



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

TUESDAY, JULY 18, 2023

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

**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. Comments on Consent Calendar items should be made during the Public Forum section of the agenda. Those wishing to speak on a Business or Public Hearing matter will be called forward at the appropriate time during that item's consideration.

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

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

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

<http://hmbcity.com/>

**Wi-Fi: HMB Public
Password: Recreation1**

HYBRID MEETING PARTICIPATION PROTOCOLS

*This meeting will be held in-person and via Zoom for public participation. Public comments may be made in-person or remotely via Zoom, and interpretation will be available. All Councilmembers and staff will participate in person. During any public comment portions, attendees may use the “raise your hand” feature and will be called upon and unmuted when it is their turn to speak. The meeting will also be streamed on Channel 27, on pacificcoast.tv, and on Facebook at www.facebook.com/cityofhalfmoonbay. Please click to join the webinar: <https://us06web.zoom.us/j/87674804231> or join by phone at 669-900-9128, using Webinar ID 876-7480-4231. If joining by phone, use *9 to raise your hand, *6 to mute and unmute.*

ROLL CALL / PLEDGE OF ALLEGIANCE

PROCLAMATIONS AND PRESENTATIONS

AL ADRAVENO 100TH BIRTHDAY 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

WEBSITE REDESIGN ANNOUNCEMENT

NATIONAL NIGHT OUT REMINDERS

PUBLIC FORUM

1. CONSENT CALENDAR

1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES

1.B WARRANTS FOR THE MONTH OF JUNE 2023

Staff Recommendation: Accept the warrants list for the month of June 2023.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

1.C RECEIPT OF LEGISLATIVE POSITION LETTERS

Staff Recommendation: Receive and file position letters for Assembly Bill 1420, Senate Bill 281, and Senate Bill 423.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

1.D PROFESSIONAL SERVICES AGREEMENT WITH THE HALF MOON BAY COASTSIDE CHAMBER OF COMMERCE TO PROVIDE ONSITE COORDINATION OF PROGRAMMING AND FACILITY OVERSIGHT FOR THE OPPORTUNITY CENTER OF THE COASTSIDE

Staff Recommendation: Adopt a resolution authorizing the City Manager to execute a professional services agreement with the Half Moon Bay Coastsides Chamber of Commerce, in an amount not to exceed \$142,175, for a term ending September 30, 2024, with an option to extend an additional nine months pending available funding, in an amount not to exceed \$221,481.

[STAFF REPORT](#)

[RESOLUTION](#)

1.E JOHN L. CARTER PARK IMPROVEMENTS PROJECT (CIP NO. 0611) - AMENDMENT NO. 6 TO PROFESSIONAL SERVICES AGREEMENT WITH ELS ARCHITECTURE AND URBAN DESIGN, INC. FOR ADDITIONAL DESIGN SERVICES

Staff Recommendation: Adopt a resolution authorizing the City Manager to execute Amendment No. 6 to the Professional Services Agreement with ELS Architecture and Urban Design, Inc. (ELS) for additional architectural services for the John L. Carter Park Improvements Project (Project), increasing the contract amount by \$49,740, totaling a contract amount not to exceed \$656,812.

[STAFF REPORT](#)

[RESOLUTION](#)

[ATTACHMENT 2](#)

1.F FINAL ACCEPTANCE OF THE KELLY AVENUE CROSSWALKS PROJECT (CIP NO. 1018)

Staff Recommendation: Adopt a resolution to authorize the City Manager or his designee to file a Notice of Completion for the Kelly Avenue Crosswalks Project, release the Performance and Labor and Materials Bonds, start the one-year warranty bond period, and release the retention funds thirty (30) days after recordation of the Notice of Completion

[STAFF REPORT](#)

[RESOLUTION](#)

2. ORDINANCES AND PUBLIC HEARINGS

2.A ORDINANCE ADOPTING CHAPTER 13.22 - REGULATING DISPOSAL OF FATS, OIL, GREASE, AND SAND (CONTINUED FROM JUNE 6, 2023)

Staff Recommendation: Continue the public hearing to a date certain of September 5, 2023.

2.B FISCAL YEAR 2023-24 SEWER SERVICE CHARGES AND ASSESSMENTS

Staff Recommendation: Conduct a public hearing and adopt a resolution approving the Fiscal Year 2023-24 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.

[STAFF REPORT](#)

[RESOLUTION](#)

3. RESOLUTIONS AND STAFF REPORTS

3.A FY 2023-24 COMMUNITY SERVICES FINANCIAL ASSISTANCE PROGRAM

Staff Recommendation: Receive applicant funding recommendations from the Community Services Financial Assistance (CSFA) grant program subcommittee, determine final funding allocations for Fiscal Year 2023-24, and adopt a resolution authorizing the City Manager to finalize and execute agreements as listed in Exhibit A for the Community Services Financial Assistance program for FY 2023-24.

[STAFF REPORT](#)

[RESOLUTION](#)

3.B LEGISLATIVE ADVOCACY UPDATE

Staff Recommendation: Receive an update from Townsend Public Affairs, Inc. on legislative advocacy services.

[STAFF REPORT](#)

[ATTACHMENT](#)

3.C UPDATE ON THE JANUARY 23, 2023 MASS SHOOTING INCIDENT

Staff Recommendation: Receive an update on the January 23, 2023 Mass Shooting Incident, which took place at two Coastside farms, and left seven souls deceased, one critically injured, and dozens more directly impacted.

[STAFF REPORT](#)

3.D MEMORANDUM OF UNDERSTANDING WITH SAN MATEO COUNTY--880 STONE PINE ROAD

Staff Recommendation: Adopt a resolution:

1. Authorizing the City Manager to execute a Memorandum of Understanding (Exhibit A to the Resolution) with San Mateo County affirming general terms and processes for re-finance of the City's loan with California IBank and outlining City and County collaboration on the design and development of an affordable housing project of up to 50 manufactured homes at 880 Stone Pine Road; and
2. Authorizing the City Manager to negotiate and execute agreements identified in the MOU to formally initiate early pay-off of IBank Loan with a target closing date of October 1, 2023.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

3.E ART DONATION - 1,000 CRANES

Staff Recommendation: Adopt a resolution:

1. Accepting the donation of 1,000 Cranes created by the San Mateo Organization of Chinese Americans (OCA) and Self Help for the Elderly upon execution of the City's standard Public Art Agreement; and
2. Affirming the placement of the sculptures at the Half Moon Bay Public Library; and
3. Authorizing Public Works staff to develop a plan for installation.

[STAFF REPORT](#)

[RESOLUTION](#)

FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

CITY COUNCIL REPORTS

ADJOURNMENT

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

From: Lisa Lopez Rossi, Administrative Services Director

TITLE: **WARRANTS FOR THE MONTH OF JUNE 2023**

RECOMMENDATION:

Accept the warrants list for the month of June 2023.

STRATEGIC ELEMENT:

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

DISCUSSION:

During this month, the City processed 7 check runs. The table below outlines each check run and their individual totals:

Check Run Date	Amount
June 04	37,498
June 07	366,870
June 08	53,260
June 14	614,198
June 21	573,899
June 28	588,634
June 29	3,360
TOTAL	2,237,719

The City processed payments related to 11 capital improvement projects, in a total amount of \$570,950. These projects include the Pavement Management and Traffic Program, Highway 1 Safety - North, Carter Park, Eastside Parallel Trail, Frenchman's Creek Park Improvements, Corporate Yard Improvements, Pilarcitos Creek Restoration, Smith Field Site Assessment, Sidewalk Replace and Repair Program, Pump Station and Force Main, and Main Street Safety Improvements.

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

OVER \$30,000				
Check #	Payee	Check Date	Amount	Description
52841	SHUTE MIHALY & WEINBERGER LLP	6/7/2023	\$ 144,398	CITY ATTORNEY SERVICES - GENERAL MATTERS AND OTHERS
52846	WICKMAN DEVELOPMENT AND CONSTRUCTION	6/7/2023	\$ 148,501	CARTER PARK IMPROVEMENTS PROJECT
52847	HMB COASTSIDE CHAMBER OF COMMERCE	6/8/2023	\$ 40,000	BID FUNDING FY 2022-23
52868	HALF MOON BAY GRADING & PAVING INC.	6/14/2023	\$ 456,319	CORP YARD IMPROVEMENTS PROJECT
52907	FREYER & LAURETA INC.	6/21/2023	\$ 31,920	SMITH FIELD PARKING LOT
52919	SEWER AUTHORITY MID-COASTSIDE	6/21/2023	\$ 405,957	SEWER AUTHORITY MID-COASTSIDE OPS AND MAINTENANCE
52933	DRYCO CONSTRUCTION	6/28/2023	\$ 127,944	MAIN STREET SAFETY IMPROVEMENTS
52952	RANCHO SAN BENTO INC	6/28/2023	\$ 51,300	REGENERATIVE AGRICULTURE
52960	SHUTE MIHALY & WEINBERGER LLP	6/28/2023	\$ 76,283	CITY ATTORNEY SERVICES - GENERAL MATTERS AND OTHERS
52965	WICKMAN DEVELOPMENT AND CONSTRUCTION	6/28/2023	\$ 175,256	CARTER PARK IMPROVEMENTS PROJECT
53083	WELLS FARGO	6/4/2023	\$ 37,498	CITY-WIDE CORPORATE CARDS FOR SMALL PURCHASES

ATTACHMENTS:

Check Disbursement List by Check Date

Report Criteria:

Report type: Summary

[Report]. Void/Manual = {IS NULL}

Check Number	Vendor Number	Payee	Check Issue Date	Amount	Description
52809	5453	ABBEY PARTY RENTS	06/07/2023	3,106.25	BLEACHERS RENTAL
52810	5177	ADVANTAGE GRAFIX	06/07/2023	199.67	PRINT SERVICE
52811	18	ANDREINI BROTHERS INC.	06/07/2023	5,035.90	JUN'23, FY22/23 ON-CALL SIDEWALK REPLACEMENT
52812	2407	ARAMARK	06/07/2023	286.74	MAINT SUPPLIES
52813	444	ASSOCIATION OF BAY AREA GOVERNMENTS	06/07/2023	696.54	LEVELIZED CHARGE NAT GAS
52814	4292	BAY AREA NEWS GROUP	06/07/2023	422.92	ADVERTISING SERVICE
52815	3079	CA DEPT OF INDUSTRIAL RELATIONS	06/07/2023	450.00	CONVEYANCE
52816	668	CA STATE CONTROLLER'S OFFICE	06/07/2023	150.00	FY22/23 AUDIT REQUEST
52817	5407	CALGOVHR	06/07/2023	60.00	REGULAR MEMBERSHIP
52818	5223	CAPITAL ONE TRADE CREDIT	06/07/2023	2,942.76	MAINT SUPPLIES
52819	5483	CAROL KIM	06/07/2023	1,500.00	TUTION REIMBURSEMENT
52820	4193	CASELLE INC.	06/07/2023	3,695.00	ERP CONTRACT SUPPORT & MAINTENANCE
52821	3908	CIVICPLUS	06/07/2023	742.13	WEBSITE DESIGN
52822	197	COASTSIDE PRINTERS	06/07/2023	962.50	NO PARKING SIGNS
52823	5579	DELMA OCHOA	06/07/2023	500.00	DEPOSIT REFUND
52824	5458	DMV RENEWAL	06/07/2023	54.00	VEHICLE REGISTRATION GREEN STICKER
52825	3446	FLYERS ENERGY, LLC	06/07/2023	2,126.18	VEHICLE FUEL
52826	3127	FREYER & LAURETA INC.	06/07/2023	2,780.00	APR'23, PURCHASE ORDER FOR THE PSA FOR CONCEPT LAY
52827	2668	GAYTON ARRIGOTTI	06/07/2023	346.50	JEWELRY WORKSHOP
52828	1853	HDL SOFTWARE LLC	06/07/2023	1,972.32	TOT AND BUSINESS LICENSE MANAGEMENT
52829	2444	HOME DEPOT CREDIT SERVICES	06/07/2023	320.85	MAINT SUPPLIES
52830	4441	IGLESIA DEL MAR	06/07/2023	300.00	DEPOSIT REFUND
52831	4267	IMPEC GROUP INC.	06/07/2023	17,356.00	MAY'23, FY22/23 JANITORIAL SERVICES
52832	4306	JOSE HERNANDEZ	06/07/2023	500.00	DEPOSIT REFUND
52833	5578	LESLEY VALLE	06/07/2023	500.00	DEPOSIT REFUND
52834	5580	MARIA NEGRETE	06/07/2023	500.00	DEPOSIT REFUND
52835	1206	MARK THOMAS & CO. INC.	06/07/2023	2,236.00	MAY'23, FY22/23 SEWER SYSTEM MAINTENANCE SERVICES
52836	3479	PARKEON INC	06/07/2023	112.00	MAINT SERVICE
52837	3956	PENINSULA MUNICIPAL ENGINEERING INC.	06/07/2023	17,266.00	MAY'23, CHANGE ORDER 3, PROJECT MANAGEMENT SERVICE
52838	31	REPUBLIC SERVICES #925	06/07/2023	194.40	YARD WASTE
52839	5403	ROBERT HALF	06/07/2023	960.00	TEMP EMPLOYEE W.Ngo/WEEK ENDING 06/1/2023
52840	5581	ROSA PALMA ALONSO	06/07/2023	500.00	DEPOSIT REFUND
52841	3085	SHUTE MIHALY & WEINBERGER LLP	06/07/2023	144,397.56	TANK
52842	3717	STERICYCLE SPECIALTY WASTE SOLUTIONS INC	06/07/2023	382.12	MAINT SERVICE
52843	5301	SUBURBAN PROPANE LP	06/07/2023	1,992.62	PROPANE
52844	3519	SWCA INCORPORATED	06/07/2023	2,296.50	MAY'23, CHANGE ORDER 1, CORP YARD IMPROVEMENTS

Check Number	Vendor Number	Payee	Check Issue Date	Amount	Description
52845	1497	TURBO DATA SYSTEMS INC	06/07/2023	524.69	CITATION PROCESSING
52846	5406	WICKMAN DEVELOPMENT AND CONSTRUCTION	06/07/2023	148,501.36	CARTER PARK IMPROVEMENTS PROJECT
52847	89	HMB COASTSIDE CHAMBER OF COMMERCE	06/08/2023	40,000.00	BID FUNDING FY 2022-23
52848	5190	Wood Consulting Services	06/08/2023	13,260.00	JUN'23, ECONOMIC RECOVERY
52851	4211	ABUNDANT GRACE COASTSIDE WORKER	06/14/2023	24,579.96	3/1/23 - 4/31/23 , FY22/23 COASTAL CLEAN UP
52852	5590	ALEXANDRIA TRAN	06/14/2023	230.00	CLASS REGISTRATION REFUND
52853	3332	AMERICAN PORTABLES	06/14/2023	12,786.79	JUN'23, FY22/23 PORTABLE RESTROOMS
52854	5593	ANDREW GOMEZ	06/14/2023	4,643.80	MUSIC TOGETHER
52855	5586	ANGEL TINETTI	06/14/2023	200.00	2023 LEADERSHIP AWARDS
52856	3538	ATLANTIC RADIO TELEPHONE INC	06/14/2023	754.95	IRIDIUM ANNUAL SUBSCRIPTION
52857	4209	BAIRD & DRISKELL	06/14/2023	13,927.52	MAY'23, AFFORDABLE HOUSING PROGRAM ASSISTANCE
52858	5168	BLEYLE ELEVATOR, INC	06/14/2023	886.00	MAINT SERVICE
52859	4300	CALNET3	06/14/2023	922.81	PHONE SERVICE
52860	5587	CHELSIE STROUD	06/14/2023	500.00	RESERVATION DEPOSIT REFUND
52861	5389	CHRISTINA JEWELS KRZASZCZAK	06/14/2023	350.00	MAKE IT MAIN ST SUPPLIES
52862	483	CITY OF BRISBANE	06/14/2023	395.00	2023 SPRING ACADEMY FEES
52863	51	COASTSIDE COUNTY WATER DISTRICT	06/14/2023	10,698.53	LIFT STATION FAIRWAY
52864	82	COASTSIDE NEWS GROUP	06/14/2023	1,102.00	LEGAL AD
52865	3082	COMCAST	06/14/2023	246.72	INTERNET SVCS
52866	1526	COUNTY OF SAN MATEO	06/14/2023	2,611.00	FY23/24 LAFCO
52867	5585	FIONA PAULI	06/14/2023	100.00	2023 LEADERSHIP AWARDS
52868	2564	HALF MOON BAY GRADING & PAVING INC.	06/14/2023	456,318.93	CORP YARD IMPROVEMENTS PROJECT
52869	3429	HUE & CRY INC	06/14/2023	478.48	SECURITY SERVICE
52870	5541	INFINITY TECHNOLOGIES	06/14/2023	14,119.75	MAY'23, FY 22-23 INFORMATOIN TECHNOLOGY NETWORKING
52871	5588	JOVITA GORDUTO	06/14/2023	500.00	DEPOSIT REFUND
52872	5589	KRISTINA BEJAMIN	06/14/2023	300.00	DEPOSIT REFUND
52873	291	LAURIE BECKER	06/14/2023	970.20	INSTRUCTOR PAYMENT ZUMBA
52874	5584	MAGALI ZEPEDA	06/14/2023	100.00	2023 LEADERSHIP AWARDS
52875	4642	MARIK ENTERPRISES, LLC	06/14/2023	285.00	PRE-EMPLOYMENT REPORT
52876	4258	MARIO GARCIA	06/14/2023	500.00	DEPOSIT RENTAL
52877	5583	MILAGROS BAUTISTA	06/14/2023	100.00	2023 LEADERSHIP AWARDS
52878	5591	MISHA SKY	06/14/2023	100.00	DEPOSIT REFUND
52879	3641	NEIGHBORHOOD RADIO	06/14/2023	110.00	ADVERTISING SERVICE
52880	4472	ON POINT LANGUAGE SOLUTIONS LLC	06/14/2023	4,652.69	TRANSLATION SERVICES
52881	137	PG&E	06/14/2023	18,817.92	MAINTENANCE YARD OFFICE
52882	4339	PLAN JPA	06/14/2023	3,682.74	GENERAL LIABILITY CLAIMS
52883	5403	ROBERT HALF	06/14/2023	7,785.54	TEMP EMPLOYEE W.Ngo/WEEK ENDING 06/09/2023
52884	2385	RON CARDOZA	06/14/2023	3,360.00	MAINT SERVICE
52885	286	SAN MATEO COUNTY CLERK/ASSESSOR	06/14/2023	4,959.28	ELECTION COSTS
52886	217	SAN MATEO COUNTY INFORMATION SVCS.	06/14/2023	82.25	MICROWAVE SERVICE

