



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

TUESDAY, JANUARY 17, 2023

REMOTE PARTICIPATION (SEE NEXT PAGE)

**Deborah Penrose, Mayor
Joaquin Jimenez, Vice Mayor
Robert Brownstone, Councilmember
Harvey Rarback, Councilmember
Debbie Ruddock, 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. Those wishing to speak on a Public Hearing matter will be called forward at the appropriate time during the Public Hearing 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 and the Half Moon Bay Library 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/>

SPECIAL REMOTE PARTICIPATION PROTOCOLS

This meeting will be held entirely by teleconference. All Councilmembers and staff will only participate via the Zoom platform using the process described below. The meeting is being conducted pursuant to recent amendments to the teleconference rules required by the Ralph M. Brown Act allowing teleconferencing during a proclaimed state of emergency when local officials have recommended social distancing (AB 361). The purpose of AB 361 is to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.

*This meeting will be conducted via Zoom Webinar and live Spanish interpretation will be available within the Zoom platform. Members of the public are welcome to login into the webinar as Attendees. 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/95535614263> or join by phone at 669-900-9128, using Webinar ID 955-3561-4263. If joining by phone, use *9 to raise your hand, *6 to mute and unmute.*

CALL TO ORDER / ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND PRESENTATIONS

CONGRESSWOMAN ANNA ESHOO - INTRODUCTION

NATIONAL SLAVERY AND HUMAN TRAFFICKING PREVENTION MONTH PROCLAMATION

MIDCOAST COMMUNITY COUNCIL UPDATE

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

CITY MANAGER UPDATES TO COUNCIL

LISTENING SESSION ANNOUNCEMENT

WINTER STORM UPDATE / RECAP

HIGHWAY 92 SINK HOLE UPDATE

PUBLIC FORUM

1. CONSENT CALENDAR

1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES&NBSP;

1.B APPROVAL OF MINUTES

Staff Recommendation: Approve meeting minutes for the February 1, 2022, February 15, 2022, March 15, 2022, April 5, 2022, April 19, 2022, May 3, 2022, May 17, 2022, June 7, 2022, June 21, 2022, July 19, 2022, August 16, 2022, and September 6, 2022 regular meetings and the March 15, 2022, March 22, 2022, August 3, 2022, August 12, 2022, August 19, 2022, and September 6, 2022 special meetings.

[ATTACHMENT 1](#)

1.C WARRANTS FOR THE MONTH OF DECEMBER 2022

Staff Recommendation: Accept the warrants list for the month of December 2022.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

1.D RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY (AB 361)

Staff Recommendation: By motion, in accordance with Assembly Bill 361, re-ratify the findings in Resolution No. 2021-80 to continue conducting the City's Council, Commission, and Committee meetings remotely due to health and safety concerns to the public due to COVID-19.

[STAFF REPORT](#)

1.E STATE AND FEDERAL ADVOCACY SERVICES AGREEMENT WITH TOWNSEND PUBLIC AFFAIRS, INC.

Staff Recommendation: Adopt a resolution authorizing the City Manager to enter into an agreement with Townsend Public Affairs, Inc., to provide state and federal advocacy services for a period of one year at an amount of \$60,000.

[STAFF REPORT](#)

[RESOLUTION](#)

[ATTACHMENT 2](#)

1.F MAYOR'S LIST OF CITY COUNCIL REPRESENTATIVES AND DESIGNATED ASSIGNMENTS FOR 2023

Staff Recommendation: Accept Mayor Penrose's List of City Council Representatives and Designated Assignments for 2023.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

1.G STORMWATER & NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) AND ANNUAL REPORTING SERVICES FOR 2023

Staff Recommendation: Adopt a resolution authorizing the City Manager to execute a professional agreement with Black & Veatch for Stormwater – National Pollutant Discharge Elimination System (NPDES) and Annual Reporting Service for 2023 in an amount not to exceed \$149,705.

[STAFF REPORT](#)

[RESOLUTION](#)

[ATTACHMENT 1](#)

2. ORDINANCES AND PUBLIC HEARINGS

3. RESOLUTIONS AND STAFF REPORTS

3.A INFORMATIONAL UPDATES ON AFFORDABLE HOUSING DEVELOPMENT PROJECTS INCLUDING CITY-OWNED PROPERTY AT 555 KELLY AVENUE AND 880 STONE PINE ROAD

Staff Recommendation: Receive and provide input regarding updates on potential affordable housing development projects including status of City-owned properties:

1. 555 Kelly Avenue
2. 880 Stone Pine Road

There is no formal action requested of City Council on this item.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

3.B HYBRID MEETING UPDATE

Staff Recommendation: Receive update on plan for hybrid meetings starting March 2023.

[STAFF REPORT](#)

3.C APPOINTMENTS TO CITY COMMISSIONS

Staff Recommendation: Consider nomination to the Planning Commission and confirm existing appointments for the Planning Commission and Parks and Recreation Commission.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

COMMISSION / COMMITTEE UPDATES

FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

CITY COUNCIL REPORTS

ADJOURNMENT



MINUTES

CITY OF HALF MOON BAY CITY COUNCIL

TUESDAY, FEBRUARY 1, 2022

VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:02 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

PUBLIC FORUM

The following individuals addressed the Council:

- Joyce Logan
- Jan Hanson
- Belinda Arriaga
- Pati Ramirez
- Norma Zavala
- Juana Ruano
- Erendida Gonzalez
- Jorge Sanchez

City Manager Nisbet discussed the need for affordable housing.

PROCLAMATIONS AND PRESENTATIONS

NATIONAL POETRY MONTH PROCLAMATION

This item was deferred to April.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

None.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

CITY MANAGER UPDATES TO COUNCIL

PUBLIC SAFETY COMMUNITY SURVEY

City Manager Nisbet and Deputy City Manager Chidester discussed the ongoing public safety community survey.

COVID-19 UPDATE

Deputy City Manager Chidester provided an update regarding masks, boosters, data, vaccinations, and testing.

COASTSIDE COMMUTER SURVEY

Kim Comstock, Commute.org, encouraged participation in the Coastside Commuter Survey.

PLANNING COMMISSIONER VACANCY ANNOUNCEMENT

City Clerk / Communications Director Blair announced the vacancy on the Planning Commission.

1. CONSENT CALENDAR

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES
- 1.B ORDINANCE AMENDING HALF MOON BAY MUNICIPAL CODE TITLE 15 – SIGN ORDINANCE – SECOND READING
- 1.C AMENDED MAYOR’S LIST OF CITY COUNCIL REPRESENTATIVES AND DESIGNATED ASSIGNMENTS FOR 2022
- 1.D FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH INTEGRAL CONSULTING, INC. FOR PHASE 2 OF THE MIRAMONTES POINT SEA LEVEL RISE VULNERABILITY AND FISCAL IMPACT ASSESSMENT
- 1.E ACCEPTANCE OF AUDITOR’S REPORTS FROM THE FISCAL YEAR 2020-21 AUDIT
- 1.F TREASURER’S REPORT FOR THE QUARTER ENDING DECEMBER 31, 2021
- 1.G QUARTERLY FINANCIAL REPORT FOR THE SECOND QUARTER OF FISCAL YEAR 2021-22

MOTION

Mayor Ruddock moved and Councilmember Rarback seconded a motion to approve the Consent Calendar. The question was called and the motion carried unanimously.

2. ORDINANCES AND PUBLIC HEARINGS

2.A BUILDING ELECTRIFICATION ORDINANCE

Public Works Director Doughty presented the staff report.

Mayor Ruddock opened the public hearing.

The following individuals addressed the Council:

- Jack Hebb
- Adrienne Etherton
- Bruce Nagel
- David Eblovi

There being no additional speakers, Mayor Ruddock closed the public hearing.

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Brownstone moved and Councilmember Juarez seconded a motion to waive first reading and introduce an ordinance adopting a new chapter 14. 06 to the Half Moon Bay Municipal Code entitled "Electrification of Buildings." The question was called and the motion carried 4-1, Councilmember Rarback dissenting.

3. RESOLUTION AND STAFF REPORTS

None.

COMMISSION / COMMITTEE UPDATES

Deputy City Manager Chidester provided an update of the recent Parks and Recreation Commission.

Public Works Director Doughty discussed the recent meeting of Bike/Ped Committee.

CITY COUNCIL REPORTS / ITEMS

Councilmember Rarback discussed recent LAFCO, Midcoast Community Council, and PCE meetings.

Councilmember Penrose discussed her attendance at HEART, Commute.org, and San Mateo County Library meetings.

Mayor Ruddock discussed the recent SMC Flood and Sea Level Rise Resiliency and SAM Planning Subcommittee meetings. She requested an item on the February 15, 2022 agenda to discuss the issue of public process on selecting the redistricting map. Councilmember Penrose concurred.

Councilmember Jimenez requested experts present on farming practices that reverse climate change. Councilmember Rarback and Mayor Ruddock concurred.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 9:41 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



MINUTES

CITY OF HALF MOON BAY CITY COUNCIL

TUESDAY, FEBRUARY 15, 2022

VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:06 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

APPROVAL OF AGENDA

MOTION

Councilmember Rarback moved and Councilmember Penrose seconded a motion to approve the agenda. The question was called and the motion carried unanimously.

PUBLIC FORUM

Mayor Ruddock indicated she would be pulling Item 1.H. and speakers could address the Council at that time.

The following individuals addressed the Council:

- Mary Bernier

PROCLAMATIONS AND PRESENTATIONS

MIDCOAST COMMUNITY COUNCIL UPDATE

Claire Toutant provided an update on the Midcoast Community Council.

EQUITY EXPRESS PRESENTATION

Aisha Baro, Executive Director at Life Science Cares Bay Area, and Belinda Arriaga, ALAS, discussed the need for health, education, and economic development equity, and shared their vision, bus design, and project partnerships.

The Council asked questions and commended the project.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

None.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

City Attorney Engberg reported that the Council met in Closed Session and directed her to respond to a cease-and-desist letter.

CITY MANAGER UPDATES TO COUNCIL

COVID-19 UPDATE

Deputy City Manager Chidester provided an update on COVID-19.

555 KELLY RFQ

Community Development Director Ekas discussed the issuance of the 555 Kelly Avenue RFQ and explained the proposed RFQ approach and next steps.

1. CONSENT CALENDAR

City Manager Nisbet pointed out a correction on Page 9 of the ordinance on Item 1.D.

Councilmember Rarback pulled Item No. 1.D.

Mayor Ruddock pulled Item 1.H.

MOTION

Councilmember Penrose moved and Councilmember Jimenez seconded a motion to approve the Consent Calendar. The question was called and the motion carried unanimously.

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES
- 1.B WARRANTS FOR THE MONTH OF JANUARY 2022
- 1.C APPROVAL OF MINUTES
- 1.E MEMBERSHIP APPLICATION TO THE AARP NETWORK OF AGE FRIENDLY STSATES AND COMMUNITIES
- 1.F RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY (AB 361)
- 1.G RECEIPT OF LEGISLATIVE POSITION LETTERS

The following items were pulled from the Consent Calendar for individual consideration:

1.D BUILDING ELECTRIFICATION ORDINANCE – SECOND READING

MOTION

Councilmember Penrose moved and Councilmember Brownstone seconded a motion to waive second reading and adopt an ordinance adopting a new chapter 14.06 to the Half Moon Bay Municipal Code entitled “Electrification of Buildings.” The question was called and the motion carried 4-0-1, Councilmember Rarback dissenting.

1.H REDISTRICTING PROCESS / TIMELINE

The following individuals addressed the Council:

- Paulette Eisen
- Mary Bernier
- Jan Hanson
- David Eblovi
- Rick Hernandez
- Kris Jenkins
- Hal Bogner
- Tom Devine

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Brownstone moved and Councilmember Penrose seconded a motion to receive and file the report on process and timeline for the 2021-2022 Redistricting Process. The question was called and the motion carried unanimously.

2. ORDINANCES AND PUBLIC HEARINGS

2.A INTRODUCTION OF AN ORDINANCE TO AMEND MUNICIPAL CODE CHAPTER 1.24 WITH RESPECT TO ELECTING MEMBERS OF THE CITY COUNCIL, REDRAWING BOUNDARIES, AND SEQUENCING OF ELECTIONS WITHIN THE DISTRICTS (8:15 PM)

RECESS

Mayor Ruddock called a recess at 9:02 a.m. The meeting reconvened at 9:15 p.m. with all Councilmembers present.

Communications Director / City Clerk Blair and Shalice Tilton, DNC, presented the staff report.

Mayor Ruddock opened the public hearing.

The following individuals addressed the Council:

- Jan Hanson
- David Eblövi
- Phil Marshall
- Hal Bogner
- Paulette Eisen
- Claudia Marshall
- Rick Hernandez

There being no additional speakers, Mayor Ruddock closed the public hearing.

The Council discussed the item and asked questions of staff.

MOTION

Councilmember Rarback moved and Councilmember Jimenez seconded a motion to introduce on first reading, an ordinance amending Chapter 1.24 of the Half Moon Bay Municipal Code with respect to electing members of the City Council, redrawing boundaries, and sequencing of elections within the districts.

MOTION

Councilmember Penrose moved and Mayor Ruddock seconded a motion to defer action, obtain additional public input particularly from the residents of Canada Cove, and those impacted by deferment based on Maps 503B and 504C.

The Council discussed the motions.

MOTION

Mayor Ruddock moved and Councilmember Penrose seconded a motion to direct staff to bring back an ordinance to adopt Map 503B. The question was called and the motion failed 2-3, Councilmembers Brownstone, Jimenez, and Rarback dissenting.

The question was called on the motion to defer action, obtain additional public input particularly from the residents of Canada Cove, and those impacted by deferment based on Maps 503B and 504C and the motion carried 4-1, Councilmember Rarback dissenting.

3. RESOLUTION AND STAFF REPORTS

3.A POPLAR STREET- DEFERRED STREET IMPROVEMENTS AGREEMENTS

Mayor Ruddock recused herself and left the meeting.

Public Works Director Doughty presented the staff report.

The following individuals addressed the Council:

- Sara Polgar
- Rick Hernandez
- Cyndi

The Council discussed the item and asked questions of staff.

MOTION

Councilmember Brownstone moved and Councilmember Jimenez seconded a motion to: 1) Request staff send letters to the owners of the 20 parcels on Poplar Street with existing Deferred Street Improvement Agreements (Agreements) indicating the City's intent to seek payment for a portion of the deferred frontage improvements in conjunction with the Poplar Street Traffic Calming and Safety Project (Poplar Project); and 2) Direct staff to return to the City Council within 90 days to formalize the methodology of allocating and calculating costs for each parcel and alternatives for installment payment plans. The question was called and the motion carried 4-0-1, Mayor Ruddock absent.

COMMISSION / COMMITTEE UPDATES

None.

CITY COUNCIL REPORTS / ITEMS

None.

ADJOURNMENT

Vice Mayor Penrose adjourned the meeting at 11:45 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



MINUTES

CITY OF HALF MOON BAY CITY COUNCIL

TUESDAY, MARCH 15, 2022

VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)

CONVENE SPECIAL MEETING

Mayor Ruddock called the meeting to order at 5:30 p.m.

ROLL CALL

PRESENT: Councilmember Rarback, Vice Mayor Ruddock, and Mayor Brownstone

ABSENT: Councilmembers Jimenez and Penrose

OPEN SESSION IDENTIFICATION OF CLOSED SESSION ITEMS

PUBLIC COMMENT ON CLOSED SESSION ITEMS

None.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Govt. Code section 54956.9(d)(1))
Name of case: City of Half Moon Bay v. Granada CSD and Montara WSD, et al., - Santa Clara Superior Court Civil No. 17CIV316927

ADJOURN SPECIAL MEETING

Mayor Ruddock adjourned the special meeting at 6:50 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, MARCH 15, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:02 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

APPROVAL OF AGENDA

MOTION

Councilmember Rarback moved and Councilmember Penrose seconded a motion to approve the agenda. The question was called and the motion carried unanimously.

PUBLIC FORUM

The following individuals addressed the Council:

- Mike Ferreira
- Krystlyn Giedt

PROCLAMATIONS AND PRESENTATIONS

MIDCOAST COMMUNITY COUNCIL UPDATE

Claire Toutant provided an update on the Midcoast Community Council.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

None.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

City Attorney Engberg reported that the Council met in Closed Session, discussed the item and voted to appeal the February 7, 2022 Trial Court decision on a 3-2 vote, Councilmembers Rarback and Jimenez dissenting.

CITY MANAGER UPDATES TO COUNCIL

City Manager Nisbet noted that Congresswoman Speier toured of Coast House facility, which was converted from a shuttered hotel to a homeless transition house. He announced the launch of the CARES program, Crisis Assistance Response Evaluation Services, on March 16, at Shoreline Station.

COASTSIDE RECOVERY INITIATIVE UPDATE

City Manager Nisbet discussed the conclusion of the Coastsides Recovery project and presentation on the final report at the Council's Priority Setting Workshop on March 22, 12-3 pm.

CORPORATION YARD UPDATE

Public Works Superintendent Seeley provided an update on the Half Moon Bay Corporation Yard project.

CRV PILOT PROJECT

Public Works Program Manager Chong provided an update on the Beverage Container Recycling Center Pilot Project and Earth Day Essay Contest.

Mayor Ruddock stated the City was invited to participate in the Annual Wildflower Day on April 24.

1. CONSENT CALENDAR

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES
- 1.B WARRANTS FOR THE MONTH OF FEBRUARY 2022
- 1.C RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY
- 1.D REVOCABLE LICENSE AGREEMENTS FOR THE INSTALLATION OF A PARKLET ALONG THE EAST SIDE OF MAIN STREET FOR FATTORIA E MARE AND BARTERRA WINERY LLC IN FRONT OF 315 MAIN STREET
- 1.E AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT WITH CSW/STUBER-STROEH ENGINEERING GROUP, INC. FOR A BOUNDARY SURVEY, CENTERLINE STAKING AND POST CONSTRUCTION MONUMENTATION SERVICES FOR THE POPLAR STREET CALMING AND SAFETY PROJECT (CIP PROJECT NO. 0593)
- 1.F SECOND REVISED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT – SAN

MATEO OPERATIONAL AREA EMERGENCY SERVICES

MOTION

Councilmember Penrose moved and Councilmember Jimenez seconded a motion to approve the Consent Calendar. The question was called and the motion carried unanimously.

MOTION

Councilmember Penrose moved and Councilmember Rarback seconded a motion to hear Item 3.C at this point. The question was called and the motion carried unanimously.

RECESS

Mayor Ruddock called a recess at 7:41 p.m. The meeting reconvened at 7:50 p.m. with all Councilmembers present.

3. RESOLUTION AND STAFF REPORTS

3.C APPOINTMENT TO PLANNING COMMISSION - BROWNSTONE

MOTION

Councilmember Brownstone moved and Vice Mayor Penrose seconded a motion to appoint Margaret Gossett. The motion carried unanimously.

COMMISSION / COMMITTEE UPDATES

Deputy City Manager Chidester announced the upcoming Parks and Recreation Commission meeting.

Community Development Director Ekas discussed the recent Planning Commission meeting and upcoming projects.

CITY COUNCIL REPORTS / ITEMS

Vice Mayor Penrose discussed her and Mayor Ruddock's tour of the Chamber of Commerce renovations.

Mayor Ruddock discussed recent and upcoming Sewer Authority; recent Coastside County Water District; and CCAG Resource Management meetings. She announced the CCWD meeting on March 24 to discuss drought restrictions; Jazz and Wine Festival; and collection of necessities for those residing at Coast House by Life Moves.

City Clerk / Communications Director Blair announced the Council Study Session on March 22, 2022, at 12 p.m.

Deputy City Manager Chidester announced the upcoming Make It Main Street event on April 7, 3 p.m. and subsequent first Thursdays of every month.

RECESS

Mayor Ruddock called a recess at 8:09 p.m. The meeting reconvened at 8:15 p.m. with all Councilmembers present.

2. ORDINANCES AND PUBLIC HEARINGS

2.A INTRODUCTION OF AN ORDINANCE TO AMEND MUNICIPAL CODE CHAPTER 1.24 WITH RESPECT TO ELECTING MEMBERS OF THE CITY COUNCIL, REDRAWING BOUNDARIES, AND SEQUENCING OF ELECTIONS WITHIN THE DISTRICTS (8:15 PM)

City Clerk / Communications Director Blair and Shalice Tilton, NDC, presented the staff report.

The following individuals addressed the Council:

- Seth Spalding
- Hazel Joanes
- Phil Marshall
- Jan Hanson
- Paulette Eisen
- David Eblövi
- Kristin Judkins

The Council asked questions of staff and discussed the item.

MOTION

Vice Mayor Penrose moved and Councilmember Brownstone seconded a motion to introduce on first reading, an ordinance amending Chapter 1.24 of the Half Moon Bay Municipal Code with respect to electing members of the City Council, redrawing boundaries, and sequencing of elections within the districts for Map 503b. The motion carried 3-2, Councilmembers Jimenez and Rarback dissenting.

3. RESOLUTION AND STAFF REPORTS

3.A HOUSING UPDATES

Community Development Director Ekas and Janet Stone and Paul Peninger, BAE, presented the staff report.

RECESS

Mayor Ruddock called a recess at 9:37 p.m. The meeting reconvened at 9:45 p.m. with all Councilmembers present.

The following individuals addressed the Council:

- Mike Ferreira
- Rocio Avila

The Council discussed the item and asked questions of staff.

3.B REGENERATIVE FARMING PRESENTATION - JIMENEZ

Councilmember Jimenez and Melinda MacNaughton, MS RD, presented a report on regenerative farming and other farming methods that reverse climate change.

The Council discussed the item.

CITY COUNCIL REPORTS / ITEMS

Mayor Ruddock suggested consideration of a policy on public outreach and community input.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 11:06 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, MARCH 22, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)

CONVENE SPECIAL MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 12:01 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

FISCAL YEAR 2022-2023 PRIORITY SETTING WORKSHOP

City Manager Nisbet explained the purpose of the City Council Priority Setting Workshop.

Deputy City Manager Chidester reviewed the FY 2021-23 Priorities Summary and Highlights.

Karen Decker and Erica Wood summarized the Coastside Recovery Initiative recommendation. The Council asked questions and discussed the Initiative.

Maggie Rodriguez, Administrative Assistant, and Colleen Lettire, Communications Program Manager, summarized the Listening Sessions and Priority Setting Survey Results.

