



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

TUESDAY, NOVEMBER 19, 2024

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

**Joaquin Jimenez, Mayor
Harvey Rarback, Vice Mayor
Robert Brownstone, Councilmember
Deborah Penrose, 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 City Manager Updates and Consent Calendar items should be made during the Public Forum section of the agenda. Those wishing to speak on a Business or Public Hearing matter will be called forward at the appropriate time during that item's consideration.

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

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

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

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HYBRID MEETING PARTICIPATION PROTOCOLS

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

ROLL CALL / PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PROCLAMATIONS AND PRESENTATIONS

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

CITY MANAGER UPDATES TO COUNCIL HEALTHCARE ACCESS ON THE COAST

PUBLIC FORUM

1. CONSENT CALENDAR

1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES

1.B APPROVAL OF MINUTES

Staff Recommendation: Approve minutes from August 20, 2024 - October 15, 2024.

[ATTACHMENT](#)

1.C WARRANTS FOR THE MONTH OF SEPTEMBER 2024

Staff Recommendation: Accept the warrants list for the month of September 2024.

[STAFF REPORT](#)

[ATTACHMENT](#)

1.D WARRANTS FOR THE MONTH OF OCTOBER 2024

Staff Recommendation: Accept the warrants list for the month of October 2024.

[STAFF REPORT](#)

[ATTACHMENT](#)

1.E TREASURER’S REPORT FOR THE QUARTER ENDING SEPTEMBER 30, 2024

Staff Recommendation: By motion, accept the Treasurer’s Report for the quarter ending September 30, 2024.

[STAFF REPORT](#)

[ATTACHMENT](#)

1.F AMENDMENT NO. 5 TO PROFESSIONAL SERVICES AGREEMENT WITH ALTA FOR EASTSIDE PARALLEL TRAIL IMPROVEMENTS (CIP NO. 0619)

Staff Recommendation: Adopt a resolution authorizing the City Manager to execute Amendment No. 5 to the Professional Services Agreement with Alta Planning and Design, Inc., (ALTA) increasing the contract by \$161,780, for a new total not-to-exceed amount of \$324,673, for additional design services on the Eastside Parallel Trail North – Segment 4 Improvement Project (CIP No. 0619).

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

[ATTACHMENT 3](#)

1.G PENINSULA MUNICIPAL ENGINEERING CONTRACT AMENDMENT

Staff Recommendation: Adopt a resolution authorizing the City Manager to execute professional service agreement amendment with Peninsula Municipal Engineering, Inc. (PME) for project management of the grant funded Highway 1 Safety – North (CIP No. 0538) Project in the amount not-to-exceed \$143,000.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

1.H RESOLUTION OF PUBLIC INTEREST AND CONVENIENCE, DECLARING THE CITY'S INTENT TO SELL REAL PROPERTY AT 880 STONE PINE ROAD (PORTION OF APN: 056-260-180) FOR THE CONSTRUCTION OF A 47-UNIT AFFORDABLE FARMWORKER HOUSING PROJECT

Staff Recommendation: Adopt a Resolution of Public Interest and Convenience, declaring the City's intent to sell real property at 880 Stone Pine Road, Half Moon Bay, CA 94019 (portion of San Mateo County Assessor's Parcel Number [APN] 056-260-180), to allow for the construction of a 47-unit affordable farmworker housing project referred to as Stone Pine Cove.

[STAFF REPORT](#)

[ATTACHMENT](#)

1.I DECLARATION OF EXEMPT SURPLUS LAND PURSUANT TO GOVERNMENT CODE 54220 ET SEQ. IN THE CITY OF HALF MOON BAY, CALIFORNIA, COUNTY OF SAN MATEO, PORTION OF APN: 056-260-180

Staff Recommendation: Adopt a resolution declaring that a 6.87-acre portion of the property located at 880 Stone Pine Road, portion of APN: 056-260-180, is exempt surplus land under Government Code Sections 54221 (f)(1)(D) and 54221 (f)(1)(F); and finding that the declaration of exempt surplus property is exempt from environmental review pursuant to the California Environmental Quality Act.

[STAFF REPORT](#)

[ATTACHMENT](#)

1.J FINAL ACCEPTANCE OF THE 2024 STREET MAINTENANCE PROJECT (CIP NO. 0514)

Staff Recommendation: Adopt a resolution to: 1) accept the 2024 Street Maintenance Project as complete; 2) authorize the City Manager or his designee to file a Notice of Completion; 3) authorize staff to release the Performance and Labor and Materials Bonds; 4) authorize staff to start the one-year warranty bond period; and 5) authorize staff to release the retention funds thirty (30) days after recordation of the Notice of Completion.

[STAFF REPORT](#)

[RESOLUTION](#)

1.K PROFESSIONAL SERVICES AGREEMENT WITH BLACK AND VEATCH CORPORATION FOR STORMWATER - NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) AND ANNUAL REPORTING SERVICES FOR 2025

Staff Recommendation: Adopt a resolution authorizing the City Manager to execute a professional services agreement with Black & Veatch Corporation for Stormwater – National Pollutant Discharge Elimination System (NPDES) and Annual Reporting Services for 2025 in an amount not to exceed \$154,996.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

1.L JOHN L. CARTER PARK IMPROVEMENTS PROJECT (CIP NO. 0611) - AMENDMENT NO. 3 TO PROFESSIONAL SERVICES AGREEMENT WITH SWCA, INC.

Staff Recommendation: Adopt a resolution authorizing the City Manager to execute Amendment No. 3 to the Professional Services Agreement with SWCA, Inc. (SWCA) for additional cultural and paleontological services for the John L. Carter Park Improvements Project (Project), increasing the contract amount by \$46,364, totaling a contract amount not to exceed \$107,032.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

1.M COASTSIDE LAND TRUST WAVECREST TRAIL LICENSE AGREEMENT

Staff Recommendation: By motion, adopt a resolution authorizing the City Manager and City Engineer to finalize and execute the Wavecrest Trail License Agreement for the Coastsides Land Trust (CLT) Wavecrest / California Coastal Trail Phase 2 project and sign the State Coastal Conservancy Public Interest Agreement (Public Resource Code Section 31116(d)).

