YEAR 2025-2026 RECOMMENDED BUDGET**

RECOMMENDATION:

Receive a presentation on the FY 2025-26 Recommended Budget, and after accepting public comments and providing additional changes to staff, direct staff to return with the final proposed budget for adoption on June 17, 2025.

FISCAL IMPACT:

There is no fiscal impact associated with this staff report. Following the hearing, any changes directed by the Council will be incorporated into the FY 2025-26 Recommended Budget which will be presented to the Council for adoption on June 17, 2025.

STRATEGIC ELEMENT:

This recommendation supports the *Fiscal Sustainability* and *Inclusive Governance* Elements of the Strategic Plan.

BACKGROUND:

The City’s recommended budget is the culmination of a thorough, collaborative, and transparent process involving the City Council, City staff, and the community. The annual budget cycle begins each year with the creation of a budget schedule and is completed through a formal public hearing followed by approval of the recommended budget by the City Council in June.

The budget process includes public meetings intended to gather feedback, help inform priorities and provide opportunities for the community to participate in the development of the City’s annual budget. On May 14, 2025, the City Council Finance Subcommittee met to review the proposed FY 2025-26 operating and capital budget and recommended presenting the budget to the full Council.

New Budget Format

The City is now using ClearGov—a web-based, interactive online budget tool—for the first time

as part of our new budgeting process. The PDF draft currently on display reflects some of the early challenges in transitioning to this system. Due to using a PDF versus the online version, the formatting on some pages may be inconsistent, several budget narratives pages are missing, and there were issues with data transfer that have impacted the overall presentation. We recognize that this version is rough and want to assure the Council and the public that this is not representative of the final product. However, once the new tool is fully up and running, accessing the budget will be much easier and more user-friendly for both staff and the public. Please know that we are actively working to refine and clean up the budget, and a significantly improved version will be shared in the next round via online access.

DISCUSSION:

FY 2024-25 ENDING ESTIMATES

As seen in the 3rd Quarter Financial Report, revenues are trending higher than anticipated, and vacancy-related salary savings are expected to further improve the City’s financial position. As a result, staff estimates that the City will end the year with a greater-than-expected unassigned fund balance.

The table below highlights the fund balance expected on June 30, 2025:

	Revised Budget	<u>FY 2024-25</u> Current Estimate
Beginning Fund Balance	14,367,928	14,367,928
+Revenues	20,897,074	21,359,760
-Operating Expenditures	(23,603,375)	(23,310,084)
-Capital Expenditures	(2,112,704)	(2,112,704)
Surplus / (Deficit)	(4,819,005)	(4,063,028)
Ending Fund Balance	9,548,923	10,304,900
<i>General Fund Reserve</i>	7,017,113	7,017,113
<i>Economic Uncertainty</i>	1,634,636	1,634,636
Unassigned Fund Balance	897,174	1,653,151

With \$1.6 million estimated in unassigned fund balance, there is an option to use these funds in the following year to mitigate the ongoing structural budget deficit, as discussed further in this report.

FY 2025-26 PROPOSED BUDGET – GENERAL FUND

Major Revenue Assumptions

Revenue estimates are based on the best data available at the time of budget development, with the understanding that economic conditions remain dynamic. The City takes a conservative approach, especially with its three largest General Fund revenues—TOT, Property Tax, and Sales

Tax— which together comprise approximately 73% of General Fund revenue.

Transient Occupancy Tax - Following several years of revenue decline, TOT projections are based on using the most applicable prior-year data. Due to timing constraints in budget development, actuals from July through February of fiscal year 2024-25 were used, while estimates for March through June relied on corresponding months from 2024.

Using this approach, staff projects TOT revenue at \$8.6 million for FY 2025-26—a modest increase of \$356 thousand, or 4%. This growth reflects the stronger than expected performance in the early part of the year. This estimate remains conservative due to the current volatility in the economy, including domestic and foreign travel and corporate events and meetings.