Check Number	Vendor Number	Payee	Check Issue Date	Amount	Description
52887	5571	SARA LOMAX	06/14/2023	300.00	ORCHESTRA
52888	129	SERVICE PRESS INC.	06/14/2023	117.48	OFFICE SUPPLIES
52889	81	U.S. POSTMASTER-HMB	06/14/2023	2,165.63	USPS POSTAGE
52890	4429	WESTERN EXTERMINATOR COMPANY	06/14/2023	1,352.65	MAY'23, FY22/23 EXTERMINATOR SERVICES
52891	5582	YASMIN SHAH	06/14/2023	100.00	2023 LEADERSHIP AWARDS
52892	5210	YUPANA INC	06/14/2023	18,004.87	JUN'23, PELICAN POINT PUMP STATION GENERATOR REPLACE
52893	3954	ALTA PLANNING & DESIGN	06/21/2023	13,685.00	JUN'23, PACIFIC COAST BIKEWAY CONNECTIVITY NORTH PROJ
52894	4300	AT&T MOBILITY	06/21/2023	1,482.09	PHONE SERVICE
52895	5549	BLACK & VEATCH CORPORATION	06/21/2023	7,040.00	JUN'23, NPDES STORMWATER SERVICES
52896	220	CA DEPT OF CONSERVATION	06/21/2023	1,796.98	SMIP Q3 FY22/23 RESORT FEE
52897	1826	CA DEPT OF JUSTICE	06/21/2023	64.00	FINGERPRINT APPS
52898	4069	CHALLENGER SPORTS CORP.	06/21/2023	5,687.50	SOCCER CAMP
52899	404	CITY OF SAN CARLOS	06/21/2023	57.00	COUNCIL OF CITIES
52900	3975	COLANTUONO HIGHSMITH WHATLEY PC	06/21/2023	2,014.50	LEGAL SERVICES -SAM
52901	5318	COLUMN SOFTWARE, PBC	06/21/2023	528.00	PDP-20-007
52902	3082	COMCAST	06/21/2023	180.62	CABLE SVCS
52903	5594	CRUZ AVILA	06/21/2023	500.00	DEPOSIT REFUND
52904	5598	DOUGLAS GARRISON	06/21/2023	636.60	MILEAGE
52905	3673	EL CENTRO DE LIBERTAD	06/21/2023	29,586.89	JUN'23, CHANGER ORDER 1, CARES PROGRAM
52906	5595	ELIZABETH PEREZ	06/21/2023	500.00	DEPOSIT REFUND
52907	3127	FREYER & LAURETA INC.	06/21/2023	31,920.00	JUN'23, CARTER PARK IMPROVEMENTS
52908	5596	HARMONY MA	06/21/2023	100.00	DEPOSIT REFUND
52909	5597	JOHANY BARRAGAN	06/21/2023	200.00	DEPOSIT REFUND
52910	5444	JOYA CUNHA	06/21/2023	2,000.00	JUL'23, TEMPORARY CONSTRUCTION EASEMENT
52911	5047	Lizabeth Alvarado-Birdsell	06/21/2023	175.00	CLASS REGISTRATION FUNDS
52912	4028	LORAL LANDSCAPING INC.	06/21/2023	4,000.00	JUN'23, FY22/23 MEDIAN MAINTENANCE
52913	2573	MARIAN POTT	06/21/2023	1,190.00	DOG TRAINING
52914	209	MAZE & ASSOCIATES	06/21/2023	23,990.00	MAY'23, AUDIT SERVICES AND ACFR PREPARATION
52915	3934	MITEL	06/21/2023	2,956.52	SHERIFF SUBSTATION PHONE SERVICE
52916	5592	RIGO MENDOZA	06/21/2023	20.00	PDP-23-042
52917	5403	ROBERT HALF	06/21/2023	3,642.93	TEMP EMPLOYEE W.Ngo/WEEK ENDING 06/16/2023
52918	129	SERVICE PRESS INC.	06/21/2023	64.38	BUSINESS CARDS
52919	159	SEWER AUTHORITY MID-COASTSIDE	06/21/2023	405,956.67	JUN'23, SEWER AUTHORITY MID-COASTSIDE OPERATIONS AND
52920	159	SEWER AUTHORITY MID-COASTSIDE	06/21/2023	21,189.33	JUN'23, FY22/23 SEWER COLLECTIONS
52921	3955	TOWNSEND PUBLIC AFFAIRS	06/21/2023	5,000.00	TOWNSEND PUBLIC AFFAIRS
52922	5190	WOOD CONSULTING SERVICES	06/21/2023	7,735.00	APR'23, ECONOMIC RECOVERY
52923	4270	4 LEAF INC.	06/28/2023	20,548.75	SEP'22, ON-CALL SERVICES
52924	2407	ARAMARK	06/28/2023	926.98	MAINT SERVICE
52925	4115	BIG BELLY SOLAR INC	06/28/2023	283.92	jun '23, SMART TRASH RECEPTACLES
52926	147	CALPERS EDUCATIONAL FORUMN 2023	06/28/2023	449.00	CALPERS EDUCATION FORUMN

Check Number	Vendor Number	Payee	Check Issue Date	Amount	Description
52927	5565	CARNEGHI-NAKASAKO & ASSOCIATES	06/28/2023	15,000.00	JUN'23, PROPERTY APPRAISALS
52928	5389	CHRISTINA JEWELS KRZASZCZAK	06/28/2023	350.00	MAKE IT MAIN ST SUPPLIES
52929	3976	CIRCLEPOINT	06/28/2023	7,648.75	DEC'22, CHANGE ORDER 6, COMPLETE HYATT HOTEL ENVIRO
52930	5502	CIVICWELL	06/28/2023	7,250.00	JUNE'23, INTERN/FELLOW FOR PW SUPPORT
52931	4567	CONTI CORPORATION	06/28/2023	2,400.00	MAR'23, COUNCIL CHAMBERS WIRELESS MICROPHONES
52932	1261	COUNTY MANAGER'S OFFICE	06/28/2023	16,322.00	FY22/23 ANIMAL CARE SHELTER CONSTRUCTION COSTS
52933	5576	DRYCO CONSTRUCTION	06/28/2023	127,944.10	JUN'23, MAIN STREET SAFETY IMPROVEMENTS RPROJECT
52934	4633	GRANICUS	06/28/2023	1,490.33	GRANICUS SERVICE
52935	3782	GRIFFIN STRUCTURES INC.	06/28/2023	5,979.96	MAY'23, CARTER PARK RENOVATION PROJECT
52936	4363	HADRONEX INC.	06/28/2023	1,570.32	MAINT SUPPLIES
52937	76	HALF MOON BAY BUILDING & GARDEN	06/28/2023	34.42	MAINT SUPPLIES
52938	455	HALF MOON BAY GLASS	06/28/2023	1,878.13	WINDOW REPAIR
52939	1853	HDL SOFTWARE LLC	06/28/2023	10,266.94	TOT AND BUSINESS LICENSE MANAGEMENT
52940	96	JAMES FORD INC.	06/28/2023	1,597.33	VEHICLE SERVICE
52941	5588	JOVITA GORDUTO	06/28/2023	500.00	DEPOIST REFUND
52942	1283	KATHY OLER	06/28/2023	2,226.67	JULY, 23, TEMPORARY CITY PARKING LOT RENTAL
52943	2699	KONICA MINOLTA BUSINESS SOLUTIONS	06/28/2023	2,275.21	JUN'23, FY22/23 KONICA MINOLTA LEASE
52944	5517	LAURA CAMODECA	06/28/2023	1,316.00	Payment for Dog Training classes
52945	4110	LISA POPE	06/28/2023	1,993.75	MEETING MINUTES
52946	4293	LOCKWORKS UNLIMITED INC	06/28/2023	718.76	MAINT SERVICE
52947	5584	MAGALI ZEPEDA	06/28/2023	900.00	2023 LEADERSHIP AWARDS
52948	5603	MARCO ACOSTA	06/28/2023	500.00	RESERVATION DEPOSIT REFUND
52949	1206	MARK THOMAS & CO. INC.	06/28/2023	3,072.51	JUN'23, CHANGE ORDER 2,HWY 1 N SAFETY & OP IMPROVEME
52950	4489	MTA PARTS INC.	06/28/2023	11.37	VEHICLE PARTS
52951	3479	PARKEON INC	06/28/2023	240.80	MAINT SERVICE
52952	5524	RANCHO SAN BENTO INC	06/28/2023	51,300.00	Regenerative Argiculture
52953	252	RICE TRUCKING-SOIL FARM INC.	06/28/2023	169.53	MAINT SUPPLIES
52954	5599	ROBBY WEIMER	06/28/2023	175.00	CLASS REGISTRATION
52955	5403	ROBERT HALF	06/28/2023	3,702.93	TEMP EMPLOYEE W.Ngo/WEEK ENDING 06/16/2023
52956	217	SAN MATEO COUNTY INFORMATION SVCS.	06/28/2023	82.25	MICROWAVE SERVICE
52957	708	SAN MATEO COUNTY NARCOTICS TASK FORCE	06/28/2023	13,783.00	FY23/24 NARCOTICS TASK FORCE CONTRIBUTION
52958	5572	SCOTT MENARY CONSTRUCTION	06/28/2023	4,300.00	MAIN ST PUBLIC RESTROOM
52959	129	SERVICE PRESS INC.	06/28/2023	267.27	OFFICE SUPPLIES
52960	3085	SHUTE MIHALY & WEINBERGER LLP	06/28/2023	76,283.26	SAM
52961	5301	SUBURBAN PROPANE LP	06/28/2023	150.00	PROPANE
52962	3519	SWCA INCORPORATED	06/28/2023	21,612.00	APR'23, Pillarcitos Creek Environmental
52963	4487	THE HOME DEPOT PRO INSTITUTIONAL	06/28/2023	1,701.16	MAINT SUPPLIES
52964	5602	WEN XING	06/28/2023	500.00	DEPOSIT REFUND
52965	5406	WICKMAN DEVELOPMENT AND CONSTRUCTION	06/28/2023	175,256.32	CARTER PARK IMPROVEMENTS PROJECT
52966	5190	WOOD CONSULTING SERVICES	06/28/2023	3,655.00	JUN'23,ECONOMIC RECOVERY

Check Number	Vendor Number	Payee	Check Issue Date	Amount	Description
52967	3922	SCOTT MCVICKER	06/29/2023	3,360.00	JUL'23, FY 23/24 ANNEX RENT
53083	3923	WELLS FARGO	06/04/2023	37,498.24	RECONCILING CREDITS
Grand Totals:				2,237,718.97	
158					

Report Criteria:

Report type: Summary

[Report].Void/Manual = {IS NULL}

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Jessica Blair, Communications Director / City Clerk

TITLE: **RECEIPT OF LEGISLATIVE POSITION LETTERS**

RECOMMENDATION:

Receive and file position letters for Assembly Bill 1420, Senate Bill 281, and Senate Bill 423.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

STRATEGIC ELEMENT:

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

DISCUSSION:

Annually, the City adopts a Legislative Platform to allow staff to send position letters regarding various bills / issues of interest to the City. The 2023 Legislative Platform was adopted by the City Council on April 4, 2023. The platform provides staff direction and allows the City, on the Council's behalf, to respond in support of or opposition to bills and other legislative and administrative actions. The City Council has delegated its authority to the Mayor and / or City Manager to sign position letters consistent with the legislative platform. Townsend Public Affairs monitors legislation for the City and communicates frequently with staff on bills. Occasionally, the League of California Cities will send action alerts for bills affecting municipalities. Staff reviews those alerts as well and will take action on any that align with the City's Legislative Platform.

In the spirit of transparency, when position letters are sent by the City, staff will include them in a City Council agenda packet for viewing by the Council and the community.

ATTACHMENTS:

ATTACHMENT 1: 1420 Support Letter, SB 281 Support Letter, and SB 423 Oppose Unless Amended Letter



July 11, 2023

The Honorable Marc Berman
California State Assembly
1021 O Street, Suite 6130
Sacramento, CA 95814

**Re: Assembly Bill 1420 (Berman) Firearms
City of Half Moon Bay – Letter of Support**

Dear Assembly Member Berman:

On behalf of the City of Half Moon Bay, I write to express my strong support for your bill, AB 1420, which would expand the authority of the Department of Justice (DOJ) to conduct firearm dealer inspections to ensure compliance with all applicable state laws, and to require DOJ to maintain information on the number of firearms dealers found to have violated applicable state laws with knowledge or gross negligence.

The proliferation of gun violence has deeply and intimately hurt many communities across California, and as you know, very recently hit us in Half Moon Bay. Unfortunately, there is no mechanism to ensure enforcement of many of our existing firearm laws. This problem is evident as the DOJ's compliance units report that when they do inspections, they see other violations but cannot do anything about it because it is beyond the scope of their authority. AB 1420 will remedy this fixable issue.

For the reasons stated above, I am pleased to support this bill and thank you for your work on this very important topic.

Sincerely,

Deborah Penrose
Deborah Penrose
Mayor of Half Moon Bay

Cc: Assembly Member Marc Berman
Senator Josh Becker



July 11, 2023

The Honorable Dave Min
California State Senate
1021 O Street, Suite 6710
Sacramento, CA 95814

**RE: SB 381 (Min) Electric Bicycles: Study
Letter of Support – City of Half Moon Bay**

Dear Senator Min,

On behalf of the City of Half Moon Bay, I write in support of your SB 381, which would direct the Mineta Transportation Institute at San Jose State University, in consultation with relevant stakeholders, to conduct a study on electric bicycles to inform efforts to improve the safety of riders and pedestrians. Specifically, this bill will look to guide research of key causes of injuries and fatalities from electric bicycle usage using data collected from various sources.

Half Moon Bay is a small city located in California's central coast. Micro mobility modes of transportation such as skateboards, bicycles, and electric bicycles are popular in our City as a means of easy and healthy active transportation. As the City experiments with new modes of micro-mobility, the need for research into the safety of these emerging types of transportation is paramount. While the City supports new modes of transportation that reduce traffic congestion, improve vehicular flow, and improve air quality, public safety and quality of life measures need to be considered.

Recently, our City Council has agendized discussions on E-bikes and has actively sought community input on where they should be allowed, and which classes of E-bikes should be allowed in certain areas.

The first step toward addressing these concerns in a thoughtful way that maintains and encourages alternative forms of transportation involves data collection and analysis. SB 381 will provide the missing link to inform common sense public safety measures to protect residents and promote clean transportation.

Thank you for your work on this important topic, and again, I am pleased to support SB 381.

Office of the City Council

501 Main Street, Half Moon Bay, CA 94019 650 726 8250 www.hmbcity.com

Sincerely,

Deborah Penrose

Deborah Penrose
Mayor of Half Moon Bay

Cc: Assembly Member Marc Berman
Senator Josh Becker



June 28, 2023

The Honorable Scott Wiener
California State Senate
1021 O Street, Suite 8620
Sacramento, CA 95814

**Re: SB 423 (Wiener) Land use: streamlined housing approvals:
multifamily housing development
City of Half Moon Bay – Letter of Opposition Unless Amended (As amended 5.23.2023)**

Dear Senator Wiener:

On behalf of the City of Half Moon Bay, I write in respectful opposition to SB 423 unless amended, and to express concerns and suggest some amendments which we hope to discuss further with your office.

SB 423 extends the sunset associated with SB 35 (Statutes of 2017) and would pre-empt local discretionary land use authority by making approvals of multifamily developments ministerial actions under a number of circumstances.

We have concerns with many of the bill's provisions, and ask that you consider amending SB 423 accordingly:

- *Remove Applicability to the Coastal Zone:* SB 423 would now make SB 35 developments applicable in the coastal zone. Documented environmentally sensitive habitat areas (ESHAs) and productive agricultural and horticulture land uses are interspersed between Half Moon Bay's neighborhoods and around the Downtown, as well as in many other partially urbanized parts of the coastal zone. We appreciate that SB 423 would continue to prohibit development in wetlands; however, that is an inadequate protection for coastal resources. Wetlands are but one type of ESHA, and buffer requirements must also be accounted for. Development near agricultural lands also requires special care. Discretion remains critical to protecting these resources and land uses in accordance with the California Coastal Act. Coastal Commission-certified Local Coastal Programs establish the foundation for local agencies to exercise appropriate discretion in the administration of coastal development permits. As such, we would respectfully request that you consider not removing the coastal zone exemption from SB 35, through this bill.