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

[ATTACHMENT 3](#)

[ATTACHMENT 4](#)

2. ORDINANCES AND PUBLIC HEARINGS

None.

3. RESOLUTIONS AND STAFF REPORTS

3.A CONSIDERATION OF A PROPOSED TWO-WEEK FIRE PIT PILOT PROJECT ON POPLAR BEACH

Staff Recommendation: Consider the request from Eagle Scout Candidate Chloe Standez to allow the installation of up to four fire pits on Poplar Beach as part of a pilot project commencing in early December 2024 and ending with removal of the fire pits within 14 days of installation.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

3.B DOWNTOWN GATEWAY MONUMENT

Staff Recommendation: Adopt a resolution authorizing the City Manager to: 1) execute a Professional Services Agreement with RHAA Landscape Architecture and Planning for architectural design and engineering services for the Downtown Streetscape Master Plan Implementation Project (CIP No. 1032) for the not-to-exceed amount \$78,170; and 2) authorize the transfer of \$20,000 from the General Fund to Capital Improvement Project No. 1032 (Downtown Streetscape Master Plan Implementation Project).

[STAFF REPORT](#)

[ATTACHMENT 2](#)

[ATTACHMENT 3](#)

3.C INFORMATIONAL BRIEFING ON “GET THERE TOGETHER: AN ACTION PLAN FOR TRANSPORTATION CHOICES IN HALF MOON BAY AND THE MIDCOAST”

Staff Recommendation: Receive the informational briefing on “Get There Together: An Action Plan for Transportation Choices in Half Moon Bay and the Midcoast” and provide feedback on the Draft Action Plan and key strategies.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

3.D DEVELOPMENT IMPACT FEE WAIVER IN EXCHANGE FOR PROVISION OF EMERGENCY AFFORDABLE HOUSING AT 300 MAIN STREET (ZABALLA HOUSE)

Staff Recommendation: Adopt a resolution: 1) acknowledging the contribution of the property owners, the Cresson family, in providing up to 8 units of emergency housing at 300 Main Street for displaced farmworkers following the January 2023 mass shooting incident; 2) waiving up to \$122,369 in development impact fees associated with the conversion of existing commercial lodging units to permanent rental housing at 300 Main Street; and 3) authorizing the allocate of equivalent funding from the Affordable Housing Fund to reimburse the City’s restricted impact fee funds for the waiver of the fees.

[STAFF REPORT](#)

[RESOLUTION](#)

COMMISSION / COMMITTEE UPDATES

FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

CITY COUNCIL REPORTS

ADJOURNMENT



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, AUGUST 20, 2024
ADCOCK COMMUNITY/SENIOR CENTER, 535 KELLY AVENUE**

CALL TO ORDER / ROLL CALL

Mayor Jimenez called the meeting to order at 7:02 p.m. and led the Pledge of Allegiance.

ROLL CALL

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

ABSENT: Councilmember Penrose

APPROVAL OF AGENDA

MOTION

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

PROCLAMATIONS AND PRESENTATIONS

INTRODUCTION TO CAPTAIN CHEECHOV

Assistant City Manager Doughty introduced Captain Cheechov.

Captain Cheechov discussed his experience in Half Moon Bay.

PENINSULA CLEAN ENERGY PRESENTATION

Chief Executive Officer Shawn Marshall introduced herself and provided an overview on Peninsula Clean Energy.

MIDCOAST COMMUNITY COUNCIL UPDATE

Scott Baldinger provided an update on the Midcoast Community Council.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Mayor Jimenez discussed the successful Vaquero Days on August 10, 2024.

CITY MANAGER UPDATES

NATIONAL NIGHT OUT RECAP

Management Analyst Acosta provided an update on National Night Out.

Assistant City Manager Doughty discussed the Our Lady of the Pillar Church property and encouraged an end to discourse in the community. He stated the City was not forcing the Church to provide parking.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

PUBLIC FORUM

The following individuals addressed the Council:

- Krystlyn Giedt
- Paul Nagengast

1. CONSENT CALENDAR

Councilmember Ruddock pulled Items 1.B, 1.C, 1.D and 1.E.

The Consent Calendar consisted of followings items:

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
- 1.F MAYOR'S AMENDED LIST OF CITY COUNCIL REPRESENTATIVES AND DESIGNATED ASSIGNMENTS FOR 2024**
- 1.G RECEIPT OF LEGISLATIVE POSITION LETTER**
- 1.H RESOLUTIONS OF SUPPORT FOR TWO GRANT APPLICATIONS TO THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY FOR THE CYCLE 7 PEDESTRIAN AND BICYCLE GRANT PROGRAM**
- 1.I CITIZEN'S OPTION FOR PUBLIC SAFETY (COPS) GRANT PROGRAM FY 2024-25**

MOTION

Councilmember Ruddock moved and Vice Mayor Rarback seconded a motion to approve the Consent Calendar, with the exception of Items 1.B, 1.C, 1.D and 1.E. The question was called and the motion carried 4-0-1, Councilmember Penrose absent.

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

- 1.B WARRANTS FOR THE MONTH OF APRIL 2024**
- 1.C WARRANTS FOR THE MONTH OF MAY 2024**
- 1.D WARRANTS FOR THE MONTH OF JUNE 2024**

The Council asked questions of staff and discussed the item.

MOTION

Vice Mayor Rarback moved and Councilmember Brownstone seconded a motion to accept the warrants list for the months of April 2024, May 2024, and June 2024. The question was called and the motion carried 4-0-1, Councilmember Penrose absent.