PUBLIC COMMENT

The following individuals addressed the Council:

- Hilary Stamper
- Lynette Curthoys
- Paulette Eisen
- Heather Prince
- Rick Hernandez
- Jennie Book
- Sandy Winter

RECESS

Mayor Ruddock called a recess at 1:04 p.m. The meeting reconvened at 1:10 p.m. with all Councilmembers present.

Councilmember Rarback requested adding a priority to begin the process of annexing Moonridge/Miramar and consideration of a medical facility on the Coast.

Councilmember Jimenez discussed his priorities of housing/affordable housing; emergency preparedness; traffic and transportation; and annexations.

Vice Mayor Penrose suggested adding color to MacDutra; creating an agricultural center; expanding the Sequoia Health District; installation of internet connectivity and redundancy; Coastal Trail maintenance and improvements; and tenant protections.

Councilmember Brownstone suggested consideration of mental health services and implementation of the Local Coastal Program. He suggested including tasks under existing priority categories. He discussed suggestions regarding annexations, and the use of traffic circles rather than signals.

Mayor Ruddock discussed her priorities including supporting recycled water; establishing an emergency water supply; developing an evacuation plan; adding more beach / traffic control, including Main Street traffic; implementing a Coastal Trail Initiative and BPAC; prioritizing removal of the signal at Frenchmens Creek; consideration of specialized signalization; improving mental health awareness including completion of park projects; assisting the Small Business Assistance program, including signage indicating Downtown; adding water filling stations; forming a task force to consider a local clinic; and consideration of annexations, including 92.

RECESS

Mayor Ruddock called a recess at 1:54 p.m. The meeting reconvened at 2:05 p.m. with all Councilmembers present.

Council and staff discussed the proposed projects and priorities.

City Manager Nisbet indicated the list would be revised list based on staff capacity and brought back for Council review and approval.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 3:00 p.m.

Respectfully Submitted:

Jessica Blair, City Clerk

Approved:

Debbie Ruddock, Mayor



MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, APRIL 5, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

APPROVAL OF AGENDA

MOTION

Councilmember Penrose moved and Councilmember Rarback seconded a motion to approve the agenda. The question was called and the motion carried unanimously.

PUBLIC FORUM

The following individuals addressed the Council:

- Ilana Betancourt
- Kim Williams
- Rocio Avila

PROCLAMATIONS AND PRESENTATIONS

None.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Mayor Ruddock announced Coastal Wildflower Day on April 24, 10 a.m. to 2 p.m., at Francis State Beach; Friends of the Library Book Sale on April 16; and Make It Main Street event on April 7, 3-7 p.m.

CITY MANAGER UPDATES TO COUNCIL

SUSTAINABILITY UPDATES

Sustainability Analyst Vostinak discussed the Building Electrification Ordinance and Climate Action Loteria game and focus group.

Public Works Program Manager Chong provided updates on the Earth Day Essay Contest, Earth Day Recycling event, Downtown Street Can Replacement program, and Pilot Recycling Project.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

1. CONSENT CALENDAR

Councilmember Jimenez pulled Item 1B.

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES
- 1.C RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY (AB 361)
- 1.D RECEIPT OF LEGISLATIVE POSITION LETTERS
- 1.E PROFESSIONAL SERVICES AGREEMENT WITH RINCON CONSULTANTS, INC. FOR HOUSING ELEMENT ENVIRONMENTAL REVIEW
- 1.F POTENTIAL ACQUISITION OF SAN MATEO COUNTY APNS 064-162-190, 064-162-180, 064-022-140, AND 056-129-070, HALF MOON BAY

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to approve the Consent Calendar, with the exception of Item 1.B. The question was called and the motion carried unanimously.

The following item was pulled from the Consent Calendar for individual consideration:

ITEM 1B

ORDINANCE TO AMEND MUNICIPAL CODE CHAPTER 1.24 WITH RESPECT TO ELECTING MEMBERS OF THE CITY COUNCIL, REDRAWING BOUNDARIES, AND SEQUENCING OF ELECTIONS WITHIN THE DISTRICTS – SECOND READING

City Attorney Engberg discussed the redistricting criteria provided to the Committee for preparation of maps.

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Penrose moved and Councilmember Brownstone seconded a motion to waive second reading and adopt an ordinance amending Municipal Code Chapter 1.24 with respect to electing members of the City Council, redrawing boundaries, and sequencing of elections within the districts. The question was called and the motion carried 3-2, Councilmember Jimenez and Rarback dissenting.

2. ORDINANCES AND PUBLIC HEARINGS

None.

3. RESOLUTION AND STAFF REPORTS

3.A AERIAL TRAM SPEAKER - RUDDOCK

Dr. Peter von Bleichert, Professor of Business at College of San Mateo, presented his idea for an aerial tram to reduce traffic.

The following individuals addressed the Council:

- Kim Williams
- Bill Balson
- Krystlyn Giedt

Vice Mayor Penrose left the meeting.

The Council asked questions and discussed the item.

COMMISSION / COMMITTEE UPDATES

Deputy City Manager Chidester provided an update on the recent Recreation Commission meeting.

Community Development Director Ekas discussed the recent Planning Commission and Architectural Advisory Committee meetings.

CITY COUNCIL REPORTS / ITEMS

Councilmember Rarback discussed the recent Midcoast Community Council and Peninsula Clean Energy meetings.

Mayor Ruddock provided an update on SAM.

Councilmember Jimenez requested review of the map proposed for the Corp yard, particularly the access road. City Attorney Engberg mentioned the appeal period. Community Development Director Ekas and Public Works Director Doughty suggested Councilmember Jimenez meet with staff to discuss the item.

Councilmember Brownstown announced the Board of Supervisor's funding of the Mirada Bridge Replacement project.

Mayor Ruddock requested a future item to continue the conversation on the aerial tram proposal.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 9:08 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, APRIL 19, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:02 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

PUBLIC FORUM

None.

PROCLAMATIONS AND PRESENTATIONS

MIDCOAST COMMUNITY COUNCIL UPDATE

Claire Toutant provided an update on the Midcoast Community Council.

COASTSIDE FARMERS MARKET 20TH ANNIVERSARY PROCLAMATION

Mayor Ruddock presented the proclamation to Erin Tormey.

Ms. Tormey discussed the history of the Coastside Farmers Market and thanked the Council for its support.

NATIONAL POETRY MONTH PROCLAMATION

Mayor Ruddock presented the proclamation declaring National Poetry Month to Caroline Goodwin, San Mateo County Poet Laureate and Ms. Goodwin read a poem.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

None.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

CITY MANAGER UPDATES TO COUNCIL

SUSTAINABILITY UPDATE

Public Works Program Manager Chong provided reminders on the Earth Day Essay Contest, Earth Day Recycling event, Downtown Street Can Replacement program, and Pilot Recycling Project.

LEGISLATIVE AFFAIRS UPDATE

Communications Director / City Clerk Blair announced the City's Federal Appropriations Requests for Crisis Assistance Response and Evaluation Services (CARES) Program and Highway 1/Frenchman's Creek Intersection and Bike/Ped Improvements.

LEADERSHIP AWARDS ANNOUNCEMENT

Management Analyst Gaitan presented the Leadership Awards 2022 Scholarship Opportunity.

PARKLET PROGRAM UPDATE

Community Preservation Specialist Butcher provided an update on the Downtown Sidewalk and Parklet Activities Program.

1. CONSENT CALENDAR

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES
- 1.B WARRANTS FOR THE MONTH OF MARCH 2022
- 1.C STATE AND FEDERAL ADVOCACY SERVICES AGREEMENT WITH TOWNSEND PUBLIC AFFAIRS, INC.
- 1.D FINAL ACCEPTANCE OF THE 2022 SIDEWALK REPLACEMENT PROJECT
- 1.E JOB CLASSIFICATION AND SALARY SCHEDULE FOR MAINTENANCE ASSISTANT POSITION
- 1.F FINAL ACCEPTANCE OF THE HIGHWAY 1 SAFETY AND OPERATIONAL IMPROVEMENTS PROJECT (CIP NO. 523)
- 1.G DOWNTOWN STREET CAN REPLACEMENT PROJECT (CIP #1010)
- 1.H EASEMENTS FOR COASTSIDE COUNTY WATER DISTRICT WATER MAIN CONSTRUCTION UNDER PILARCITOS CREEK AT OAK AVENUE PARK
- 1.I DISPLAY OF THE MENTAL HEALTH AWARENESS FLAG FOR THE MONTH OF MAY 2022 AT CITY HALL TO COMMEMORATE MENTAL HEALTH AWARENESS MONTH

MOTION

Vice Mayor Penrose moved and Councilmember Jimenez seconded a motion to approve the Consent Calendar. The question was called and the motion carried unanimously.

2. ORDINANCES AND PUBLIC HEARINGS

2.A APPEAL OF THE PLANNING COMMISSION'S DECISION TO APPROVE A COASTAL DEVELOPMENT PERMIT FOR 880 STONE PINE ROAD, CITY CORPORATION YARD UPGRADE PROJECT, FILE NO. PDP-21-053

The Council provided the following ex parte communication disclosures:

Councilmember Jimenez stated he visited the site and met with the Community Development Director to discuss the project.

Council Member Rarback stated he visited the site approximately three years ago.

Council Member Brownstone stated he also visited the site approximately three years ago.

Mayor Pro Tem Penrose stated she visited the site, and discussed the project with the Planning Director and Appellant.

Mayor Ruddock indicated she visited the site.

Community Development Director Ekas presented the staff report.

Public Works Director Doughty, Applicant, explained the driveway configuration.

Mike Ferreira, Appellant, expressed appreciation for staff's support to move back to the yellow line. He expressed concern with the expense to build the road that may later need to be modified.

Mayor Ruddock opened the public hearing. There being no speakers, Mayor Ruddock closed the public hearing.

The Council discussed the item.

MOTION

Councilmember Penrose moved and Councilmember Rarback seconded a motion to conduct a public hearing on the City Corporation Yard Upgrade Project, PDP-21-053, with particular attention to the two matters brought forth on appeal and approve the proposed project by resolution based on the findings in Exhibit A and subject to the Conditions of Approval in Exhibit B, by taking the following actions: 1. Acknowledge the adopted IS/MND

and Mitigation Monitoring and Reporting Program and that the matters under consideration with this appeal do not trigger the need to recirculate or do supplemental environmental review; 2. Consider the matter brought forth on appeal; 3. Uphold the appeal with respect to the location of the wildlife corridor fencing in accordance with the City's biologist's recommendations as originally presented to the Planning Commission; 4. Deny the appeal with respect to the configuration of the access drive; and 5. Thereby, approve PDP 21-053 including a Coastal Development Permit, Site and Design Review and Tree Removal Permit for the City of Half Moon Bay Corporation Yard Upgrade Project at 880 Stone Pine Road. The question was called and the motion carried unanimously.

2.A ACCESSORY DWELLING UNIT ORDINANCE

Community Development Director Ekas presented the staff report.

The following individuals addressed the Council:

- Mike Ferreira

MOTION

Councilmember Rarback moved and Vice Mayor Penrose seconded a motion to waive first reading, and introduce an ordinance amending portions of Chapter 18 (Zoning) of the Half Moon Bay Municipal Code relating to Accessory Dwelling Units and Junior Accessory Dwelling Units. The question was called and the motion carried unanimously.

3. RESOLUTION AND STAFF REPORTS

3.A AWARD OF CONSTRUCTION CONTRACT AND PROFESSIONAL SERVICES AGREEMENTS FOR THE JOHN L. CARTER PARK IMPROVEMENTS (CIP NO. 0611)

Assistant Engineer Woo and Public Works Director Doughty presented the staff report.

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to adopt the following resolutions authorizing the City Manager to: 1) Authorize the Administrative Services Director to transfer \$700,000 from General Fund to Capital Improvements Project No. 0611 (John L. Carter Park Improvements Project); 2) Award and execute a construction contract to the lowest responsive and responsible bidder, Wickman Development and Construction of San Francisco, CA, in the bid amount of \$4,971,000 and approve a construction contingency not exceeding an amount of \$745,650 (15 percent); 3) Execute a professional services agreement with SWCA, Inc. for Biological and Environmental Services in the amount of \$35,079; and 4) Execute a professional services agreement with Bay Area Geotechnical Group (BAGG) for Material Testing and Special Inspection services in the amount of \$115,415. The question was called and the motion carried unanimously.

3.B COMMUNITY SERVICES FINANCIAL ASSISTANCE GRANTS PROGRAM

Councilmember Jimenez recused himself and left the meeting.

Management Analyst Gaitan presented the staff report.

The Council asked questions and discussed the item.

MOTION

Councilmember Rarback moved and Councilmember Brownstone seconded a motion to receive an update on the FY 2021-22 cycle of the Community Services Financial Assistance (CSFA) Grant program, allocate \$300,000 to CSFA and adopt recommendations on the funding levels and selection process for FY 2022-23. The question was called and the motion carried 4-0-1, Councilmember Jimenez absent.

COMMISSION / COMMITTEE UPDATES

None.

CITY COUNCIL REPORTS / ITEMS

Councilmember Rarback stated he attended the recent Midcoast Community Council and Peninsula Clean Energy.

Mayor Ruddock provided a webinar on electrification.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 9:07 p.m.

Respectfully Submitted:

Jessica Blair, City Clerk

Approved:

Debbie Ruddock, Mayor



MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, MAY 3, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:02 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose (arrived at 7:12 p.m.), and Mayor Ruddock

APPROVAL OF AGENDA

MOTION

Councilmember Rarback moved and Councilmember Jimenez seconded a motion to approve the agenda, with Item 3.F heard prior to Item 3.E. The question was called and the motion carried 4-0-1, Vice Mayor Penrose absent.

PUBLIC FORUM

The following individuals addressed the Council:

- Bill Balson

PROCLAMATIONS AND PRESENTATIONS

RECOGNITION OF MEMBERS OF REDISTRICTING ADVISORY COMMITTEE

Communications Director / City Clerk Blair thanked the Committee.

Mayor Ruddock thanked the Committee for its work on redistricting for City Council elections.

The following individuals addressed the Council:

- Michal Settles
- Claudia Marshall
- Hal Bogner

The Council commended the Committee on its work.

Vice Mayor Penrose arrived at the meeting at 7:12 p.m.

MENTAL HEALTH AWARENESS MONTH PROCLAMATION

Mayor Ruddock presented the proclamation to Sylvia Tang. Ms. Tang, San Mateo County Behavioral Health Community Health Planner, thanked the Council and announced upcoming events.

JEWISH AMERICAN HERITAGE MONTH PROCLAMATION

Mayor Ruddock presented the proclamation to Sharon Turner. Ms. Turner, President of the Board of Coastside Jewish Community, thanked the Council for its recognition.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Mayor Ruddock announced Coastside Gives and Make It Main Street on May 5 and Carter Park Groundbreaking Ceremony on May 19, 2022.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

CITY MANAGER UPDATES TO COUNCIL

City Manager Nisbet announced that City Hall would open to the public effective May 16. He acknowledged the paving job on Miramontes Point Road.

CLIMATE ACTION AND ADAPTATION PLAN UPDATE

Sustainability Analyst Vostinak provided an update on Earth Day 2022 and the City's Climate Action and Adaptation Plan.

1. CONSENT CALENDAR

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
- 1.B ACCESSORY DWELLING UNITS ORDINANCE – SECOND READING**
- 1.D COMPLETION OF REDISTRICTING ADVISORY COMMITTEE WORK AND DISBANDMENT OF COMMITTEE**
- 1.E REQUEST FOR DEACCESSION OF THE CARTER PARK SCULPTURE**

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to approve the Consent Calendar, with the exception of Item 1.C. The question was called and the motion carried unanimously.

The following item was pulled from the Consent Calendar for individual consideration:

1.C RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY

City Manager Nisbet presented the staff report.

The Council discussed the item and urged continued caution related to COVID-19.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to, in accordance with Assembly Bill 361, re-ratify the findings in Resolution No. 2021-80 to continue conducting the City's Council, Commission and Committee meetings remotely due to health and safety concerns to the public due to COVID-19. The question was called and the motion carried unanimously.

2. ORDINANCES AND PUBLIC HEARINGS

None.

3. RESOLUTION AND STAFF REPORTS

3.A SPRING/SUMMER BEACH ACTION PLAN 2022

Public Works Director Doughty presented the staff report.

The Council asked questions of staff and discussed the item.

Public Works Director Doughty, Deputy City Manager Chidester, Captain Armando and City Attorney Engberg responded to Council questions.

MOTION

Councilmember Rarback moved to conduct a six-month pilot program for leashed and off-leash dog areas at Poplar Beach. Motion died due to lack of a second.

MOTION

Councilmember Brownstone moved and Councilmember Jimenez seconded a motion to not conduct a pilot program. The question was called and the motion carried 4-1, Councilmember Rarback dissenting.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to approve the proposed "Action Plan" for enhanced management, enforcement and litter controls for certain beaches and access points within the city limits including Poplar Beach Park (beach, parking lot and coastal trail) during Spring and Summer of 2022.

The following individual addressed the Council:

- Rick Hernandez

The question was called and the motion carried unanimously.

RECESS

Mayor Ruddock called a recess at 9:11 p.m. The meeting reconvened at 9:16 p.m. with all Councilmembers present.

3.B CARBON FARMING: LOCAL SOLUTIONS FOR CLIMATE CHANGE SPEAKER – RUDDOCK

Kellyx Nelson and Adria Arko, San Mateo Resource Conservation District (RCD), provided an overview of the RCD and efforts to reduce climate change.

The Council asked questions and discussed the item.

3.C SEWER AUTHORITY MID-COASTSIDE FISCAL YEAR 2022-23 OPERATIONS AND MAINTENANCE (GENERAL) BUDGET

Public Works Director Doughty presented the staff report.

The following individual addressed the Council:

- Bill Balson

MOTION

Vice Mayor Penrose moved and Councilmember Rarback seconded a motion to adopt a resolution approving, under protest, the Fiscal Year 2022- 23 Sewer Authority Mid-Coastside Operations and Maintenance Budget expressly noting the City protest of any and all costs associated with the repair and replacement of the Intertie Pipeline System (IPS) consistent with the terms set forth in the September 13, 2017 Stipulation and Order. The question was called and the motion carried unanimously.

3.D HALF MOON BAY SEWER COLLECTION SYSTEM MAINTENANCE – SEWER AUTHORITY MID-COASTSIDE

Public Works Director Doughty presented the staff report.

MOTION

Vice Mayor Penrose moved and Councilmember Rarback seconded a motion to adopt a resolution adopting the FY 2022-23 Sewer Authority Mid-Coastside Collections Budget and authorizing the City Manager to execute Amendment No. 5 to the sewer collection system maintenance professional services agreement with the Sewer Authority Mid-Coastside establishing the FY 2022-23 annual cost at \$254,272 and extending the Agreement for one additional year (expiration of June 30, 2023). The question was called and the motion carried unanimously.

3.F. CITY COUNCIL PRIORITIES WORKPLAN FOR FISCAL YEARS 2022-24

Deputy City Manager Chidester presented the staff report.

The Council discussed the item.

MOTION

Councilmember Brownstone moved and vice Mayor Penrose seconded a motion to receive and accept report on the staff workplan for City Council Priorities for Fiscal Year 2022-24. The question was called and the motion carried unanimously.

3.E FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM WORKSHOP

Public Works Director Doughty and City Engineer Bozorginia presented the staff report.

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Brownstone moved and Vice Mayor Penrose seconded a motion to approve the Fiscal Year 2022-23 Capital Improvement Project List and authorize staff to present the FY 2022-23 Capital Project List to the Planning Commission for finding of General Plan Consistency determination. The question was called and the motion carried unanimously.

COMMISSION / COMMITTEE UPDATES

Deputy City Manager Chidester discussed the recent and upcoming meetings of the Recreation Commission.

Community Development Director Ekas provided an overview of recent considerations of the Planning Commission and Architectural Advisory Committee.

CITY COUNCIL REPORTS / ITEMS

Councilmember Rarback discussed his attendance at the recent Midcoast Community Council and Peninsula Clean Energy meetings.

Mayor Ruddock discussed the recent CCAG and SAM meetings.

Vice Mayor Penrose stated she attended the Commute.org, homelessness, HART Board, CCAG Congestion Management and Equity, and San Mateo Chamber meetings.

Councilmember Rarback requested a future item to consider endorsing the Fix It San Mateo County goals. Mayor Ruddock suggested the Public Safety Committee discuss the matter at its May 9, 2022 meeting.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 11:14 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, MAY 17, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:01 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

APPROVAL OF AGENDA

MOTION

Vice Mayor Penrose moved and Councilmember Jimenez seconded a motion to approve the agenda. The question was called and the motion carried unanimously.

PUBLIC FORUM

City Manager Nisbet provided an update on the current closure of Highway 92.

The following individuals addressed the Council:

- Krystlyn Giedt

PROCLAMATIONS AND PRESENTATIONS

MIDCOAST COMMUNITY COUNCIL UPDATE

Claire Toutant provided an update on the Midcoast Community Council.

RESOURCE CONSERVATION DISTRICT UPDATE

Kellyx Nelson, Resource Conservation District, presented the proposed change to the District's boundaries.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Mayor Ruddock announced the Carter Park Groundbreaking Ceremony on Thursday, May 19, at 11 a.m. and the Wellness Fair on Saturday, from 1-4 p.m.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

CITY MANAGER UPDATES TO COUNCIL

City Manager Nisbet discussed the success of the First Annual Wine and Jazz Festival. He acknowledged Paulette Eisen for staffing a table on behalf of the City. Deputy City Manager Chidester acknowledged the Public Works Department, Sheriff's and Fire.

City Manager Nisbet discussed the San Mateo County Board of Supervisors meeting at which they conceptually programmed ARPA Funds.

ASSISTANT CITY CLERK INTRODUCTION

Communications Director / City Clerk Blair introduced Walfred Solorzano, Assistant City Clerk.

50TH ANNUAL PUMPKIN FESTIVAL

Deputy City Manager Chidester announced the 50th Annual Half Moon Bay Art and Pumpkin Festival and request for qualifications for a muralist. He announced the Smith Field Master Plan consideration at the Parks and Recreation meeting on May 25, 2022.

1. CONSENT CALENDAR

Councilmember Rarback pulled Item 1.E.