- *Sensitive Areas Surrounded by VHFSZ and HFSZ*: Half Moon Bay, like many cities throughout the state, are partially in or are proximate to the State's Very-High and High-Fire Hazard Severity Zones. We respectfully request that you incorporate language to ensure that communities closely encapsulated by those specified fire zones can include additional objective standards related to fire codes and specific egress requirements, which are currently excluded from the text of the bill.

The unfortunate reality of volatile weather patterns means that the state will inevitably experience catastrophic wildfires over and over again. Developments designed to be marketed as affordable will have the burdens of obtaining skyrocketing fire insurance policies whose prices will likely eclipse the cost of reasonable rents.

Half Moon Bay is completely surrounded by very high fire severity zones, and the mountainous topography of the community along with only one exit route, we feel, warrants our city having the ability to include additional objective standards related to fire codes and specific egress requirements.

- *Semi-rural Areas and Access to Basic Services*: Coastal San Mateo County has very limited transit service, a severe childcare shortage, and no hospital. The context for multifamily development needs to take this into account, and SB 35 is too blunt of a tool to do so. In contrast, the City is carefully planning housing for the local workforce, including farmworkers, service workers, teachers, and older adults in locations and formats that will reduce VMT, support multi-generational living environments, and provide the wrap-around services that our low-income residents need. Our low-income local workforce also relies on cars to get to work and manage errands. While SB 35's parking reductions are appropriate in areas where transit and services are conveniently concentrated in urban settings, that is not the context for semi-rural Half Moon Bay and many other communities throughout the State.

Half Moon Bay has been a wonderful example of a coastal community that has done everything it can to develop affordable and deeply affordable housing, especially for our farmworker community. While we commend you for being a strong affordable housing advocate, we feel that SB 423 may unintentionally bypass sensitive environmental review standards, will exacerbate the local jobs-housing mismatch already present in many coastal communities, and needs to revisit the parking provisions laid out in SB 35. If SB 423 makes SB 35 applicable in the coastal zone, such provision should be limited to sites identified by local jurisdictions as appropriate for residential development in their Local Coastal Programs *and* in the housing opportunity site inventories of their Housing Elements; however, even in those cases, including in Half Moon Bay, some sites will still require discretionary review due to potential impacts on coastal resources. The California Coastal Act and implementing Local Coastal Programs must not be side-stepped.

For the reasons stated above, we must respectfully oppose SB 423, unless amended, and we look forward to engaging in conversations with your office as you work this bill through the legislative process.

Sincerely,

deborah penrose

Deborah Penrose
Mayor of Half Moon Bay

Cc: Assembly Member Marc Berman
Senator Josh Becker

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Karen Decker, Economic and Community Vitality Manager

TITLE: **PROFESSIONAL SERVICES AGREEMENT WITH THE HALF MOON BAY COASTSIDE CHAMBER OF COMMERCE TO PROVIDE ONSITE COORDINATION OF PROGRAMMING AND FACILITY OVERSIGHT FOR THE OPPORTUNITY CENTER OF THE COASTSIDE**

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to execute a professional services agreement with the Half Moon Bay Coastsides Chamber of Commerce, in an amount not to exceed \$142,175, for a term ending September 30, 2024, with an option to extend an additional nine months pending available funding, in an amount not to exceed \$221,481.

FISCAL IMPACT:

There is no net fiscal impact to the City. The total amount of the professional services agreement is funded through a \$2,500,000 grant from the County of San Mateo and covers a grant term that began April 20, 2023, and ends on September 30, 2024.

STRATEGIC ELEMENT:

This recommendation supports the *Fiscal Sustainability, Healthy Communities and Public Safety, and Inclusive Governance* Elements of the Strategic Plan.

BACKGROUND:

The Coastsides Recovery Initiative (CRI) is a comprehensive economic recovery effort sponsored by the City of Half Moon Bay, in partnership and collaboration with the Half Moon Bay Coastsides Chamber of Commerce and County of San Mateo. It launched in 2021 with the purpose of providing immediate relief to individuals and businesses impacted by COVID and positioning the coastsides economy for long-term resiliency. A public report, which included 15 recommendations, was published in March of 2022.

One of the recommendations in the report was the development of a small business assistance center at the Half Moon Bay Coastsides Chamber of Commerce. In May of 2022, City and County staff toured the newly opened Economic Advancement Center in South San Francisco. The

Coastside and the unincorporated region of North Fair Oaks were identified as two areas within the County that were susceptible to economic and social fallout stemming from the COVID-19 pandemic, and two areas that needed services to support job seekers, small businesses, and entrepreneurs. Over the course of the summer, City and County staff held a series of stakeholder and working meetings to discuss programming, facility needs and potential costs.

In late August, the County of San Mateo, City of South San Francisco, and City of Half Moon Bay presented the Economic Advancement Center concept to staff from the Chan Zuckerberg Initiative (CZI) and emphasized the benefit of forming a cohort for peer reflection and joint learning. On August 31, the City of Half Moon Bay submitted a proposal to CZI seeking funds to support an 18-month process evaluation of the creation and early implementation of these centers in three distinct communities. The City was successful in securing \$100,000 in CZI funds and will lead the evaluation process. During this same time City and County staff worked diligently on preliminary plans for the economic advancement center in Half Moon Bay.

On October 4, 2022, the San Mateo County Board of Supervisors approved these plans and allocated \$5 million in American Rescue Plan Act (ARPA) funding to support the development of economic advancement centers with \$2.5 million allocated to both the Coastside and North Fair Oaks communities. The centers would provide supportive services for job seekers, small businesses, and entrepreneurs.

City and County staff exchanged evolving drafts of a work plan and budget throughout the end of the year, that were required documents for a grant agreement. Changes in San Mateo County leadership, severe winter storms and flooding, and the mass shooting incident on January 23, 2023, all contributed to City and County staff's diversion from normal day-to-day work to crises response. Despite these pivots, the City and County were able to finalize negotiations on a grant agreement which was executed at the end of April 2023.

The City has actively been searching for a home for the newly established Opportunity Center of the Coastside (OCC) with priority given to locations accessible by public transportation and within walking distance to supportive services and resources such as the Half Moon Bay Library and local nonprofits. Immediately upon receipt of the first disbursement of grant funds, the City issued a Request for Proposals on seeking key partners that will provide critical workforce, small business, and entrepreneur support services. Proposals are due July 31 and programming is expected to commence September 1, 2023.

The Coastside economy, inclusive of its businesses, residents, and workforce, has experienced consecutive setbacks stemming from the COVID-19 pandemic including wildfires, inflation, severe winter storms, a substantial sinkhole on one of two major thoroughfares, and a mass casualty incident. Even before the pandemic, the Coastside region was uniquely vulnerable due to its geographic isolation, lack of economic diversity and job growth, income inequality, high cost of housing and lack of services and infrastructure. Farmworkers and low-income families have been disproportionately impacted by these events on top of the 2019 closure of Bay City

Flowers that resulted in job losses for about 200 workers. Access to good paying jobs, small business support, or entrepreneurship are all paths toward self-sufficiency.

The City and its partners including the Half Moon Bay Coastside Chamber of Commerce agree that workforce development and small business support will be essential to the immediate needs and long-term success of the Coastside economy. In addition, a business incubator, another recommendation from the Coastside Recovery Initiative, may be added to the OCC's programming, pending location and funding. The incubator would harness the Coastside's unique industries and assets, build entrepreneurship capacity and support business and job growth.

DISCUSSION:

The Chamber has been a valued partner to the City and has had active involvement with the Coastside Recovery Initiative since its inception. The Chamber President served on the Executive Committee of the Recovery Task Force providing strategic direction and oversight and as a committee member for two working teams. The Chamber also administers the Hotel Business Improvement District and is uniquely positioned to understand the incredible appeal and character of the Coastside region and community as well as the needs of local businesses and other economic challenges.

Based on the CRI recommendation and in collaboration with the City, the Chamber launched a Coastside Business Development Center on August 31, 2022, which included upgrades to their existing Main Street facility, including a public business center, classroom, meeting room with hybrid technology, and outdoor space. This downtown location is equipped and capable of serving as the initial location for OCC programming with the option of short- or longer-term occupancy. The facility is not large enough to host all of the planned services and amenities envisioned for the OCC, but given the constraints of the current commercial real estate market, this flexibility allows program staff to launch initial services to the community this summer and at a convenient downtown location accessible by public transportation and in the immediate vicinity to Highways 1 and 92. The City and Chamber will focus on service delivery and building a sustainable program, but will continue to follow the real estate market for longer term opportunities.

The professional services agreement between the City and Chamber outlines the roles and responsibilities needed to launch the OCC and begin programming. The service provider or providers from the Request for Proposals will be selected in August and enter into agreements to start services by September 1. The Chamber will take the lead role in providing onsite coordination of programming and facility oversight for the OCC and will hire an office coordinator to assist the Chamber President with day-to-day operations. Examples of duties include:

- Welcome and serve as first point of contact for all visitors / potential clients of the Opportunity Center; connect to appropriate service offerings.

- Create communications that promote OCC programming through print, digital, and social media outlets.
- Conduct outreach in the community regarding OCC programming and available services.
- Manage facilities, including meeting space booking, office supplies and onsite technology needs / issues.
- Support job seeker and small business development support providers with their programming.
- Compile service delivery and client data to facilitate quarterly reporting as required by the County.

The term of the initial agreement is based upon the current restrictions from the County ARPA funding, which must be expended before September 30, 2024. The City is working with the County to extend the funding term and/or identify longer term funding for the center.

The anticipated outcomes of this project would be to help impacted job seekers, including unemployed and employed individuals wishing to improve their prospects for economic advancement, to improve individual and household financial stability and support small business viability and success.

If approved, staff will finalize and execute the agreement with the Chamber, launch programming out of the current Chamber location, conduct outreach and promotion of the OCC, and proceed with program implementation.

ATTACHMENT:

Resolution authorizing the City Manager enter into an agreement with the Half Moon Bay Coastside Chamber of Commerce

Resolution No. C-2023-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH THE HALF MOON BAY COASTSIDE CHAMBER OF COMMERCE, IN AN AMOUNT NOT TO EXCEED \$142,175, FOR A TERM ENDING SEPTEMBER 30, 2024, WITH AN OPTION TO EXTEND AN ADDITIONAL NINE MONTHS PENDING AVAILABLE FUNDING, IN AN AMOUNT NOT TO EXCEED \$221,481

WHEREAS, beginning in 2021, the City of Half Moon Bay in partnership and collaboration with the Half Moon Bay Coastsides Chamber of Commerce (“Chamber”) and San Mateo County launched the Coastsides Recovery Initiative (“CRI”). One of the CRI recommendations called for the development of a small business assistance center at Chamber; and

WHEREAS, the Chamber has been a valued partner to the City and has had active involvement with the Coastsides Recovery Initiative since its inception. The Chamber is uniquely positioned to harness the appeal of the Coastsides region as it attracts visitors and residents alike and understands the limited infrastructure, the needs of local businesses, and other economic challenges; and

WHEREAS, on October 4, 2022, San Mateo County Board of Supervisors approved \$5 million in American Rescue Plan Act (“ARPA”) funding to support the development of economic advancement centers, with \$2.5 million allocated to the City to develop and operate a center for the Coastsides; and

WHEREAS, the City and its partners, including the Chamber, are evaluating potential commercial sites for a center and are prepared to launch initial workforce development and small business support programming within a new Opportunity Center of the Coastsides (“OCC”) at the existing Chamber facility; and

WHEREAS, the Chamber will take the lead role in providing onsite coordination of programming and facility oversight for the OCC and will hire an office coordinator to assist the Chamber President with day-to-day operations.

WHEREAS, the City of Half Moon Bay and the Chamber (the “Parties”) desire to enter into an agreement to develop and operate the OCC.

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 the Half Moon Bay Coastsides Chamber of Commerce, in an amount not to exceed \$142,175, for a term ending September 30, 2024, with an option to extend an additional nine months pending available funding, in an amount not to exceed a total amount of \$221,481.

.....
I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 18th day of July 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

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

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

TITLE: **JOHN L. CARTER PARK IMPROVEMENTS PROJECT (CIP NO. 0611) –
AMENDMENT NO. 6 TO PROFESSIONAL SERVICES AGREEMENT WITH ELS
ARCHITECTURE AND URBAN DESIGN, INC. FOR ADDITIONAL DESIGN SERVICES**

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to execute Amendment No. 6 to the Professional Services Agreement with ELS Architecture and Urban Design, Inc. (ELS) for additional architectural services for the John L. Carter Park Improvements Project (Project), increasing the contract amount by \$44,274, totaling a contract amount not to exceed \$651,346.

FISCAL IMPACT:

There is adequate funding remaining in the Project account to fully fund this Amendment request from ELS.

STRATEGIC ELEMENT:

This action supports *the Infrastructure and Environment and Healthy Communities and Public Safety* Elements of the Strategic Plan.

BACKGROUND:

The Parks Master Plan adopted by the City Council on February 5, 2019, identified John L. Carter Memorial Park (Carter Park) as an opportunity to increase community recreation at an underutilized City Park. The Park Master Plan specifically identified Carter Park's potential to become a "well utilized cultural events park with performances and summer day camps." While preparing the City's FY 2018-19 budget, the Parks and Recreation Commission and residents expressed desire to consider Carter Park improvements as a priority. City Council accepted this recommendation and designated the Carter Park Capital Improvement Plan (CIP) project to be a priority.

The John L. Carter Park Improvements Project includes a new amphitheater including terraced seating, a new stage with storage space and changing room, a children's play area, picnic area,

restroom and concession stand building, park access improvements, a nature trail, landscaping, lighting, and utility improvements.

On December 8, 2020, the Planning Commission approved the environmental review and adopted a mitigated negative declaration (MND) and approved PDP-19-059, an application for a Coastal Development Permit, Use Permit, Architectural Review, and Parking Exception, to allow the renovation of the John L. Carter Park Project. On March 9, 2021, the Planning Commission approved an addendum to the MND for the project to clarify some lighting and height discrepancies for the theatrical stage.

On October 19, 2021, the City Council authorized the City Manager to execute a contract with ELS Architecture and Urban Design to complete permit plans, to assist with bidding, and to provide support during construction. ELS served as the Architect for the City during entitlement and permit processes. This was considered Amendment Number 4 of their contract.

DISCUSSION:

Based on the original design, three items were purposefully excluded from the construction contract due to budgetary constraints. These items are the audio/visual system, children's play structures and the main entry sign at Main Street. Originally, City staff was working with partners (including Mariner's Church, Shakespeare in the Park, and Friends of Half Moon Bay Parks) to aid in fundraising but those efforts have been postponed in light of other critical path items that have since become a high priority.

During the fall and winter wet season 2022 and 2023, the City and region experienced one of the wettest seasons on record. The National Weather Service identified more than 10 atmospheric rivers that brought historic rainfall. The City experienced localized flooding in conjunction with these storm events, with significant flooding occurring in and along Pilarcitos Creek. During the New Years period, Pilarcitos Creek flows reached flows in excess of 2100 cfs. The flow was one of the highest recorded since USGS started monitoring at this site in 1967. The entire Pilarcitos Creek watershed, including Carter Park, was affected by these historic flows. Carter Park required clean-up, but no infrastructure was damaged.

Since then, staff and ELS have been reexamining the project design, given the extreme weather conditions of this past winter. Staff have met with ELS, the project engineer, the construction manager, and the contractors to evaluate and identify means to modify elements of the project to increase overall resiliency by minimizing flooding impacts on the future improvements. The revisions now incorporated into the project design include, but are not limited to:

- Redesign of the stage area including construction materials and methods to improve flood resiliency,
- Reduction and relocation of storage facilities and dry utilities in the lower area of the park,
- Changing the low-lying surface areas around the stage to natural turf which will better withstand flooding conditions,

- Utilizing a different synthetic turf material that is more flood-resilient in the terraced seating areas,
- Modifications to dry utilities and lighting on the terraced seating and restroom/snack bar structure, and
- Other improvements to protect against future flows and standing waters.

ELS will further look into additional ways to increase overall resiliency by minimizing flooding impacts on the future improvements. This amendment request and approval would allow ELS to perform an analysis of potential mitigation measures that could be undertaken to lessen the impact of future flooding on improvements made to the park as part of the project. Upon further review of the analysis, ELS will incorporate any design modifications and revise construction drawings. The services listed above are estimated to cost \$49,740.

Staff recommends for the City Council to adopt a resolution authorizing the City Manager to execute Amendment No. 6 to the Professional Services Agreement with ELS Architecture and Urban Design, Inc. (ELS) for additional architectural services for the John L. Carter Park Improvements Project (Project), increasing the contract amount by \$44,274, totaling a contract amount not to exceed \$651,346.