- 1.E TREASURER’S REPORT FOR THE QUARTER ENDING JUNE 30, 2024**

Finance Manager Stiles presented the staff report.

The Council discussed the item.

MOTION

Councilmember Ruddock moved and Vice Mayor Rarback seconded a motion to accept the Treasurer’s Report for the quarter ending June 30, 2024. The question was called and the motion carried 4-0-1, Councilmember Penrose absent.

RECESS

Mayor Jimenez called a recess at 7:58 p.m. The meeting reconvened at 8:08 p.m. with all Councilmember present except Councilmember Penrose.

2. ORDINANCES AND PUBLIC HEARINGS

None.

3. RESOLUTIONS AND STAFF REPORTS

- 3.A RESOLUTION ADOPTING THE COUNTYWIDE AND CITY OF HALF MOON BAY LOCAL ROADWAY SAFETY PLAN AND ACCOMPANYING VISION ZERO GOALS**

Public Works Director Bozorginia presented the staff report.

The following individual addressed the Council:

- Paul Nagengast

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Brownstone moved and Vice Mayor Rarback seconded a motion to adopt a resolution approving the Countywide and the City of Half Moon Bay Local Roadway Safety Plan and accompanying Vision Zero Goals. The question was called and the motion carried 4-0-1, Councilmember Penrose absent.

3.B AMENDMENT TO AGREEMENT WITH SWCA ENVIRONMENTAL CONSULTANTS FOR STONE PINE COVE – BIOLOGICAL MONITORING

Assistant City Manager Doughty presented the staff report.

MOTION

Councilmember Brownstone moved and Vice Mayor Rarback seconded a motion to adopt a resolution authorizing the City Manager to execute Amendment No. 1 to the Professional Services Agreement with SWCA Environmental Consultants in the total amount of \$205,652.31 to provide biological monitoring during construction activities at the Stone Pine Cove Affordable Housing Project located on a portion of 880 Stone Pine Road. The question was called and the motion carried 4-0-1, Councilmember Penrose absent.

FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

None.

COMMISSION / COMMITTEE REPORTS

None.

CITY COUNCIL REPORTS

None.

ADJOURNMENT

Mayor Jimenez adjourned the meeting at 8:42 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Joaquin Jimenez, Mayor



MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, SEPTEMBER 3, 2024
ADCOCK COMMUNITY/SENIOR CENTER, 535 KELLY AVENUE

CALL TO ORDER / ROLL CALL

Mayor Jimenez called the meeting to order at 7:13 p.m. and led the Pledge of Allegiance.

ROLL CALL

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

APPROVAL OF AGENDA

MOTION

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

PROCLAMATIONS AND PRESENTATIONS

SUICIDE PREVENTION MONTH RECOGNITION AND PROCLAMATION

Mayor Jimenez read the proclamation and held a moment of silence.

SETON COASTSIDE PRESENTATION

Tim Schulze, Associate Chief Operating Officer provided an overview of the facility, closure, and anticipated reopening.

The Council asked questions and discussed the need for urgent care.

The following individuals addressed the Council:

- Joyce Logan
- Susan Goodman
- Sandi Winter
- Hal Bogner
- Patricia Stevenson
- Connie Santilli

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

None.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

City Attorney Engberg announced that the Council met in Closed Session to discuss two items and no reportable action was taken.

CITY MANAGER UPDATES TO COUNCIL

CLIMATE ACTION AND ADAPTATION PLAN PROJECT

Public Works and Sustainability Management Analyst Nichols provided an update on the City's Adaptation Plan.

SUMMERS END MUSIC FESTIVAL ANNOUNCEMENT

RJ Jennings and Paulette Eisen, Recreation Commission, discussed the Summer's End Music Festival.

COMMUNITY EDUCATION ANNOUNCEMENT

Management Analyst Acosta discussed recent educational workshops.

FUTURE LEADERS CIVICS ACADEMY ANNOUNCEMENT

Communications Program Manager Lettire and Assistant City Clerk Rodriguez explained the program.

PUBLIC FORUM

The following individuals addressed the Council:

- Paul Nagengast
- Rocio Avila
- Julie McHenry and Jim Bitts
- Hal Bogner

1. CONSENT CALENDAR

Item 1.C was pulled from the Consent Calendar.

The Consent Calendar consisted of followings items:

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
- 1.B APPROVAL OF MINUTES**
- 1.D RESPONSE TO SAN MATEO COUNTY CIVIL GRAND JURY REPORT: ASSESSING AND REPORTING INTERNAL CONTROLS IN SAN MATEO COUNTY AGENCIES AND SCHOOL DISTRICTS**
- 1.E PROFESSIONAL SERVICES AGREEMENT WITH CLOUDPERMIT INC. FOR A CLOUD-BASED PERMIT SOFTWARE SOLUTION**

MOTION

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

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

1.C CONFLICT OF INTEREST CODE UPDATE

Communications Director / City Clerk Blair responded to Council questions.

MOTION

Councilmember Ruddock moved and Vice Mayor Rarback seconded a motion to adopt a resolution amending the Conflict of Interest Code. The question was called and the motion carried unanimously.

RECESS

Mayor Jimenez called a recess at 8:43 p.m. The meeting reconvened at 8:50 p.m. with all Councilmembers present.

2. ORDINANCES AND PUBLIC HEARINGS

2.A APPEAL OF THE PLANNING COMMISSION'S DECISION TO DENY THE COASTAL DEVELOPMENT PERMIT, ARCHITECTURAL REVIEW, AND SETBACK VARIANCE FOR A NEW RESIDENCE AND ACCESSORY DWELLING UNIT AT 595 CREEKSIDE COURT (LOT 10), FILE NO. PDP-22-065

City Attorney Engberg provided an overview of the hearing process.