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
- 1.B WARRANTS FOR THE MONTH OF APRIL 2022**
- 1.C SUBCONTRACT AGREEMENT BETWEEN ADVOCATES FOR HUMAN POTENTIAL, INC. AND THE CITY OF HALF MOON BAY FOR GRANT FUNDING FOR THE CRISIS ASSISTANCE RESPONSE AND EVALUATION SERVICES (CARES) PROGRAM PILOT**
- 1.D DISPLAY OF LGBTQ+ PROGRESS FLAG FOR THE MONTH OF JUNE 2022 AT CITY HALL TO COMMEMORATE LGBTQ HISTORY MONTH**
- 1.F QUARTERLY FINANCIAL REPORT FOR THE THIRD QUARTER OF FISCAL YEAR 2021-22**
- 1.G TREASURER'S REPORT FOR THE QUARTER ENDING MARCH 31, 2022**
- 1.H RECEIPT OF LEGISLATIVE POSITION LETTERS**
- 1.I RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS**

REMOTELY (AB 361)

MOTION

Councilmember Brownstone moved and Vice Mayor Penrose seconded a motion to approve the Consent Calendar, with the exception of Item 1.E. The question was called and the motion carried unanimously.

2. ORDINANCES AND PUBLIC HEARINGS

2.A ADJUSTMENTS TO COST OF SERVICES SCHEDULE (USER FEES) FOR FY 2022-23

Administrative Services Director Lopez presented the staff report.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to adopt a resolution authorizing adjustments to the Cost of Services Schedule (User Fees) for Fiscal Year 2022-23. The question was called and the motion carried unanimously.

3. RESOLUTION AND STAFF REPORTS

3.A OPERATION OF E-BIKES AND OTHER DEVICES ON TRAILS AND PATHS

Public Works Director Doughty presented the staff report.

The following individual addressed the Council:

- Emma
- Jimmy Benjamin
- Mike Ferreira

RECESS

Mayor Ruddock called a recess at 9:00 p.m. The meeting reconvened at 9:10 p.m. with all Councilmembers present.

The Council discussed the item and asked questions of staff.

CONSENSUS

By consensus, the Council deferred action to conduct additional research and obtain additional input.

1. CONSENT CALENDAR (Continued)

The following item was pulled from the Consent Calendar for individual consideration:

1.E PROFESSIONAL SERVICES AGREEMENT CONTRACT AWARD FOR THE PILARCITOS AVENUE/KEHOE WATERCOURSE OUTFALL REPAIR PROJECT (CIP. NO. 1005)

Councilmember Rarback suggested consideration of a creative, comprehensive drainage solution.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to adopt a resolution authorizing the City Manager to award and execute a Professional Services Agreement (PSA) for the Pilarcitos Avenue/Kehoe Watercourse Outfall Repair Project (CIP No. 1005) to the most qualified and responsive proposer, Schaaf and Wheeler Consulting Civil Engineers of Santa Rosa, CA, in the total amount of \$217,653. The question was called and the motion carried unanimously.

COMMISSION / COMMITTEE UPDATES

None.

CITY COUNCIL REPORTS / ITEMS

Councilmember Rarback stated he attended the MCC meeting.

Mayor Ruddock suggested Councilmember Rarback bring up ebikes at a future MCC meeting. She stated she, the Vice Mayor and City Manager attended the Progress Seminar County economic development agenda at which the City Manager presented on homeless hotel. She also attended the Peninsula Division of League of California Cities meeting and SAM.

Vice Mayor Penrose discussed the recent San Mateo County Library JPA.

Mayor Ruddock discussed Councilmember Rarback's request for an item on Fix It San Mateo County which was rescheduled due to the SAM meeting. City Manager Nisbet stated the matter would come back to Council on June 21, 2022.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 10:10 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, JUNE 7, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:01 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

APPROVAL OF AGENDA

MOTION

Vice Mayor Penrose moved and Councilmember Brownstone seconded a motion to approve the agenda. The question was called and the motion carried unanimously.

PUBLIC FORUM

The following individuals addressed the Council:

- Rosalba Covarrubias
- Gabe Hulbert
- Zoom User
- John Ullom

PROCLAMATIONS AND PRESENTATIONS

PRIDE MONTH PROCLAMATION

Mayor Ruddock presented the Pride Month Proclamation to Jenny Walter, President of Board of Coast Pride. Ms. Walter thanked the City for its support.

TITLE IX 50TH ANNIVERSARY PROCLAMATION

Mayor Ruddock presented the Title IX 50th Anniversary Proclamation to Peggy Rozhon.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

None.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

CITY MANAGER UPDATES TO COUNCIL

Management Analyst Gaitan announced the 2022 Leadership Awards winners.

1. CONSENT CALENDAR

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
- 1.B RESOLUTIONS CALLING FOR THE HOLDING OF THE NOVEMBER 9, 2022 GENERAL MUNICIPAL ELECTION**
- 1.C RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY (AB 361)**
- 1.D FIRST AMENDMENT TO THE PACIFIC RIDGE SETTLEMENT AGREEMENT**
- 1.E CONSTRUCTION CONTRACT AWARD FOR THE KELLY AVENUE CROSSWALKS PROJECT (CIP PROJECT NO. TBD)**
- 1.F LIBRARY CAPITAL FUND REIMBURSEMENTS**
- 1.G SB 1 LOCAL STREETS AND ROAD IMPROVEMENT PROJECT LIST**
- 1.H FY 2022-23 RECEIPT OF LEGISLATIVE POSITION LETTERS**
- 1.I RESOLUTIONS OF LOCAL SUPPORT FOR MULTIPLE GRANT PROGRAMS**
- 1.J COASTSIDE LAND TRUST WAVECREST TRAIL LICENSE AGREEMENT**
- 1.K DONOR RECOGNITION AND NAMING POLICY FOR THE JOHN L. CARTER MEMORIAL PARK RENOVATION PROJECT**

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to approve the Consent Calendar. The question was called and the motion carried unanimously.

2. ORDINANCES AND PUBLIC HEARINGS

NONE.

3. RESOLUTION AND STAFF REPORTS

- 3.A AWARD OF CONSTRUCTION CONTRACT AND PROFESSIONAL SERVICES AGREEMENTS FOR PHASE 1 OF THE CORPORATION YARD IMPROVEMENTS PROJECT (CIP NO. 902#)**

Public Works Director Doughty and Public Works Superintendent Seeley presented the staff report.

The Council discussed the item and asked questions of staff.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to adopt the following resolutions authorizing the City Manager to: 1. Award and execute a construction contract to the lowest responsive and responsible bidder, Half Moon Bay Paving and Grading of Half Moon Bay, CA, in the bid amount of \$2,745,018 and approve a construction contingency not exceeding an amount of \$219,601 (8 percent); and 2. Authorize the City Manager to execute a Professional Services Agreement with SWCA Environmental Consultants, Inc. for construction related Biological and Environmental Services in the amount of \$54,725; and 3. Execute Amendment No. 2 to the professional services agreement with ELS Architecture and Urban Design for Architectural Construction Support in the amount of \$20,000; and 4. Execute Amendment No. 3 to the professional services agreement with BKF Engineers for Engineering Construction Support in the amount of \$10,000. The question was called and the motion carried unanimously.

3.B HALF MOON BAY HOTEL BUSINESS IMPROVEMENT DISTRICT ANNUAL REPORT FOR 2021, RESOLUTION OF INTENTION TO CONTINUE TO LEVY ASSESSMENTS FOR FISCAL YEAR 2022-23, AND FUNDING REQUEST FOR FISCAL YEAR 2022-23

Deputy City Manager Chidester and Krystyn Giedt, Chamber of Commerce, presented the staff report.

MOTION

Vice Mayor Penrose moved and Councilmember Rarback seconded a motion to: 1) approve the Half Moon Bay Hotel Business Improvement District Annual Report for 2021; 2) adopt a resolution declaring the City's intention to continue the Half Moon Bay Hotel Business Improvement District, to continue the basis and to levy the assessment for the District, and to set a date (June 21, 2022) for the public hearing on the District and the assessment for FY 2022-23; and 3) consider a \$40,000 funding request to be included in the FY 2022-23 Recommended Budget. The question was called and the motion carried unanimously.

RECESS

Mayor Ruddock called a recess at 8:25 p.m. The meeting reconvened at 8:30 p.m. with all Councilmembers present.

3.C FISCAL YEAR 2022-2023 RECOMMENDED BUDGET

Administrative Services Director Lopez, Senior Accountant Stiles and Sr. Management

Analyst Lopez presented the staff report.

The Council discussed the item and asked questions of staff.

COMMISSION / COMMITTEE UPDATES

Deputy City Manager Chidester provided an update on the Parks and Recreation Commission.

Community Development Director Ekas provided an update on the Planning Commission.

CITY COUNCIL REPORTS / ITEMS

Councilmember Rarback discussed the recent Peninsula Clean Energy Board and Midcoast Community Council meetings.

Mayor Ruddock discussed the One Shoreline and SAM meetings. She stated she attended the vigil expressing solidarity with Uvalde, Texas.

Vice Mayor Penrose discussed the CSFA Subcommittee, CCAG Congestion Management Environmental Quality, and Commute.org meetings. She stated she attended the Groundbreaking for Carter Park.

ADJOURNMENT

Mayor Ruddock held a moment of silence and adjourned the meeting at 9:30 p.m. in memory of Uvalde and other recent shooting victims.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, JUNE 21, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)**

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:03 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, and Mayor Ruddock

ABSENT: Vice Mayor Penrose

APPROVAL OF AGENDA

MOTION

Councilmember Rarback moved and Councilmember Brownstone seconded a motion to approve the agenda. The question was called and the motion carried 4-0-1, Vice Mayor Penrose absent.

PUBLIC FORUM

The following individuals addressed the Council:

- Patty Ramirez
- Rocio Avila
- Zoom User

PROCLAMATIONS AND PRESENTATIONS

EARTH DAY SCHOLARSHIP AWARD

Mayor Ruddock recognized Ona Weinter as the 2022 Earth Day Scholarship recipient. Ms. Weinter thanked the Council for the award.

SENATOR BECKER – STATE LEGISLATION UPDATE

Senator Josh Becker provided a summary of his proposed legislation related to clean energy.

The Council asked questions and discussed needs of the City of Half Moon Bay.

PENINSULA CLEAN ENERGY (PCE) PRESENTATION

Jan Pepper, CEO Peninsula Clean Energy, provided an update.

MIDCOAST COMMUNITY COUNCIL UPDATE

Claire Toutant provided an update on recent activities of the Midcoast Community Council.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Mayor Ruddock announced the 4th of July Parade.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

CITY MANAGER UPDATES TO COUNCIL

GENERAL MUNICIPAL ELECTION CANDIDATE NOMINATION PERIOD ANNOUNCEMENT

Communications Director / City Clerk Blair announced the candidate nomination period from July 18 to August 12, 2022, for the November 8, 2022 General Municipal Election and the upcoming Tom Lantos Tunnel closures.

SUSTAINABILITY UPDATES

Public Works Program Manager Chong announced the Household Hazardous Waste Collection Event and extension of the beverage container recycling pilot project through June 2023.

EMERGENCY PREPAREDNESS UPDATES

Deputy City Manager Chidester provided an update on the City's emergency preparedness efforts.

1. CONSENT CALENDAR

Mayor Ruddock pulled Item 1.I to be heard at the end of the meeting.

1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES

1.B RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY (AB 361)

1.C RECEIPT OF LEGISLATIVE POSITION LETTERS

- 1.D SALARY SCHEDULE FOR THE INTERNATIONAL UNION OF OPERATING ENGINEERS STATIONARY LOCAL 39, AFL-CIO; REPRESENTED MANAGEMENT TEAM MEMBERS, AND NON-REPRESENTED EMPLOYEES**
- 1.E WARRANTS FOR THE MONTH OF MAY 2022**
- 1.F ANNUAL RENEWAL OF COMMUNITY DEVELOPMENT CONTRACTS**
- 1.G PACIFIC COAST TELEVISION FUNDING REQUEST FOR PURCHASE OF STUDIO PROPERTY IN PACIFICA**
- 1.H ANNUAL RENEWAL OF PUBLIC WORKS CONTRACTS**

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to approve the Consent Calendar, with the exception of Item 1.I. The question was called and the motion carried 4-0-1, Vice Mayor Penrose absent.

2. ORDINANCES AND PUBLIC HEARINGS

2.A RESOLUTION ASSESSING THE LEVY FOR THE HALF MOON BAY BUSINESS IMPROVEMENT DISTRICT FOR FISCAL YEAR 2022-23

Management Analyst Decker presented the staff report.

Mayor Ruddock opened the public hearing. There being no speakers, Mayor Ruddock closed the public hearing.

There were no oral nor written protests.

MOTION

Councilmember Rarback moved and Councilmember Brownstone seconded a motion to adopt a resolution assessing the levy for the Half Moon Bay Business Improvement District for Fiscal Year 2022-23. The question was called and the motion carried 4-0, Vice Mayor Penrose absent.

3. RESOLUTION AND STAFF REPORTS

3.A SAN MATEO COUNTY HARBOR DISTRICT – SURFERS BEACH PILOT SAND REPLENISHMENT PROJECT

City Engineer Bozorginia, Public Works Director Doughty, and Brad Damitz presented the staff report.

The Council asked questions and discussed the item.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to adopt a

resolution authorizing the City Manager to submit a letter to the California Coastal Commission in support of a consolidated Coastal Development Permit (CDP) application for the Surfers Beach Pilot Sand Replenishment Project filed by the San Mateo County Harbor District (District) and further requesting the California Coastal Commission assume the lead agency role. The question was called and the motion carried 4-0-1, Vice Mayor Penrose absent.

RECESS

Mayor Ruddock called a recess at 8:52 p.m. The meeting reconvened at 9:00 p.m., Vice Mayor Penrose absent.

3.B FISCAL YEAR 2022-2023 RECOMMENDED BUDGET

Senior Accountant Stiles presented the staff report.

The following individual addressed the Council:

- Bill Balson

Administrative Services Director Lopez, Senior Accountant Stiles, and City Manager Nisbet responded to public comments.

The Council discussed the item and asked questions of staff.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to: adopt resolutions to: 1) establish the GANN Appropriation Limit for FY 2022-23; 2) approve the City's Review of the Investment Policy; 3) adopt the FY 2022-23 Annual Operating and Capital Budget; and 4) establish the classification and salary schedule for Economic and Community Vitality Manager. The question was called and the motion carried 4-0-1, Vice Mayor Penrose absent.

3.C COMMUNITY SERVICES FINANCIAL ASSISTANT PROGRAM

Councilmember Jimenez recused himself.

Management Analyst Gaitan and Senior Management Analyst Decker presented the staff report.

The following individual addressed the Council:

- Belinda Arriaga

The Council discussed the item and asked questions of staff.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to receive applicant funding recommendations from the Community Services Financial Assistance (CSFA) Grant Program Subcommittee and determine final funding allocations for Fiscal Year 2022-23. The question was called and the motion carried 3-0-2, Vice Mayor Penrose and Councilmember Jimenez absent.

Councilmember Jimenez returned to the dais.

3.D AGREEMENT FOR LAW ENFORCEMENT SERVICES WITH COUNTY OF SAN MATEO SHERIFF'S OFFICE – AMENDMENT FOURTEEN

City Manager Nisbet presented the staff report.

The following individual addressed the Council:

- David Eblövi

The Council discussed the item and asked questions of staff.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to authorize the City Manager to execute Amendment Fourteen to the Agreement for Law Enforcement Services with the County of San Mateo Sheriff's Office. The question was called and the motion carried 4-0-1, Vice Mayor Penrose absent.

CONSENT CALENDAR (Continued)

The following item was pulled from the Consent Calendar for individual consideration:

1.I CONSIDERATION OF SUPPORT LETTER FOR GOVERNOR NEWSOM'S COMMUNITY ASSISTANCE, RECOVERY, AND EMPOWERMENT (CARE) COURT PROPOSAL

City Manager Nisbet and Communications Director / City Clerk Blair presented the staff report.

The following individual addressed the Council:

- Claire Toutant

The Council discussed the item.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to refer the matter to the Legislative Subcommittee for amendments to the letter and authorize the Mayor to execute the letter. The question was called and the motion carried 4-0-1, Vice Mayor Penrose absent.

COMMISSION / COMMITTEE UPDATES

None.

CITY COUNCIL REPORTS / ITEMS

Councilmember Rarback stated he attended the Midcoast Community Council meeting.

Mayor Ruddock discussed the recent SAM meeting. She requested discussion of the agenda format, particularly Consent Calendar items and order of items. She also requested a future discussion about a citizen's ad hoc finance committee. Councilmember Brownstone seconded the proposed items.

In response to Mayor Ruddock, Deputy City Manager Chidester stated the Fix It San Mateo presentation would come before the Council at its next meeting.

Councilmember Brownstone acknowledged the unanimous vote on all agenda items and Mayor Ruddock thanked staff for its hard work.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 10:23 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, JULY 19, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)**

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:04 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

APPROVAL OF AGENDA

MOTION

Vice Mayor Penrose moved and Councilmember Brownstone seconded a motion to approve the agenda. The question was called and the motion carried unanimously.

PUBLIC FORUM

The following individuals addressed the Council:

- John Ullom
- Brent Turner
- Drew Garret
- Rocio Avila
- Irma Morawetz
- Carolina Carbajal
- Mary Vega
- Lilian Argueta
- Carol
- Krystlyn Giedt

PROCLAMATIONS AND PRESENTATIONS

MIDCOAST COMMUNITY COUNCIL UPDATE

Gregg Dieguez provided an update on recent activities of the Midcoast Community Council.

CHIEF DAVE COSGRAVE RETIREMENT PROCLAMATION

Mayor Ruddock commended Chief Dave Cosgrove on his service to the City.

Chief Cosgrove thanked the Council for the recognition and commended the City on its support of emergency services.

The Council recognized Chief Cosgrove.

Bill Balson, President of Ocean Colony Association, thanked Chief Cosgrove for his service.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Mayor Ruddock discussed events and tours with State Legislature and Senator Becker; 75th Anniversary of Coastside County Water District; and tour with Governor Newsom's representative.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

CITY MANAGER UPDATES TO COUNCIL

None.

1. CONSENT CALENDAR

Councilmember Rarback commended the City and School District on its joint effort and expressed enthusiasm for the project under Item 1J. Mayor Ruddock indicated Senator Becker was encouraged about the project.

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
- 1.B RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY (AB 361)**
- 1.C CONFLICT OF INTEREST CODE UPDATE**
- 1.D RESOLUTION IN SUPPORT OF MICHELSON THERAPY POOL REOPENING**
- 1.E RECEIPT OF LEGISLATIVE POSITION LETTER**
- 1.F WARRANTS FOR THE MONTH OF JUNE 2022**
- 1.G AGREEMENT WITH PACIFICA COMMUNITY TELEVISION FOR PUBLIC, EDUCATIONAL, AND GOVERNMENTAL ACCESS TELEVISION SERVICES**
- 1.H FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH STEPFORD, INC.**
- 1.I POTENTIAL ACQUISITION OF SAN MATEO COUNTY APN 064-022-120, HALF MOON BAY**
- 1.J JOINT SEARCH BY CABRILLO UNIFIED SCHOOL DISTRICT AND CITY OF HALF MOON BAY**

FOR COMMUNITY SOLAR POWER PURCHASE AGREEMENTS

- 1.K AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH FREYER AND LAURETA, INC. FOR DESIGN SERVICES FOR THE MAIN STREET SAFETY IMPROVEMENT PROJECT (CIP PROJECT NO. 1009)**
- 1.L PROFESSIONAL SERVICES AGREEMENT WITH WOOD CONSULTING SERVICES**

MOTION

Vice Mayor Penrose moved and Councilmember Rarback seconded a motion to approve the Consent Calendar. The question was called and the motion carried unanimously.

2. ORDINANCES AND PUBLIC HEARINGS

2.A FISCAL YEAR 2022-23 SEWER SERVICE CHARGES AND ASSESSMENTS

Senior Accountant Stiles presented the staff report.

Mayor Ruddock opened the public hearing.

The following individual addressed the Council:

- Bill Balson

There being no additional speakers, Mayor Ruddock closed the public hearing.

MOTION

Vice Mayor Penrose moved and Councilmember Rarback seconded a motion to adopt a resolution approving the Fiscal Year (FY) 2022-23 Sewer Service Assessments and charges, direct staff to file the assessment roll, and authorize the County Controller to place the assessment charges on the County of San Mateo Property Tax Roll and direct staff to bill assessments directly that are not on the tax roll. The question was called and the motion carried unanimously.

RECESS

Mayor Ruddock called a recess at 8:17 p.m. The meeting reconvened at 8:25 p.m. with Councilmember Jimenez recused.

3. RESOLUTION AND STAFF REPORTS

3.A 555 KELLY AVENUE – AUTHORIZATION TO PREPARE AN EXCLUSIVE NEGOTIATIONS AGREEMENT AND A PRE-DEVELOPMENT LOAN AGREEMENT WITH MERCY HOUSING

Deputy City Manager Chidester, Tim Dunn, Associate Director, and Christine Anderson,

Project Manager, Mercy Housing, and Belinda Arriaga, Executive Director, ALAS, presented the staff report.

The Council asked questions of staff and the consultants.

In response to Council questions, Deputy City Manager Chidester, Mr. Dunn, Community Development Director Ekas, Mike Noce and Janet Stone provided information.

The following individuals addressed the Council:

- Julia
- Patti Ramirez
- Rocio Avila
- Alex Ontiveros
- Lilly Rey
- RJ Jennings
- Corinna Leibowitz
- John Ullom
- Ed Vargas

The Council asked questions and discussed the item.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to adopt a resolution authorizing staff to prepare the following, subject to future City Council approval:

1. Exclusive Negotiations Agreement (ENA) between the City and Mercy Housing California) Mercy Housing), in order to enable pre-development activities to be undertaken for an affordable housing project on a City-owned site at 555 Kelly Avenue and to provide a period of time in which to negotiate a development agreement between the parties, and; 2. Pre-development loan agreement between the City and Mercy Housing, in order to provide potential funding for pre-development activities during the period leading up to the start of construction. The question was called and the motion carried 4-0-1, Councilmember Jimenez absent.

RECESS

Mayor Ruddock called a recess at 9:50 p.m. The meeting reconvened at 9:55 p.m. with all Councilmembers present.