ATTACHMENTS:

1. Resolution
2. Attachment 2 – Scope and Cost Proposal from ELS

Resolution No. C-2023-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY TO AUTHORIZE THE CITY MANAGER TO EXECUTE AMENDMENT NO. 6 TO THE PROFESSIONAL SERVICES AGREEMENT WITH ELS ARCHITECTURE AND URBAN DESIGN, INC. FOR ADDITIONAL ARCHITECTURAL SERVICES FOR THE JOHN L. CARTER PARK IMPROVEMENT PROJECT (CIP PROJECT NO. 0611), INCREASEING THE AMOUNT BY \$44,274, TOTALING A CONTRACT AMOUNT NOT EXCEEDING \$651,346

WHEREAS, the John L. Carter Park Improvements Project includes a new amphitheater including terraced seating, a new stage with storage space and changing room, a children's play area, picnic area, restroom and concession stand building, park access improvements, a solidarity trail, landscaping, lighting, and utility improvements; and

WHEREAS, on December 8, 2020, the Planning Commission approved the environmental review, adopted a mitigated negative declaration (MND), and approved the Coastal Development Permit, Use Permit, Architectural Review, and Parking Exception for the project; and

WHEREAS, on March 9, 2021, the Planning Commission approved an addendum to the MND for the project to clarify some lighting and height discrepancies for the theatrical stage; and

WHEREAS, on October 19, 2021, the City Council authorized the City Manager to execute Amendment 4 to the original contract with ELS Architecture and Urban Design to complete permit plans, to assist with bidding, and to provide support during construction; and

WHEREAS, during the fall and winter wet season 2022 and 2023, the City and region experienced one of the wettest seasons on record; and

WHEREAS, since then, staff and ELS have been reexamining the project design, given the extreme weather conditions of this past winter; and

WHEREAS, staff have met with ELS, the project engineer, the construction manager, and the contractors to evaluate and identify means to modify elements of the project to increase overall resiliency by minimizing flooding impacts on the future improvements; and

WHEREAS, staff and ELS have incorporated various design revisions, and will continue to look for additional ways to increase overall resiliency by minimizing flood impacts on the future improvements; and

WHEREAS, this amendment request and approval would allow ELS to perform an analysis of potential mitigation measures that could be undertaken to lessen the impact of future flooding on improvements made to the park as part of the project; and

WHEREAS, upon further review of the analysis, ELS will incorporate any design modifications and revise construction drawings.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Half Moon Bay hereby authorizes the City Manager to execute Amendment No. 6 to the Professional Services Agreement with ELS Architecture and Urban Design, Inc. (ELS) for additional architectural services for the John L. Carter Park Improvements Project (Project), increasing the contract amount by \$44,274, totaling a contract amount not to exceed \$651,346.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 18th day of July 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

Memorandum

Date:	June 16 2023	Project:	John L Carter Park Improvements Project
To:	Maziar Bozorginia City of Half Moon Bay	Proj. No.:	201820
From:	Jeff Zieba/Mark Schatz	Subject:	ASR 6 – Flood Mitigation Analysis and Documentation, Revision 1

Due to extreme weather conditions this past winter and the unprecedented water levels seen in John L Carter Park, the City has directed ELS and pertinent members of our consultant team to perform additional services in a two-task process:

1. Perform an analysis of potential mitigation measures that could be undertaken to lessen the impact of future flooding on improvements made to the park as part of this project. To avoid delays in the project schedule, the city authorized and ELS agreed to perform this analysis prior to submission of this ASR and execution of a contract amendment. This task has been completed.
2. Upon review of the analysis, incorporate any desired design modifications the city decides to take, and revise construction drawings with the issue of a Bulletin.

As agreed, we are submitting this additional service request to cover the cost of this effort. Tasks will be invoiced on a T&M basis with NTEs as described below:

Task 1: Flood Mitigation Analysis			
Task #	Discipline	T&M, Actual	Billed to Date
750 Flood Mitigation Analysis - ELS	Architecture	\$12,906.25	\$12,906.25
751 Flood Mitigation Analysis - Callander	Landscape	\$873.00	\$873.00
753 Flood Mitigation Analysis - KPFF	Structural	\$1,395.00	\$1,395.00
754 Flood Mitigation Analysis - Alter/RIJA	MEP	\$3,600.00	\$3,600.00
755 Flood Mitigation Analysis - Shalleck	Theater	\$500.00	\$500.00
Sub-Total		\$19,274.25	\$19,274.25

Task 2: Documentation/Bulletin Issue			
Task #	Discipline	T&M, NTE	Billed to Date
710 Flood Mitigation Documentation - ELS	Architecture	\$11,200.75	
711 Flood Mitigation Documentation - Callander	Landscape	\$4,400.00	
713 Flood Mitigation Documentation - KPFF	Structural	\$4,000.00	
714 Flood Mitigation Documentation - Alter/RIJA	MEP	\$5,000.00	
715 Flood Mitigation Documentation - Shalleck	Theater	\$400.00	
Sub-Total		\$25,000.75	

ASR 6 Total Fees (T&M with NTEs)

\$44,275.00

If the City of Half Moon Bay is agreeable to the above, please sign below and return a signed copy to our office. This memorandum will serve as an amendment to our agreement, which will increase our total contract dollar amount by an amount not to exceed **\$44,275.00 (forty-four thousand two hundred seventy-five dollars)** to cover the Additional Service items described above.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to contact us.

APPROVED

City of Half Moon Bay

End of Additional Service Request No. 6

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

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

TITLE: **FINAL ACCEPTANCE OF THE KELLY AVENUE CROSSWALKS PROJECT (CIP NO. 1018)**

RECOMMENDATION:

Adopt a resolution authorizing the City Manager or his designee to file a Notice of Completion for the Kelly Avenue Crosswalks Project, release the Performance and Labor and Materials Bonds, start the one-year warranty bond period, and release the retention funds thirty (30) days after recordation of the Notice of Completion.

FISCAL IMPACT:

The approved contract award was \$189,853.41 with an additional \$28,478.01 (15%) in contingency funding, totaling an authorized amount of \$218,331.42 for the project. The total cost of the construction of the project was \$207,288.58.

STRATEGIC ELEMENT:

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

BACKGROUND:

On June 7, 2022, by Resolution C-2022-38, the City Council awarded a construction contract to Innovate Concrete, Inc. of Santa Clara, California, in the amount of \$189,853.41, including \$28,478.01 for contingencies, totaling a construction budget amount of \$218,331.42 for the Kelly Avenue Crosswalks Project. In addition, the City Council authorized the Administrative Services Director to transfer \$265,000.00 from the Pavement Management and Traffic Safety Program (CIP No. 0514) to the Kelly Avenue Crosswalks Project (CIP No. 1018). The request for transferring funds included previously expended funds (~\$30,000) for design, as well as construction administration services. To assist with funding the project, the Cabrillo Unified School District applied for a Safe Routes to Schools Grant and was awarded \$14,000. The project was located at, and between two intersections along Kelly Avenue, Alsace Lorraine Avenue and Pilarcitos Avenue. The Alsace Lorraine Intersection scope included installing two

new high visibility crosswalks to aid pedestrians crossing Kelly Avenue and Alsace Lorraine Avenue. A raised crosswalks was installed at the eastern leg of the intersections as well to slow vehicles down to ensure safety for all modes of transportation traveling into the intersection. A new ADA compliant curb ramp was installed at the northeast corner of the intersection, along with upgrading the existing curb ramp at the southeastern corner of the intersection to comply with ADA Standards. The Pilarcitos Intersection scope included installing new and refreshing the high visibility crosswalks along all legs of the intersection. The contractors also upgraded the existing curb ramp at the northeastern corner of the intersection in order to comply with ADA Standards. Four rapid-flashing solar-powered beacons were installed to further aid safe pedestrian crossing along all legs of the intersection. Additional scope of work included minor pavement restoration and updating signage at both intersections of the project.

DISCUSSION:

This project is now complete. The one-year warranty bond is adequate to ensure the work products perform as expected.

Staff recommends City Council authorize the City Manager or his designee to file a Notice of Completion, release the Performance and Labor and Materials Bonds, start the one-year warrant bond, and release the retention funds thirty (30) days after recordation of the Notice of Completion for the Kelly Avenue Crosswalks Project.

ATTACHMENT:

Resolution

Resolution No. C-2023-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO FILE A NOTICE OF COMPLETION FOR THE KELLY AVNEUE CROSSWALKS PROJECT, RELEASE THE PROJECT PERFORMANCE AND LABOR AND MATERIALS BONDS, START THE ONE-YEAR WARRANTY BOND, AND RELEASE THE RETENTION FUNDS THIRTY (30) DAYS AFTER RECORDATION OF THE NOTICE OF COMPLETION

WHEREAS, on June 7, 2022, the City Council adopted Resolution C-2022-38 to award a construction contract for the Kelly Avenue Crosswalks Project to Innovate Concrete, Inc., in the amount of \$189,853.41, including \$28,478.01 (15%) for contingencies, totaling a construction budget amount of \$218,331.42; and

WHEREAS, the total project remained under budget; and

WHEREAS, the Contractor has completed all improvements in compliance with the contract documents for a total amount of \$207,288.58; and

WHEREAS, the Contractor has provided a one-year maintenance bond for the work executed under the construction contract.

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

- 1) Accepts the Kelly Avenue Crosswalks Project as complete; and
- 2) Authorizes the City Manager or his designee to file a Notice of Completion; and
- 3) Authorizes staff to release the Performance and Labor and Material Bonds; and
- 4) Start the one-year warranty bond; and
- 5) Release the retention funds thirty (30) days after recordation of the Notice of Completion.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 18th day of July 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

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Maz Bozorginia, Public Works Director/City Engineer
Lisa Lopez Rossi, Administrative Services Director
Kenneth Stiles, Finance Manager

TITLE: **FISCAL YEAR 2023-24 SEWER SERVICE CHARGES AND ASSESSMENTS**

RECOMMENDATION:

Conduct a public hearing and adopt a resolution approving the Fiscal Year 2023-24 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.

FISCAL IMPACT:

In June 2020, the City Council adopted new sewer service charges for Fiscal Year 2020 – 2021 (FY21) through FY25 (five years) as part of its California Proposition 218 sewer services charges study and protest process. The adjustments were necessary to address increasing costs of the Sewer Authority Mid-Coastside and the need to maintain and improve the City's sewer collection system. The total FY 2023-24 revenues are projected to be approximately \$6.3 million.

Due to inflation and deferred capital improvements, Sewer Authority Mid-Coastside (SAM) related costs in FY 2023-24 are budgeted at \$4.5 million, representing a 7% decrease from the prior year. The total City sewer operation costs are budgeted at \$6.5 million, representing a 4.8% increase overall. As was identified in the adopted rate study, the City is utilizing funds derived from assessments and charges for service past and present to meet annual operational funding. Annual operational funding includes capital expenses and operational expenses by both the City and SAM.

STRATEGIC ELEMENT:

This recommendation supports the *Fiscal Sustainability* and *Inclusive Governance* elements of the City's Strategic Plan.

ENVIRONMENTAL REVIEW:

As set forth in California Code of Regulations Section 15273, the California Environmental Quality Act does not apply to the establishment, modification, structuring, restructuring, or approval of rates and other charges by a public agency provided the purpose is to maintain and operate services within the existing service area boundary.

BACKGROUND AND OVERVIEW:

The City's collection system includes approximately 35 miles of gravity sewer lines, three (3) pump stations and three (3) force mains. Wastewater from residences, businesses, schools, restaurants, and other buildings and uses is conveyed through sewer mains owned by the City of Half Moon Bay to the sewer treatment plant operated by Sewer Authority Mid-Coastside (SAM). The City collection system serves residences, businesses, and public uses from Frenchman's Creek in the north to Miramontes Point Road in the south. The City primarily serves properties located in the incorporated area; however, the City serves some adjacent areas outside City limits including the Moonridge Affordable Housing Development.

The City, Granada Community Services District (Granada), and Montara Water and Sanitary District (Montara) form the Sewer Authority Mid-Coastside via an exercise of Joint Powers Authority (JPA). SAM facilities include a conventional wastewater treatment plant (located at 1000 N. Cabrillo Highway, Half Moon Bay) and the Intertie Pipeline System (IPS), which conveys flows through pumping facilities, force mains, and interceptor pipelines from Granada and Montara service areas to the wastewater treatment plant. Under the current JPA, the City is responsible for paying a proportional share of the plant flow for operations, maintenance, and capital costs of the wastewater treatment plant. In the current fiscal year, the City's proportional share of operations and maintenance is set at 61.5%.

The regional wastewater treatment plant was originally constructed in the late 1970s, following the formation of the JPA. The treatment plant was substantially upgraded in late 1999/early 2000 and has sufficient capacity to receive and treat anticipated wastewater flows. The treatment plant requires major capital repair/replacement efforts which have been estimated between \$30 and \$40 million. This rate study assumes funding of capital repair and replacement on a pay-as-you-go basis for the foreseeable horizon. The rate study anticipated holding at roughly \$2.5 million in combined annual contributions for capital repair/replacement from the City, Granada, and Montara; in FY 2022-23 this figure was \$3.0 million. In FY 2023-24, SAM has budgeted \$1.7 million in combined capital funding, of which the City is currently obligated to share 61.5%, or \$1.06 million.

The IPS was constructed in the late 1970s and is, for the most part, comprised of original system components. In 2017, the Granada Force Main suffered a major break and resulted in a significant sanitary sewer spill (SSO). Two smaller SSO events occurred on other sections of the Granada Force Main. As a result, SAM completed replacement of approximately 5,700 feet of the Granada Force Main at a cost of almost \$2 million. SAM recently completed work on an additional 1,500 feet of the Granada Force Main. Pursuant to settlement terms with the Ecological Resource Foundation (ERF), SAM remains committed to a series of studies and possible replacements of

the IPS over the coming years totaling an estimated \$10 million. Total IPS repair and replacement is conservatively estimated between \$20 and \$25 million. To date, City ratepayers have contributed (under protest) approximately \$5.6 million toward IPS related repair/replacement since 2017. Under a recent trial court decision that is currently on appeal, City ratepayers would expect to pay approximately 60% of all costs related to the IPS replacement, absent reversal by the Court of Appeal.

Additionally, due to the 2022/2023 Winter Storms, the Montara Force Main had a spot failure in a critical segment in Moss Beach that resulted in SSO's and a shutdown of the system to repair. This failure was surprising, given that SAM staff and their consultant engineer (SRT) prepared a condition assessment for the Montara Force Main back in 2021 that stated that the pipe was in good condition and no immediate replacement was necessary. After the atmospheric rivers, SAM staff and member agencies started to look closely at the condition and are awaiting results of a forensic assessment. SAM did authorize a contract with SRT to start design and environmental work, and the City awaits an update on that progress.

SEWER ENTERPRISE FUND OVERVIEW:

The City's Sewer Fund is a government enterprise fund. An enterprise fund is a self-supporting government fund that provides a specialized service. In this instance, City sewer services represent the specialized service; the Sewer Fund is the City's only enterprise fund. The Sewer Fund is shown in the City's Annual Operations Budget as two separate accounts: Fund 201 (Operating Fund); and 202 (Sewer Capital Fund). The separation exists primarily to ensure that sewer capacity fees paid by private development are accounted for and utilized solely for their intended capital purposes. The two funds also provide a basis for annual budgeting toward operating and capital expenditures. Per the Rate Study, the City Council committed to maintaining an Operating Reserve equal to 75 days (app. 20.5% of budget) as well as a Capital Improvements Reserve of up to 2% of Net Total capital Assets.

99% of sewer system (utility) revenues is derived directly from rates charged to the users of the sewer system. Per state law, sewer service charges are permitted to recover only revenues sufficient to adequately fund sewer utility operations, maintenance, and capital replacement expenditures including maintenance of emergency and capital reserves. As noted, the City's sewer service charges include not only the operation and maintenance of the City collection system, but also the proportional costs of operating and maintaining the Sewer Authority Mid-Coastside (SAM) (including the treatment plant and intertie pipeline system).

Operations and maintenance costs for sewer services have increased significantly over the last seven years. Between FY 2015-16 (\$2,299,898) and FY 2019-20 (\$4,131,899), Half Moon Bay's proportion of SAM budgeted costs alone have almost doubled. Additionally, the City's share of the costs during this same time-period has increased by more than 10%. As noted above, the City's FY 2023-24 SAM related costs increased by approximately 15% over FY 2022-23 assessments. SAM related increases are attributable to many factors including added staffing and related cost increases, addressing deferred maintenance at the plant, and the rapidly increasing cost of materials and labor for capital construction and maintenance.

The City's collection system operating costs have also risen in response to statutory oversight obligations, addressing long deferred maintenance, providing oversight of operations and maintenance, and to account for the rapidly increasing cost of materials and labor for capital construction and maintenance. In 2021, the City Council completed construction of the Ocean Colony Pump Station and Force Main Project (app. \$2.5 million total cost). This project was identified by the City and funded by all ratepayers to replace aging infrastructure/technology and protect the environment in the Ocean Colony community. Additional capital maintenance and repair will continue to be needed to protect the environment, limit liability, and meet statutory obligations. The City is actively engaged in identifying and addressing inflow and infiltration (I & I) within the system including annual manhole repair/replacement and smoke testing. The City is also proactively managing and maintaining its sewer collection assets through the cleaning and maintenance activities as well as through in annual CCTV inspections of in-ground pipes (CCTV also serves to evaluate potential I & I related issues). Since FY 2018-19, the costs of providing services exceeded the revenues derived from sewer service charges.

Beginning in September 2019, the City initiated work with Municipal Financial Services (MFS) to prepare a sewer service charges study for the City sewer system. The study ("2020 Sewer Service Charges Study", dated April 7, 2020) was released in April of 2020 and was subsequently accepted and adopted by City Council in conjunction with the Proposition 218 protest hearing on June 2, 2020. MFS financial modeling indicated that by FY 2022-23, without rate adjustments, the Sewer Fund (Funds 201 and 202) would be exhausted, and revenues would not be sufficient for day-to-day operations of the sewer enterprise. The Study assumed the terms of the then anticipated (and since failed) Settlement Agreement with Granada and Montara. The rate study also incorporated the annual transfer of funds from Fund 202 to Fund 201 over the course of the five fiscal years. Given the failure of settlement, inflation and overall increasing costs of SAM, the City is contemplating a new rate study to commence later this fiscal year.