Mayor Jimenez disclosed his ex parte communications.

Senior Planner Phillips presented the staff report.

The Council asked questions of staff.

Mayor Jimenez opened the public hearing.

Gabriel Gonzales Jr., appellant, explained his appeal.

The following individuals addressed the Council:

- Edgar Alcala
- Nick Gonzalez
- Charles Kissick
- Dave Waite
- Alexia Huerta
- Brianna Gonzalez

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

The Council discussed the matter.

MOTION

Councilmember Penrose moved and Councilmember Ruddock seconded a motion to grant the appeal and reverse the Planning Commission's decision, based upon the Findings and Evidence contained in Exhibit A of the draft resolution, and approve the proposed residence subject to the Conditions of Approval in Exhibit B. The question was called and the motion carried unanimously.

3. RESOLUTIONS AND STAFF REPORTS

3.A PROFESSIONAL SERVICES AGREEMENT WITH MIG INC. FOR PREPARATION OF MULTI-FAMILY RESIDENTIAL OBJECTIVE DESIGN STANDARDS

Associate Planner Wilson presented the staff report.

The following individuals addressed the Council:

- Paul Nagengast
- Patricia Stevenson

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Brownstone moved and Vice Mayor Rarback seconded a motion to adopt a resolution authorizing the City Manager to execute a professional services agreement with MIG Inc. for professional planning, zoning, and design consulting services to prepare Multi-Family Objective Design Standards at a cost of \$148,180, with a contingency of 15%, for a

total budget of \$170,407. The question was called and the motion carried 4-1, Councilmember Penrose dissenting.

FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

Councilmember Rarback requested a discussion regarding better and more healthcare on the Coastside. Councilmember Penrose seconded the request.

Councilmember Penrose suggested writing a letter to Attorney General Bonta regarding urgent care. Councilmember Brownstone seconded the request.

Councilmember Brownstone requested a report out from County Health on Seton.

Councilmember Penrose suggested a special meeting or workshop on healthcare.

COMMISSION / COMMITTEE REPORTS

Assistant City Manager Doughty provided an update on the recent Recreation Commission meeting.

CITY COUNCIL REPORTS

None.

ADJOURNMENT

Mayor Jimenez adjourned the meeting at 10:15 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Joaquin Jimenez, Mayor



MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, SEPTEMBER 17, 2024
ADCOCK COMMUNITY/SENIOR CENTER, 535 KELLY AVENUE

CALL TO ORDER / ROLL CALL

Vice Mayor Rarback called the meeting to order at 7:03 p.m. and led the Pledge of Allegiance.

ROLL CALL

PRESENT: Councilmembers Brownstone and Ruddock and Vice Mayor Rarback

ABSENT: Mayor Jimenez and Councilmember Penrose

APPROVAL OF AGENDA

MOTION

Councilmember Ruddock moved and Councilmember Brownstone seconded a motion to approve the Agenda. The question was called and the motion carried 3-0-2, Councilmember Penrose and Mayor Jimenez absent.

PROCLAMATIONS AND PRESENTATIONS

MIDCOAST COMMUNITY COUNCIL UPDATE

The Council received an update from the Midcoast Community Council.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Vice Mayor Rarback announced the Summer's End Festival to be held on September 21.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

PUBLIC FORUM

The following individuals addressed the Council:

- Paul Grossman

- Brad Steinwede
- Krystlyn Giedt
- Rocio Avila
- Patric Jonsson
- Paul Nagengast
- Mary Bernier

1. CONSENT CALENDAR

The Consent Calendar consisted of followings items:

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
- 1.B WARRANTS FOR THE MONTH OF JULY 2024**
- 1.C AMENDMENT OF CITY TRAFFIC REGULATIONS FOR CITY HALL PARKING LOT**

MOTION

Councilmember Brownstone moved and Councilmember Ruddock seconded a motion to approve the Consent Calendar. The question was called and the motion carried 3-0-2, Councilmember Penrose and Mayor Jimenez absent.

2. ORDINANCES AND PUBLIC HEARINGS

None.

3. RESOLUTIONS AND STAFF REPORTS

3.A FISCAL YEAR 2023-24 ANNUAL REPORT ON LAW ENFORCEMENT SERVICES AND ACTIVITIES

Captain Richard Cheechov and Sheriff Christina Corpus presented the annual report.

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Ruddock moved and Councilmember Brownstone seconded a motion to accept FY 2023-24 Annual Report on Law Enforcement Services and Activities. The question was called and the motion carried 3-0-2, Councilmember Penrose and Mayor Jimenez absent.

3.B OPPORTUNITY CENTER CONTRACT AMENDMENTS

City Manager Chidester, Economic and Community Vitality Manager Decker, Krystlyn Giedt, Chamber of Commerce, Eric Vettel, Coastside Venture Studio, Barry Hathaway, Job Train, and Sharon Miller, Renaissance Entrepreneurship Center, presented the staff report.

The following individuals addressed the Council:

- Lizzette Solis
- Rosalva Mendez
- David Cotla
- Mario Lopez

The Council discussed the item.

MOTION

Councilmember Brownstone moved and Councilmember Ruddock seconded a motion to Receive an update on the Opportunity Center of the Coastsides and adopt a resolution authorizing the City Manager to: 1. Amend a grant agreement with the County of San Mateo to extend operations of the Opportunity Center of the Coastsides to a term ending September 30, 2025; and 2. Amend the current service provider contracts for employment, small business, and entrepreneurship services to a term ending on September 30, 2025, in an amount not to exceed \$718,750. The question was called and the motion carried 3-0-2, Councilmember Penrose and Mayor Jimenez absent.

3.C POSSIBLE ADDITION OF YOUTH MEMBERSHIP TO THE PARKS AND RECREATION COMMISSION

Assistant City Manager Doughty presented the staff report.