3.B PRESENTATION OF POLLING RESULTS AND CONSIDERATION OF A POTENTIAL VACANT HOMES TAX AND / SALES TAX MEASURE FOR THE NOVEMBER 8, 2022 GENERAL MUNICIPAL ELECTION

Communications Director / City Clerk Blair, Chris Coulter, SCI, and Curt Below, FM3,

presented the staff report.

The following individuals addressed the Council:

- Linda Cross-Andersen
- John Ullom
- Bill Balson

The Council discussed the item.

CONSENSUS

By consensus, the Council determined to not proceed with a ballot measure.

3.C APPOINTMENT OF A YOUTH REPRESENTATIVE TO THE HALF MOON BAY BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

Communications Director / City Clerk Blair presented the staff report.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to appoint Chloe Standez as the youth representative to the Bicycle and Pedestrian Advisory Committee (BPAC). The question was called and the motion carried unanimously.

3.D RESOLUTION SUPPORTING FIXIN' SNA MATEO COUNTY'S EFFORTS TO ESTABLISH CIVILIAN OVERSIGHT OF THE SAN MATEO COUNTY SHERIFF'S OFFICE

Councilmember Rarback introduced the item. RJ Jennings, Jim Lawrence, Nancy Goodban and Deputy City Manager Chidester presented the item.

The following individuals addressed the Council:

- John Ullom
- Rachel
- Maureen Fleming

The Council discussed the item and asked questions of staff.

MOTION

Councilmember Rarback moved and Councilmember Penrose seconded a motion to adopt a resolution supporting Fixin' San Mateo County (FxSMC) efforts to establish civilian oversight of the San Mateo County Sheriff's Office, including urging the San Mateo County Board of Supervisors to pass an ordinance to create a Civilian Oversight Board and Inspector General, both with subpoena power. The question was called and the motion carried unanimously.

COMMISSION / COMMITTEE UPDATES

None.

CITY COUNCIL REPORTS / ITEMS

None.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 11:56 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, AUGUST 3, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)**

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 6:00 p.m.

ROLL CALL

PRESENT: Councilmembers Jimenez and Rarback, Vice Mayor Penrose, and Mayor Ruddock

ABSENT: Councilmember Brownstone

1. RESOLUTIONS AND STAFF REPORTS

1.A SMITH FIELD PARK FACILITIES MASTER PLAN

Public Works Director Doughty and Melanie Reynolds, Gates and Associates, presented the staff report.

The following individuals addressed the Council:

- Carol Wexler
- Bill Balson
- Anthony Spirotti
- Marilyn Headrick
- Chris Gianini
- John Ullom

The Council asked questions and discussed the item.

MOTION

Vice Mayor Penrose moved and Councilmember Jimenez seconded a motion to adopt a resolution: 1) Accepting the Smith Field Master Facilities Plan as recommended by the Parks and Recreation Commission; and 2) Directing staff to return to the City Council with recommended amendments to the FY 2022-23 Capital Budget identifying funding options to cover the anticipated costs of completing 35-percent design and Coastal Development Permit; and 3) Directing staff to return to City Council with amendments to professional services

agreements with Gates +Associates and Freyer & Laureta, Inc. for architectural and civil engineering work and a new professional services agreement with SWCA for environmental services work necessary to obtain a Coastal Development Permit for Smith Field Park and Wavecrest Water Main Project. The question was called and the motion carried 4-0-1, Councilmember Brownstone absent.

ADJOURNMENT

Mayor Ruddock adjourned the meeting to Closed Session at 7:30 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, AUGUST 3, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)**

CONVENE SPECIAL MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 4:45 p.m.

ROLL CALL

PRESENT: Councilmembers Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

ABSENT: Councilmember Brownstone

OPEN SESSION IDENTIFICATION OF CLOSED SESSION ITEMS

PUBLIC COMMENT ON CLOSED SESSION ITEMS

The following individuals addressed the Council:

- John Ullom
- Brent Turner
- Drew Garret

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Govt. Code section 54956.9(d)(1))
Name of case: Casa Mira Homeowners Assn. et al. v. California Coastal Commission et al. (City of Half Moon Bay, Real Party in Interest)., – San Mateo Superior Court Civil No. 19-CIV-04677

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Govt. Code section 54956.9(d)(1))
Name of case: Casa Mira Homeowners Assn. et al. v. California Coastal Commission et al. (City of Half Moon Bay, Real Party in Interest)., – San Mateo Superior Court Civil No. 21-CIV-03202

PUBLIC EMPLOYMENT / PUBLIC EMPLOYEE APPOINTMENT (Govt. Code section 54957) Title: City Manager

CONFERENCE WITH LABOR NEGOTIATOR (Govt. Code section 54957.6) Agency designated representative: Catherine Engberg (City Attorney) Unrepresented Employee: City Manager

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 5:50 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
FRIDAY, AUGUST 12, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)**

CONVENE SPECIAL MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 10:00 a.m.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

OPEN SESSION IDENTIFICATION OF CLOSED SESSION ITEMS

PUBLIC COMMENT ON CLOSED SESSION ITEMS

CLOSED SESSION

PUBLIC EMPLOYMENT / PUBLIC EMPLOYEE APPOINTMENT (Govt. Code section 54957) Title: City Manager

CONFERENCE WITH LABOR NEGOTIATOR (Govt. Code section 54957.6) Agency designated representative: Catherine Engberg (City Attorney) Unrepresented Employee: City Manager

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 11:57 a.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, AUGUST 16, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)**

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

PUBLIC FORUM

The following individuals addressed the Council:

- Zoe Kersteen Tucker
- Jan Hanson
- Krista Pavala
- Kathleen Brennan
- Krystlyn Giedt
- Carolina Carbajal
- Bill Balson

PROCLAMATIONS AND PRESENTATIONS

SAN MATEO COUNTY – FARMWORKER ADVISORY COMMISSION APPLICATIONS

Brae Hunter, Legislative Aide for Supervisor Horsley, provided an overview of the San Mateo County Farmworker Advisory Commission and announced the application period.

CALIFORNIA DEPARTMENT OF INSURANCE – SAFER FROM WILDFIRES

Mary Beth Bykowsky, California Department of Insurance Northern CA Outreach Analyst, provided information to be safer from wildfires.

MIDCOAST COMMUNITY COUNCIL UPDATE

City Manager Nisbet and Councilmember Rarback provided an update on the recent meeting.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Mayor Ruddock announced the Senior Coastsiders reception on August 17, 2022.

The Council commended City Manager Nisbet for his service to the City.

City Manager Nisbet discussed his experience as City Manager for Half Moon Bay and thanked the Council and community.

CITY MANAGER UPDATES TO COUNCIL

City Engineer Bozorginia provided updates on the Ruisseau Francais/Highway 1 Intersection project and E-Bike Survey.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

City Attorney Engberg reported on recent closed session meetings.

1. CONSENT CALENDAR

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
- 1.B WARRANTS FOR THE MONTH OF JULY 2022**
- 1.C RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY (AB 361)**
- 1.D RECEIPT OF LEGISLATIVE POSITION LETTER**
- 1.E ADOPTION OF UPDATED RECORDS RETENTION SCHEDULE**
- 1.F QUARTERLY FINANCIAL REPORT FOR THE FOURTH QUARTER OF FISCAL YEAR 2021-22**
- 1.G TREASURER'S REPORT FOR THE QUARTER ENDING JUNE 30, 2022**
- 1.H CLASSIFICATION AND SALARY SCHEDULE FOR PAYROLL TECHNICIAN**
- 1.I LETTER OF SUPPORT REGARDING WATER REUSE AND RECYCLING ON COASTSIDE**
- 1.J PURCHASE OF A NEW ALL ELECTRIC FORD F-150**

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to approve the Consent Calendar. The question was called and the motion carried unanimously.

2. ORDINANCES AND PUBLIC HEARINGS

None.

3. RESOLUTION AND STAFF REPORTS

3.A PUMPKIN FESTIVAL 50TH ANNIVERSARY COMMEMORATIVE MURAL

Deputy City Manager Chidester presented the staff report, presented the four submittals and introduced the proposed artist, Julie Engelmann.

Ms. Engelmann shared her inspiration for the proposed mural.

The following individuals addressed the Council:

- Hal Bogner
- Krystlyn Giedt
- Bill Balson

The Council asked questions and discussed the item.

MOTION

Vice Mayor Penrose moved and Councilmember Rarback seconded a motion to adopt a resolution authorizing and directing the City Manager to negotiate and execute agreements with: 1. Julie Engelmann for the installation of the Pumpkin Festival 50th Anniversary Commemorative Mural, in an amount not to exceed \$30,000; and 2. The owner of 448 Main Street, Half Moon Bay for the installation of the Mural on the South facing wall. The question was called and the motion carried unanimously.

RECESS

Mayor Ruddock called a recess at 8:58 p.m. The meeting reconvened at 9:05 p.m. with all councilmembers present.

3.B TRANSPORTATION, CIRCULATION, AND MOBILITY (TCM) PRIORITY UPDATE

Public Works Director Doughty and City Engineer Bozorginia presented the staff report.

The following individual addressed the Council:

- Bill Balson
- Matthew Stapleman

The Council discussed the item, asked questions of staff and provided suggestions.

3.C MIRAMONTES POINT SEA LEVEL RISE VULNERABILITY AND FISCAL IMPACT ASSESSMENT STUDY SESSION

Sustainability Analyst Vostinak provided background; objective; overview on existing considerations, modeling, adaptation planning and fiscal impact assessment; and recommendation.

David Revell, Geomorphologist, and Dave Anning, Resource Economist, integral, presented the study area; sea level rise assumptions; historical development and documented erosion; process for estimating future cliff erosion; vulnerability maps; current economic conditions and potential impacts; feasible adaptation solutions; and recommendations.

The Council asked questions and discussed the item.

The following individuals addressed the Council:

- Bill Balson
- Kimberly Williams

3.D CONSIDERATION OF WHETHER TO APPOINT SOLE DISTRICT CANDIDATES ROBERT BROWNSTONE (DISTRICT 1) AND DEBORAH PENROSE (DISTRICT 5) OR PROCEED WITH AN ELECTION FOR THOSE DISTRICTS

Communications Director / City Clerk Blair presented the staff report.

The Council asked questions of staff and discussed the item.

The following individual addressed the Council:

- Hazel Joanes

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to direct staff to bring back a resolution appointing Robert Brownstone to City Council District 1 for a full-term of four years and Deborah Penrose to City Council District 5 for a full-term of four years in lieu of an election. The question was called and the motion carried unanimously.

3.E APPOINTMENT OF MATTHEW CHIDESTER AS CITY MANAGER AND APPROVAL OF EMPLOYMENT AGREEMENT

City Attorney Engberg presented the staff report.

The following individual addressed the Council:

- Krystlyn Giedt

The Council expressed support for appointing Matthew Chidester as City Manager.

Deputy City Manager Chidester thanked the Council, staff, community and his family for their support.

MOTION

Mayor Ruddock moved and Councilmember Brownstone seconded a motion to adopt a resolution appointing Matthew Chidester as City Manager and approving the employment agreement. The question was called and the motion carried unanimously.

COMMISSION / COMMITTEE UPDATES

None.

CITY COUNCIL REPORTS / ITEMS

Councilmember Jimenez requested bringing back a discussion on a potential pilot program to allow dogs on certain parts of Poplar Beach. Mayor Ruddock seconded.

Mayor Ruddock requested a discussion on feeding of wild animals. Councilmember Brownstone seconded.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 11:56 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
FRIDAY, AUGUST 19, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)**

CONVENE SPECIAL MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 10:00 a.m.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

1. RESOLUTIONS AND STAFF REPORTS

1.A RESOLUTION TO APPOINT ROBERT BROWNSTONE (DISTRICT 1) AND DEBORAH PENROSE (DISTRICT 5) AND CANCEL THE ELECTION FOR DISTRICTS 1 AND 5

Communications Director / City Clerk Blair presented the staff report.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to adopt a resolution appointing Robert Brownstone to the City Council to represent Electoral District No. 1 for a full-term of four years and Deborah Penrose to the City Council to represent Electoral District No. 5 for a full-term of four years in lieu of an election, and cancelling the November 8, 2022 General Municipal Election for City Councilmembers from Electoral District Nos. 1 and 5, pursuant to California Elections Code Section 10229. The question was called and the motion carried 4-1, Councilmember Jimenez dissenting.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 10:07 a.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, SEPTEMBER 6, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)**

CONVENE SPECIAL MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 6:00 p.m.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

OPEN SESSION IDENTIFICATION OF CLOSED SESSION ITEMS

PUBLIC COMMENT ON CLOSED SESSION ITEMS

CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Govt. Code section 54956.8)

Property: 20 Stone Pine Road (APN: 056-391-010)

City Negotiators: Matthew Chidester (City Manager) and Catherine Engberg (City Attorney)

Negotiating Parties: Bahram Abolmoluki and Zohreh Abolmoluki, Trustees of the Abolmoluki Living Trust dated May 25, 2018

Under negotiation: Price and terms of potential acquisition of easements for John L. Carter Park Improvement Project

CONFERENCE WITH LEGAL COUNSEL— ANTICIPATED LITIGATION (Govt. Code section 54956.9(d)(4)) Initiation of litigation: (1 potential case)

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 6:46 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, SEPTEMBER 6, 2022
VIRTUAL VIA ZOOM MEETING (COVID-19 PROTOCOLS)**

CONVENE REGULAR MEETING / ROLL CALL

Mayor Ruddock called the meeting to order at 7:01 p.m. and led the pledge of allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone, Jimenez, and Rarback, Vice Mayor Penrose, and Mayor Ruddock

APPROVAL OF AGENDA

PUBLIC FORUM

The following individuals addressed the Council:

- Rocio Avila
- Carolina Carbajal
- Julia Rapoza

PROCLAMATIONS AND PRESENTATIONS

HISPANIC HERITAGE MONTH PROCLAMATION

Community Services Analyst Acosta presented the proclamation to Martin Gutierrez and Jesus Gutierrez.

SUICIDE PREVENTION MONTH PROCLAMATION

Mayor Ruddock declared September 2022 as Suicide Prevention Month.

Chris Rasmusen, Vice Chair of the San Mateo County Behavioral Health Commission, thanked the Council for its recognition and announced upcoming events.

MAYOR’S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Mayor Ruddock announced the celebration of the 50th Anniversary of the Midpeninsula Regional Open Space District on September 10, 12-5 pm.

REPORT OUT FROM RECENT CLOSED SESSION MEETING

City Attorney Engberg reported on recent closed session meetings.

CITY MANAGER UPDATES TO COUNCIL

SUMMERS END MUSIC FESTIVAL UPDATE

City Manager Chidester announced the Summers End Music Festival on September 24, in Downtown Half Moon Bay.

SUSTAINABILITY UPDATE

Sustainability Analyst Vostinak presented an update on the EV/PV Reach Code; AB1826 Compliance; Coastal Clean Up Day on September 17, 2022; Fall Recycling Event on November 5, 2022; and Reusable Cup Pilot program.

HYATT HOTEL DRAFT EIR

Community Development Director Ekas provided an update on the Hyatt Hotel Draft EIR.

GENERAL MUNICIPAL ELECTION UPDATE

Communications Director / City Clerk Blair provided an update on the November 8, 2022 Election.

1. CONSENT CALENDAR

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
- 1.B RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY (AB 361)**
- 1.C RECEIPT OF LEGISLATIVE POSITION LETTER**
- 1.D ADOPTION OF A RESOLUTION REJECTING ALL BID PROPOSALS RECEIVED FOR THE MAIN STREET SAFETY IMPROVEMENTS PROJECT (CIP PROJECT NO. 1009), AND AUTHORIZING STAFF TO RE-ADVERTISE THE PROJECT**
- 1.E HIGHWAY 1 SAFETY AND OPERATIONAL IMPROVEMENTS PROJECT – NORTH (CIP PROJECT NO. 538) CONSTRUCTION FUNDING AGREEMENT WITH SMCTA**

MOTION

Mayor Ruddock moved and Vice Mayor Penrose seconded a motion to approve the Consent Calendar. The question was called and the motion carried unanimously.

2. ORDINANCES AND PUBLIC HEARINGS

None.

3. RESOLUTION AND STAFF REPORTS

3.A ACCEPTANCE OF FUNDING FROM THE CHAN ZUCKERBERG INITIATIVE DONOR ADVISED FUND, AN ADVISED FUND OF SILICON VALLEY COMMUNITY FOUNDATION FOR COASTSIDE RECOVERY EFFORTS RELATED TO REGENERATIVE AGRICULTURE, FARMWORKER SUPPORT, AND DIGITAL INFRASTRUCTURE

Councilmember Jimenez recused himself and left the meeting.

Community and Economic Vitality Manager Decker, and Economic Development Consultant Wood provided an overview of the goals; report release; results; and insights.

City Attorney Engberg explained why Councilmember Jimenez recused himself.

The Council commended staff and discussed the item.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to adopt a resolution authorizing the City Manager to: 1) accept grant funds by signing a grant agreement with Silicon Valley Community Foundation for Coastsides recovery efforts related to regenerative agriculture, farmworker support, and digital infrastructure in the amount of \$400,000; 2) negotiate and execute sub-grantee agreements with local nonprofit service providers not to exceed \$380,000; and 3) create the CZI Grant Fund (a special revenue fund) and make matching revenue and expenditure budget amendments in the amount of \$400,000. The question was called and the motion carried 4-0, Councilmember Jimenez absent.

Councilmember Jimenez returned to the meeting.

3.B AGENDA FORMAT REVIEW (RUDDOCK)

Mayor Ruddock presented the report.

The following individual addressed the Council:

- John Ullom

- Kimberly Williams

Communications Director / City Clerk Blair discussed best practices for meeting technology. City Manager Chidester discussed the possibility of allowing participants to be seen in the remote meeting.

The Council discussed the item and provided recommendations.

COMMISSION / COMMITTEE UPDATES

City Manager Chidester provide an update on the recent Recreation Commission meeting.

Community Development Director Ekas provided an update on the recent Planning Commission meeting and upcoming Architectural Advisory Committee meeting.

CITY COUNCIL REPORTS / ITEMS

Councilmember Rarback reported on the Peninsula Clean Energy monthly meeting.

Councilmember Jimenez reported on his attendance at the rally and march in Sacramento supporting AB2183.

Mayor Ruddock reported on the recent SAM meeting.

ADJOURNMENT

Mayor Ruddock adjourned the meeting at 8:50 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Debbie Ruddock, Mayor

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **January 17, 2023**

TO: Honorable Mayor and City Council

VIA: Bob Nisbet, City Manager

From: Lisa Lopez, Administrative Services Director

TITLE: **WARRANTS FOR THE MONTH OF DECEMBER 2022**

RECOMMENDATION:

Accept the warrants list for the month of December 2022.

STRATEGIC ELEMENT:

This recommendation supports the Fiscal Sustainability and Inclusive Governance Element.

DISCUSSION:

During this month, we processed 4 check runs. The first was on December 4, totaling \$21,256.61. The second was on December 8, totaling \$567,587.54. The third was on December 14, totaling \$472,169.22. The fourth was on December 22, totaling \$139,910.46. The total for the month was \$1,200,923.83. Not included in this report is one pending warrant totaling \$3,538 under process of second review from staff.

The City processed payments related to 10 capital improvement projects, in a total amount of \$90,188.84. These projects include: HWY1 Safety/Congestion, Citywide Sidewalk Assessment, Parks Master Plan Implementation, Carter Park Improvement, Bikeway Connectivity Project-North, Climate Action and Adaption, Kehoe/Pilarcitos Outfall Repair, Smith Field Site Assessment, Frenchman's Creek Park Improvements, Corp Yard Improvements.

Staff is also including a list of all payments above \$30,000 processed during this reporting period, as listed in the table below.