Property Taxes - The majority of base property tax revenue is estimated using assessment data from San Mateo County. Other components—such as vehicle license fees (VLF) and property transfer taxes—are based on a combination of actuals and year-end projections for FY 2024-25. Property tax revenue is projected at \$3.7 million for FY 2025-26. This represents a decrease of \$215 thousand, or 5%, from the prior year. The overall decrease is primarily driven by an anticipated shortfall in VLF revenue. This estimate is also conservative as VLF often is distributed later in the fiscal year, after negotiations between the State and local government agencies. Given the State’s own budget challenges, it remains a possibility that the City’s VLF revenues will be smaller than estimated and therefore they are not included in the recommended Budget.

Sales and Use Tax - Sales and Use Tax estimates are developed using historical data, economic trends, and input from the City’s sales tax consultant. For Measure R—the new voter-approved half-cent sales tax with no remittance history—staff established a preliminary revenue range of \$1.5 million to \$2.2 million. To refine this estimate, a comparative analysis of similar measures in other San Mateo County cities was conducted. Average revenues from those cities were applied to Half Moon Bay’s existing sales tax base to inform the final projection.

Based on this methodology, the City budgeted \$1.8 million for Measure R revenue and \$3.1 million in ongoing Sales Tax revenue, for a combined total of \$4.9 million in FY 2025-26. These estimates remain moderately conservative and may be adjusted at mid-year based on actual revenues collected since April 2025.

General Fund Revenues

The proposed budget includes General Fund revenues totaling \$23.8 million, \$2.9 million (14%) higher than the prior-year revised budget of \$20.8 million. This increase is primarily due to increases in sales taxes, one-time revenues and charges for services.

The following table illustrates the FY 2025-26 revenue budget:

	Revised Budget	<u>FY 2025-26</u> Draft Budget	% Chg	\$ Chg
Transient Occupancy Tax	8,343,730	8,699,852	4%	356,122
Property Tax	3,926,861	3,711,552	-5%	(215,308)

Sales & Use Tax	2,948,414	4,972,232	69%	2,023,818
All other revenues	5,678,070	6,464,852	14%	786,782
	20,897,074	23,848,488	14%	2,951,414

All Other Revenues This category includes revenues such as business license, golf facilities fees, parking fees, and grant funding. This category is increasing primarily due to increases in charges for services and one-time revenues from withdrawing \$912 thousand from the Sheriff Savings account.

General Fund Expenditures

The proposed expenditures budget is \$25.3 million, a 1% decrease from the prior year. This is primarily due to a temporary decrease in internal service fund contributions. Ongoing expenditure continues to increase steadily.

The table below shows a summary of expenditures by type:

	<u>FY 2024-25</u> Revised Budget	<u>FY 2025-26</u> Draft Budget	\$ Change	% Change
Salaries and Benefits	7,259,760	7,653,772	394,012	5%
Operations	14,083,997	14,572,403	488,406	3%
Operating Transfers	2,259,619	2,158,024	(101,595)	-4%
Capital Transfers	2,112,704	985,000	(1,127,704)	-53%
Total	25,716,079	25,369,199	\$ (346,881)	-1%

- **Salaries & Benefits** - The budget reflects cost-of-living increases tied to labor agreements and assumes all vacant positions are filled. At the same time, the City is reviewing its staffing model to identify opportunities for organizational realignment. Current vacancies offer a chance to rethink how resources are allocated to better meet service needs. A goal of the realignment would also be to derive savings due to changed classifications and/or reductions in budgeted full-time positions.
- **Operations** - Operational updates for FY 2025-26 include funding a citywide classification and compensation study (Administrative Services) and shifting several current capital projects and programs into departmental operating budgets (Public Works). Costs for ongoing Public Safety services—such as Sheriff patrol and 911 dispatch—have increased. In Communications, *Currents* magazine will be published twice a year instead of quarterly, and the CARES program has been phased out due to the ending of grant funding that previously supported the program (City Manager’s Office).
- **Transfers** - Transfers, which provide funding for internal service functions, pension obligations, and special one-time projects are decreasing by \$101 thousand. This reduction is primarily due to a temporary suspension of contributions to the Risk Management Fund, which currently holds significant and growing fund balance.