MOTION

Councilmember Ruddock moved and Councilmember Brownstone seconded a motion to direct staff to return on October 1, 2024, with revisions to the Commission By-Laws adding two youth members to the Parks and Recreation Commission for a total of seven regular (voting) members. The question was called and the motion carried 3-0-2, Councilmember Penrose and Mayor Jimenez absent.

3.D FINANCIAL REPORT FOR THE QUARTER ENDED ON JUNE 30, 2024

Finance Manager Stiles and City Manager Chidester presented the staff report.

MOTION

Councilmember Brownstone moved and Councilmember Ruddock seconded a motion to accept the Financial Report for the quarter ended on June 30, 2024. The question was called and the motion carried 3-0-2, Councilmember Penrose and Mayor Jimenez absent.

FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

Councilmember Brownstone requested Public Works provided options for Main Street Bridge accessibility as discussed by Mr. Grossman. Councilmember Ruddock seconded the request.

COMMISSION / COMMITTEE REPORTS

None.

CITY COUNCIL REPORTS

None.

ADJOURNMENT

Vice Mayor Rarback adjourned the meeting at 9:12 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Harvey Rarback, Vice Mayor



MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, OCTOBER 1, 2024
ADCOCK COMMUNITY/SENIOR CENTER, 535 KELLY AVENUE

CONVENE SPECIAL MEETING

Mayor Jimenez called the special meeting to order at 5:00 p.m.

ROLL CALL

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

OPEN SESSION IDENTIFICATION OF CLOSED SESSION ITEMS

PUBLIC COMMENT ON CLOSED SESSION ITEMS

CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Govt. Code section 54956.8)
Property: 555 Kelly Avenue, City of Half Moon Bay
City Negotiators: Matthew Chidester (City Manager) and Catherine Engberg (City Attorney)
Negotiating Parties: Kelly Hollywood, Mercy Housing
Under negotiation: Price and terms of potential lease agreement

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Govt. Code section 54956.9(d)(1))
Name of case: Paul Nagengast v. City of Half Moon Bay – San Mateo Superior Court, Case No. 24-SCS00645

ADJOURNMENT

Mayor Jimenez adjourned the meeting at 6:48 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Joaquin Jimenez, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, OCTOBER 1, 2024
ADCOCK COMMUNITY/SENIOR CENTER, 535 KELLY AVENUE**

CALL TO ORDER / ROLL CALL

Mayor Jimenez called the meeting to order at 7:04 p.m. and led the Pledge of Allegiance.

ROLL CALL

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

APPROVAL OF AGENDA

MOTION

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

PROCLAMATIONS AND PRESENTATIONS

HISPANIC HERITAGE MONTH

Mayor Jimenez read the proclamation declaring Hispanic Heritage Month and presented the proclamation to two high school students.

DOMESTIC VIOLENCE PREVENTION MONTH PROCLAMATION

Mayor Jimenez read the proclamation recognizing October as Domestic Violence Prevention Month.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Mayor Jimenez announced the Pumpkin Festival to be held on October 19 and 20.

SERVICE REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

City Attorney Engberg announced that the Council met in Closed Session to discuss two items and there was no reportable action.

CITY MANAGER UPDATES TO COUNCIL

Economic and Community Vitality Manager Decker announced the College of San Mateo Coastsides Ribbon Cutting on October 17.

Assistant City Clerk Rodriguez announced Elections Night Out on October 30.

City Manager Chidester announced the Community Conversation on Healthcare Access on October 29.

PUBLIC FORUM

None.

1. CONSENT CALENDAR

Item 1.D was pulled from the Consent Calendar.

The Consent Calendar consisted of the following items:

- 1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
- 1.B RESPONSE TO SAN MATEO COUNTY CIVIL GRAND JURY REPORT – “RESTAURANT EXTERIORS: THE NEGLECTED SPACE”**
- 1.C RESPONSE TO SAN MATEO COUNTY CIVIL GRAND JURY REPORT – “THE STATE OF COMPOST COMPLIANCE IN SAN MATEO COUNTY”**

MOTION

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

1.D AMENDMENTS TO THE PARKS AND RECREATION COMMISSION BYLAWS TO ADD TWO YOUTH MEMBERS

The Council discussed the item.

MOTION

Councilmember Penrose moved and Vice Mayor Rarback seconded a motion to adopt a resolution amending the Parks and Recreation Commission By-Laws providing for the addition of two youth members to the Commission for a total of seven regular (voting) members. The question was called and the motion carried 4-1, Mayor Jimenez dissenting.

2. ORDINANCES AND PUBLIC HEARINGS

None.

3. RESOLUTIONS AND STAFF REPORTS

3.A AUTOMATED LICENSE PLATE READERS POLICY AND TWO-YEAR PILOT PROGRAM

City Manager Chidester presented the staff report.

The Council discussed the item and indicated the need to ensure privacy.

MOTION

Councilmember Ruddock moved and Councilmember Brownstone seconded a motion to adopt a resolution: 1. Approving the two-year Automated License Plate Readers (ALPR) pilot program at specified locations within Half Moon Bay; 2. Adopting the City of Half Moon Bay ALPR Usage and Privacy Policy; 3. Authorizing the City Manager to negotiate and execute an amendment of the Agreement for Law Enforcement Services with the County of San Mateo, to implement the use of ALPR technology in Half Moon Bay; and 4. Authorizing the City Manager to negotiate and execute an agreement with Flock Group, Inc., for the installation and maintenance of sixteen (16) ALPR units and associated software, equipment, and support services, for a period of two years, at a cost not-to-exceed \$108,900, as amended. The question was called and the motion carried 4-1, Vice Mayor Rarback dissenting.

Mayor Jimenez recused himself and left the dais at 7:55 p.m.