ATTACHMENTS:

Check Disbursement List by Check Date

Over \$30,000					
Check#	Vendor Number	Payee	Check Date	Check Amount	Description
51984	797	COASTSIDE HOPE	12/8/2022	70,000.00	CRI-DIGITAL NAVIGATION PROGRAM
52014	4581	PUENTE DE LA COSTA SUR	12/8/2022	70,000.00	CRI-DIGITAL NAVIGATION PROGRAM
52020	2781	SAN MATEO COUNTY HEALTH DEPARTMENT	12/8/2022	105,194.00	FY22/23 ANIMAL CONTROL SERVICES
52021	2337	SAN MATEO COUNTY PUBLIC SAFETY COMMUNI	12/8/2022	133,885.50	Q2, FY22/23 PUBLIC SAFETY COMMUNICATIONS
52045	159	SEWER AUTHORITY MID-COASTSIDE	12/14/2022	427,146.00	DEC'22, FY22/23 SEWER COLLECTIONS

Report Criteria:

Report type: Summary

Check.Type = "Calculated","manual"

Check Number	Vendor Number	Payee	Check Issue Date	Amount	Description
51972	4270	4LEAF INC.	12/08/2022	24,640.63	SEP'22, PUBLIC WORKS INSPECTION SERVICES
51973	4211	ABUNDANT GRACE COASTSIDE WORKER	12/08/2022	8,031.00	JUN'22, FY22/23 COASTAL CLEAN UP
51974	5507	AMBER STARIHA	12/08/2022	100.00	DEPOSIT REFUND 12/07/22 SOUTH DAY ROOM
51975	2407	ARAMARK	12/08/2022	260.69	MAINT SERVICE
51976	444	ASSOCIATION OF BAY AREA GOVERNMENTS	12/08/2022	696.54	TRUE-UP ALLOCATION
51977	4300	AT&T	12/08/2022	2,185.00	PHONE SERVICE
51978	871	AUTOMATIC DOOR SYSTEMS INC.	12/08/2022	1,230.00	MAINT SERVICE
51979	5168	BLEYLE ELEVATOR, INC	12/08/2022	190.00	MAINT SERVICE
51980	4193	CASELLE INC.	12/08/2022	3,695.00	ERP CONTRACT SUPPORT & MAINTENANCE
51981	1925	CITY OF BURLINGAME	12/08/2022	4,893.99	SEP'22 SMCO BID
51982	2859	CLAUDIA ANN MARSHALL	12/08/2022	945.00	INSTRUCTOR PAYMENT, PAINTING
51983	293	CLEARLITE TROPHIES	12/08/2022	121.61	OFFICE SUPPLIES
51984	797	COASTSIDE HOPE	12/08/2022	70,000.00	CRI-DIGITAL NAVIGATION PROGRAM
51985	197	COASTSIDE PRINTERS	12/08/2022	896.88	NO PARKING SIGNS
51986	2861	CODE PUBLISHING COMPANY	12/08/2022	480.00	ANNUAL WEB HOSTING FEES
51987	4597	COLLEEN GRANAHAH	12/08/2022	200.00	MIMS REIMBURSEMENT-COASTSIDE BOOKS
51988	5318	COLUMN SOFTWARE, PBC	12/08/2022	379.50	PDP-22-034
51989	3643	CORODATA RECORDS MANAGEMENT INC	12/08/2022	319.99	RECORDS MANAGEMENT
51990	1526	COUNTY OF SAN MATEO	12/08/2022	2,321.00	FY22/23 LAFCO
51991	4398	ELS ARCHITECTURE & URBAN DESIGN	12/08/2022	1,230.00	OCT'22, CARTER PARK IMPROVEMENTS
51992	321	FOLGER GRAPHICS INC.	12/08/2022	2,766.23	RECREATION PRINTING
51993	4633	GRANICUS	12/08/2022	1,490.33	GRANICUS SERVICE
51994	89	HALF MOON BAY COASTSIDE CHAMBER OF COM	12/08/2022	16,129.02	SEP'22 OOC BID
51995	2564	HALF MOON BAY GRADING & PAVING INC.	12/08/2022	7,364.94	MAINT SERVICE
51996	2444	HOME DEPOT CREDIT SERVICES	12/08/2022	517.38	MAINT SUPPLIES
51997	4267	IMPEC GROUP INC.	12/08/2022	17,356.00	NOV'22, FY22/23 JANITORIAL SERVICES
51998	5508	JEANNIE STATTFIELD	12/08/2022	95.00	DEPOSIT REFUND 12/10/22 JEWELRY WORKSHOP
51999	4106	JENNIFER CHONG	12/08/2022	159.76	09/13/22 BART/PARKING
52000	2699	KONICA MINOLTA BUSINESS SOLUTIONS	12/08/2022	2,275.21	NOV'22, FY22/23 KONICA MINOLTA LEASE
52001	291	LAURIE BECKER	12/08/2022	214.20	INSTRUCTOR PAYMENT- ZUMBA PUNCH CARD
52002	108	LEAGUE OF CALIFORNIA CITIES	12/08/2022	100.00	MEMBERSHIP DUES
52003	4089	LIZA CONNELL	12/08/2022	500.00	DEPOSIT REFUND 08/25/22 DEPOT ROOM
52004	5505	MAGALI CANCINO VEGA	12/08/2022	500.00	DEPOST REFUND 12/02/22 DEPOT ROOM
52005	3746	MALCOLM C SMITH	12/08/2022	1,347.50	NOV'22, COMMUNICATION CONSULTANT
52006	2573	MARIAN POTT	12/08/2022	3,549.00	INSTRUCTOR PAYMENT DOG TRAINING 10/26/22-12/07/22
52007	1206	MARK THOMAS & CO. INC.	12/08/2022	19,407.41	NOV'22, HWY1 NORTH SAFETY & OPERATIONAL IMPROVEMEN

M = Manual Check, V = Void Check

Check Number	Vendor Number	Payee	Check Issue Date	Amount	Description
52008	1206	MARK THOMAS & CO. INC.	12/08/2022	11,242.74	AUG'22, HWY1 NORTH SAFETY & OPERATIONAL IMPROVEMEN
52009	5506	MARTHA PEREZ	12/08/2022	500.00	DEPOSIT REFUND 12/03/22 LIBRARY COMMUNITY ROOM
52010	3250	M-GROUP	12/08/2022	2,136.25	OCT'22, FY21/22 GIS/GRAPHIC SUPPORT
52011	4472	ON POINT LANGUAGE SOLUTIONS LLC	12/08/2022	1,700.00	TRANSLATION SERVICES
52012	3956	PENINSULA MUNICIPAL ENGINEERING INC.	12/08/2022	19,982.00	JUL'22, PROJECT MANAGEMENT SERVICES FOR EASTSIDE PA
52013	4612	PHILS TIRE & AUTO CARE INC	12/08/2022	80.63	VEHICLE SERVICE
52014	4581	PUENTE DE LA COSTA SUR	12/08/2022	70,000.00	CRI-DIGITAL NAVIGATION PROGRAM
52015	5020	QUADIENT FINANCE USA, INC	12/08/2022	1,006.89	POSTAGE
52016	3930	RINCON CONSULTANTS INC.	12/08/2022	2,948.56	NOV'22, 6TH CYCLE HOUSING ELEMENT UPDATE
52017	5403	ROBERT HALF	12/08/2022	4,258.88	TEMP EMPLOYEE LABATE/WEEK ENDING 12/02/22
52018	4400	ROCHELLE JIMENEZ	12/08/2022	500.00	DEPOSIT REFUND 12/03/22 DEPOT ROOM
52019	2385	RON CARDOZA	12/08/2022	1,920.00	MAINT SERVICE
52020	2781	SAN MATEO COUNTY HEALTH DEPARTMENT	12/08/2022	105,194.00	FY22/23 ANIMAL CONTROL SERVICES
52021	2337	SAN MATEO COUNTY PUBLIC SAFETY COMMUNIC	12/08/2022	133,885.50	Q2, FY22/23 PUBLIC SAFETY COMMUNICATIONS
52022	2797	SAN MATEO DAILY JOURNAL	12/08/2022	978.75	ADVERTISING SERVICE
52023	3101	STERICYCLE, INC	12/08/2022	196.92	RECORDS MANAGEMENT
52024	5301	SUBURBAN PROPANE LP	12/08/2022	1,020.66	PROPANE
52025	5393	TRAFFIC PATTERNS LLC	12/08/2022	962.50	V. RODRIGUEZ, 10/03/22-10/26/22
52026	1497	TURBO DATA SYSTEMS	12/08/2022	586.45	CITATION PROCESSING
52027	3701	V. W. HOUSEN & ASSOCIATES INC.	12/08/2022	11,598.00	OCT'22, FY22/23 WASTEWATER COLLECTION SYSTEM ENGINE
52028	4265	YESENIA RAMIREZ	12/08/2022	300.00	DEPOSIT REFUND 12/06/22 GRAND OAK
52029	2407	ARAMARK	12/14/2022	260.69	MAINT SERVICE
52030	32	CA DEPT OF TRANSPORTATION	12/14/2022	4,258.81	SIGNALS & LIGHTING
52031	5400	CANDELARIA LOPEZ	12/14/2022	500.00	DEPOSIT REFUND 05/14/22 DEPOT ROOM
52032	5502	CIVICWELL	12/14/2022	7,250.00	OCT'22, INTERN/FELLOW FOR PW SUPPORT
52033	797	COASTSIDE HOPE	12/14/2022	100.00	DEPOSIT REFUND 11/09/22 DAY ROOM
52034	4597	COLLEEN GRANAHAH	12/14/2022	202.00	11/26/22 JUNO'S LITTLE MERCANTILE/GIFT CERTIFICATE
52035	3446	FLYERS ENERGY, LLC	12/14/2022	1,427.30	VEHICLE FUEL
52036	3429	HUE & CRY	12/14/2022	478.48	SECURITY SERVICE
52037	5509	JESSICA CARLSON	12/14/2022	42.00	INSTRUCTOR PAYMENT 12/08/22 YOGA DROP-INS
52038	5510	LESLYE VALENCIA	12/14/2022	500.00	12/05/22 DEPOSIT 12/03/22 GRAND OAK ROOM
52039	4293	LOCKWORKS UNLIMITED INC	12/14/2022	240.00	MAINT SERVICE
52040	4028	LORAL LANDSCAPING INC.	12/14/2022	4,000.00	DEC'22, FY22/23 MEDIAN MAINTENANCE
52041	3951	PUBLIC PARKING ASSOCIATES INC	12/14/2022	220.00	MAINT SERVICE
52042	5020	QUADIENT FINANCE USA, INC	12/14/2022	12.27	POSTAGE
52043	5403	ROBERT HALF	12/14/2022	8,640.00	TEMP EMPLOYEE J. RAMIREZ/WEEK ENDING 11/11/22
52044	217	SAN MATEO COUNTY INFORMATION SVCS.	12/14/2022	82.25	MICROWAVE SERVICE
52045	159	SEWER AUTHORITY MID-COASTSIDE	12/14/2022	427,146.00	DEC'22, SEWER AUTHORITY MID-COASTSIDE OPERATIONS AN
52046	1352	SWRCB ACCOUNTING OFFICE	12/14/2022	10,602.00	ANNUAL WATER PERMIT FEE
52047	3955	TOWNSEND PUBLIC AFFAIRS	12/14/2022	5,000.00	TOWNSEND PUBLIC AFFAIRS

Check Number	Vendor Number	Payee	Check Issue Date	Amount	Description
52048	4429	WESTERN EXTERMINATOR COMPANY	12/14/2022	1,207.42	NOV'22, FY22/23 EXTERMINATOR SERVICES
52049	4211	ABUNDANT GRACE COASTSIDE WORKER	12/22/2022	4,030.00	JUL'22-DEC'22, FY22/23 COASTAL CLEAN UP
52050	2407	ARAMARK	12/22/2022	521.38	MAINT SERVICE
52051	4115	BIG BELLY SOLAR INC	12/22/2022	1,271.01	DEC'22, SMART TRASH RECEPTACLES
52052	3626	BKF ENGINEERS	12/22/2022	1,638.00	AUG'22, CORP YARD IMPROVEMENT PROJECT
52053	5222	BOUCHER LAW	12/22/2022	5,100.00	DEC'22, CLASSIFICATION & COMPENSATION STUDY
52054	5483	CAROL KIM	12/22/2022	1,500.00	TUITION REIMBURSEMENT
52055	5335	CINZIA MUZZI	12/22/2022	500.00	DEPOSIT REFUND 12/11/22 DEPOT ROOM
52056	51	COASTSIDE COUNTY WATER DISTRICT	12/22/2022	6,046.12	CITY HALL DETECTOR
52057	5515	CRUZIO INTERNET	12/22/2022	224.46	INTERNET SERVICE
52058	2941	CSG CONSULTANTS INC.	12/22/2022	4,656.25	NOV'22, NPDES STORMWATER SERVICES
52059	5514	DOUG MACHADO	12/22/2022	1,488.00	REQUEST FOR UNUSED PLANING DEPOSIT BALANCE
52060	4398	ELS ARCHITECTURE & URBAN DESIGN	12/22/2022	1,092.50	DEC'22 ,CITY HALL RELOCATION STUDY
52061	4441	ERICA OLIVA	12/22/2022	300.00	DEPOSIT REFUND REQUEST FOR GRAND OAK ROOM 12/10/20
52062	3127	FREYER & LAURETA INC.	12/22/2022	4,275.00	NOV'22, FRENCHMAN'S CREEK PARK PHASE 2
52063	3176	GAIL P. STEVENS	12/22/2022	350.00	INSTRUCTOR PAYMENT BALLROOM DANCE 09/30/22-12/09/22
52064	5349	GATES AND ASSOCIATES	12/22/2022	1,809.94	NOV'22, FRENCHMANS CREEK PARK PHASE 2
52065	2668	GAYTON ARRIGOTTI	12/22/2022	133.00	INSTRUCTOR PAYMENT 12/10/22 SPINNER RING BAND CLASS
52066	3782	GRIFFIN STRUCTURES INC.	12/22/2022	7,812.00	NOV'22, CARTER PARK RENOVATION PROJECT
52067	76	HALF MOON BAY BUILDING & GARDEN	12/22/2022	224.97	MAINT SUPPLIES
52068	2564	HALF MOON BAY GRADING & PAVING INC.	12/22/2022	697.50	MAINT SERVICE
52069	4619	JULISSA ACOSTA	12/22/2022	152.03	REIMBURSEMENT-VERRAZZO PIZZA/CRI CHILDCARE (FOOD)
52070	1283	KATHY OLER	12/22/2022	2,226.67	JAN'23, TEMPORARY CITY PARKING LOT RENTAL
52071	2699	KONICA MINOLTA BUSINESS SOLUTIONS	12/22/2022	4,550.42	DEC 22, FY22/23 KONICA MINOLTA LEASE
52072	3922	LLOYD A MCVICKER	12/22/2022	3,360.00	JAN 23, FY23/24 ANNEX RENT
52073	3069	MANAGED HEALTH NETWORK	12/22/2022	304.00	EAP
52074	3934	MITEL	12/22/2022	2,905.15	SHERIFF SUBSTATION PHONE SERVICE
52075	5511	NOEMI RAMIREZ	12/22/2022	500.00	Deposit Refund Request for Grand Oak 12/17/2022
52076	5512	OBIDULIA CORONA	12/22/2022	500.00	DEPOSIT DEFEUND REQUEST FOR TRAINING DEPOT 12/17/202
52077	457	OFFICE DEPOT INC.	12/22/2022	133.34	SUPPLIES
52078	4566	PACIFIC COAST TRANE	12/22/2022	630.00	NOV'22, LIBRARY BUILDING MANAGEMENT SYSTEMS SUPPOR
52079	4590	PENINSULATORS, INC	12/22/2022	791.05	MAINT SERVICE
52080	3328	PET WASTE ELIMINATOR	12/22/2022	568.75	MAINT SUPPLIES
52081	137	PG&E	12/22/2022	15,757.98	DUTRA PARK RESTROOMS
52082	3930	RINCON CONSULTANTS INC.	12/22/2022	4,149.50	NOV'22, CLIMATE ACTION PLAN ASSISTANCE
52083	5403	ROBERT HALF	12/22/2022	2,650.00	TEMP EMPLOYEE W.Ngo/WEEK ENDING 10/16/22
52084	3757	SCHAAF & WHEELER	12/22/2022	15,443.19	NOV 22, PILARCITOS AVENUE/KEHOE WATERCOURSE OUTFAL
52085	5516	SCI CONSULTING GROUP	12/22/2022	15,312.00	VACANT PROPERTY TAX FEASIBILITY ANALYSIS
52086	5513	STEPHANIE HOSAKA	12/22/2022	100.00	Deposit Refund Request for Community Room 12/18/2022
52087	3519	SWCA INCORPORATED	12/22/2022	12,194.57	NOV'22, CORP YARD IMPROVEMENTS

Check Number	Vendor Number	Payee	Check Issue Date	Amount	Description	
52088	1352	SWRCB FEES	12/22/2022	3,453.00	ANNUAL WATER PERMIT FEE	
52089	3004	VERIZON WIRELESS	12/22/2022	273.68	DEC 22' MOBILE SERVICED	
52090	5190	Wood Consulting Services	12/22/2022	10,285.00	NOV'22, ECONOMIC RECOVERY	
52162	3923	WELLS FARGO	12/04/2022	21,256.61	12/04/22 RECONILING ITEMS	M
Grand Totals:						
120				1,200,923.83		

Report Criteria:

Report type: Summary

Check.Type = "Calculated","manual"

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **January 17, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Jessica Blair, Communications Director / City Clerk

TITLE: **RE-RATIFICATION OF RESOLUTION TO CONTINUE HOLDING PUBLIC MEETINGS REMOTELY (AB 361)**

RECOMMENDATION:

By motion, in accordance with Assembly Bill 361, re-ratify the findings in Resolution No. 2021-80 to continue conducting the City's Council, Commission, and Committee meetings remotely due to health and safety concerns to the public due to COVID-19.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

STRATEGIC ELEMENT:

This action supports the Inclusive Governance element of the Strategic Plan.

BACKGROUND:

On March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the state prepare for a broader spread of COVID-19.

Thereafter, on March 17, 2020, the City Council adopted Resolution 2020-16 declaring a local emergency due to COVID-19. The same day, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act to allow local legislative bodies to conduct meetings telephonically or by other means. Additionally, the State implemented a shelter-in-place order, requiring all non-essential personnel to work from home.

Staff quickly worked to set up remote meetings via Zoom for all City Council and Planning Commission meetings. The Zoom meetings have allowed the Council, Commissions, and Committees to continue to conduct City business from the safety of members' homes. The City has been utilizing Zoom for the past 18 months to conduct nearly all public meetings. The usage of Zoom for public meetings has allowed the City to ensure the public's continued access to government meetings while also ensuring the public's safety.

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which extended the ability of agencies to hold remote meetings through September 30, 2021, after which agencies anticipated transitioning back to public meetings held in full compliance with the Brown Act. In preparation for the return to in-person meetings, staff has been working on acquiring audio and visual upgrades for City facilities to conduct hybrid meetings. Although hybrid meetings would help to keep the public safe by allowing them to continue accessing the meetings from their own home, Councilmembers, Commissioners, Committee members, and staff would need to meet in person.

Since the Governor issued Executive Order N-08-21, the Delta variant has emerged, causing a spike in cases throughout the state. As a result, the San Mateo County Health Department issued a Health Order requiring masks indoors in public places, regardless of vaccination status, starting August 3, 2021.

On September 16, 2021, Governor Newsom signed Assembly Bill 361 (AB 361), which allows cities to continue to meet remotely during proclaimed states of emergency under modified Brown Act requirements that are similar but not identical to the rules and procedures established by the previous Executive Orders.

AB 361 authorizes local agencies to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act during a declared state of emergency, when state or local health officials have imposed or recommended measures to promote social distancing during the proclaimed state of emergency, or when there is an imminent risk to the health or safety of attendees.

On October 5, 2021, the City Council adopted Resolution No. 2021-80 under the requirements of AB 361 to continue conducting meetings remotely. AB 361 requires the City Council to make the findings every 30 days, necessitating the need for this item.

On December 15, 2021, a statewide mask mandate went into effect due to a rise in cases across the state.

On January 10, 2022, in response to the surge of COVID-19 cases, Omicron variant, City Hall closed to the public moving services to remote services.

On March 1, 2022, the statewide requirement that unvaccinated individuals mask in indoor public settings moved to a strong recommendation that all persons, regardless of vaccine status, continue indoor masking. The San Mateo Chief Health Officer has likewise recommended the CDC's masking guidance.

It has been announced by the Governor's Office that the State of Emergency will expire on February 28, 2023. Therefore, the City Council will be required to return to in-person meetings starting on March 1, 2023.

DISCUSSION:

AB 361 will allow local legislative bodies to continue to meet remotely after the September 30, 2021 expiration of the Governor's executive orders. A local agency will be allowed to continue to meet remotely when:

- The local agency holds a meeting during a declared state of emergency
- State or local health officials have imposed or recommended measures to promote social distancing
- Legislative bodies declare the need to meet remotely due to present imminent risks to the health or safety of attendees

The City meets the requirements to continue holding meetings remotely to ensure the health and safety of the public due to the following:

- The City is still under a local state of emergency
- County health orders require that all individuals in public spaces maintain social distancing and wear masks
- The City can't maintain social distancing requirements for the public, staff, Councilmembers, Commissioners, and Committee Members in their meeting spaces

The City cannot ensure social distancing requirements are met inside City facilities where the City Council, Planning Commission, Parks and Recreation Commission, Redistricting Advisory Committee, Bicycle and Pedestrian Advisory Committee, and Main Street Bridge Advisory Committee meet.

Councilmembers, Commissioners, Committee Members, and staff sit well within six feet of each other. Moreover, the County's indoor mask order is still in effect, making it difficult to hear what Councilmembers, Commissioners, Committee Members, staff, and public speakers are saying. Furthermore, while speaking through masks may be understandable in person, picking up speech on microphones for those attending remotely and those watching any livestreams would be difficult.

Per AB 361, the City Council would need to declare every 30 days that the City's legislative bodies must continue to meet remotely to ensure the health and safety of the public. Staff recommends that the City Council declare these findings are true so these bodies can continue to meet remotely. Staff will return with this resolution for re-ratification at the Council's 1st Tuesday meeting each month, at which time the Council can reassess as various health orders and COVID-19 parameters change.

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **January 17, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Jessica Blair, Communications Director / City Clerk

TITLE: **STATE AND FEDERAL ADVOCACY SERVICES AGREEMENT WITH TOWNSEND PUBLIC AFFAIRS, INC.**

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to enter into an agreement with Townsend Public Affairs, Inc. (TPA), to provide state and federal advocacy services for a period of one year at an amount of \$60,000.

FISCAL IMPACT:

The cost of the agreement is \$60,000. This amount has been included in the FY 2022-23 operating budget.

STRATEGIC ELEMENT:

This action supports the Infrastructure and Environment, Healthy Communities and Public Safety, Fiscal Sustainability and Inclusive Governance Elements of the Strategic Plan.

BACKGROUND:

In early 2016, the City Council identified the pursuit of grant funding opportunities related to ongoing City operations and capital improvement projects as a priority. Following the determination that it was not practical to accomplish this with in-house staff, the City released a request for proposals. Townsend Public Affairs, Inc. was selected as the firm who was most qualified to provide the services requested in the request for proposals, and the City and Townsend have since entered into annual agreements, the last of which expired on December 31, 2022. Starting with the 2018-2019 agreement, Townsend also provides the City with legislative advocacy services. Beginning last year, the City and Townsend modified the agreement to include federal advocacy in addition to state. Grant monitoring, writing, tracking, and applying will now be handled internally by staff in the City Manager's Office, and Townsend will continue to coordinate with City staff to provide advocacy around grants as necessary.

DISCUSSION:

TPA's scope of work for legislative advocacy includes working closely with staff to develop legislative strategy, implement legislative strategy, build and leverage relationships, plan ordinance advocacy trips, track legislation, craft testimony and position letters, prepare and file lobbying disclosure reports, and draft bill language. TPA and staff also work closely with the City Council Legislative Affairs Subcommittee.

Over the course of the past year, some of the high-level tasks TPA has assisted the City with include the following:

- On behalf of the City of Half Moon Bay, Townsend Public Affairs closely tracked and provided updates on legislation falling under the prescribed priority areas of the City's Adopted Legislative Platform.
- TPA worked with City staff to write formal letters with constructive feedback or suggestions on over 40 policy bills, where the City Council or the Legislative Subcommittee had instructed.
- TPA testified in Legislative Committee hearings on behalf of the City of Half Moon Bay for the bills in which the City took formal positions.
- TPA provided formal legislative reports every month for the Mayor and Council, through the City Clerk's office.
- TPA provided weekly legislative updates, including updates on all emergency and regulatory matters pertaining the COVID-19 pandemic, to the City Manager's office and the Communications Director / City Clerk and often communicated via phone or email more frequently.
- TPA appeared before both the Legislative Subcommittee and the Full Council multiple times to present on State Legislation, Regulatory Proceedings, the Budget Process, and to answer questions or address relevant issues that Council and Staff has identified related to the State Legislature.
- TPA worked with City Staff on an application for submittal to Congresswoman Speier for the HWY 1 Project. The Congresswoman did put forward the request of \$2,000,000, and Congresswoman Eshoo, as well as Senators Padilla and Feinstein also signed onto the request. The earmark was included in the now adopted Omnibus bill and TPA will help facilitate funding transfer.