On June 2, 2020, the City Council conducted a required public protest hearing on proposed sewer charges adjustments. Following the hearing, the City Council adopted new sewer service charges and methodology for calculating residential charges. In approving the new rates the City Council found the following: 1) All provisions set forth above are true and correct, and are hereby incorporated herein as findings of this City Council by reference; 2) The purposes of the fees and reserves set forth herein are to finance the wastewater system service costs; 3) There is a need for wastewater system services to protect the public's health, safety, and welfare; 4) The charges do not exceed the cost of providing wastewater system services including basic costs, proportional costs, and allocated costs, and do not exceed the proportional cost of service attributable to the customer's parcel; and 5) The City did not receive a majority protest of the parcels currently receiving wastewater services.

In July of 2020 and 2021, the City Council Conducted public hearings and adopted resolutions approving the annual Sewer Service Assessments and charges per the adopted rate study.

DISCUSSION:

Sewer service charges are utilized to maintain and operate the City's sewer collection system and

to fund the City's portion of the SAM operations. As noted earlier, the City is directly responsible for maintaining the system which collects and conveys wastewater, while SAM provides treatment services. The sewer service charges include funding of capital repairs, replacements and improvements both within the City system and the SAM treatment plant. Over the last seven years the cost of SAM JPA services has increased substantially. Additionally, the City has programmed necessary capital projects that have grown increasingly more expensive (due to increased material costs, size of the projects and limited capacity of contractors in Bay Area).

The FY 2023-24 assessments represent the third assessment under the 2020 adopted sewer service charges. FY 2023-24 includes an increase in rates by 13% over the prior year. Detailed discussion of the rate setting process can be found in the City Clerk archives for City Council agendas and packets for March 17, 2020, April 7, 2020, and June 2, 2020. Additional background can be found on the City's website.¹

The City of Half Moon Bay collects sewer service revenues in two ways:

1. Property owners' sewer assessments are added to the tax roll by the San Mateo County Tax Collector (pursuant to Section 5473 of the Health and Safety Code of the State of California). This year, individual assessments of 3,292 parcels are projected to generate \$6,035,528.88 in revenues which will be forwarded to the City of Half Moon Bay as part of the San Mateo County tax roll collection.
2. The City also directly bills property owners who are connected to the City sewer system but are not included in the City of Half Moon Bay's assessments which are collected through the San Mateo County Property Tax Roll. This applies to unassessed government properties and to properties outside of Half Moon Bay city limits that use the City's sewer system. Another \$273,489.56 in revenue is projected by billing 172 properties directly.

Staff recommends that the City Council conduct a public hearing and upon closing of the hearing, direct staff to file the assessment roll; authorize the County Controller to place the assessment charges on the San Mateo County Property Tax Roll this year; and direct staff to bill sewer users directly if they are not assessed on the tax roll.

ATTACHMENT:

Resolution adopting FY 2023-24 Sewer Service Charges

¹ See <https://www.half-moon-bay.ca.us/680/2020-Sewer-Rate-Adjustments>

RESOLUTION NO. C-2023-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY ADOPTING THE FISCAL YEAR 2023-24 SEWER SERVICE CHARGES FOR PROPERTIES SERVED BY THE HALF MOON BAY SANITARY SEWER SYSTEM

WHEREAS, the City of Half Moon Bay is a public entity that owns and operates a sanitary sewer system; and

WHEREAS, Article XIID of the California Constitution specifically authorizes a wastewater system service provider to adopt wastewater system service fees for its customers that do not exceed the cost of providing the service and are proportionate to the cost of service for all customers; and

WHEREAS, the City of Half Moon Bay funds sewer operations via sewer service charges; and

WHEREAS, the City is committed to maintain its sewer system to ensure protection of the public health and safety; and

WHEREAS, the Sewer Authority Mid-Coastside (SAM) has identified significant infrastructure needs that could exceed \$50 million over the next 5-10 years; and

WHEREAS, the City, as a member of SAM, is obligated to pay a proportional share of SAM operational and maintenance costs to ensure proper conveyance and treatment of wastewater; and

WHEREAS, without update of the current rates, the City does not have the financial resources needed to fund operations or continue upgrades of the City's system and the SAM treatment plant and Intertie Pipeline System; and

WHEREAS, pursuant to Section 5473 of the California Health and Safety Code, the City Council received and duly considered a report of sewer service charges covering fiscal years (FY) 2020-21 through 2025-26, computed in conformity with a Sewer Service Rate Study prepared by Municipal Financial Services (MFS); and

WHEREAS, on June 2, 2020, the City Council held a public protest hearing and upon not receiving a majority protest adopted new sewer charges for FY 2020-21, FY 2021-22, FY 2022-23, FY 2023-24 and FY 2024-25; and

WHEREAS, on June 2, 2020, the City Council introduced and subsequently on June 16 adopted revisions to the Half Moon Bay Municipal Code, Title 13 to implement City Council approved residential flat rate structure and related revisions; and

WHEREAS, the Half Moon Municipal Code establishes sewer fee collection via the San Mateo County Tax Roll; and

WHEREAS, the City Clerk published two public hearing notices in the Half Moon Bay Review in advance of the July 18, 2023 hearing; and

WHEREAS, the City Council held a noticed public hearing on July 18, 2023 adopting the Fiscal Year 2023-24 sewer service assessments.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of Half Moon Bay hereby adopts the sanitary sewer service summary entitled, "City of Half Moon Bay – FY 2023-24 Sanitary Sewer Assessments Summary" totaling \$6,309,018.44 included as Exhibit A and that the City Council hereby directs staff to: 1) file the FY 2023-24 assessment roll for the City of Half Moon in the amount of \$6,035,528.88 and 2) authorizes the County Controller to place these assessment charges on the County of San Mateo County Property Tax Roll; and 3) bill \$273,489.56 for the 172 directly billed properties for assessments not included on the tax roll.

.....
I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 18th day of July 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

Exhibit A

City of Half Moon Bay FY 2023-24 Sanitary Sewer Assessments Summary

San Mateo County Property Tax Roll and Half Moon Bay Manual Billing Assessments

San Mateo County Property Tax Roll Sanitary Sewer Assessments for City of Half Moon Bay

Half Moon Bay Sanitary Sewer Service Charges

	Assessment/Charge Code: 721S
Total Number of Parcels Assessed:	3,292
Total Dollar Assessment:	\$6,035,528.88
Lowest Parcel Assessment	\$264.00
Highest Parcel Assessment	\$271,387.36
Person Responsible for Submitting the Data:	Kenneth Stiles City of Half Moon Bay 507B Purissima Street Half Moon Bay, CA 94019 Phone: 650-435-8257 Fax: 650-726-4550 Email: kstiles@hmbcity.com
Tax Payer Contact:	Kenneth Stiles 650-726-8779
Person Responsible for Review and Sign Off the Proof List:	Matthew Chidester Email: mchidester@hmbcity.com

Sanitary Sewer Assessments Manual Billing Summary for the City of Half Moon Bay

Class Type	Total (Grouped by Class)
Commercial (6 parcels)	\$26,352.64
Recreational (4 parcels)	\$55,907.76
Residential (160 Parcels)	\$190,080.00
School (2 parcels)	\$1,149.16
Total Manual Billing Assessments (172 Parcels)	\$273,489.56

FY 2023-24 Sanitary Sewer Assessments for City of Half Moon Bay

Total Sewer Assessments on SM County Property Tax Roll	\$6,035,528.88
Sewer Assessments Manual Billings	\$273,489.56

Total FY 2023-24 Half Moon Bay Sanitary Sewer Assessments \$6,309,018.44

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Julissa Acosta, Management Analyst
Karen Decker, Economic & Community Vitality Manager

TITLE: **FY 2023-24 COMMUNITY SERVICES FINANCIAL ASSISTANCE PROGRAM**

RECOMMENDATION:

Receive funding recommendations from the Community Services Financial Assistance (CSFA) grant program subcommittee, determine final funding allocations for Fiscal Year 2023-24, and adopt a resolution authorizing the City Manager to finalize and execute agreements as listed in Exhibit A for the Community Services Financial Assistance program for FY 2023-24.

FISCAL IMPACT:

The Fiscal Year 2023-24 Recommended Budget includes \$300,000 for the CSFA grant program.

STRATEGIC ELEMENT:

This action supports all elements of the Strategic Plan.

BACKGROUND:

Since FY 2018-19, the City has offered the Community Services Financial Assistance (CSFA) grant program to support non-profits providing important services and programs in Half Moon Bay. The priorities, eligibility, and overall grant amounts have varied from year to year based on the needs of the community. For FY 2022-23, the City Council approved total funding of \$300,000, with fewer but larger grant amounts, due to the continued impacts of the COVID-19 pandemic, including economic and mental health impacts, and based on the findings from the Coastsides Recovery Initiative. Grant awards for FY 2022-23 were made only to organizations/programs providing essential safety net services to the residents of Half Moon Bay.

The storms and tragic mass shooting earlier this year only exacerbated the growing inequality and need, a lack of community connectedness, and challenges supporting the hard-to-reach. Mental health issues and housing insecurity continue to be challenges that require immediate solutions and longer-range strategies.

The recent events highlight the urgency of basic needs such as housing, shelter, food, clothing, childcare and financial assistance (including connections to public benefit programs) and affirm what current CSFA grant recipients have identified as the key challenges and needs in their mid-year reports. Additionally, promoting collaboration and efforts to better communicate and coordinate between service providers through the cohort approach has also helped address the recommendations and improve access to safety net services.

The City Council's CSFA Subcommittee met on February 27, 2023, to seek direction on FY 2023-24 programming. A second meeting of the Subcommittee took place on April 3, 2023, which included a summary of the mid-year reports from FY 2022-23, and further discussion of the funding, process, and requirements for FY 2023-24.

Based on the recommendations included in the CRI report, the continued impacts of the COVID-19 pandemic, and the recent community challenges this past winter, the Subcommittee continued to align the CSFA program with recommendations from the Coastside Recovery Initiative (CRI) and directed staff to develop a plan that integrates the CSFA program with CRI and award higher grant amounts to a smaller number of organizations that serve the most vulnerable populations.

The application period opened on April 19 and closed on May 14, 2023. The City received a total of 17 applications. Staff conducted an initial review to determine whether applicants met minimum qualifications, gathered additional information, and subcommittee members reviewed applications individually before meeting on May 30, 2023, and June 27, 2023, to review, discuss, and form a recommendation to the City Council. During the review process, the subcommittee considered each application, and top consideration was given based on the following eligibility requirements:

- Applicants **must** provide essential safety net services. Basic needs include support (food, housing, clothing), job-related support, childcare, after school care, help accessing public benefits and health / mental health support.
- Applicants must be formally incorporated nonprofit entities based in Half Moon Bay, or provide services throughout San Mateo County and can demonstrate they are serving individuals who live or work in the City of Half Moon Bay
- Top consideration will be given to applicants who:
 - Demonstrate how program services will be coordinated, integrated, and leveraged among other relevant nonprofit safety net services.
 - Incorporate culturally competent services in language spoken by members of the community who may be hard to reach due to stigma, isolation, etc.
 - Incorporate innovative approaches and best practices in the delivery of services and programs.
 - If funded in FY 2022-23, demonstrate benefits gained by participating in the cohort and commitment to continued participation in the cohort.

DISCUSSION:**Recommendations for FY 2023-24:**

For FY 2023-24, the Subcommittee recommends continuation of the CSFA grant program at a funding amount of \$300,000, with amounts of up to \$50,000 per applicant, and that funding be made exclusively available to organizations/programs providing essential safety net services to the residents of Half Moon Bay.

The Subcommittee also recommends continuation of the cohort. The purpose of the cohort model is to encourage an integrated approach among safety net service providers, exchange best practices and discuss challenges in an open and supportive peer learning environment, encourage collaboration in ways of joint grant applications, client referrals and warm hand offs. Inspired by successes from the FY 2022-23 pilot, some grantees, including Boys and Girls Club of the Coastside, are in the process of bringing the cohort model to other stakeholder convenings. We also hope to see the non-profits directly lead the cohort in future years.

After thorough review and consideration, the subcommittee recommends the following funding allocations for FY 2023-24:

Funding Recommended

Organization	Program	Requested Funding	Funding Allocation
Abundant Grace CW	Workforce Development Center Community Programs & Services	\$39,750	\$ 30,000.00
*ALAS	Mental Health Services / Crisis Response Fund	\$50,000	\$ 35,000.00
BGCC	Youth After School Support & Out of School Time Cohort Development	\$33,000	\$ 30,000.00
Coast PRIDE	Health and Wellness	\$50,000	\$ 10,000.00
Coastside Adult Day Health Center	Aging in Place	\$25,000	\$ 20,000.00
Coastside Hope	Critical Family Needs Safety Net Program	\$50,000	\$ 50,000.00
El Centro de Libertad	El Centro Coastside Essential Services Initiative (MH)	\$25,000	\$ 20,000.00
Senior Coastiders	Promoting successful aging for Coastside Seniors	\$50,000	\$ 50,000.00
Sonrisas Dental	Access to Care: Equitable Access to Oral Health Care	\$25,000	\$ 25,000.00
	Cohort Support		\$ 30,000.00
	Total	\$357,583	\$300,000

**The Subcommittee supports the important mental health services proposed by ALAS, but shared concerns about the cost of each session. The Subcommittee has made a tentative recommendation for a funding allocation to ALAS of \$35,000, but desires a lower cost per session charged to the grant, resulting in a higher number of sessions offered. Staff has been researching comparable mental health counseling costs and working with ALAS to seek an acceptable rate. More details will be shared during the staff presentation.*

Funding Not Recommended

Organization	Program	Requested Funding
Coastal Arts League	Art in the schools	\$6,000
Friends of the HMB Parks & Rec	Pool Feasibility Study	\$10,000
St. Vincent de Paul	Peninsula Family Resource Center HMB Rental Assistance	\$25,000
San Mateo County Health Foundation	Caring Hands in Health	\$50,000
Sea Crest School	Sea Crest Scholars	\$30,000
StarVista	StarVista Early Childhood Services	\$10,000
Table of Plenty HMB	Collaboration Safety Net & General Support	\$50,000
The HEAL Project	The HEAL Project & Coastside Hope Food Distribution	\$9,833
	Total	\$190,833

Once final Council direction on the subcommittee recommendations has been provided, staff will work with the selected agencies to finalize grant agreements, which will detail specific objectives to be achieved with the use of these funds. Further, agencies will be required to have consistent executive leadership staff participate in cohort convenings to encourage an integrated and collaborative approach among safety net service providers, and to engage in peer learning, and receive technical assistance as a group based on an area of priority of their choosing. Grant recipients will be required to submit a mid-year report in January of 2024. An end of year financial statement will also be required in July 2024.

ATTCHAHMENTS:

Resolution including Exhibit A

Resolution No. C-2023-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY AUTHORIZING THE CITY MANAGER TO FINALIZE AND EXECUTE AGREEMENTS WITH EACH OF THE NON-PROFIT ORGANIZATIONS AND RESPECTIVE GRANT AMOUNTS LISTED IN THE ATTACHED EXHIBIT A FOR THE COMMUNITY SERVICES FINANCIAL ASSISTANCE PROGRAM FOR FY 2023-24

WHEREAS, Since FY 2018-19, the City has offered the Community Services Financial Assistance (CSFA) grant program to support non-profits providing important services and programs in Half Moon Bay; and

WHEREAS, the priorities, eligibility, and overall grant amounts have varied from year to year based on funding availability and the needs of the community; and

WHEREAS, for FY 22-23 City Council approved funding \$300,000 to local non-profit organizations that were exclusively providing essential safety net services to the residents of Half Moon Bay because of continued impacts of the COVID-19 pandemic, including economic and mental health impacts, and based on findings from the Coastside Recovery Initiative; and

WHEREAS, the funding for FY 22-23 supported the implementation of a cohort approach where grant recipients engaged in peer learning and received technical assistance to address an area they collectively identified; and

WHEREAS, the severe weather storms and the mass shooting in early 2023 exacerbated the growing inequality and need for mental health services, food and affordable housing, , particularly for those experiencing poverty and isolation; and

WHEREAS, the City understands continued support is needed to address basic needs such as housing, food, mental health services, childcare, and financial assistance (including connection to public benefit programs) for the residents of Half Moon Bay.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Half Moon Bay hereby authorizes the City Manager to finalize and execute agreements with each of the non-profit organizations and respective grant amounts listed in the attached Exhibit A for the Community Services Financial Assistance program for FY 2023-24.

.....
I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 18th day of July 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

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Jessica Blair, Communications Director / City Clerk

TITLE: **LEGISLATIVE ADVOCACY UPDATE**

RECOMMENDATION:

Receive an update from Townsend Public Affairs, Inc. on legislative advocacy services.

FISCAL IMPACT:

There is no fiscal impact associated with this update.

STRATEGIC ELEMENT:

This action supports all elements of the Strategic Plan.

DISCUSSION:

Since 2018, the City has contracted with Townsend Public Affairs for legislative advocacy services at both state and federal levels. Over the course of the City's contracts with Townsend, they and staff have managed the City's Legislative Committee and the adoption of a Legislative Platform each year.

During the legislative session, numerous positions are taken on bills of interest to the City and in line with the adopted platform. Additionally, Townsend provides advocacy services with the City's legislators and helps coordinate communication and meetings as needed. In addition, weekly and monthly updates are sent to the City, and occasionally, Townsend will appear before the Council to provide updates mid-session.

These updates before the Council give the entire Council an opportunity to ask questions and weigh-in on bills of interest outside of the role of the two-member appointed Legislative Subcommittee.