3.B JOBTRAIN CONTRACT AMENDMENT

Economic and Community Vitality Manager Decker and City Attorney Engberg presented the staff report.

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Ruddock moved and Councilmember Penrose seconded a motion to authorize the City Manager to amend the professional services agreement with JobTrain for employment services at the Opportunity Center by extending the term to September 30, 2025, for a contract amount not to exceed \$350,372. The question was called and the motion carried 4-0-1, Mayor Jimenez absent.

Mayor Jimenez returned at 8:02 p.m.

3.C MAIN STREET BRIDGE MAINTENANCE OPTIONS

City Manager Chidester and Public Works Superintendent Seeley presented the staff report.

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Brownstone moved and Councilmember Rarback seconded a motion to 1. Receive direction from City Council on the creation of a maintenance program to begin addressing Main Street Bridge maintenance and accessibility needs; and 2. Adopt a resolution amending the FY 2024-25 to FY 2028-29 (CIP) by adding a new project entitled Main Street Bridge Maintenance Project as a “funded” programmed project for FY 2024-25, and amending the FY 2024-25 Capital Budget by allocating up to \$200,000 from the General Fund to allow work to begin on this project immediately. The motion carried unanimously.

3.D COMMISSIONS / COMMITTEES APPOINTMENT PROCESS

Communications Director / City Clerk Blair presented the staff report.

The Council discussed the item and asked questions of staff.

CONSENSUS

By consensus, the Council directed staff to bring back a policy, after the election, outlining the current process.

FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

Councilmember Ruddock discussed her and Vice Mayor Rarback’s attendance at the County’s briefing on the unhoused and requested invited County staff to provide the information including pacific and Hopeful Horizons. Vice Mayor Rarback and Councilmember Brownstone concurred.

COMMISSION / COMMITTEE REPORTS

None.

CITY COUNCIL REPORTS

None.

ADJOURNMENT

Mayor Jimenez adjourned the meeting at 8:45 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Joaquin Jimenez, Mayor



**MINUTES
CITY OF HALF MOON BAY CITY COUNCIL
TUESDAY, OCTOBER 15, 2024
ADCOCK COMMUNITY/SENIOR CENTER, 535 KELLY AVENUE**

CALL TO ORDER / ROLL CALL

Mayor Jimenez called the meeting to order at 7:11 p.m. and led the Pledge of Allegiance.

ROLL CALL

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

APPROVAL OF AGENDA

MOTION

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

PROCLAMATIONS AND PRESENTATIONS

FUTURE LEADERS CIVICS ACADEMY GRADUATION (6:30 RECEPTION)

Communications Program Manager Lettire presented certificates recognizing the Future Leaders Civics Academy Graduates.

LIBRARY ANNUAL REPORT

Library Manager Malley presented the 2023-2024 Annual Library Report highlighting statistics; Strategic Plan; staff; and community input.

MIDCOAST COMMUNITY COUNCIL UPDATE

The Council received an update from the Midcoast Community Council.

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

Mayor Jimenez announced the October 19 and 20 Pumpkin Festival and Conversation about Healthcare on the Coastside on October 29.

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

None.

CITY MANAGER UPDATES TO COUNCIL

IMMIGRATION WORKSHOP ANNOUNCEMENT

Management Analyst Acosta invited the community to the Immigration Workshop “Know Your Rights” on October 26.

PUBLIC FORUM

The following individuals addressed the Council:

- Patric Jonsson
- Martin Anaya
- Krystlyn Geidt
- David Schorr
- Rocio Avila
- Paul Nagengast

1. CONSENT CALENDAR

The Consent Calendar consisted of following items:

1.A WARRANTS FOR THE MONTH OF AUGUST 2024

1.B ACCEPTANCE OF AUDITOR’S REPORTS FROM THE FISCAL YEAR 2022-23 AUDIT

MOTION

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

2. ORDINANCES AND PUBLIC HEARINGS

A. APPEAL OF THE PLANNING COMMISSIONER’S DECISION TO DENY THE COASTAL DEVELOPMENT PERMIT AND ARCHITECTURAL REVIEW FOR A NEW RESIDENCE AT 2800 CHAMPS ELYSEE BLVD, FILE NO. PDP-17-055

Councilmember Brownstone recused himself due to the location of his residence and left the dais.

City Attorney Engberg outlined the hearing process.

The Council provided ex parte communications.

Senior Planner Phillips presented a PowerPoint outlining the proposed project.

The Council asked questions of staff.

Mark Massara, representing the appellant, discussed the background of project review; compliance LUP flood policies; and justification for approval of the project.

Mayor Jimenez opened the public hearing.

The following individuals addressed the Council:

- Jimmy Benjamin
- Joe Farro
- Brad Steinwede
- John Hernandez
- Marry Ruddy
- Andrew Abel

The Council discussed the item and asked questions of staff.

MOTION

Vice Mayor Rarback moved and Mayor Jimenez seconded a motion to deny the appeal and affirm the Planning Commission decision. The question was called and the motion failed 2-2, Councilmember Penrose and Ruddock dissenting and Councilmember Brownstone recused.

MOTION

Councilmember Ruddock moved and Councilmember Penrose seconded a motion to uphold the appeal and amend the condition for hydrological work to incorporate the comments from the peer review by Waterways Consulting. The motion failed 2-2, Mayor Jimenez and Vice Mayor Rarback dissenting and Councilmember Brownstone recused.

City Attorney Engberg announced that the Council effectively denied the appeal of the Planning Commission's decision denying a coastal development permit and architectural review for 2800 Champs Elysee Blvd, after two unsuccessful motions on the appeal that were voted on 2 (ayes) – 2 (no), with Councilmember Brownstone recused.

RECESS

Mayor Jimenez called a recess at 9:13 p.m. The meeting reconvened at 9:24 p.m. with all Councilmembers present.