Staff recommends the City Council authorize the City Manager to execute an agreement with TPA for an additional year of legislative advocacy services at an amount of \$60,000.

ATTACHMENTS:

1. Resolution authorizing the City Manager to enter into a one-year agreement with Townsend Public Affairs, Inc. to provide services in an amount of \$60,000
2. Scope of Services

Resolution No. C-2023-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH TOWNSEND PUBLIC AFFAIRS, INC. FOR FEDERAL AND STATE LEGISLATIVE ADVOCACY SERVICES

WHEREAS, in January 2022, the City of Half Moon Bay entered into an agreement with Townsend Public Affairs, Inc. for federal and state legislative advocacy; and

WHEREAS, the City Council has expressed an interest in continuing legislative advocacy services; and

WHEREAS, Townsend has prepared a scope of work similar to years past at an annual amount of \$60,000; and

WHEREAS, adequate funds are available in the FY 2022-23 for this agreement; and

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Half Moon Bay hereby authorizes the City Manager to enter into a one-year agreement with Townsend Public Affairs, Inc. for legislative advocacy services in the amount of \$60,000.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 17th day of January, 2023 by the City Council of Half Moon Bay by the following vote:

AYES, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

ATTEST:

APPROVED:

Jessica Blair, City Clerk

Deborah Penrose, Mayor

LEGISLATIVE ADVOCACY SCOPE OF SERVICES

TPA will utilize the following strategic and comprehensive approach to provide legislative advocacy services to the City:

- **Conduct Detailed Orientation:** TPA utilizes a comprehensive onboarding process that includes extensive meetings with various relevant members of City leadership and key City departments to help develop a strategic plan that is carefully tailored to satisfy the needs of the City, as well as designed for maximum success in the current political climate and funding environment.
- **Develop Legislative Strategy:** Utilizing the information gathered during the onboarding process, TPA will coordinate with the City to develop an official legislative platform and strategy that represents the City's priorities in Sacramento and Washington, DC. This blueprint will be shared with key stakeholders in the State Legislature and Governor's Administration as well as Congress and the Biden Administration.
- **Implement the Legislative Strategy:** TPA will advocate for the City's legislative agenda utilizing the following methods:
 - **Build and Strengthen Relevant Relationships:** TPA has cultivated a network of valuable relationships that will be leveraged to promote the City's legislative agenda.
 - **Leverage Relationships for Strategic Advocacy Plan:** TPA will engage various techniques to leverage our network of key relationships on behalf of the City:
 - Schedule meetings for the City to discuss relevant legislation
 - Prepare all briefing materials and talking points for the City
 - Brief legislative offices and stakeholders on the City's legislative agenda
 - Follow-up on meetings to ensure commitments and deliverables are being met
 - **Coordinate Advocacy Trips:** TPA will work with the City to coordinate advocacy trips to Sacramento and Washington, DC to meet with the City's legislative delegation, as well as legislators that serve on committees relevant to the City's agenda. Furthermore, whenever possible, TPA will also schedule site visits by legislators to the City.
 - **Track Legislation:** TPA will identify, analyze, and monitor all bill introductions and amendments relevant to the City's legislative platform and assess their potential impact on the City.
 - **Craft Testimony and Position Letters:** TPA will prepare and submit written and verbal testimony regarding legislation relevant to the City. TPA will also draft and deliver position letters to legislators and key officials on specific bill language.

- **Draft Bill Language:** TPA will draft language and amendments for relevant legislation, as required to protect and promote the City's agenda.
- **State Budget Funding Opportunities:** In an effort to maximize state funding, TPA will work with the City to identify projects and other funding priorities that may be suitable for funding through the State Budget. TPA will coordinate with the City to develop supporting materials for the budget request. TPA will also work with members of the City's state legislative delegation, along with the Assembly and Senate Budget Committees, to gain support for the inclusion of the City's project in the final State Budget approved by the Legislature.
- **Federal Earmark Opportunities:** In an effort to maximize federal funding, TPA will work with the City to identify projects and other funding priorities that may be suitable for funding through the Federal Earmark process. TPA will coordinate with the City to develop supporting materials for the earmark request. TPA will also work with members of the City's federal legislative delegation to gain support for the inclusion of the City's project.
- **Provide Progress Reports:** TPA will confer regularly with the City on our activities. TPA will provide timely electronic reports on the status of all legislative activity, such as bill language, amendments, and committee analyses. In addition to written reports, TPA will be available to the City for conference calls, in-person briefings, and meetings.
- **Prepare and File Lobbying Disclosure Reports:** TPA will prepare and file, on behalf of the City, all applicable state and federal lobbying disclosure reports.

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **January 17, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Jessica Blair, Communications Director / City Clerk

TITLE: **MAYOR'S LIST OF CITY COUNCIL REPRESENTATIVES AND DESIGNATED ASSIGNMENTS FOR 2023**

RECOMMENDATION:

Accept Mayor Penrose's List of City Council Representatives and Designated Assignments for 2023.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

STRATEGIC ELEMENT:

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

ATTACHMENTS:

Mayor's List of City Council Representatives and Designated Assignments for 2023

**CITY COUNCIL ASSIGNMENTS
2023**

A. Council Subcommittees

Subcommittee	Designated Representative	Meeting Schedule
CSFA Grant Selection	Penrose/Brownstone	As designated
Education	Jimenez/Ruddock	As designated
Emergency Preparedness	Penrose /Rarback	As designated
Finance	Ruddock/Brownstone	As designated
Human Resources	Brownstone/Jimenez	As designated
Legislative Affairs	Penrose/Ruddock	As designated
Mobility	Penrose/Brownstone	As designated
Public Safety	Penrose/Jimenez	As designated

B. City and Interagency

Organization	Designated Representative	Meeting Schedule
ABAG (Association of Bay Area Governments)	Penrose/Brownstone	Annual, 1 day
C/CAG (County/City Assoc. of Governments)	Jimenez/Brownstone	2 nd Thursday evenings
Chamber Government Affairs Committee	Rarback/Penrose	3 rd Thursdays 4:00 p.m.
Council of Cities Selection Committee	Penrose/Rarback	4 th Friday evenings
League of CA Cities – Coastal Cities Issue Group	Rarback/Brownstone	Quarterly, as designated
League of CA Cities – Coastal Cities Group – Leadership Committee	Penrose/Rarback	As designated
League of CA Cities – Peninsula Division	Brownstone /Penrose	Quarterly, as designated
Peninsula Clean Energy Authority	Rarback/Jimenez	4 th Thursday
Peninsula Congestion Relief Alliance	Brownstone/Rarback	Quarterly, as designated

Updated January 17, 2023

SAM (Sewer Authority Mid-Coastside)	Penrose / Ruddock Alt: Rarback	4 th Monday 7pm
SMCo Airport Community Roundtable	Jimenez/ Brownstone	1 st alt Wednesday 7 p.m.
SMCo Airport Land Use Committee	Brownstone/ Jimenez	Quarterly, 4 th Wednesday 4:00 pm
SMCo Council of Cities	All	4 th Friday evenings
SMCo Library JPA	Penrose/ Rarback	Quarterly, Monday evening
SMCo Office of Emergency Services	Penrose/Jimenez	Quarterly, 4 th Thursday evening

C. Council Liaisons

Organization / Ad Hoc Committee	Designated Representative	Meeting Schedule
Arts, Culture, and Events	Penrose/Jimenez	As designated
Beaches, Trails, and Parks	Jimenez/Penrose	As designated
Board of Supervisors	Rarback/Jimenez	2 nd /4 th Tuesdays, 9:00 am
Cannabis	Rarback/Brownstone	As designated
Chamber of Commerce / BID	Penrose/Ruddock	As designated
Homeless	Jimenez/Penrose	As designated
Housing and Human Services	Penrose/Rarback	As designated
Mid-Coast Community Council	Rarback/Brownstone	2 nd /4 th Wednesdays
Permit Streamline Process	Penrose/Rarback	As designated
Schools, Boys & Girls Club	Jimenez/Brownstone	As designated
Technology and Economic Develop.	Rarback/Brownstone	As designated

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **January 17, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Maz Bozorginia, Interim Public Works Director/City Engineer
Jonathan Woo, Assistant Engineer

TITLE: **STORMWATER – NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) AND ANNUAL REPORTING SERVICES FOR 2023**

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to execute a professional services agreement with Black & Veatch for Stormwater – National Pollutant Discharge Elimination System (NPDES) and Annual Reporting Service for 2023 in an amount not to exceed \$149,705.

FISCAL IMPACT:

The requested budget for the contract is \$149,705 and will be paid out of the Public Works Engineering budget, which included funds for these needed services.

STRATEGIC ELEMENT:

This action supports the Infrastructure and Environment, and the Healthy Communities and Public Safety elements of the Strategic Plan.

BACKGROUND:

The City of Half Moon Bay is listed as a co-permittee to the Municipal Regional Permit for Stormwater (MRP), issued by the San Francisco Bay Regional Water Quality Control Board on November 19, 2015 (Order No. R2-2015-0049). In addition to many maintenance responsibilities, the Public Works Department also oversees the MRP and implements the requirements of the National Pollutant Discharge Elimination System (NPDES) permit.

The scope of work under this contract includes general program management coordination and support for the implementation of MRP measures, assistance in various meetings including the preparation for the upcoming stormwater permit re-issuance (MRP 3.0), preparation of the Annual Report for Fiscal Year 2022-23 to the San Francisco Bay Regional Water Quality Control Board, completion of wet season Monthly Construction Site Inspections at necessary sites, new development stormwater treatment measure annual operations and maintenance inspections,

ongoing implementation support for the City's Long-Term Trash Reduction Plan, and support in the City's implementation of the Venice Beach TMDL program.

DISCUSSION:

On Tuesday, October 11, 2022, staff issued a Request for Qualification (RFQ) for NPDES and Annual Reporting Services throughout 2023. On Friday, November 4, 2022, the City received two (2) proposals from interested firms, CSG Consultants and Black & Veatch, prior to the posted deadline. City Staff thoroughly reviewed each of the proposals and have determined that both firms were well qualified to perform the scope of work listed above; therefore, staff decided to schedule interviews with each firm. Interviews with both firms were held on December 8, 2022 and based on the rankings from the review committee (comprised of four City Staff members), Black & Veatch was determined to be the most qualified for the project.

Staff is recommending that the City Council adopt a resolution authorizing the City Manager to execute a professional services agreement with Black & Veatch for Stormwater – NPDES and Annual Reporting Services throughout 2023 in an amount not to exceed \$149,705.

ATTACHMENT:

Resolution

Resolution No. C-2023-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY
TO AUTHORIZE THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT
WITH BLACK & VEATCH FOR STORMWATER – NATIONAL POLLUTANT DISCHARGE
ELIMINATION SYSTEM (NPDES) AND ANNUAL REPORTING SERVICES THROUGHOUT 2023 IN
AN AMOUNT NOT TO EXCEED \$149,705**

WHEREAS, the City of Half Moon Bay (City) is listed as a co-permittee to the Municipal Regional Permit for Stormwater (MRP), issued by the San Francisco Bay Regional Water Quality Control Board on November 19, 2015 (Order No. R2-2015-0049); and

WHEREAS, the City must implement the requirements of the National Pollutant Discharge Elimination System (NPDES) Permit; and

WHEREAS, the City is required to continue implementing the Total Maximum Daily Load (TMDL) program at Venice Beach in FY2022-23; and

WHEREAS, staff issued a Request for Qualifications (RFQ) for NPDES and Annual Reporting Services throughout 2023, receiving two (2) proposals and selecting Black & Veatch as the most qualified consultant to perform the listed scope of work; and

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Half Moon Bay hereby authorizes the City Manager to execute a professional services agreement with Black & Veatch for Stormwater – NPDES and Annual Reporting Services throughout 2023 in an amount not to exceed \$149,705.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 17th day of January 2023 by the City Council of Half Moon Bay by the following vote:

AYES, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

ATTEST:

APPROVED:

Jessica Blair, City Clerk

Deborah Penrose, Mayor

CITY OF HALF MOON BAY
STORMWATER - NPDES AND ANNUAL REPORT SERVICES
COST BREAKDOWN
PREPARED BY BLACK & VEATCH



TASK NO.	SUBTASKS	TOTAL FEE										
		QA/QC Manager / Asset Management Specialist	Client Services Manager	Project Manager	Sr. Environmental Analyst	TMDL Support	Green Infrastructure Support	Inspector / Program Support Analyst	Project Controls	Admin/ Clerical	Total Hours	Total Fee
		Good	Wurst	Sheehan	Zigler	Ackerman	Adams	TBD	Staff	Staff		
Task 1 - Program Management Support		12	36	61	22	0	0	0	24	0	155	
1-1	General Program Management and Coordination with City Staff	8		48							56	
1-2	Project Management and Administration		32						24		56	
1-3	Kickoff Meeting (In Person)	4	4	4	4						16	
1-4	Meetings with City Staff (3 meetings, Virtual)			9	18						27	
Task 2 - SMCWPPP Meeting Support		0	0	28	62	0	4	8	0	0	102	
2-1	Technical Advisory Committee (1 meeting)				4						4	
2-2	New Development Subcommittee (4 meetings)			16							16	
2-3	Commercial/Industrial/Illicit Discharge Subcommittee (3 meetings, 1 workshop)				12			8			20	
2-4	Watershed Monitoring Subcommittee (1 meeting)				4						4	
2-5	Litter Workgroup (1 meeting)				4						4	
2-6	Trash Subcommittee (4 meetings)				12						12	
2-6	Stormwater Committee (1 meeting - as requested)			4							4	
2-7	Municipal Maintenance Subcommittee (2 meetings)				6						6	
2-8	Parks and Integrated Pest Management Subcommittee (1 meeting)				4						4	
2-9	Allowance for Review of Subcommittee-Prepared Deliverables			8	16		4				28	
Task 3 - Annual Reporting		2	0	12	56	0	0	0	0	16	86	
3-1	Annual Report Kickoff / Data Collection Meeting	2		4	8						14	
3-2	Prepare Annual Report			4	40					16	60	
3-3	Finalize Annual Report per City / SMCWPPP Comments			4	8						12	
Task 4 - Green Infrastructure Program Support		0	0	20	0	0	8	0	0	0	28	
4-1	Green Infrastructure Project Plan Review Allowance (includes preparation of letter summarizing review comments, and 6 hours of review time per plan set or project, and 1 meeting to discuss; up to 3 projects assumed)			20			8				28	
Task 5 - Stormwater Inspections		0	0	40	96	0	4	159	0	0	299	
5-1	Annual Business Stormwater Inspection Plan Update			4	16						20	
5-2	Commercial / Industrial Business Stormwater Inspections (up to 60 total businesses, 10% of which require 2 inspections and additional follow up support)			4	64			96			164	
5-3	Wet Season Monthly Construction Site Inspections (3 sites x 7 inspections x 3 hours per inspection and follow-up)			8	8			63			79	
5-4	New Development Stormwater Treatment Measure Annual O&M Inspections (up to 9)			24	8		4				36	
Task 6 - Trash Support		0	0	4	16	0	0	0	0	0	20	
6-1	Trash Reduction Plan Implementation Support Allowance			4	16						20	
Task 7 - TMDL Support		2	0	12	20	40	0	0	0	0	74	
7-1	Venice Beach Bacteria TMDL Support Allowance			8	8	40					56	
7-2	Coordination with External Stakeholders on Bacteria TMDL Implementation (Sanitary Districts, County of San Mateo, Caltrans, Harbor Districts, and local community groups) - up to four meetings	2		4	12						18	
BASE SERVICES TOTAL		16	36	177	272	40	16	167	24	16	764	\$149,705
Optional Additional Services		4	0	4	80	16	0	0	0	0	104	\$19,820
O-1	Prepare Bacteria TMDL Annual Monitoring Report (including development of template for future years)	4		4	80	16					104	\$19,820
OPTIONAL ADDITIONAL SERVICES TOTAL		4	0	4	80	16	0	0	0	0	104	\$19,820
BASE + OPTIONAL TASKS TOTAL		20	36	181	352	56	16	167	24	16	868	\$169,525

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **January 17, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Jill Ekas, Community Development Director
Mike Noce, Housing Coordinator

TITLE: **INFORMATIONAL UPDATES ON AFFORDABLE HOUSING DEVELOPMENT
PROJECTS INCLUDING CITY-OWNED PROPERTY AT 555 KELLY AVENUE AND 880
STONE PINE ROAD**

RECOMMENDATION:

Receive and provide input regarding updates on potential affordable housing development projects including status of City-owned properties:

1. 555 Kelly Avenue
2. 880 Stone Pine Road

There is no formal action requested of City Council on this item.

FISCAL IMPACT:

There is no fiscal impact associated with this status report. The fiscal impact of various projects will be addressed in conjunction with subsequent development efforts.

STRATEGIC ELEMENT:

This item supports the Healthy Communities and Public Safety, and Inclusive Governance Elements of the Strategic Plan.

OVERVIEW:

This report focuses on the status of two City-owned properties, as well as a site that the Cabrillo Unified School District (CUSD) has been studying for housing development. The attention on public-owned sites is deliberate because they tend to offer the greatest opportunity for the creation of affordable housing at the deepest affordability levels.

The City will continue to pursue opportunities for creating affordable housing through multiple approaches including inclusionary units (e.g. such as the four affordable units that will be included in the Creekside development), accessory dwelling units, mobile homes, and other means available. Some of these approaches have also included staff collaboration to help

developers secure funding for provision of affordable units. Staff will provide updates about these other efforts as they come forward.

BACKGROUND:

The City Council has identified affordable housing as a multi-year priority. Given the high cost of developing affordable housing and the City's limited resources, the City contributes to this Council Priority primarily by (1) enacting land use policies that "set the table" for affordable housing projects; and (2) making City-owned land available for such affordable projects. Over the past few years, the City has made significant strides to create a foundational land use framework and policy and to facilitate affordable housing production. The City has also invested and completed property purchases which provide for potential development of affordable housing. For background, this report first presents a refresher of the features and process of affordable housing development, followed by a brief reintroduction of the policy foundation established in the recently certified Local Coastal Land Use Plan (LCLUP) update.

Features of Affordable Housing Development

Staff believes it is important to highlight income limits associated with most affordable housing development projects as there is often a misconception of who may qualify for affordable units. Table 1 below illustrates the maximum income for households with 1 – 4 person(s) by income category. These categories are based on the income limits released annually by the California Department of Housing and Community Development (HCD) for San Mateo County. These income limits are tied to County median income; with San Mateo County median income being one of the highest in the United States. For most affordable housing developments, households generally are limited to paying 30% or less of their annual income toward housing costs, including rent and utilities. Income limits for larger households (5 – 8 persons) are available on the HCD website provided via the link in Table 1.

Table 1: San Mateo County 2022 Income Limits (1 to 4 Person Households)

Income Category	Household Size and Income Limits			
	1	2	3	4
Acutely Low Income (15% AMI)	\$17,450	\$19,900	\$22,400	\$24,900
Extremely Low Income (30% AMI)	\$39,150	\$44,750	\$50,350	\$55,900
Very Low Income (50% AMI)	\$65,250	\$74,600	\$83,900	\$93,200
Low Income (80% AMI)	\$104,400	\$119,300	\$134,200	\$149,100
Area Median Income (AMI)	\$116,200	\$132,800	\$149,400	\$166,000
Moderate Income (120% AMI)	\$139,450	\$159,350	\$179,300	\$199,200

Source: <https://www.hcd.ca.gov/docs/grants-and-funding/inc2k22.pdf>

To produce affordable housing that meets the needs of lower income populations described above, it is common for affordable housing developers to layer funding from a variety of sources to reach financial feasibility. These projects may also seek development concessions like reduced parking, density bonuses, and height exceptions to make a project more financially viable. The funding of pre-development activities is critical to the success of any project, as

such activities represent a critical path to build a financially feasible and community supported project. Pre-development generally includes preparation of a detailed financial assessment including the of costs of architectural and engineering plans; soils and environmental reports; plans for the programming, unit mix, occupancy and affordability restrictions; construction financing proformas; analysis of local zoning and permitting; and community outreach and engagement plans.

The aforementioned expenses are typically encumbered prior to a development receiving approval to build from the local agency. While market rate developers can often recoup these costs via expected market rents, affordable housing developers, who sign agreements that limit the maximum rent to be collected to an amount far less than “market rate” rents, must seek financial support to ensure a project is financially feasible. Affordable housing projects are complex from both a financial and permitting perspective. These projects are often multi-year efforts under the best possible circumstances. Table 2, below, outlines typical high-level timelines and project milestones in affordable housing development projects. It is noteworthy that it typically can take 5-6 years from conceptualization of a project to occupancy. In Half Moon Bay, Coastal Zone requirements and Measure D can further impact timelines.

Table 2: Stages of Development for New Construction of Affordable Housing

Timeline	Required Development Milestones
Year 1	Preliminary Plans and Development Proposal; Predevelopment Funding
Years 2 – 3	Design Process (community input, design approval, construction drawings completed, submit formal application)
Years 3 – 4	Land Use Approvals (coastal development permits, zoning amendments, declarations, etc.)
Years 3 – 4	Financing Process (construction financing, ground leases, tax credits, etc.)
Years 4 – 5	Construction
Years 5 – 6	Leasing/Occupancy

Local Coastal Land Use Plan Update: Local Priority Use and Workforce Housing Overlay

The City recently completed its multi-year Local Coastal Plan Land Use Plan (LCLUP), which is a necessary policy document for jurisdictions within the California Coastal Zone. This plan includes substantive policy efforts to facilitate and designate affordable housing as a local priority land use. The LCLUP clearly confirms that farmworker housing is also a Coastal Act priority land use. Coastal Act priority uses are the Coastal Commission’s highest priority uses and therefore should be expected to be supported following the required permitting process. Also, as previously presented to City Council, through LCLUP policy, affordable housing in the low and lower income categories (e.g. including acutely low, extremely low, very low, and low), specifically qualifies for priority water connections available from the Coastside County Water District. This policy change is estimated to save affordable developers approximately \$80K per water connection for qualifying affordable units. This change represents a significant “game

changer” when looking at the financial feasibility of affordable housing development in Half Moon Bay.