ATTACHMENT:

Half Moon Bay Bill Matrix, dated July 11, 2023

City of Half Moon Bay

[AB 45](#)

(Boerner D) Coastal resources: coastal development permits: blue carbon demonstration projects.

Current Text: Amended: 5/25/2023 [html](#) [pdf](#)

Introduced: 12/5/2022

Location: 7/3/2023-S. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The California Coastal Act of 1976, among other things, requires anyone wishing to perform or undertake any development in the coastal zone, except as specified, in addition to obtaining any other permit required by law from any local government or from any state, regional, or local agency, to obtain a coastal development permit from the California Coastal Commission, as provided. This bill would authorize the commission to authorize blue carbon demonstration projects, as defined, in order to demonstrate and quantify the carbon sequestration potential of these projects to help inform the state's natural and working lands and climate resilience strategies.

Position

Work with author

[AB 478](#)

(Connolly D) Wildfires: insurance.

Current Text: Introduced: 2/7/2023 [html](#) [pdf](#)

Introduced: 2/7/2023

Location: 2/17/2023-A. INS.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Insurance Rate Reduction and Reform Act of 1988, an initiative measure enacted by Proposition 103, as approved by the voters at the November 8, 1988, statewide general election, prohibits specified insurance rates from being approved or remaining in effect that are excessive, inadequate, unfairly discriminatory, or otherwise in violation of the act. In considering whether a rate is excessive, inadequate or unfairly discriminatory, current law requires the Insurance Commissioner to consider whether the rate mathematically reflects the insurance company's investment income. Current law authorizes the provisions of Proposition 103 to be amended by a statute that furthers the purposes of the act and is enacted by the Legislature with a 2/3 vote. For insureds 65 years of age or older, this bill would limit an increase in their yearly premium for a policy of residential property insurance by no more than 25 percent for insured property located in a high or very high fire hazard severity zone, as identified by the State Fire Marshal, as specified, and allow only one premium increase in a 5-year period.

Position

Watch

[AB 557](#)

(Hart D) Open meetings: local agencies: teleconferences.

Current Text: Amended: 6/19/2023 [html](#) [pdf](#)

Introduced: 2/8/2023

Location: 6/29/2023-S. THIRD READING

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. The act contains specified provisions regarding providing for the ability of the public to observe and provide comment. The act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. This bill would revise the authority of a legislative body to hold a teleconference meeting under those abbreviated teleconferencing procedures when a declared state of emergency is in effect. Specifically, the bill would extend indefinitely that authority in the circumstances under which the legislative body either (1) meets for the purpose of determining whether, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees, or (2) has previously made that determination.

Position

Watch

[AB 799](#)**(Rivas, Luz D) Homelessness: financing plan.****Current Text:** Amended: 7/3/2023 [html](#) [pdf](#)**Introduced:** 2/13/2023**Location:** 6/20/2023-S. HOUSING

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law establishes the California Interagency Council on Homelessness to identify mainstream resources, benefits, and services that can be accessed to prevent and end homelessness in California by creating partnerships between federal, state, local, and nonprofit entities. Current law requires the coordinating council to conduct, or contract with an entity to conduct, a statewide assessment to identify state programs that provide housing or services to persons experiencing homelessness or at risk of homelessness, as defined, and collect and analyze data to provide a comprehensive view of the homeless response system. This bill would require the council, in collaboration with continuums of care, counties, and big cities, as defined, and other stakeholders, to establish and regularly update a financing plan to solve homelessness by the year 2035. The bill would require the council to establish and update statewide performance metrics to reduce racial and ethnic disparities in homelessness and to increase successful exits from homelessness to permanent housing by updating the Statewide Action Plan for Preventing and Ending Homelessness in California, no later than January 1, 2025, and would require the council to publish these goals on its internet website, as specified.

Position

Watch

[AB 970](#)**(Rivas, Luz D) Insurance: Climate and Sustainability Insurance and Risk Reduction Program.****Current Text:** Amended: 6/20/2023 [html](#) [pdf](#)**Introduced:** 2/14/2023**Location:** 6/28/2023-S. GOV. & F.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law creates the Department of Insurance, headed by the Insurance Commissioner, and prescribes the commissioner's powers and duties, including various duties to regulate the business of insurance in this state and to enforce the execution of those laws. Current law requires the commissioner to convene a working group to identify, assess, and recommend risk transfer market mechanisms that, among other things, promote investment in natural infrastructure to reduce the risks of climate change related to catastrophic events, create incentives for investment in natural infrastructure to reduce risks to communities, and provide mitigation incentives for private investment in natural lands to lessen exposure and reduce climate risks to public safety, property, utilities, and infrastructure. This bill would require the department, upon appropriation, to establish and administer the Climate and Sustainability Insurance and Risk Reduction Program for the purpose of achieving specified goals, including developing proof of concepts that expand insurance options, especially in vulnerable and disadvantaged communities where climate risks are currently uninsured or underinsured. The bill, upon appropriation, would establish 8 climate insurance pilot projects in specified local jurisdictions to reduce physical risks from flooding and extreme heat and to reduce the protection gap in communities with high risks and low insurance uptake. The local jurisdictions would be required to develop and establish a specific pilot project in consultation with the department to achieve specified objectives, including prioritizing predisaster mitigation activities.

Position

Watch

[AB 976](#)**(Ting D) Accessory dwelling units: owner-occupancy requirements.****Current Text:** Introduced: 2/14/2023 [html](#) [pdf](#)**Introduced:** 2/14/2023**Location:** 7/10/2023-S. THIRD READING

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Planning and Zoning Law, among other things, provides for the creation of accessory dwelling units by local ordinance, or, if a local agency has not adopted an ordinance, by ministerial approval, in accordance with specified standards and conditions. Current law requires a local ordinance to require an accessory dwelling unit to be either attached to, or located within, the proposed or existing primary dwelling, as specified, or detached from the proposed or existing primary dwelling and located on the same lot as the proposed or existing primary dwelling. This bill would instead prohibit a local agency from imposing an owner-occupancy requirement on any accessory dwelling unit.

Position

Watch

[AB 1287](#) (Alvarez D) Density Bonus Law: additional density bonus and incentives or concessions.**Current Text:** Amended: 7/10/2023 [html](#) [pdf](#)**Introduced:** 2/16/2023**Location:** 7/6/2023-S. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conc.			

Summary: Would require a city, county, or city and county to grant an additional density bonus, calculated as specified, when (1) an applicant proposes to construct a housing development that conforms to specified requirements, (2) the applicant agrees to include additional rental or for-sale units affordable to very low income households or moderate-income households, as specified, and (3) the housing development conforms to specified requirements and provides 24% of the total units to lower income households, conforms to specified requirements and provides 15% of the total units to very low income households, or conforms to specified requirements and provides 44% of the total units to moderate-income units. The bill would require a city, county, or city and county to grant four incentives or concessions for a project that includes at least 16% of the units for very low income households or at least 45% for persons and families of moderate income in a development in which the units are for sale. The bill would increase the incentives or concessions for a project in which 100% of all units are for lower income households, as specified, from 4 to 5.

Position

Watch

[AB 1297](#) (Quirk-Silva D) Public restrooms.**Current Text:** Amended: 6/21/2023 [html](#) [pdf](#)**Introduced:** 2/16/2023**Location:** 7/10/2023-S. APPR. SUSPENSE FILE

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conc.			

Summary: Current law requires every public agency, as defined, that conducts an establishment serving the public or open to the public and that maintains restroom facilities for the public, to make every water closet available without cost or charge, as provided. Current law also requires publicly and privately owned facilities where the public congregates to be equipped with sufficient temporary or permanent restrooms to meet the needs of the public at peak hours. This bill would require each local government, as defined, to complete an inventory of public restrooms owned and maintained by the local government, either directly or by contract, that are available to the general population in its jurisdiction by July 1, 2024. The bill would require local governments to report their findings to the State Department of Public Health, which would be required to compile the information and to report the availability of public restrooms to the Legislature by March 1, 2025, as specified.

Position

Watch

[AB 1308](#) (Quirk-Silva D) Planning and Zoning Law: single-family residences: parking requirements.**Current Text:** Amended: 3/30/2023 [html](#) [pdf](#)**Introduced:** 2/16/2023**Location:** 6/21/2023-S. HOUSING

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conc.			

Summary: The Planning and Zoning Law authorizes the legislative body of any county or city to adopt ordinances that regulate the use of buildings, structures, and land as between industry, business, residences, open space, and other purposes. This bill would prohibit a public agency, as defined, from increasing the minimum parking requirement that applies to a single-family residence as a condition of approval of a project to remodel, renovate, or add to a single-family residence, except as specified. By imposing additional duties on local officials, the bill would impose a state-mandated local program.

Position

Watch

[AB 1319](#) (Wicks D) Bay Area Housing Finance Authority: housing revenue.**Current Text:** Amended: 6/12/2023 [html](#) [pdf](#)**Introduced:** 2/16/2023**Location:** 6/21/2023-S. GOV. & F.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conc.			

Summary: The San Francisco Bay Area Regional Housing Finance Act provides the authority with various powers, including the power to place a measure on the ballot to raise revenue and allocate funds throughout the San Francisco Bay area, apply for and receive grants or loans from public and

private entities, incur and issue bonds and other indebtedness, and otherwise incur liabilities or obligations. The act authorizes the authority to allocate and deploy financing to cities, counties, other public agencies within the San Francisco Bay area and private affordable housing developers to finance affordable housing development, as specified. This bill would specify that the authority is limited to placing only one measure on the ballot per election. The bill would also authorize the authority to deploy financing to nonprofit corporations to finance affordable housing development, as specified.

Position
Support

AB 1420 **(Berman D) Firearms.**

Current Text: Amended: 4/26/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Location: 6/27/2023-S. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law subjects a license to sell, lease, or transfer firearms to forfeiture for a violation of regulations on the transfer of firearms, except for violations of specified provisions relating to the storage and inspection of firearms. Current law authorizes the department to conduct inspections of firearm dealers for compliance with specified provisions. Current law authorizes the Department of Justice to assess a civil fine in an amount not to exceed \$1,000 against a licensee that violates any provision that subjects that licensee to forfeiture of that license. This bill would instead authorize the department to conduct inspections and assess that fine for any violation of provisions relating to regulation of those licenses, for violations of specified provisions regulating the sale of secondhand firearms, and for violations of other applicable state law.

Position
Support

AB 1567 **(Garcia D) Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, Clean Energy, and Workforce Development Bond Act of 2024.**

Current Text: Amended: 5/26/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Location: 6/14/2023-S. N.R. & W.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Would enact the Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, Clean Energy, and Workforce Development Bond Act of 2024, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$15,995,000,000 pursuant to the State General Obligation Bond Law to finance projects for safe drinking water, wildfire prevention, drought preparation, flood protection, extreme heat mitigation, clean energy, and workforce development programs.

Position
Work with author

AB 1598 **(Berman D) Gun violence: firearm safety education.**

Current Text: Amended: 5/31/2023 [html](#) [pdf](#)

Introduced: 2/17/2023

Location: 6/27/2023-S. THIRD READING

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law requires persons who obtain firearms to have familiarity with those firearms, including the safe handling and storage of firearms. Current law requires a purchaser or receiver of a firearm to hold a valid firearm safety certificate. Current law requires the Department of Justice to prescribe a minimum level of skill, knowledge, and competency to be required of all firearm safety certificate instructors, authorizes those instructors to issue firearm safety certificates to persons over 18 years of age, and requires the department to develop a test that a person is required to pass in order to earn a firearm safety certificate. Current law allows a firearm safety certificate instructor to collect a fee of \$25 for administering the test and issuing the firearm safety certificate, \$15 of which is to be paid to the department to cover the department's costs to carry out and enforce specified laws. This bill would require the department, at the next regularly scheduled update of the test, to update the items the test covers to include the reasons for and risks of owning a firearm and bringing a firearm into the home, including the increased risk of death to someone in the household by suicide, homicide, or unintentional injury, and current law as it relates to eligibility to own or possess a firearm, gun violence restraining orders, domestic violence restraining orders, and privately manufactured firearms.

Position

ACA 1**(Aguiar-Curry D) Local government financing: affordable housing and public infrastructure: voter approval.****Current Text:** Amended: 5/30/2023 [html](#) [pdf](#)**Introduced:** 12/5/2022**Location:** 5/26/2023-A. L. GOV.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements. The measure would specify that these provisions apply to any city, county, city and county, or special district measure imposing an ad valorem tax to pay the interest and redemption charges on bonded indebtedness for these purposes that is submitted at the same election as this measure.

Position

Support

SB 4**(Wiener D) Planning and zoning: housing development: higher education institutions and religious institutions.****Current Text:** Amended: 6/30/2023 [html](#) [pdf](#)**Introduced:** 12/5/2022**Location:** 7/10/2023-A. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: The Planning and Zoning Law requires each county and city to adopt a comprehensive, long-term general plan for its physical development, and the development of certain lands outside its boundaries, that includes, among other mandatory elements, a housing element. That law allows a development proponent to submit an application for a development that is subject to a specified streamlined, ministerial approval process not subject to a conditional use permit, if the development satisfies certain objective planning standards. The Zenovich-Moscone-Chacon Housing and Home Finance Act establishes the California Tax Credit Allocation Committee within the Department of Housing and Community Development. Current law requires the committee to allocate state low-income housing tax credits in conformity with state and federal law that establishes a maximum rent that may be charged to a tenant for a project unit constructed using low-income housing tax credits. This bill would require that a housing development project be a use by right upon the request of an applicant who submits an application for streamlined approval, on any land owned by an independent institution of higher education or religious institution on or before January 1, 2024, if the development satisfies specified criteria, including that the development is not adjoined to any site where more than one-third of the square footage on the site is dedicated to industrial use. The bill would define various terms for these purposes.

Position

Support

SB 272**(Laird D) Sea level rise: planning and adaptation.****Current Text:** Amended: 6/6/2023 [html](#) [pdf](#)**Introduced:** 1/31/2023**Location:** 6/19/2023-A. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf. Conc.	Enrolled	Vetoed	Chaptered
1st House				2nd House							

Summary: Current law creates within the Ocean Protection Council the California Sea Level Rise State and Regional Support Collaborative to provide state and regional information to the public and support to local, regional, and other state agencies for the identification, assessment, planning, and, where feasible, the mitigation of the adverse environmental, social, and economic effects of sea level rise within the coastal zone, as provided. This bill would require a local government, as defined, lying, in whole or in part, within the coastal zone, as defined, or within the jurisdiction of the San Francisco Bay Conservation and Development Commission, as defined, to implement sea level rise planning and adaptation through either submitting, and receiving approval for, a local coastal program, as defined, to the California Coastal Commission or submitting, and receiving approval for, a subregional San Francisco Bay shoreline resiliency plan to the San Francisco Bay Conservation and Development Commission, as applicable, on or before January 1, 2034, as provided. By imposing additional

requirements on local governments, the bill would impose a state-mandated local program. The bill would require local governments that receive approval for sea level rise planning and adaptation on or before January 1, 2029, to be prioritized for sea level rise funding, upon appropriation by the Legislature, for the implementation of projects in the local government's approved sea level rise adaptation plan.

Position

Watch

SB 423

(Wiener D) Land use: streamlined housing approvals: multifamily housing developments.

Current Text: Amended: 6/30/2023 [html](#) [pdf](#)

Introduced: 2/13/2023

Location: 7/10/2023-A. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conc.			

Summary: The Planning and Zoning Law, authorizes a development proponent to submit an application for a multifamily housing development that is subject to a streamlined, ministerial approval process, as provided, and not subject to a conditional use permit, if the development satisfies specified objective planning standards, including, among others, that the development proponent has committed to record, prior to the issuance of the first building permit, a land use restriction or covenant providing that any lower or moderate-income housing units required, as specified, remain available at affordable housing costs, as defined, or rent to persons and families of lower or moderate-income for no less than specified periods of time. Current law repeals these provisions on January 1, 2026. This bill would authorize the Department of General Services to act in the place of a locality or local government, at the discretion of that department, for purposes of the ministerial, streamlined review for development in compliance with the above-described requirements on property owned by or leased to the state. The bill would extend the operation of the streamlined, ministerial approval process to January 1, 2036.

Position

Oppose Unless
Amended

SB 532

(Wiener D) San Francisco Bay area toll bridges: tolls: transit operating expenses.

Current Text: Amended: 6/29/2023 [html](#) [pdf](#)

Introduced: 2/14/2023

Location: 7/5/2023-A. APPR.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conc.			

Summary: Would, until December 31, 2028, require the Bay Area Toll Authority (BATA) to increase the toll rate for vehicles for crossing the state-owned toll bridges in the San Francisco Bay area by \$1.50, as adjusted for inflation. The bill would require the revenues collected from this toll to be deposited in the Bay Area Toll Account, would continuously appropriate moneys from this toll increase and other specified tolls, and would require moneys from this toll to be transferred to the Metropolitan Transportation Commission (MTC) for allocation to transit operators that provide service within the San Francisco Bay area and that are experiencing a financial shortfall, as specified. The bill would direct MTC to require each transit operator eligible to receive an allocation from the account to, on an annual basis, submit a 5-year projection of its operating needs, as specified.

Position

Watch

SB 567

(Durazo D) Termination of tenancy: no-fault just causes: gross rental rate increases.

Current Text: Amended: 7/5/2023 [html](#) [pdf](#)

Introduced: 2/15/2023

Location: 6/28/2023-A. JUD.

Desk	Policy	Fiscal	Floor	Desk	Policy	Fiscal	Floor	Conf.	Enrolled	Vetoed	Chaptered
1st House				2nd House				Conc.			