3. RESOLUTIONS AND STAFF REPORTS

3.A MUNICIPAL ENERGY PROJECT UPDATES

Senior Management Analyst Walter, Public Works Director Bozorginia and Peter Levitt, Peninsula Clean Energy, presented the staff report.

The following individual addressed the Council:

- Jimmy Benjamin

The Council asked questions and discussed the item.

MOTION

Councilmember Penrose moved and Councilmember Ruddock seconded a motion to adopt a resolution authorizing the City Manager to execute a Power Purchase Agreement for the Solar Photovoltaic System at the Emergency Operations Center Parking Lot and the City Hall Parking Lot in partnership with Peninsula Clean Energy Authority should the City Manager determine that there are cost effectiveness or other community benefits as determined by the City of Half Moon Bay following participation in a collaborative procurement led by Peninsula Clean Energy. The question was called and the motion carried unanimously.

3.B SEWER AUTHORITY MID-COASTSIDE PROPOSED 5-YEAR INFRASTRUCTURE PLAN

Public Works Director Bozorginia presented the staff report.

The Council asked questions of staff and discussed the item.

MOTION

Councilmember Ruddock moved and Councilmember Brownstone seconded a motion to adopt a resolution accepting the Sewer Authority 5-year Infrastructure Plan (Capital Improvement Program). The question was called and the motion carried unanimously.

3.C POTENTIAL COMMUNITY PARK ON BEACHWOOD/GLENCREE PROPERTY

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

The following individual addressed the Council:

- Jimmy Benjamin

The Council asked questions of staff and discussed the item.

FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

None.

COMMISSION / COMMITTEE REPORTS

None.

CITY COUNCIL REPORTS

None.

ADJOURNMENT

Mayor Jimenez adjourned the meeting at 10:22 p.m.

Respectfully Submitted:

Approved:

Jessica Blair, City Clerk

Joaquin Jimenez, Mayor

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

From: Lisa Rossi, Administrative Services Director

TITLE: **WARRANTS FOR THE MONTH OF SEPTEMBER 2024**

RECOMMENDATION:

Accept the warrants list for the month of September 2024.

STRATEGIC ELEMENT:

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

DISCUSSION:

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

Check Run Date	Amount
September 04	33,224
September 05	209,465
September 12	197,278
September 19	596,556
September 26	633,688
Total	1,670,211

The City processed payments related to 14 capital improvement projects, in a total amount of \$682,059. These include Pavement Management / Traffic Program, Highway 1 Safety - North, Poplar Complete Street, Carter Park, Eastside Parallel Trail Expansion, Climate Action And Adaptation, Fleet Replacement Program, Permitting System Upgrade, Smith Field Site Assessment, HVAC Repair, Green Infrastructure And Storm, Seymour Ditch Erosion And Coast, Sewer Maintenance Program, and the Inflow And Infiltration Program.

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
55216	ANDREINI BROTHERS INC.	9/5/2024	\$45,034	STREET MAINTENANCE
55217	BAY AREA GEOTECHNICAL GROUP INC	9/5/2024	\$30,270	MATERIAL TESTING & SPECIAL INSPECTION SERVICES
55219	EL CENTRO DE LIBERTAD	9/5/2024	\$34,415	CARES PROGRAM OPERATOR
55250	DEERE & COMPANY	9/12/2024	\$82,074	JOHN DEERE TRACTOR
55325	PENINSULA MUNICIPAL ENGINEERING INC.	9/19/2024	\$38,250	HIGHWAY 1 SAFETY NORTH IMPROVEMENTS
55342	WICKMAN DEVELOPMENT AND CONSTRUCTION	9/19/2024	\$362,776	CARTER PARK
55356	HDL SOFTWARE LLC	9/26/2024	\$30,802	TOT AND BUSINESS LICENSE MANAGEMENT
55359	Jobtrain Inc	9/26/2024	\$30,729	JOB SEEKER WORKFORCE DEVELOPMENT PROGRAM
55368	SEWER AUTHORITY MID-COASTSIDE	9/26/2024	\$495,967	FY 24/25 OPERATIONS AND MAINTENANCE
55455	WELLS FARGO	9/4/2024	\$33,946	CITY-WIDE SMALL PURCHASES ON CREDIT CARDS

ATTACHMENTS:

Check Disbursement List by Check Date

Report Criteria:

Report type: GL detail

55078	MTA PARTS INC.	09/12/2024	VEHICLE PARTS	60.13-
55078	MTA PARTS INC.	09/12/2024	VEHICLE PARTS	247.67-
55078	MTA PARTS INC.	09/12/2024	VEHICLE PARTS	12.45-
Total 55078:				320.25-
55112	Department of Alcoholic Beverage Control	09/12/2024	SUMMER'S END LICENSE	50.00-
Total 55112:				50.00-
55200	PHIL'S TIRE & AUTO CARE	09/04/2024	VEHICLE REPAIR	722.42-
Total 55200:				722.42-
55215	4LEAF INC.	09/05/2024	New PSA for Public Works inspection services, FY 23-24	7,420.00
Total 55215:				7,420.00
55216	ANDREINI BROTHERS INC.	09/05/2024	PO FOR THE CONSTRUCTION CONTRACT FOR THE 2024 STREET MAINTENANCE PROJECT	47,404.00
55216	ANDREINI BROTHERS INC.	09/05/2024	RETENTION 8/31/24	2,370.20-
Total 55216:				45,033.80
55217	BAY AREA GEOTECHNICAL GROUP INC	09/05/2024	CO1 BASED ON AMENDMENT 2 TO PSA FOR MATERIAL TESTING & SPECIAL INSPECTION SERVICES FOR	13,800.00
55217	BAY AREA GEOTECHNICAL GROUP INC	09/05/2024	CO1 BASED ON AMENDMENT 2 TO PSA FOR MATERIAL TESTING & SPECIAL INSPECTION SERVICES FOR	16,470.00
Total 55217:				30,270.00
55218	BIKE WORKS HMB	09/05/2024	Pedal for a purpose-Mike Barragan	4,980.88
Total 55218:				4,980.88
55219	EL CENTRO DE LIBERTAD	09/05/2024	CARES PROGRAM	34,415.34
Total 55219:				34,415.34
55220	GATES AND ASSOCIATES	09/05/2024	SMITH FIELD FACILITIES MASTER PLAN	655.00
Total 55220:				655.00