The LCLUP includes numerous additional policies that support affordable housing as a local priority land use. One of the most significant is the introduction of the Workforce Housing Overlay (WHO). The WHO is an overlay designation added on top of a primary land use designation. It was crafted to pair with numerous types of land uses where housing development had previously been severely limited or prohibited. Underlying land uses include agriculture, horticulture, and various public and quasi-public uses. Affordable housing produced under the WHO is meant to support the local workforce, with the intent of facilitating a range of housing types for those who live and work on the coast, fostering the economic development of the City, and reducing commuter traffic congestion. The WHO offers the opportunity to produce affordable housing units that provide housing priced and located in proximity to the existing workforce on the coast.

The specific properties to be discussed in the next section of this report each have Public Facilities land use designations, and two include the WHO designation. In future updates to City Council, staff will suggest expanded opportunities for the WHO.

DISCUSSION:

555 Kelly Avenue Affordable Farmworker Housing Development

Purchased by the City in 2017, 555 Kelly Avenue is a single-family home on a parcel located immediately south and adjacent to the City’s Ted Adcock Community Center (TACC). The property contains approximately 6,200 square feet and abuts the TACC parking lot. Initial assessments determined that the TACC parking lot area was needed to expand the site in order to make an affordable housing project economically feasibility on the site.

On February 15, 2022, the City released a Request for Qualifications (RFQ) to solicit potential affordable housing development interests on the site. The RFQ closed on May 23, 2022. Despite extensive outreach, the City received a single submittal from a two-agency team comprised of Mercy Housing and Ayudando Latinos A Soñar (ALAS). The submitted proposal includes 40 units of affordable farmworker housing as well as 2,050 square feet of space for a farmworker resource center, which would be staffed and managed by ALAS.

On October 4, 2022, City Council adopted two resolutions. The first resolution declared the Site as “exempt surplus” land as required by the California Surplus Land Act (SLA). SLA obligates local agencies to make publicly owned land available for affordable housing before selling or leasing the property for other purposes. Agencies, such as Half Moon Bay, who plan to produce affordable housing via their own public bidding process may declare property as exempt. The second resolution authorized the City Manager to execute an Exclusive Negotiations Agreement (ENA) between the City and Mercy Housing to: 1) enable predevelopment activities to be undertaken for the project; and 2) establish a time period in which to negotiate related funding and development agreements between the City and developer(s).

In accordance with the approved resolutions, staff has been negotiating a predevelopment loan agreement with Mercy Housing. This agreement is the first formal step toward entitlement and environmental review processes. The City Council can expect staff to return in February for Council consideration of the Predevelopment Loan Agreement with Mercy Housing for this project.

The project's estimated predevelopment costs (Attachment 1) identify the Mercy Housing's request for funding from the City's Affordable Housing Fund (AHF). This amount would be inclusive of a total funding commitment of \$2 million from the City of Half Moon Bay, in addition to a long-term lease of the land. The City Council retains sole discretion to award funds from the City's AHF and thus far, Council has approved negotiation associated with \$1 million for predevelopment.

Proposed loan terms are as follows:

Loan amount: \$1,000,000.00

Interest rate: 0% interest

Recourse/nonrecourse: Loan will be nonrecourse

Initial term: Two years; loan agreement may be extended twice, each time for an additional 90-day period

Repayment of predevelopment loan during initial term: Monthly principal and interest payment will be deferred during the predevelopment period unless there is an uncured default by the borrower. No prepayment penalty or fee if prepayment is made.

Conversion to permanent loan: If all predevelopment milestones are successfully completed, predevelopment loan may be converted to a permanent loan, secured by a deed of trust against the Borrower's leasehold interest in the Property, with a term of 55 years from date of certificate of occupancy

Repayment of permanent loan: The permanent loan Interest and principal is to be repaid from the cash flow from Project operations.

San Mateo County has authorized \$1.5 million to the project for predevelopment activities. To activate this funding, at a future meeting, City Council will be asked to consider a resolution authorizing the City Manager to execute a grant agreement with San Mateo County and then a subsequent funding agreement with Mercy Housing. Staff is working closely with the County to discuss the terms of the grant agreement with the expectation of returning to City Council by April. Note: Mercy Housing will be seeking additional funding from the County for the construction phase of the project, estimated at \$3.32 million.

880 Stone Pine Road

In January 2021, the City purchased the 21-acre property at 880 Stone Pine Rd. with the assistance of a loan from the State of California's Infrastructure Bank (iBank) to establish a permanent City Corporation Yard. The iBank loan enabled the City to complete the purchase, but also contains restrictions on allowable uses. The property is bordered by Highway 92 and Pilarcitos Creek at the easterly terminus of Stone Pine Rd. The City Corporation Yard has operated on this site for well over a decade under license agreement and subsequent lease

with the previous owner, Peninsula Open Space Trust. A Coastal Development Permit was issued for site improvements and structures for the Corporation Yard with related environmental mitigations affecting the entire property. Construction is underway.

Prior to approval of the Coastal Development Permit for the Corporation Yard, City Council directed staff to consider the potential for residential development on the remainder portion of the site. The environmental assessment for the Corporation Yard and initial affordable housing feasibility assessment helped to shape site planning and environmental mitigation design currently being implemented. Notably, the Corporation Yard and related environmental mitigation was positioned on the site to conserve future development of affordable housing should it be found feasible.

Staff believes that roughly four acres of land at the Stone Pine property is feasible for a potential affordable housing development. The four-acre portion of land suitable for housing could yield up to an estimated 100-120 affordable units. City staff envision that many of the units included in such a development could have 2-, 3- and 4-bedrooms, suitable for families and larger households. Currently, the IBank loan which the City used to fund purchasing the property and to partially develop the Corporation Yard includes restrictions which do not allow residential development.

Next Steps:

- 1) Remove the IBank loan restrictions: Staff anticipates returning to City Council following the mid-year budget review to present options and receive direction.
- 2) Complete a feasibility analysis: This requires additional funding to complete site planning and environmental studies.

Following the above actions, Council could direct staff to prepare and release a RFQ to solicit affordable housing development in a process akin to what was conducted for 555 Kelly Ave.

Cabrillo Unified School District (CUSD) Workforce Housing – Hatch Site

CUSD is currently analyzing its property portfolio, including properties the District has deemed to be surplus, for the purpose of identifying affordable workforce housing options for District faculty and staff at reduced rents. Underutilized portions of the District Office and Corporation Yard, which are adjacent to portions of the Hatch Elementary School site, are being considered as a potential housing site. Upon certification of the City's Local Coastal Land Use Plan (LCLUP) by the California Coastal Commission in April 2021, workforce housing became an approved use on District-owned property. With the high housing prices we see in San Mateo County and the Half Moon Bay coast, a large majority of the local workforce cannot afford to live on the coast. This contributes to longer commutes and higher likelihood of staff turnover for local businesses and employers, including CUSD. Like other local school districts, CUSD is considering this as a way to recruit and retain teachers and other staff. The District informs us that this is an important goal in that there is a national teacher shortage and also because the District is not funded as well as other school districts in San Mateo County. City staff are working closely with the District and their consultants to investigate housing options that could produce

approximately sixty (60) affordable workforce housing units at reduced rents, including larger units for faculty and staff with families. We will continue to update City Council as this proposal develops and moves forward.

SUMMARY:

The cost of land, construction, and development fees are often identified as constraints to producing market rate and below market rate (affordable) housing development. As previously mentioned, it is common for affordable housing development to rely on multiple funding sources and other contributions to reach a financially feasible project.

Additionally, it is important for communities to have diverse housing opportunities that meet the needs of individuals and households from all incomes and sizes. The City has received feedback at public meetings and community outreach events that supports the need for more affordable housing suited to the needs of local households. City Council has heard about families living in overcrowded conditions to share the cost of rent as well as many renters paying more than 30% of their income toward housing expenses. Staff is continuing to actively explore and analyze additional affordable housing development opportunities, including developments with larger units that will cater to families and larger households of all types.

Below is a summary of the expected next steps for the following projects:

- **555 Kelly Avenue** will return to City Council for multiple milestone items over the next year. The Predevelopment Loan Agreement will be the next item to return for City Council review and consideration in February.
- **880 Stone Pine Road** will require continued feasibility efforts and analysis of appropriate next steps. Staff will ensure City Council is informed of future determinations regarding the existing iBank loan restrictions and site studies.
- **CUSD Workforce Housing** will involve the City's continued support as the District investigates the feasibility of workforce housing. Staff does not have a timeline to share at this time; however, staff will be ready to assist CUSD staff and consultants.

ATTACHMENTS:

1. Mercy Housing Predevelopment Costs for 555 Kelly Ave.

PREDEVELOPMENT COSTS

ATTACHMENT 1

PROJECT NAME:	555 Kelly
FINANCE TYPE:	9%/Serna
ADDRESS:	555 Kelly
HOUSING TYPE:	Senior
COUNTY:	San Mateo
SPONSOR:	Mercy Housing California/ALAS

Total Project Cost County of San Mateo City of Half Moon Bay

ACQUISITION

Total Land Cost or Value

Total Building Cost or Value

TOTAL ACQUISITION

-

-

CONSTRUCTION / REHABILITATION

Off-Site Improvements

Demolition

Site Work/Landscape/Surface parking

Structures

Tenant Improvements

Garages/Structured Parking

Contractor Profit

Contractor Overhead

Design/Escalation Contingency

TOTAL NEW CONSTRUCTION

-

ARCHITECTURAL FEES

1,014,296

1,014,296

-

TOTAL SURVEY and ENGINEERING

60,000

60,000

-

ENVIRONMENTAL MITIGATION

CONST. INTEREST & FEES

Const. Loan Interest

Bond Issuance

Origination Fee

Taxes During Construction

Performance Bond Premium

Lender Inspections

Title and Recording

Builders Risk Insurance

Contractor Insurance

TOTAL CONST. INTEREST & FEES

-

PERMANENT FINANCING

Loan Origination Fee

Title and Recording

Other

TOTAL PERMANENT FINANCING

-

OTHER FINANCING RELATED

TCAC App/Alloc/Monitor Fees

TOTAL OTHER FINANCING

-

PREDEVELOPMENT COSTS

LEGAL FEES

Constr. Related (includes lender legal)	60,000	60,000	0
Perm. Related (includes lender legal)			
TOTAL LEGAL FEES	60,000	60,000	-

RESERVES

Capitalized Operating			
Capitalized Lease Up Reserve			
Capitalized Section 8 Transition Reserve			
Capitalized Commercial Commission/Lease Up Reserve			
Capitalized Replacement			
TOTAL RESERVES	-		

CONTINGENCIES

Construction Contingency			
Soft Cost Contingency	227,273	-	227,273
TOTAL CONTINGENCIES	227,273	-	227,273

PERMITS & GOV. FEES

school impact fee			
other impact fees	510,040		510,040
building permit, plan check, other fees	428,391	165,704	262,687
Capital Fees (utility fees & hook-up charges)	-		
TOTAL PERMITS & FEES	938,431	165,704	772,727

THIRD PARTY REPORTS

Environmental Reports	50,000	50,000	-
Appraisal	25,000	25,000	-
Market Study	10,000	10,000	-
Title/Escrow/Closing	10,000	10,000	-
TOTAL THIRD PARTY REPORTS	95,000	95,000	-

OTHER OWNER COSTS

Financial Consultant	25,000	25,000	-
Cost Cert/Accounting			
Construction Mang./Oversight/Testing	80,000	80,000	-
TOTAL OTHER OWNER COSTS	105,000	105,000	-

MANAGEMENT COSTS

Marketing/Leasing			
Relocation Expenses			
Site and Interior Furnishings (Mgmt Start -Up)			
TOTAL MANAGEMENT COSTS	-		

SUBTOTAL	2,500,000	1,500,000	1,000,000
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DEVELOPER COSTS

Developer Fee			
TOTAL DEVELOPER COSTS	-		

TOTAL SYNDICATION COSTS

TOTAL PREDEVELOPMENT COST	2,500,000	1,500,000	1,000,000
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BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **January 17, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Jessica Blair, Communications Director / City Clerk

TITLE: **HYBRID MEETING UPDATE**

RECOMMENDATION:

Receive update on plan for hybrid meetings starting March 2023.

FISCAL IMPACT:

Regular staffing and technology needs associated with in-person meetings will be reintroduced and are included in the Fiscal Year 2022-23 budget.

STRATEGIC ELEMENT:

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

DISCUSSION:

Beginning with the April 7, 2020 City Council meeting, all boards and commissions and the City Council have held remote meetings due to the COVID-19 pandemic. With the expiration of the State's emergency order around the pandemic set to expire at the end of February 2023, the findings for holding remote meetings under the provisions of AB 361 can no longer be made, and therefore, all Half Moon Bay meeting bodies will return to in-person meetings.

For City Council and Planning Commission meetings, the City will offer a hybrid meeting approach for members of the public. All members of the decision-making body, staff, and presenters will be in-person. However, members of the public will have the option to view and provide comment via the Zoom platform. Agendas will include information on both in-person and remote participation for the public. Both bodies will hold meetings in the Ted Adcock Community Center.

For the Parks and Recreation Commission, Architectural Advisory Committee, Community Development Director Hearings, and any City Council Subcommittee meetings, the meetings will be held fully in-person without a hybrid option for public participation.

Over the course of the next two months, City staff will be conducting mock meetings as well as getting new staff trained on set up, technology, and conduct of in-person meetings. Sound

systems, meeting technology, and infrastructure will be tested to ensure everything is ready to go for the first March meetings. Staff has been in contact with Pacific Coast Television who provides streaming of the City's meetings, as well as the City's contractors for both IT and the City's sound systems.

LEGISLATIVE UPDATES:

Over the past two years, public agencies and the general public have become more comfortable with meeting virtually, and many public bodies lobbied to get legislation passed that would extend the remote meeting protections past AB 361's sunset date of January 1, 2024. AB 2449 was adopted last year and became effective January 1, 2023. AB 361 still remains effective until January 1, 2024; however, the expiration of the State's emergency order severely constrains local agencies' ability to make or renew remote meeting findings under that law.

Newly Added Teleconference Rules Available January 1, 2023

AB 2449 reiterates the standard Brown Act teleconference rules, re-codifies the rules set out in AB 361 for times of declared emergency, and also provides for relaxed teleconferencing rules when a member of the legislative body needs to attend remotely for an emergency, or other reasons supported by "just cause."

Under the new teleconference rules, a legislative body may hold a "hybrid" (partial teleconference, partial in-person) meeting without having to comply with certain procedural requirements (post agendas at teleconference locations, identify teleconference locations in the agenda, make all teleconference locations open to the public) in the following limited circumstances:

- One or more members of the legislative body (but less than a quorum) have "just cause" for not attending the meeting in person (childcare or family caregiving need, contagious illness, physical or mental disability need, or travel while on official public business); or
- One or more members of the legislative body (but less than a quorum) experience an emergency circumstance (a physical or family medical emergency that prevents in-person attendance).

Members of legislative bodies who wish to use one of the above exceptions should be sure to contact the City Clerk before attending a meeting remotely. There are restrictions on the number of times any one member may attend remotely in a year under one of these exceptions. Further, a quorum of the body must still be meeting in-person, and the body must meet the following relaxed remote access rules:

- Provide either a two-way audio visual system or a two-way phone service in addition to live webcasting;
- Identify a call-in or internet-based access option on the agenda, in addition to the in-person meeting location;
- Ensure that if a disruption to the online meeting occurs, the body takes no further action on agenda items until public access is restored; and

- Avoid requiring public comments to be submitted in advance, and provide a real-time option for the public to address the body at the meeting.

AB 361 Rules In Effect Today & Re-Codified in AB 2449

As a reminder, when a state of emergency is involved, a legislative body may hold teleconference meetings without meeting certain procedural requirements (post agendas at teleconference locations, identify teleconference locations in the agenda, make all teleconference locations open to the public) in the following circumstances:

- The meeting is held during a proclaimed state of emergency and state/local officials have imposed or recommended measures to promote social distancing (including, for example Cal-OSHA or other regulatory guidance requiring employees to be trained in social distancing to reduce exposure);
- The meeting is held during a proclaimed state of emergency for the purpose of determining whether meeting in person during the emergency would present imminent risks to the health or safety of attendees; and/or
- The meeting is held during a proclaimed state of emergency and the body has already determined that meeting in person during the emergency would present imminent risks to the health or safety of attendees.

If the body is relying on the above findings to justify meeting by teleconference, it must:

- Give the public notice of how to access the meeting and offer public comment;
- Ensure that if a disruption to the online meeting occurs, the body takes no further action on agenda items until public access is restored;
- Avoid requiring public comments to be submitted in advance, and provide a real-time option for the public to address the body at the meeting; and
- If the state of emergency remains active or social distancing measures continue to be imposed/recommended by state or local officials, continue to make findings supporting the teleconference meetings at least every 30 days.

Original Brown Act Teleconferencing Rules Remain Available

Local agencies may always rely on the teleconferencing rules that applied pre-COVID – all votes must be by roll call, the meeting must be conducted so as to protect the rights of the public appearing before the body or wishing to comment, all members of the public must be able to access the meeting and provide public comment, teleconference locations must be identified on the agenda, copies of the agenda must be posted at all teleconference locations, and teleconference locations must be open to the public. Finally, at least a quorum of the members of the legislative body who are participating remotely must do so from locations within the agency's jurisdiction.

Further, under SB 1100, also passed by the legislature last year and effective as of January 1, 2023, legislative bodies now have an additional tool to address meeting disruptions. The Brown Act authorizes a legislative body to order the room cleared and continue in session if a group or

groups willfully interrupts the orderly conduct of the meeting, provided certain requirements are met. SB 1100 amends the Brown Act to provide that the presiding member of a legislative body may have an individual removed for disrupting a meeting of the body. Before removing any person, the person must be warned that that their behavior is disruptive, and that continued disruption may result in the person's removal (however, no prior warning is required if the person is engaging in use of force or threatening to use force against anyone). Behavior is otherwise "disruptive" if it disrupts or impedes the orderly conduct of the meeting.

CONCLUSION:

Staff is prepared to hold all meetings in-person beginning in March, with hybrid options for the public for City Council and Planning Commission meetings. Teleconference options remain for legislative body members under specific circumstances. The City will do outreach to make sure members of the public are aware of the changes to meeting format and how to participate for each.

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **January 17, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Jessica Blair, Communications Director / City Clerk

TITLE: **APPOINTMENTS TO CITY COMMISSIONS**

RECOMMENDATION:

Consider nomination to the Planning Commission and confirm existing appointments for the Planning Commission and Parks and Recreation Commission.

FISCAL IMPACT:

None associated with this report.

STRATEGIC ELEMENT:

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

BACKGROUND:

The City of Half Moon Bay held a Municipal Election on November 8, 2022, which resulted in the re-election of three councilmembers. Additionally, there is currently a vacancy on the Planning Commission for Councilmember Rarback's nomination. Therefore, an appointment to the Planning Commission and re-appointment to the Planning Commission and Parks and Recreation Commission must be made.

Councilmember Rarback will make a nomination to the Planning Commission, and all Councilmembers are being asked to confirm their appointments to the Planning Commission and Parks and Recreation Commission.

Planning Commission

Members of the Planning Commission are appointed by and serve for a term coinciding with members of the City Council. Pursuant to Half Moon Bay Municipal Code Section 2.24.030, a person nominated for a Planning Commission appointment "shall be appointed to the commission upon receiving a majority of votes from the entire city council." If a Councilmember's nomination is not approved, the nominating Councilmember is entitled to two more nominations. If, after this process, no nomination is approved, the floor will be open to additional nominations from all members of the Council.

Current appointments:

Mayor Penrose – Steve Ruddock
Vice Mayor Jimenez – David Gorn
Councilmember Brownstone – Margaret Gossett
Councilmember Rarback – Vacant
Councilmember Ruddock – Rick Hernandez

Parks and Recreation Commission

Parks and Recreation Commission members are appointed by and serve for a term coinciding with members of the City Council, pursuant to the Commission Bylaws. The nomination process is not formally outlined in the bylaws, but the City's past practice has been to handle the process in the same manner used for the Planning Commission.

Current appointments:

Mayor Penrose – Paulette Eisen
Vice Mayor Jimenez – Luis Haro
Councilmember Brownstone – RJ Jennings
Councilmember Rarback – Hillary Stamper
Councilmember Ruddock – Adam Eisen

ATTACHMENT:

Willing to Serve forms received



WILLING TO SERVE FORM CITY OF HALF MOON BAY

501 Main Street * Half Moon Bay * California 94019

COMMISSION / COMMITTEE APPLYING FOR:

PLANNING COMMISSION

PARKS & RECREATION COMMISSION

MAIN STREET BRIDGE ADVISORY COMMITTEE

GENERAL PLAN ADVISORY COMMITTEE

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

OTHER: _____

☒
☐
☐
☐
☐

INFORMATION PROVIDED ON THIS APPLICATION IS PUBLIC INFORMATION AND MAY BE MADE AVAILABLE TO OTHER APPLICANTS, MEMBERS OF THE PRESS, OR THE GENERAL PUBLIC.

NAME Caeli Collins PHONE [REDACTED]

(please print)

ADDRESS [REDACTED] CITY HMB ZIP CODE 94019

EMAIL ADDRESS [REDACTED]@gmail.com

PRESENT EMPLOYER Retired POSITION _____

EMPLOYER ADDRESS _____ CITY _____ ZIP CODE _____

HOW LONG HAVE YOU RESIDED IN HALF MOON BAY? 18 months, have owned property here for 6 yrs

EDUCATIONAL BACKGROUND BSME, MSME Purdue University, MBA UC Berkeley

PROFESSIONAL EXPERIENCE Have lived in the Bay area for the last 40+ years and have worked for technology firms during that time. Have headed up post sales support teams for both large companies and startups. My experience covers complex technologies and working with large and small customers.

CIVIC ACTIVITIES & COMMUNITY INVOLVEMENT:

(Please include any present or past membership on county or city boards, committees, community groups or organizations)

Served as president of my home owner's association in the first two years after it converted to condos.

Coached a community tennis team for young learners for 8 years, and was chairperson of the the Mtn View Open tennis tournament for 12 years.