Summary: Current law, after a tenant has continuously and lawfully occupied a residential real property for 12 months, prohibits the owner of the residential real property from terminating the tenancy without just cause and requires that just cause to be stated in the written notice to terminate tenancy. Current law distinguishes between at-fault just cause and no-fault just cause and defines no-fault just cause to mean intent to occupy the residential real property by the owner or the owner's spouse, domestic partner, children, grandchildren, parents, or grandparents, withdrawal of the residential real property from the rental market, the owner complying with specified government orders that necessitate vacating the real property, and intent to demolish or to substantially remodel the residential real property. This bill would, with respect to the no-fault just cause related to an eviction based on an intent to occupy the residential real property, require, among other things, that

the owner or the owner’s spouse, domestic partner, children, grandchildren, parents, or grandparents occupy the residential real property for a minimum of 12 continuous months as the person’s primary residence, as provided.

Position
Support

Total Measures: 19
Total Tracking Forms: 19

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

TITLE: **UPDATE ON THE JANUARY 23, 2023 MASS SHOOTING INCIDENT**

RECOMMENDATION:

Receive an update on the January 23, 2023 Mass Shooting Incident, which took place at two Coastside farms, and left seven souls deceased, one critically injured, and dozens more directly impacted.

FISCAL IMPACT:

There is no fiscal impact associated with this update.

STRATEGIC ELEMENT:

This recommendation supports the *Healthy Communities and Public Safety* and *Inclusive Governance* Elements of the Strategic Plan.

BACKGROUND:

On January 23, 2023, the Coastside community was traumatized by a mass shooting event that occurred at two locations in Half Moon Bay and the adjacent unincorporated San Mateo County. The shooter killed seven people, critically injured one person, and caused psychological trauma to the dozens of other people present, including children. The victims were all Mandarin and Spanish-speaking farmworkers, and close to forty individuals across twenty households were displaced by the event. Those workers and families have been unable to return to their former homes, as the incident also exposed the deplorable housing conditions that existed at the two farms.

In the six months since this tragedy, City and County staff, the Coastside's unfailing non-profits, and committed community volunteers have poured their time, energy, and resources into supporting families of the victims, the displaced workers and families, and all those impacted by an event we never would have expected would come to our community.

DISCUSSION:

Recovery efforts have included the following:

- **Financial Support** – The national news coverage and local media frenzy in the immediate days following the shooting created a groundswell of public interest and concern, which helped generate over \$700,000 in donations to well-respected, local non-profits who were critical in serving the intensive need for immediate resources for the displaced households and families of the victims. Following best practices, the City worked with a local community foundation and the community fund and launched a centralized victims' fund focused on the longer-term needs of the victims, where 100-percent of the donations received go directly to the victims with no fee and regardless of citizenship status. The Coastside Victims Fund has raised nearly \$200,000.
- **Psychological Support and Case Management** – Every victim's family and those displaced by the event have a victim's advocate or case manager assisting with the coordination of mental health services if desired, access to legal aid, and public benefits assistance. These services are provided by the County and local/regional non-profits.
- **Farmworker Housing Safety and Code Enforcement** – Immediately following the shootings, City and County staff coordinated site inspections resulting in Notices of Violation at both shooting locations. In February, the County initiated the San Mateo County Farmworker Safety Task Force, which is focused on improving living conditions at all farm-labor housing sites throughout the County. The task force is working to ensure compliance with local and state regulations that affect the health and safety of farmworkers and their families living in employer-providing housing. City staff are well represented at task force meetings and have provided the County with an inventory of all the properties in the City limits in agricultural or related use (e.g., equestrian uses) and indicated where farmworker or other housing is, or may be, located. The Task force is currently inspecting properties in the unincorporated communities as well as in the City in coordination with Staff.
- **Short and Long-Term Housing** – A coalition of government and non-profit staff have worked tirelessly since the shootings to ensure that each displaced worker and family has had a safe and comfortable place to live. The County has expended considerable funding to place each household in temporary housing until longer term arrangements can be made. Additionally, the City and County, with support from our State and Federal representatives, have been working to identify opportunities to create additional affordable housing, both for the displaced households, as well as other low-income individuals and families that struggle to live on the Coast.
- **Farmworker Memorial** – City staff have begun planning for a memorial to honor the victims of the shootings, as well as the many farmworkers that provide healthy food and produce to our community, and people throughout the world. The development of this

memorial will include a robust public process, to ensure those honored by the memorial will have a voice in its design and location.

These are just a few examples of the important efforts underway to assist our community in ongoing healing and recovery. Staff will continue to provide updates to the Council and community on specific projects related to recovery from this tragedy, and an overall update in January of 2024.

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: John Doughty, Assistant City Manager
Jill Ekas, Community Development Director

TITLE: MEMORANDUM OF UNDERSTANDING WITH SAN MATEO COUNTY--880 STONE PINE ROAD

RECOMMENDATION:

Adopt a resolution:

- 1) Authorizing the City Manager to execute a Memorandum of Understanding (Exhibit A to the Resolution) with San Mateo County affirming general terms and processes for re-finance of the City's loan with California IBank and outlining City and County collaboration on the design and development of an affordable housing project of up to 50 manufactured homes at 880 Stone Pine Road; and
- 2) Authorizing the City Manager to negotiate and execute agreements identified in the MOU to formally initiate early pay-off of IBank Loan with a target closing date of October 1, 2023.

FISCAL IMPACT:

The City's IBank loan initially included \$2.1 million toward land acquisition and \$1.1 million toward construction of the City Corporation Yard. The total balance to be re-financed is \$3.2 million including remaining principle, accrued interest and early payoff fees.

Current annual debt service for the property is approximately \$164,000 over a 30-year period. The County is offering a 10-year fixed rate loan with annual debt service not to exceed \$270,000. Interest savings with the refinance and 10-year term equates to approximately \$1 million.

STRATEGIC ELEMENT:

This recommendation supports all elements of the Strategic Plan.

CONTEXT

In the aftermath of the January 23, 2023, mass shooting incident in Half Moon Bay and in adjacent unincorporated San Mateo County, the City and County conducted inspections of the

two farms where the shootings took place and discovered substandard housing conditions at both sites. The City and County “red-tagged” all units which precluded re-habitation by nineteen households (forty individuals). For many of the survivors, the sites remain a traumatizing reminder of that day.

As a result of the incident, San Mateo County with assistance from the City and local non-profits, successfully found temporary housing for the displaced households. Temporary housing is costly and is just that, “temporary”. The market-rate leases for the temporary housing will be ending in Mid-2024. Both the City and County desire to find permanent, affordable housing for these households and for other low-income households on the Coastsides.

In the aftermath, the City and County have worked diligently to identify appropriate locations for affordable housing and to solicit funding in hopes of providing permanent, safe, and affordable replacement housing for the shooting displacees. The City’s efforts included review of opportunity sites identified in the Draft Housing Element and seeking financial assistance from the State and Federal governments as well as philanthropic sources. Recently, we were informed that through the efforts of State Senator Becker and Assemblymember Berman, funds are currently programmed in the State budget to assist with affordable housing planning on the Coastsides. Simultaneously, the County has and continues to look at options including Coastsides farms themselves and to also seek funding assistance. Recently, the County learned that it had been awarded a \$5 million grant under the Joe Serna Program administered by the State of California.

Ultimately, 880 Stone Pine Road (“Property”) became an obvious consideration given its proximity to downtown, schools, shopping, and services. Additionally, the Property was the only feasible site under ownership of a public agency (City). Initial conversations led to conceptualization of a neighborhood which would offer detached single-family homes of varying sizes, with an emphasis on homeownership. It was determined, based upon massing studies, that the site could likely accommodate up to 50 manufactured housing units.

In June, the San Mateo County Board of Supervisors allocated \$1 million toward the design of the proposed neighborhood at the Property (“Project”). The Joe Serna Grant provides funding to purchase and install up to 28 manufactured homes for farmworkers, ostensibly for establishment of a new residential community at the Property.

We have reached a point at which the City Council and Board of Supervisors need to formalize their cooperation and collaboration toward providing affordable housing at the Property. It was agreed upon by staff that a Memorandum of Understanding (MOU) is the best means to reach consensus on the various steps.

BACKGROUND:

880 Stone Pine Road-Acquisition

Over the last two decades, the City has utilized the Property for its Public Works Corporation Yard. In 2019, the previous owner of the Property, Peninsula Open Space Trust, gave notice to

the City of its intent to sell and offered first right of refusal to the City. The site was critical to the City as its Corporation Yard, as the City had previously searched for alternate sites for the facility to no avail.

On March 3, 2020, the City Council authorized the City Manager to execute a Purchase and Sale Agreement (the “PSA”) to acquire the Property with the express intention to facilitate creation of an expanded and ADA compliant Corporation Yard / Operations Center. The City Council directed staff to determine suitable funding options for the purchase and improvement of the property which resulted in the recommendation to seek funding through the State’s Infrastructure Bank (“IBank”). In May 2021, the City finalized the \$3.2 million loan from Bank the for the Stone Pine property and began the process of property entitlements. The IBank loan required certain milestones that the City has now met, and the City is paying approximately \$164,000 per year in debt service on a 30-year term. The loan agreement, because of the funding source, precludes housing development on the acquired land.

880 Stone Pine Road—Corporation Yard Entitlement and Development

On April 19, 2022, the City received its Coastal Development Permit (CDP) for the Corporation Yard / Operations Center which includes improvements on approximately four acres of the Property, plus driveway access to Stone Pine Road. Work on the City Corporation Yard is nearing completion. This work includes site specific grading, access improvements, stormwater control, and security improvements. Site work includes construction of a paved access drive from Stone Pine Road and property-wide environmental mitigation. The CEQA process itself included assessment and mitigation for potential environmental impacts property-wide including, but not limited to biotic, cultural resources, and hazardous materials. This work was partially funded by the \$1.1 million portion of the IBank loan that was beyond the land purchase price.

880 Stone Pine Road—Housing Element Opportunity Site

At the time of acquisition, the City Council indicated a desire to evaluate the possibilities of creating affordable housing on the remaining portion of the Property. Staff committed to evaluation of the site as a potential affordable housing opportunity in concert with the preparation of the City’s State mandated Housing Element.

The City released the Housing Element First Public Review Draft on April 17, 2023, which commenced a 30-day public comment period to collect responses and perform additional outreach. The Planning Commission and City Council held a joint public hearing on May 9, 2023. As part of this process, the City completed an inventory of potential housing sites and conducted general constraints assessments of many parcels. Based on many factors, the western portion of the Property has been included in the City’s Draft Housing Element as an Opportunity Site.

The Draft Housing Element was submitted on May 31, 2023, to the California Department of Housing and Community Development (HCD) per State law.

Community Outreach Efforts

On April 17, 2023, City staff met with residents of the Cypress Cove Townhome Community, which is adjacent to the Property. The meeting was held to solicit input on the potential placement of housing on the remainder portion of the Property. Approximately 50 residents attended and provided comments. A majority of residents identified concerns which included: 1) reduced property values; 2) traffic impacts; 3) noise impacts; and 4) visual impacts. Staff committed to researching and addressing these concerns, including obtaining a Traffic Study on the Project's impact on Stone Pine Road.

On May 8, 2023, the City held a general community meeting to discuss the potential creation of affordable housing on the Property. Approximately 150 individuals attended this event. Local elected officials attended, including the Mayor, Vice Mayor, and County Supervisor Ray Mueller. Comments and opinions from the community attendees were widely varied. Many raised some of the same concerns noted in the neighborhood meeting.

The City and County are currently planning to hold a second community meeting on August 17, 2023. More information will be provided verbally at the July 18th City Council meeting. The City will be releasing the completed Traffic Study and other documents and plans in advance of the community meeting.

DISCUSSION:

As indicated previously, the City acquired 880 Stone Pine Road in 2021 with financing from the California IBank. The loan proceeds provided for purchase of the Property from the Peninsula Open Space Trust for \$2.1 million and an additional \$1.1 million for a portion of the construction of the City's Corporation Yard. IBank was chosen at the time for the favorable finance terms including interest rate (2.5%) and 30-year term. The loan terms included the City's commitment to construct Phase 1 of the Corporation Yard, a condition now considered met by the IBank.

IBank loan security conditions preclude early payoff and development of housing on the site. The loan conditions were deemed acceptable at the time as the City was in the very early stages of site assessments. Additionally, the CDP process and CEQA review for the Corporation Yard provided greater clarity as to the physical and environmental constraints on the roughly eight total acres of buildable area; four of which the Corporation Yard is currently occupying. As was noted earlier, based upon the more detailed evaluation and environmental mitigation, the City identified 880 Stone Pine as an "opportunity site" consistent with State housing goals and expressed needs of the community.

City staff has met with representatives of IBank and they have indicated that their Board will support the early payoff of the loan given the stated purpose of the payoff to: 1) address emergency needs of those displaced by the January 23rd incident; and 2) facilitate the potential development of critical affordable housing on the site. The City Council recently adopted a balanced FY 2023-24 City Operations Budget. Budget projections for the coming years are murky at best and we anticipate the likelihood of some belt tightening in the next fiscal year. In

light of these budgetary constraints, which don't allow for the City to immediately payoff the IBank loan in cash, the County of San Mateo has offered to assist, offering fair loan terms (10-years at 3.2%) with the option to refinance over the next 6-8 months should the LAIF rates (the County's investment pool) drop. Additionally, the County has agreed, in principle, to purchase approximately four acres of the site on which the affordable housing would be built, which will further reduce the City's annual debt service costs. The increased interest rate (from 2.5% to 3.2%) and reduced term (from 30 to 10 years) will increase annual debt service costs by approximately \$106,000, but ultimately will result in the savings of approximately \$1 million in interest payments.

The draft MOU is included as Exhibit A to the City's Resolution. The MOU outlines the responsibilities and obligations of the City and County related to the planning, construction, and long-term management of an affordable housing development. It also provides a framework for the re-financing of 880 Stone Pine Road, providing the opportunity to consider the site for housing to serve extremely low-income households. The refinance process includes two main steps. Step one is an initial loan of \$3.2 million to the City (collateralized by the Library property), which in turn will be used to payoff of the IBank loan. Step two, which is anticipated to occur in early-2024, includes the sale of the four-acre housing site to the County, and the refinance of the City's loan, less the proceeds of the sale and potential reduction in interest rate (as described above). More specific terms of the loan are outlined in Attachment 2 to this report.

As was noted previously, the County will allow the City to collateralize its equity in the Half Moon Bay Library through a Lease-Leaseback Agreement, which will apply throughout the initial and the subsequent loan. The City Attorney's Office has participated in the negotiations of the MOU and the terms of the Loan and Lease- Leaseback Agreement. The San Mateo County Board of Supervisors are scheduled to consider the documents at their regularly scheduled meeting of July 25, 2023.

CONCLUSION:

The City and County have spent the last several months discussing a path forward to creating an affordable housing community at 880 Stone Pine Road. The County recently hired BKF Engineering to begin work on civil engineering design. BKF has hired local firm Kikuchi + Kankel as the landscape architect. DKS has been hired to complete a traffic analysis and SWCA is scheduled to complete additional cultural resource evaluations on the site. All of these efforts are leading to the next community meeting in August and consideration of potential next steps. The proposed MOU provides a transparency to the transaction process and outlines a clear path forward should the County choose to pursue development of affordable housing on 880 Stone Pine Road.

ATTACHMENTS:

1. Resolution with Exhibit A (Memorandum of Understanding)
2. Loan Term Sheet

RESOLUTION No. C-2023-__

A RESOLUTION OF THE CITY OF HALF MOON BAY: AUTHORIZING THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING (EXHIBIT A TO THE RESOLUTION) WITH SAN MATEO COUNTY AFFIRMING GENERAL TERMS AND PROCESSES FOR RE-FINANCE OF THE CITY'S LOAN WITH CALIFORNIA IBANK AND OUTLINING CITY AND COUNTY COLLABORATION ON THE DESIGN AND DEVELOPMENT OF AN AFFORDABLE HOUSING PROJECT OF UP TO 50 MANUFACTURED HOMES AT 880 STONE PINE ROAD, AND FURTHER AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AGREEMENTS IDENTIFIED IN THE MOU TO FORMALLY INITIATE EARLY PAY-OFF OF IBANK LOAN WITH A TARGET CLOSING DATE OF OCTOBER 1, 2023

WHEREAS, the City and County wish to address and remedy the impacts within the City of current and potential displacement of extremely low-income farmworker families and to facilitate the development of affordable housing options; and

WHEREAS, the City owns a parcel of real property located at 880 Stone Pine Rd., Half Moon Bay, CA 94019, and that property has been identified as an Affordable Housing Opportunity site by the City; and

WHEREAS, the City and County have been evaluating 880 Stone Pine as a potential location for an affordable housing project which may include a future mobile home park that would be developed for affordable housing, including manufactured housing acquired using the Joe Serna Grant to serve extremely low-income farmworker families; and

WHEREAS, the City and County wish to formalize their collaboration through the mutual execution of a Memorandum of Understanding (MOU); and

WHEREAS, the City's 2021 purchase of 880 Stone Pine Road was financed through the California Infrastructure and Economic Development Bank ("IBank") which administers a financing program to assist local governments with the financing of eligible projects in accordance with Section 63000 *et seq.* of the California Government Code (the "Act"); and

WHEREAS, IBank created the Infrastructure State Revolving Fund Program ("ISRF Program") pursuant to the provision of the Act; and

WHEREAS, the Infrastructure State Revolving Fund Program ("ISRF Program") prohibits the financing of residential development; and

WHEREAS, the City of Half Moon Bay is seeking an exception to the terms of its finance agreement with IBank to allow for an early pay off of its loan in the amount of \$3,200,000; and

WHEREAS, the County of San Mateo has offered to refinance the IBank loan through a lease-leaseback arrangement utilizing the City's equity in the Half Moon Bay Library as collateral; and

WHEREAS, the County has agreed, as part of the MOU, to provide a 10-year fixed rate loan at 3.2-percent interest (LAIF rate); and

WHEREAS, the County has agreed, under certain defined circumstances, to allow the term of the loan to be extended an additional 5-years.