- **Capital Transfers** - This reduction reflects a change in budget structure, where capital programs have been incorporated directly into department operating budgets.

Balancing Measures and Fund Balances

To present a balanced budget for FY 2025-26, staff have incorporated a strategic adjustment aimed at minimizing use of reserves. These measures reflect careful consideration and are brought forward for Council’s review.

Key actions include:

- Temporarily pausing contributions to the Risk Management Fund, which currently maintains sufficient fund balance to meet anticipated needs. This would save the General Fund \$562 thousand. This is temporary and essentially would not benefit the City past 2-3 fiscal years.
- Applying all remaining unassigned General Fund balance to help close the projected funding gap

These measures are reflected in Option A below. Should the Council prefer to continue contributions to the Risk Management Fund and instead use additional reserves to address the shortfall, Option B outlines that alternative scenario.

	OPTION A	OPTION B
	<u>FY 2025-26</u>	<u>FY 2025-26</u>
	Proposed	Proposed
	Budget	Budget
Beginning Fund Balance	10,304,900	10,304,900
+Revenues	23,848,488	23,848,488
-Operating Expenditures	(24,384,199)	(24,946,990)
-Capital Expenditures	(985,000)	(985,000)
<i>Surplus / (Deficit)</i>	<i>(1,520,710)</i>	<i>(2,083,502)</i>
Ending Fund Balance	8,784,190	8,221,398
<i>General Fund Reserve</i>	7,315,260	7,315,260
<i>Economic Uncertainty</i>	1,468,930	906,138
<i>Unassigned Fund Balance</i>	-	-
Risk Management Fund	1,303,053	1,865,845

It’s important to note that Option A does not create permanent change in the City’s structural deficit—rather, it represents a short-term strategy to minimize the immediate use of reserves and preserves Council’s flexibility in addressing the long-term financial challenges.

Looking Ahead

The FY 2025-26 budget relies on several temporary measures to lessen the immediate impact of the City's structural deficit. These include the one-time suspension of contributions to the Risk Management Fund and approximately \$912,000 in one-time revenues. While these actions help balance the budget in the short term, they do not address the underlying fiscal imbalance.

Without these temporary offsets, the City's ongoing structural deficit would be approximately \$3 million. This challenge is expected to intensify in future years as a major revenue stream—Golf Facilities Fees—is scheduled to expire in late 2026, and operating costs are projected to continue rising. Without sustainable solutions, the deficit will grow, further drawing down City reserves and limiting long-term financial flexibility.

To address these concerns, the following longer-term strategies remain available for Council consideration:

Revisit Revenue Enhancement Options

During the FY 2025-26 budget process, the Finance Committee evaluated a variety of potential revenue-generating measures. While the City ultimately proceeded with a sales tax increase, several other options remain on the table. These include implementing or adjusting taxes such as a vacant home tax, parcel tax, golf tax, business license tax, and property transfer tax—each with distinct policy considerations and community impacts.

Deeper Reductions to Services and Operations

As part of the FY 2024-25 budgets, staff made targeted reductions aimed at controlling costs without significantly affecting core services or programs. However, if new or increased revenue is not secured in the coming years, the City will face more difficult decisions, including service cuts that could affect quality of life and limit offerings to only the most essential municipal functions. An example from the current recommended budget is the termination of the CARES mental health response program. The program has benefited from ongoing grant funding that partially or fully covered the cost of services for the last three years. With the grant support recently ending, and a similar program operating countywide, the City has elected to end the CARES program rather than expend \$400 – 500 thousand in general fund or other funds for FY 2025-26. Similar cuts may be necessary to balance the budget if revenues do not increase to previous levels, which will likely have negative impacts on the community.