ARE YOU ABLE TO ATTEND NIGHT MEETINGS? yes
EITHER? yes

DAY MEETINGS? yes

WHY ARE YOU SEEKING THE APPOINTMENT? Now that I've moved to HMB and live here full time, I feel it's important to contribute to the community by volunteering and helping the community be the best it can be.

I have a great deal of experience in working with a wide variety of people and with complex projects that I believe will contribute to the challenging issues that come to the planning commission. The environment we live in is changing, and we have to be forward thinking in how to solve the complex issues in front of us. I believe my background will help me contribute.

HAVE YOU ATTENDED ANY MEETINGS OF THE CITY COUNCIL OR OTHER CITY OF HALF MOON BAY BOARDS AND COMMISSIONS? yes - attended City Council here and in Mountain View. Have also attended planning commission mtgs

HOW DID YOU BECOME AWARE OF THE OPENING? I believe I saw it in the HMB paper

1/5/23
DATE


SIGNATURE

PLEASE RETURN COMPLETED FORM AND RESUME TO:

JESSICA BLAIR, CITY CLERK
CITY OF HALF MOON BAY
501 MAIN STREET
HALF MOON BAY, CA 94019
(650) 726-8271
jblair@hmbcity.com

Updated April, 2017

From: noreply@civicplus.com
To: [Jessica Blair](#)
Subject: Online Form Submittal: Willing to Serve
Date: Tuesday, December 6, 2022 11:56:48 AM

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Willing to Serve

Thank you for your willingness to participate in making Half Moon Bay a better place! This "Willing to Serve" form can be used to apply to serve on one of the City's Commissions or Committees. Please note that information provided on this form is considered public information and may be made available to other applicants, members of the media, or the general public.

Commission or Committee for which you are applying:	Planning Commission
Name	Kevin J Lansing
Address	[REDACTED]
City	Half Moon Bay
Zip code	94019-1811
Phone 1	[REDACTED]
Phone 2	Field not completed.
Email	[REDACTED]
Occupation	Senior Research Advisor
Current employer	Federal Reserve Bank of San Francisco
Employer address	101 Market Street
City	San Francisco, CA
Zip code	95102
How long have you lived in Half Moon Bay?	Since September 1999 (23 years)

Educational background	B.S., Mechanical Engineering, Rensselaer Polytechnic Institute, 1981 M. Eng., Mechanical Engineering, Rensselaer Polytechnic Institute, 1981 M.B.A., Finance, Virginia Polytechnic Institute, 1981 Ph.D. Economics, UCLA, 1993 Licensed Professional Engineer, Commonwealth of Virginia, 1986 to present. Chartered Financial Analyst, 1992 to present
Professional experience	2021-Present, Senior Research Advisor, Federal Reserve Bank of San Francisco, San Francisco CA 2013-2021, Research Advisor, Federal Reserve Bank of San Francisco, San Francisco CA 2011-2013, Visiting Research Economist, Central Bank of Norway (Norges Bank), Oslo Norway 1998-2011, Economist, Senior Economist, Federal Reserve Bank of San Francisco, San Francisco CA 1997-1998, National Fellow and Visiting Scholar, Hoover Institution, Stanford University, Stanford CA 1997, Visiting Assistant Professor, Naval Post Graduate School, Monterey CA 1993-1996, Economist, Federal Reserve Bank of Cleveland, Cleveland OH 1992, Instructor, Department of Economics, Pepperdine University, Malibu CA 1988-1992, Teaching Associate, Department of Economics, UCLA, Los Angeles CA 1981-1986, Lieutenant, United States Navy, Naval Nuclear Propulsion Headquarters, Arlington VA
Civic activities and community involvement	2009-Present, Coach and Volunteer, North Coast Roller Hockey League 2020-2021, Court monitor for COVID protocols, Coastside Tennis Club 2007, Chair, Half Moon Bay Planning Commission 2004-2006, Commissioner, Half Moon Bay Planning Commission 2002-2004, Member, Half Moon Bay Architectural Review Committee 2003, Member, City of Half Moon Bay, Draft Open Space Element Steering Committee 2000-2004, Member of Board of Directors and Treasurer, Half Moon Bay Open Space Trust (now known as Coastside Land Trust)
Are you able to attend:	Either night or daytime meetings
Why are you seeking to be appointed to a City commission or committee?	My family and I have lived in Half Moon Bay since 1999. Our decision to move here was driven by our appreciation of the unique character of this small coastal town possessing stunning natural beauty and a rich heritage in fishing, agriculture, and citizen involvement. Over the past two decades, that appreciation

has only grown stronger, but there is also a recognition of the challenges that the City faces in striking the appropriate balance between new development and the preservation of the unique character of the town. I have been involved in many aspects of the City's planning process. I believe I could make a positive contribution to decision-making, planning, and consensus-building. I have a good working knowledge of the many complex issues facing the City from having previously served on both the Planning Commission and the Architectural Review Committee.

Have you attended any meetings of the City Council or other Half Moon Bay commissions or committees?

Yes

How did you become aware of this opportunity to serve?

I am submitting this form to be on file if a future opportunity to serve arises.

Today's date

December 6, 2022

Signature

Checking this box constitutes your signature and confirms that the information provided is accurate

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Jessica Blair](#)
Subject: Online Form Submittal: Willing to Serve
Date: Monday, January 9, 2023 9:20:35 AM

[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.

Willing to Serve

Thank you for your willingness to participate in making Half Moon Bay a better place! This "Willing to Serve" form can be used to apply to serve on one of the City's Commissions or Committees. Please note that information provided on this form is considered public information and may be made available to other applicants, members of the media, or the general public.

Commission or Committee for which you are applying:	Planning Commission
---	---------------------

Name	T.J. Martin
------	-------------

Address	[REDACTED]
---------	------------

City	Half Moon Bay
------	---------------

Zip code	94019
----------	-------

Phone 1	[REDACTED]
---------	------------

Phone 2	Field not completed.
---------	----------------------

Email	[REDACTED]
-------	------------

Occupation	Program Manager
------------	-----------------

Current employer	Lumentum
------------------	----------

Employer address	1001 Ridder Park Dr
------------------	---------------------

City	San Jose
------	----------

Zip code	95131
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How long have you lived in Half Moon Bay?	3 Years
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Educational
background

Northeastern University
Master of Business Administration (MBA), Finance · (2009 - 2011)

Drexel University
Operations Leadership and Organizational Management
Certificate, Graduate Certificate Program · (2006 - 2007)

Syracuse University
Bachelor of Science (BS), Supply Chain Management and
Information Management & Technology · (2002 - 2006)

Professional
experience

Experienced program/project manager specializing in new
construction, facility tenant improvements, and lab build outs.

Lumentum, Program Manager, Present employment (3 months)
Responsible for 60K sq ft tenant improvement on company's
campus. Responsible for San Jose campus solar installation
project.

CBRE, Project Manager (1 year)
Responsible for relocating labs totaling 11K sq. ft. to new
Lumentum headquarters location in San Jose, CA.

North First Mortgage (5 Years)
Operations Manager/MLO/Realtor, DRE # 01954707, NMLS #
1178889

Lockheed Martin (8 years)
* San Diego Site Operations Lead
- Responsible for warehousing, shipping & receiving, production
operations, proposal development, program operations.

* Sr Project Manager
- Led complex cross-functional projects and teams
- Managed, coordinated, and tracked \$13M tenant improvement
LEED Gold certified facility construction project
- Controlled project expenses, schedule, and technical
implementation for new 158K sq. ft. facilities
- Developed and managed Lockheed Martin's San Diego
facilities operations budget
- Organized the space planning effort of moving 500 employees
from multi- tenant office suites to a contiguous site
- Led \$3M+ lab construction projects including design,
construction, and build- out

* Operations Leadership Development Program
- Two-year early career development program providing
exposure to key business functions, technical knowledge, and
leadership training in areas of operations, sourcing, and quality
through four, six-month rotations.

Civic activities and community involvement	Self-directed beach clean-up volunteer.
Are you able to attend:	Night meetings
Why are you seeking to be appointed to a City commission or committee?	Purchased home in Half Moon Bay in 2020 and have invested my family's future in making Half Moon Bay the best possible place to raise a family.
Have you attended any meetings of the City Council or other Half Moon Bay commissions or committees?	Yes
How did you become aware of this opportunity to serve?	Have watched recordings of previous council meetings online. Aware of this opportunity through City's social media.
Today's date	1/9/2023
Signature	Checking this box constitutes your signature and confirms that the information provided is accurate

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From: noreply@civicplus.com
To: [Jessica Blair](#)
Subject: Online Form Submittal: Willing to Serve
Date: Tuesday, January 3, 2023 4:35:14 PM

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Willing to Serve

Thank you for your willingness to participate in making Half Moon Bay a better place! This "Willing to Serve" form can be used to apply to serve on one of the City's Commissions or Committees. Please note that information provided on this form is considered public information and may be made available to other applicants, members of the media, or the general public.

Commission or Committee for which you are applying:	Planning Commission
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Name	Brian Holt
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Address	[REDACTED]
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City	HALF MOON BAY
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Zip code	94019
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Phone 1	[REDACTED]
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Phone 2	Field not completed.
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Email	[REDACTED]
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Occupation	Planner
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Current employer	East Bay Regional Park District
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Employer address	2950 Peralta Oaks Ct
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City	Oakland
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Zip code	94605
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How long have you lived in Half Moon Bay?	12.5 years
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Educational background	Humboldt State University, B.S. Natural Resource Planning ; Duke University, M.E.M. Masters in Environmental Management
Professional experience	20+ years working in environmental review, land use planning, and policy in the public sector
Civic activities and community involvement	Half Moon Bay Parks and Recreation Committee (2015-2017); Half Moon Bay General Plan Advisory Committee (2015-2018); Half Moon Bay Planning Commission (2017-2021);; Half Moon Bay Economic Recovery (2021-2022)
Are you able to attend:	Either night or daytime meetings
Why are you seeking to be appointed to a City commission or committee?	To continue to serve the community of Half Moon Bay and guide implementation of the Half Moon Bay General Plan and Local Coastal Land Use Plan
Have you attended any meetings of the City Council or other Half Moon Bay commissions or committees?	Yes
How did you become aware of this opportunity to serve?	Personal outreach
Today's date	January 2, 2023
Signature	Checking this box constitutes your signature and confirms that the information provided is accurate

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From: noreply@civicplus.com
To: [Jessica Blair](#)
Subject: Online Form Submittal: Willing to Serve
Date: Sunday, January 8, 2023 7:17:04 PM

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Commission or Committee for which you are applying:	Planning Commission
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Name	Gordon Pomp
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Address	[REDACTED]
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City	Half Moon Bay
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Zip code	94019
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Phone 1	[REDACTED]
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Phone 2	Field not completed.
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Email	[REDACTED]@[REDACTED]
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Occupation	Division Manager
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Current employer	Sims Metal
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Employer address	699 Seaport Blvd
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City	Redwood City
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Zip code	94063
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How long have you lived in Half Moon Bay?	2.5 years
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Educational background	Associate of Occupational Studies
Professional experience	17 years Facility Management
Civic activities and community involvement	Chamber San Mateo Leadership Class of 2023
Are you able to attend:	Either night or daytime meetings
Why are you seeking to be appointed to a City commission or committee?	I would like to be involved in my community to help improve the well being of its residents and businesses.
Have you attended any meetings of the City Council or other Half Moon Bay commissions or committees?	No
How did you become aware of this opportunity to serve?	My wife saw it on social media.
Today's date	1/8/23
Signature	Checking this box constitutes your signature and confirms that the information provided is accurate

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From: [Jessica Blair](#)
To: [Harvey Rarback](#)
Cc: [Matthew Chidester](#); [Jill Ekas](#); [Maggie Rodriguez](#)
Subject: FW: Online Form Submittal: Willing to Serve
Date: Wednesday, January 11, 2023 10:00:21 AM

One more.



Jessica Blair, MMC
Communications Director / City Clerk
501 Main Street, Half Moon Bay, CA 94019
(650) 726-8271
www.hmbcity.com

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Wednesday, January 11, 2023 9:51 AM
To: Jessica Blair <JBlair@hmbcity.com>
Subject: Online Form Submittal: Willing to Serve

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Willing to Serve

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Commission or Committee Planning Commission
for which you are applying:

Name Rinaldo Veseliza

Address [REDACTED]

City Half Moon Bay

Zip code 94019

Phone 1 [REDACTED]

Phone 2 *Field not completed.*

Email	
Occupation	Architect, LEED AP, Construction Manager, Environmental Consultant
Current employer	Cabrillo Unified School District
Employer address	498 Kelly Street
City	Half Moon Bay
Zip code	94019
How long have you lived in Half Moon Bay?	4.5 years
Educational background	Master's program, Columbia University Graduate School of Architecture, Planning and Preservation
Professional experience	45 years in design and construction of large scale and small around the world and mostly in US
Civic activities and community involvement	CERT Volunteer, HMB Arleta Park; Dupont Circle Historic Preservation Committee (Wash. DC)
Are you able to attend:	Night meetings
Why are you seeking to be appointed to a City commission or committee?	Give back and serving this community with a global perspective on development issues
Have you attended any meetings of the City Council or other Half Moon Bay commissions or committees?	Yes
How did you become aware of this opportunity to serve?	Recommended by Steve Ruddock
Today's date	01-11-2023
Signature	Checking this box constitutes your signature and confirms that the information provided is accurate

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From: [Jessica Blair](#)
To: [Harvey Rarback](#)
Cc: [Matthew Chidester](#); [Jill Ekas](#); [Maggie Rodriguez](#)
Subject: Fwd: Online Form Submittal: Willing to Serve
Date: Thursday, January 12, 2023 9:19:40 AM

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Commission or Committee for which you are applying:	Planning Commission
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Name	KC Branscomb
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Address	[REDACTED]
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City	Half Moon Bay
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Zip code	94019
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Phone 1	[REDACTED]
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Phone 2	Field not completed.
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Email	[REDACTED]
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Occupation	Equine Breeding and Care
Current employer	Branscomb Farm LLC (owner -operator)
Employer address	780 Frenchmans Creek Road
City	Half Moon Bay
Zip code	94019
How long have you lived in Half Moon Bay?	Purchased Farm in 2004 (19 years)
Educational background	MSEE, MBA
Professional experience	Owner-operator Branscomb Farm 30+ years, Co-Founder, ED, and BOD member Compassion Institute, Inc; BOD Ariat International - 17 years (Leading equestrian footwear and apparel company in the world)
Civic activities and community involvement	Served on Woodside Planning Commission; Worked for Office of Coastal Zone Management - US Commerce Department NOAA, Life member of Nature Conservancy, Founder (with Terry Andreotti of Friends of the Family Farm in Half Moon Bay)
Are you able to attend:	Night meetings
Why are you seeking to be appointed to a City commission or committee?	Civic involvement in my community- make sure the voices of legitimate rural agricultural uses are heard
Have you attended any meetings of the City Council or other Half Moon Bay commissions or committees?	Yes
How did you become aware of this opportunity to serve?	Community Newsletter
Today's date	1.12.2023
Signature	Checking this box constitutes your signature and confirms that the information provided is accurate

From: noreply@civicplus.com
Date: January 17, 2023 at 10:37:49 AM PST
To: Jessica Blair <JBlair@hmbcity.com>
Subject: Online Form Submittal: Willing to Serve

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Willing to Serve

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Commission or Committee for which you are applying:	Planning Commission
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Name	Hazel Joanes
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Address	
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City	Half Moon Bay
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Zip code	94019
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Phone 1	
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Phone 2	Field not completed.
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Email	Field not completed.
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Occupation	Engineer
Current employer	<i>Field not completed.</i>
Employer address	<i>Field not completed.</i>
City	<i>Field not completed.</i>
Zip code	<i>Field not completed.</i>
How long have you lived in Half Moon Bay?	20
Educational background	Engineering degree with an emphasis in Civil Engineering. University of California Los Angeles Certifications in Municipal Waste Management, Hazardous Materials Control Management; Sacramento State University Certifications in Recycling Markets Economic Development, Green Classrooms Certification, and Emergency Management Institute Certifications in Cost Estimating, Hazard Mitigation, and Emergency Management.
Professional experience	Current: Advisor for the Regional Government Services Authority (RGS) a joint powers Authority serving the needs of cities, counties, special districts, other joint powers authorities, and other governmental entities. Current: Disaster recovery consultant for the cities of New York, and for various municipalities and non-profits organization in the states of Florida, New York, California, Texas, and Washington, and for the unincorporated US Territory of Puerto Rico. Former: Engineer for the LA County Department of Public Works - Managed flood control construction projects and hazardous and municipal waste management projects. Negotiated change orders for flood control capital improvement projects. Engineer in the Land Development, Flood Control, Construction, and Waste Management divisions. Former: Engineer for the City of Los Angeles Department of Airports –Managed new construction and renovation projects at the Los Angeles International and Ontario Airports. Former: Division Manager & Engineer for the then newly incorporated City of Santa Clarita- Established the Waste Management Division- hired and managed personnel, developed language for city ordinances, and instituted citywide waste collection and recycling services. A member of the City’s leadership team facilitating planning sessions and town hall meetings for the Citywide Economic Development Plan, Emergency Management Plan, and General Plan. Negotiated

waste collection and public works contracts. Obtained grant federal and state environmental grants. Assisted City Council on special projects and discussions with the community members and State legislative representatives. Provided comments for NEPA and CEQA environmental documents related to development projects that were proposed adjacent to the city boundaries.

Former: Municipal & Hazardous Waste consultant for various cities in California

Former: Emergency Manager FEMA- Supported Various State, County, and City disaster recovery operations and was responsible for supporting various aspects of the Federal government mission assignments, operational management, and debris operations plans. Reviewed disaster recovery grant requests for NEPA compliance. Provided guidance to local governments on the environmental considerations/requirements for obtaining disaster grants. Coordinated and facilitated the development of short and long-term community disaster recovery plans for communities recovering from floods, tornadoes, earthquakes, tsunamis, mudslides, and hurricanes. Served in several leadership positions for Presidentially declared disasters including the September 11th terrorist attacks.

The program Appeals Analyst for FEMA, Recovery Division – Evaluated and responded to the Public Assistance Program appeals requests, audits, and inquiries from the Offices of Inspector General, External Affairs, Congressional Offices, White House, Regional Counsel, and FEMA Headquarters.

Former: Adjunct Instructor Emergency Management Institute

Former: Panelist/reviewer for the US Department of Labor Employment and Training Administration Youth-Build Grant Applications

Civic activities and community involvement

Volunteer for various organizations in various states, and in Half Moon Bay. Volunteered in various capacities for non-profit organizations such as my parish, the Knights of Columbus, St. Vincent de Paul's Society, Goodwill, Potrero Nuevo Farm, Red Cross, beach cleanups, disaster clean-up, state, and national parks, etc. Support various community members in collecting items for those in need.

Are you able to attend:

Night meetings

Why are you seeking to be appointed to a City commission or

I am a lifelong public employee committed to public service. My professional experience has taught me to be fair, unbiased & open-minded when developing solutions to serve the public. I

committee?

have good listening, analytical, and communication skills.

I have a good understanding and respect for the City of Half Moon Bay's planning process, zoning code, building guidelines, and ordinances. Half Moon Bay is a beautiful place to live and have respect for its physical environment. I am mindful of the rights of private property owners, and I am also cognizant of the importance of ensuring that Half Moon Bay maintains a fair and equitable place to live for all residents.

I understand the importance for the city to maintain a clean healthy environment and a sustainable, resilient, safe, and comfortable lifestyle for all its residents.

Have you attended any meetings of the City Council or other Half Moon Bay commissions or committees?

Yes

How did you become aware of this opportunity to serve?

Word of Mouth

Today's date

1/17/2023

Signature

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From: noreply@civicplus.com
Date: January 13, 2023 at 10:38:11 PM PST
To: Jessica Blair <JBlair@hmbcity.com>
Subject: Online Form Submittal: Willing to Serve

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Willing to Serve

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Commission or Committee for which you are applying:	Planning Commission
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Name	Maha Feghali-Vartanians
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Address	
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City	Half Moon Bay
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Zip code	94019
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Phone 1	
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	Field not completed.
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Email	
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Occupation	Software & Technology Executive
Current employer	SAP Americas
Employer address	3420 Hillview Avenue
City	Palo Alto
Zip code	94304
How long have you lived in Half Moon Bay?	Since 2017
Educational background	I hold a Mathematics & Computer Science degree from McGill University in Montreal, Canada. I've also earned Graduate Studies Certificates from Stanford University in Negotiation & Influence Strategies, Executive and Cross-Cultural Leadership. I've been interested in Building Architecture, Code and Design since I was a teenager, I finally indulged in 1 year of Architecture classes at CSM.
Professional experience	With considerable technical experience and vast business knowledge, I'm in charge of advising clients on the best technology and solutions to meet their business needs. I have over 30 years of experience architecting and implementing enterprise level solutions based on best practices for simplicity, scale, resiliency and maintainability. I advise CxOs on digital transformation and recovery strategies that drive their organizational stability, flexibility, scalability and healthy returns on their investments.
Civic activities and community involvement	I've served on the Red Cross, Bay Area Chapter Leadership Council. I've also served on Our Lady of Lebanon Parish Council and have been a loyal volunteer and mentor for the Leukemia & Lymphoma Society, mentoring and training new runners while raising funds for blood cancer research.
Are you able to attend:	Either night or daytime meetings
Why are you seeking to be appointed to a City commission or committee?	Although we only had the opportunity to actually move to HMB recently (2017), I have loved HMB since my first visit when I moved to California in May, 2000. The Planning Commission will be a natural place for me to be and to contribute to our community. I've been interested in Architecture and City Planning since I was a teenager. I tried to study it at university but the late 1980s in Montreal didn't offer much opportunity for building and I ended up taking somewhat of a parallel path. Enrolling in Architecture classes at CSM later in

life and after I've become a senior professional, designing 2 homes and an ADU for my husband and I and going through the application and permitting processes have all reasserted my interest in building.

Serving on the Planning Commission in Half Moon Bay will bring together 2 of my loves, the love for City Planning and Architecture, and my love for Half Moon Bay - Being able to facilitate decisions that will carefully protect this beautiful Coast while bringing joy and measured growth to all who appreciate living and visiting our town, will be one of my life achievements that I'll be able to cherish.

Have you attended any meetings of the City Council or other Half Moon Bay commissions or committees?

Yes

How did you become aware of this opportunity to serve?

This opportunity was mentioned to me by my friend Deborah Sue Hirst.

Today's date

1/13/2023

Signature

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