NOW, THEREFORE, BE IT RESOLVED BY the City Council of the City of Half Moon Bay hereby authorizes the City Manager to:

- 1) Execute a Memorandum of Understanding (Exhibit A to this Resolution) with San Mateo County affirming general terms and processes for re-finance of the City's loan with California IBank and outlining City and County collaboration on the design and development of an affordable housing project of up to 50 manufactured homes at 880 Stone Pine Road; and
- 2) Negotiate and execute agreements identified in the MOU to formally initiate early pay-off of IBank Loan with a target closing date of October 1, 2023.

I, the undersigned, hereby certify that the forgoing Resolution was duly passed and adopted on the 18th day of July, 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

Memorandum of Understanding
Between the County of San Mateo and the City of Half Moon Bay
Regarding Affordable Housing Development at Portion of 880 Stone Pine Rd., Half
Moon Bay, CA 94019

This Memorandum of Understanding Regarding Affordable Housing Development at Portion of 880 Stone Pine Rd., Half Moon Bay, CA 94019 (“**MOU**”) is made and entered into as of the Effective Date (defined herein) by and between the County of San Mateo (the “**County**”) and the City of Half Moon Bay (the “**City**”). The County and City may be collectively referred to herein as “**Parties**” and individually as “**Party**”.

Recitals

WHEREAS, the County has an interest in supporting the development of affordable housing for residents of the County; and

WHEREAS, the California Department of Housing and Community Development has awarded the County a grant in the amount of \$5,000,000 to fund the acquisition of manufactured housing under the Joe Serna, Jr. Farmworker Housing Grant Homeownership Program (the “**Serna Grant**”); and

WHEREAS, the County intends to use the Serna Grant funds to acquire manufactured housing to address and remedy the impacts within the County of current and potential displacement of lower-income farmworker families from existing labor camps, mobile home parks, or other housing; and

WHEREAS, the City also wishes to address and remedy the impacts within the City of current and potential displacement of low-income farmworker families and to facilitate the development of affordable housing options; and

WHEREAS, the City owns a parcel of real property located at 880 Stone Pine Rd., Half Moon Bay, CA 94019 (the “**Property**”); and

WHEREAS, the Parties have identified a portion of the Property, described together as “Housing Area” and “Housing Area with Park Space to be Programmed” on **Exhibit “A”** attached hereto and incorporated by this reference, as a potential location for an affordable housing project (the “**Site**”), which may include a future mobile home park that would be developed for affordable housing, including manufactured housing acquired using the Serna Grant to serve extremely low-income farmworker families; and

WHEREAS, the County and the City wish to cooperate and collaborate on certain activities as specified herein in connection with the development of affordable housing on the Site, which may include a future mobile home park developed for affordable housing, including manufactured housing to serve extremely low-income farmworker families.

NOW THEREFORE, the Parties wish to set forth the terms and understanding between them with respect to their cooperation, responsibilities, and activities regarding the development of affordable housing in Half Moon Bay at the Site.

Terms

1. **Purpose.** The purpose of this MOU is to establish the Parties' intent to cooperate and collaborate on certain activities and outline their responsibilities, as specified and subject to the terms and conditions stated herein, in connection with the development of affordable housing, which may include a future mobile home park developed for affordable housing, including manufactured housing to serve extremely low-income individuals and families, including farmworkers, at the Site.
2. **Term.** This MOU is effective upon the Effective Date and shall remain in effect until December 31, 2024, unless modified by written amendment executed by the Parties. This MOU may be terminated by either Party following a good faith attempt by the Parties to meet and confer as described in Sections 3.e and/or Section 12 upon ten (10) days written Notice, provided that the City may only terminate this MOU after closing the lease/leaseback transaction for good cause shown as specified in detail in the Notice.
3. **Responsibilities.**
 - a. The City agrees to take steps as necessary to sufficiently clear title to the Site of any encumbrances, liens, and/or other claims that would preclude or limit use of the Site for affordable housing development, including as a mobile home park, which steps shall, at least, include: (i) to take all steps reasonably necessary to discharge that certain iBank loan in the amount of \$3,200,000 currently secured by or otherwise encumbering the Property (the "**iBank Loan**"); (ii) to divide or subdivide the Property into a parcel or parcels that would facilitate the use of the portion constituting the Site for affordable housing development; (iii) to secure and provide a legal description of the Site, including completion of necessary surveying and other legal requirements,

that is sufficient to support a lease or transfer of title of the Site in accordance with Section 3c. herein; (iv) to undertake such other reasonable steps necessary to facilitate transfer of the Site to the County for affordable housing development, including, without limitation, to seek and obtain applicable development permits, including an Emergency Coastal Development Permit and/or Coastal Development Permit or exemption from any such requirements, and compliance with the California Environmental Quality Act; and (v) to undertake any other necessary steps or actions as may be reasonably requested by the County to facilitate transfer of the Site to the County for affordable housing development.

The Parties agree to cooperate to enter into a lease/leaseback transaction, the terms and conditions of which the Parties have separately negotiated, by which the County would make available to the City funds in the amount of \$3,200,000, which funds the City would use to discharge the iBank Loan (subject to approval by iBank), and which would be repaid to the County pursuant to the terms and conditions of the lease/leaseback agreements. The City agrees to fully cooperate in the provision to the County of requested information, documents and the completion of any actions as the County reasonably determines may be necessary or appropriate to permit the Parties to enter into the contemplated lease/leaseback transaction (which transaction shall in all cases be subject to the satisfaction of the Parties' requirements for the transaction and approval by the Parties' respective governing bodies)

b.

- i. The Parties agree to meet and confer after May 1, 2024, for the purpose of considering whether to, in the County's sole discretion and consistent with applicable law, agree to amend the lease/leaseback agreements to apply a lower interest rate on the outstanding balance due and to recalculate the City's remaining payments accordingly, provided, however, that any new interest rate shall match the then-operative County pool rate.
- ii. The Parties agree that, in the event the County purchases the Site from the City, the Parties will cooperate to amend the lease/leaseback agreement, or enter such other agreements as the Parties determine appropriate, to require the funds provided by the County for the purchase of the Site would be applied as a credit

in that amount to reduce the City's lease payment under the lease/leaseback agreements.

- c. The Parties agree to cooperate to ensure that the County has sufficient land rights and/or control over the Site to allow for the development of affordable housing on the Site, which may include a future mobile home park developed for affordable housing, including manufactured housing to serve extremely low-income individuals, and families, including farmworkers, as required by the Serna Grant, which land rights and/or control shall be accomplished through either a long term lease (lasting at least 55 years) to the County or a transfer of title/sale to the County, subject to a deed restriction requiring affordable housing on the Site. The City agrees that the purchase price for the transfer of title or sale to the County shall be determined by an appraisal mutually acceptable to the Parties and will be applied as a credit (in the amount of the purchase price) to reduce the City's lease payment under the lease/leaseback agreements (as referenced above in Section 3(b)(ii) herein).
 - d. The Parties agree that they will cooperate to ensure that prior to the County's use of funds under the Serna Grant to finance the acquisition of manufactured housing, such housing either is already installed in a location where it will be occupied by the eligible household or that a location has been leased or otherwise made available for the manufactured housing to be occupied by an eligible household.
 - e. Without limiting their rights to terminate under Section 2 herein above, the Parties agree to meet and confer in good faith to renegotiate the terms of this MOU in the event that the lease/leaseback agreements are not consummated, the iBank Loan is not discharged, or the affordable housing development at the Site does not move forward or is determined infeasible for any reason, including, but not limited to, regulatory, environmental, legal, financial or other impediments.
4. **Amendments.** Either Party may request changes to this MOU. Any changes, modifications, revisions, or amendments to this MOU which are mutually agreed upon by and between the Parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all Parties to this MOU.

5. **Governing Law.** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of California. The courts of the State of California, County of San Mateo shall have jurisdiction over any action arising out of this MOU and over the Parties, and the venue for any such actions shall be the Superior Court for the County of San Mateo or the United States District Court for the Northern District of California.
6. **Complete Agreement.** This MOU represents the entire, integrated MOU between the Parties regarding the subject matter hereof and supersedes all prior negotiations, representations and agreements, whether written or oral.
7. **Severability.** Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either Party may renegotiate the terms affected by the severance.
8. **No Third-Party Beneficiary Rights.** The Parties do not intend to create in any other individual or entity the status of a third-party beneficiary, and this MOU shall not be construed to create such status. The rights, duties and obligations contained in this MOU shall operate only between the Parties to this MOU and shall inure solely to the benefit of the Parties to this MOU. The provisions of this MOU are intended only to assist the Parties in determining and performing their obligations under this MOU. The Parties to this MOU intend and expressly agree that only Parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a Party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.
9. **Indemnification.** Pursuant to Government Code Section 895.4, each Party agrees to fully indemnify, defend, and hold the other Party (including its appointed and elected officials, officers, employees, and agents) harmless and free from any damage or liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying Party, its appointed or elected officials, officers, employees, or agents, under or in connection with any activities undertaken in connection with this MOU. No Party, nor any appointed or elected official, officer, employee, or agent thereof, shall be responsible for any damage or liability occurring by reason of the negligent acts or omissions or willful misconduct of any other Party,

its appointed or elected officials, officers, employees, or agents, under or in connection, with any activities undertaken in connection with this MOU.

10. **Notice.** Any notice, demand or request required or permitted to be given or made under this MOU ("**Notice**") shall be in writing and will be deemed given or made when delivered in person, when sent by United States registered or certified mail, or postage prepaid, to a Party at its address specified below, with email copy as follows: If to the County: Iliana Rodrigues, Assistant County Executive, County of San Mateo, 400 County Center Drive, First Floor, Redwood City, CA 94063, with email copy to _____. If to City: Matthew Chidester, City Manager, 501 Main Street, Half Moon Bay 94109, with email copy to: _mchidester@hmbcity.com. The Parties may change their addresses for notice by notifying the other Party in the manner provided in this section.
11. **Conflict of Interest.** Each of the Parties shall avoid all conflicts of interest in the performance of this MOU and shall immediately notify the other Parties should a conflict of interest arise that would prohibit or impair its ability to perform under this MOU.
12. **Disputes.** The Parties agree that, with regard to all disputes or disagreements arising under this MOU that are not resolved informally at the staff level after a good faith attempt, the Parties may, at their sole and mutual discretion, agree to engage in mediation, and the costs of any such mediation shall be divided equally among the Parties involved in the mediation.
13. **Non-Discrimination.** The Parties will not discriminate, in any way, against any person based on sex, pregnancy, childbirth or related medical conditions, race, veteran status, religion, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, gender (including gender identity and gender perception), sexual orientation, use of family medical leave, genetic testing, or any other basis protected by federal or state law. This policy shall apply to all employment practices.
14. **Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein. This MOU may be executed by a Party's signature transmitted by facsimile or electronically, and copies of this MOU

executed and delivered by such means shall have the same force and effect as copies hereof executed and delivered with original signatures. This MOU may be executed in counterparts, all of which will constitute one MOU. A copy or original of this document with all signature pages appended together will be deemed a fully executed, original MOU.

15. **Effective Date.** This MOU shall be effective upon execution of the Parties and approval by their respective governing bodies (the “**Effective Date**”).

COUNTY OF SAN MATEO,

By _____ Date: _____
Iliana Rodriguez
Assistant County Executive

CITY OF HALF MOON BAY,

By _____ Date: _____
Matthew Chidester
City Manager

1663572.3

Summary—Loan Terms

880 Stone Pine

Initial Loan Terms (Step One)

- County loan to City
 - \$3.2 million
 - 10 Year term based upon Lease-Leaseback Agreement collateralizing equity in Half Moon Bay Library, with potential for 5-year extension
 - Interest rate—3.2% (current LAIF rate)
 - Principal and Interest estimated at no more than \$360,000 annually
 - Deferred payments on the initial loan to December 2024

Ultimate Loan Terms (Step Two)

- County purchases 4-acre housing site from City
- County refinances City loan
 - \$3.2 Million minus the proceeds of the sale of the 4-acre housing site.
 - 10 Year term based on Lease-Leaseback Agreement collateralizing equity in Half Moon Bay Library, with potential for 5-year extension
 - Interest rate—set at prevailing LAIF rate (if less than the current 3.2%)
 - *County will float lock to try and tie to lowest possible LAIF rate.*
 - Principal and Interest estimated at no more than \$270,000 annually
 - Deferred payments on the refinanced loan to December 2024
- Loan payments made twice annually (April and December) automatically via property tax distribution withholdings

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **July 18, 2023**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Lisa Lopez Rossi, Interim Assistant City Manager
Edward Behle, Recreation Supervisor

TITLE: **ART DONATION—1,000 CRANES**

RECOMMENDATION:

Adopt a resolution:

- 1) Accepting the donation of 1,000 Cranes created by the San Mateo Organization of Chinese Americans (OCA) and Self Help for the Elderly upon execution of the City's standard Public Art Agreement; and
- 2) Affirming the placement of the sculptures at the Half Moon Bay Public Library; and
- 3) Authorizing Public Works staff to develop a plan for installation.

FISCAL IMPACT:

There is no fiscal impact in accepting this donation.

STRATEGIC ELEMENT:

This action supports the *Healthy Communities and Public Safety* element of the Strategic Plan.

BACKGROUND:

The 1,000 (origami) Cranes were popularized through the story of Sadako Sasaki, a Japanese girl who was two years old when she was exposed to radiation from the atomic bombing of Hiroshima during World War II and soon developed leukemia. At age 12, inspired by the Senbazuru legend, she began making origami cranes with the goal of making 1,000, hoping that she would get well again. According to this legend, the person who can accomplish this will have their wish granted. Unfortunately, Sadako died shortly after folding the last crane, and her story spread across the world. Today, this ancient Japanese practice has spread around the world, embodying faith, hope, and peace.

In February 2023, the City was contacted by Aimee Yan, President of the Organization of Chinese Americans (OCA), San Mateo Chapter. Ms. Yan stated that their organization in partnership with the Self-Help for the Elderly were creating an intergenerational art piece titled "Thousand Cranes" and would like to donate it to the City of Half Moon Bay. The gesture, Ms.

Yan shared was to memorialize and honor the victims of the January shooting which took place in Half Moon Bay with this traditional sign of peace.

The construction of the origami cranes was held at the Central Park Community Center in San Mateo on June 17, 2023, and included 75 people of all ages including local high schoolers, seniors, and the general public. The group spent the morning and afternoon folding 1,000 origami paper cranes of various patterns, colors, and sizes with paper that had been donated to the community specifically for the project. An additional group of volunteers came together on July 9, 2023, to string the cranes at Fire Station #1 in Menlo Park. The 1,000 Cranes is now ready for display.

DISCUSSION:

The project was introduced to the Recreation Commission on May 24, 2023. The Commissioners recommended approval of the donation with the suggestion to place it at the HMB Library. It was also suggested that the background of the 1,000 Cranes and the process in which it was constructed be documented and included with the piece.

City staff met with Ms. Yan and her team to discuss the best location in the library to hang the project, which will include as suggested informational boards detailing the history of 1,000 cranes and providing recognition to the volunteers who worked on the project. After some preliminary discussion, a few areas were identified. Staff will continue to work with library and public works staff on final placement.

The proposed donation of 1,000 Cranes Art Project is yet another example of how the community beyond Half Moon Bay came together to support everyone impacted by this tragic event.



ATTACHMENT:

Resolution

RESOLUTION NO. C-2023-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY AUTHORIZING THE ACCEPTANCE OF A DONATION OF 1,000 CRANE ART PROJECT CREATED BY THE SAN MATEO ORGANIZATION OF CHINESE AMERICANS (OCA) AND SELF HELP FOR THE ELDERLY

WHEREAS, in February 2023, the City of Half Moon Bay was contacted by Aimee Yan, President of the Organization of Chinese Americans (OCA) San Mateo Chapter stating that their organization, in partnership with the Self-Help for the Elderly, were creating an intergenerational art piece titled “Thousand Cranes” and would like to donate it to the City of Half Moon Bay; and

WHEREAS, this offering is to memorialize and honor the victims of the January 23, 2023 shooting which took place in Half Moon Bay; and

WHEREAS, 75 people came together at the Central Park Community Center in San Mateo to construct the project; and

WHEREAS, in accordance with the City’s Public Art Policy, at the May 24, 2023, Parks and Recreation meeting, the Commission considered the offer and recommended acceptance of the donation of the 1,000 Cranes Art project; and

WHEREAS City staff met with Ms. Yan and her team to discuss the best location in the library to hang the project, which will include informational boards detailing the history of 1,000 cranes and providing recognition to the volunteers who worked on the project; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Half Moon Bay hereby authorizes:

- 1) Accepting the donation of 1,000 Cranes created by the San Mateo Organization of Chinese American (OCA) and Self Help for the Elderly upon execution of the City’s Public Art Agreement; and
- 2) Affirming the placement of the sculptures at the Half Moon Bay Public Library; and
- 3) Authorizing Public Works staff to develop a plan for installation.

I, the undersigned, hereby certify that the forgoing Resolution was duly passed and adopted on the 18th day of July 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