CONCLUSION:

The City has historically taken a conservative and disciplined approach to budgeting. However, the current fiscal challenges require additional proactive planning and decisive action. Staff is seeking Council's input and direction—both to navigate the immediate budget shortfall and to guide the long-term financial sustainability of City operations.

ATTACHMENTS:

[FY 2025-26 OPERATING AND CAPITAL BUDGET DRAFT](#)

Assembly Bill No. 2561

CHAPTER 409

An act to add Section 3502.3 to the Government Code, relating to public employment.

[Approved by Governor September 22, 2024. Filed with
Secretary of State September 22, 2024.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2561, McKinnor. Local public employees: vacant positions.

Existing law, the Meyers-Milias-Brown Act (act), authorizes local public employees, as defined, to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on matters of labor relations. The act requires the governing body of a public agency to meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations and to consider fully presentations that are made by the employee organization on behalf of its members before arriving at a determination of policy or course of action.

This bill would, as specified, require a public agency to present the status of vacancies and recruitment and retention efforts at a public hearing at least once per fiscal year, and would entitle the recognized employee organization to present at the hearing. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the bill would require the public agency, upon request of the recognized employee organization, to include specified information during the public hearing. By imposing new duties on local public agencies, the bill would impose a state-mandated local program. The bill would also include related legislative findings.

The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement shall be made pursuant to these statutory provisions for costs mandated by the state pursuant to this act, but would recognize that a local agency or school district may pursue any available remedies to seek reimbursement for these costs.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares as follows:

(a) Job vacancies in local government are a widespread and significant problem for the public sector affecting occupations across wage levels and educational requirements.

(b) High job vacancies impact public service delivery and the workers who are forced to handle heavier workloads, with understaffing leading to burnout and increased turnover that further exacerbate staffing challenges.

(c) There is a statewide interest in ensuring that public agency operations are appropriately staffed and that high vacancy rates do not undermine public employee labor relations.

SEC. 2. Section 3502.3 is added to the Government Code, to read:

3502.3. (a) (1) A public agency shall present the status of vacancies and recruitment and retention efforts during a public hearing before the governing board at least once per fiscal year.

(2) If the governing board will be adopting an annual or multiyear budget during the fiscal year, the presentation shall be made prior to the adoption of the final budget.

(3) During the hearing, the public agency shall identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.

(b) The recognized employee organization for a bargaining unit shall be entitled to make a presentation at the public hearing at which the public agency presents the status of vacancies and recruitment and retention efforts for positions within that bargaining unit.

(c) If the number of job vacancies within a single bargaining unit meets or exceeds 20 percent of the total number of authorized full-time positions, the public agency shall, upon request of the recognized employee organization, include all of the following information during the public hearing:

(1) The total number of job vacancies within the bargaining unit.

(2) The total number of applicants for vacant positions within the bargaining unit.

(3) The average number of days to complete the hiring process from when a position is posted.

(4) Opportunities to improve compensation and other working conditions.

(d) This section shall not prevent the governing board from holding additional public hearings about vacancies.

(e) The provisions of this section are severable. If any provision of this section or its application is held invalid, the invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

(f) For purposes of this section, “recognized employee organization” has the same meaning as defined in subdivision (a) of Section 3501.

SEC. 3. The Legislature finds and declares that Section 2 of this act, which adds Section 3502.3 to the Government Code, furthers, within the

meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

It is in the public interest, and it furthers the purposes of paragraph (7) of subdivision (b) of Section (3) of Article I of the California Constitution, to ensure that information concerning public agency employment is available to the public.

SEC. 4. No reimbursement shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code for costs mandated by the state pursuant to this act. It is recognized, however, that a local agency or school district may pursue any remedies to obtain reimbursement available to it under Part 7 (commencing with Section 17500) and any other law.

O