55221	HALF MOON BAY GRADING & PAVING INC.	09/05/2024	PROJECT TO INSTALL A NEW OVERFLOW CROSSING BETWEEN 2 MANHOLES AT INTERSECTION OF VAL	15,190.30
Total 55221:				15,190.30
55222	HMB COASTSIDE CHAMBER	09/05/2024	JUNE'24 BID (IN CITY)	9,574.00
55222	HMB COASTSIDE CHAMBER	09/05/2024	JUNE'24 BID (OOC)	4,095.00
Total 55222:				13,669.00
55223	INTEGRAL CONSULTING INC.	09/05/2024	PREPARATION OF THE CLIMATE ADAPTION PLAN(CIP 1002)	8,214.76
Total 55223:				8,214.76
55224	MALCOLM C SMITH	09/05/2024	COMMUNICATIONS CONSULTANT SERVICE	1,072.50
Total 55224:				1,072.50
55225	Northern Consulting Actuaries Inc	09/05/2024	FY '23/24 OPEB VALUATION & GASB 75/VIA ACTUARIAL SOLUTIONS	6,600.00
Total 55225:				6,600.00
55226	PHILS TIRE & AUTO CARE INC	09/05/2024	VEHICLE SERIVCE	722.42
Total 55226:				722.42
55227	PLAN JPA	09/05/2024	MAY'24 GENERAL LIABILITY CLAIMS	8,190.83
Total 55227:				8,190.83
55228	QUADIENT FINANCE USA, INC	09/05/2024	POSTAGE	50.59-
55228	QUADIENT FINANCE USA, INC	09/05/2024	POSTAGE	600.00
Total 55228:				549.41
55229	ROBERT HALF	09/05/2024	BRUMFIELD, BYRA M 08/30/2024	1,994.00
Total 55229:				1,994.00
55230	SAN MATEO DAILY JOURNAL	09/05/2024	ADVERTISING PDP-17-055	1,008.00
55230	SAN MATEO DAILY JOURNAL	09/05/2024	ADVERTISING PDP-17-055	1,008.00
55230	SAN MATEO DAILY JOURNAL	09/05/2024	ADVERTISING PDP-17-055	1,008.00-

Total 55230:				1,008.00
55231	SERVICE PRESS INC.	09/05/2024	OFFICE SUPPLIES	92.05
Total 55231:				92.05
55232	TOM PONTON INDUSTRIES INC.	09/05/2024	SEWER FLOW MONITORING SERVICES	26,600.06
Total 55232:				26,600.06
55233	TULLY CONSULTING GROUP	09/05/2024	SWPPP SERVICES FOR POPLAR STREET TRAFFIC CALMING & SAFETY PROJECT PHASE 1	1,875.00
Total 55233:				1,875.00
55234	ZONES, LLC	09/05/2024	FY '24/25 ZONES MICROSOFT 365 LICENSING	1,101.14
55234	ZONES, LLC	09/05/2024	FY '24/25 ZONES MICROSOFT 365 LICENSING	189.98-
Total 55234:				911.16
55235	AMERICAN ENERGY SOCIETY	09/12/2024	TO LAUNCH & OPERATE COASTSIDE VENTURE STUDIO (CSVS) A BUSINESS INCUBATOR VIA THE OCC	28,054.27
Total 55235:				28,054.27
55236	AMERICAN PORTABLES	09/12/2024	PORTABLE TOILET RENTAL & SERVICES FY '24-25	2,001.95
55236	AMERICAN PORTABLES	09/12/2024	PORTABLE TOILET RENTAL & SERVICES FY '24-25	3,764.80
55236	AMERICAN PORTABLES	09/12/2024	PORTABLE TOILET RENTAL & SERVICES FY '24-25	5,326.87
Total 55236:				11,093.62
55237	Angela Kemsley	09/12/2024	DEPOSIT REFUND-SOUTH DAY ROOM 9/11/24	100.00
Total 55237:				100.00
55238	AT&T	09/12/2024	AUG'24 PHONE SERVICE	1,048.32
55238	AT&T	09/12/2024	AUG'24 PHONE SERVICE	1.77-
55238	AT&T	09/12/2024	AUG'24 PHONE SERVICE	.13-
Total 55238:				1,046.42
55239	AT&T MOBILITY	09/12/2024	SEPT'24 PHONE SERVICE	694.99

Total 55239:				694.99
55240	BECKER GRAPHICS	09/12/2024	INSTRUCTOR PAYMENT- ZUMBA AUG'24	336.00
Total 55240:				336.00
55241	BIG CREEK LUMBER	09/12/2024	MAINT SUPPLIES	38.37
Total 55241:				38.37
55242	Caeli Collins	09/12/2024	CLASS REFUND- PICKLEBALL A #2	160.00
Total 55242:				160.00
55243	CAPITAL ONE TRADE CREDIT	09/12/2024	MAINT SUPPLIES AUG'24	4,123.47
Total 55243:				4,123.47
55244	CARTWRIGHT DESIGN STUDIO	09/12/2024	DESIGN SERVICE	1,980.00
Total 55244:				1,980.00
55245	CASELLE INC.	09/12/2024	FY 24/25 CASELLE ERP SOFTWARE OCT	3,843.00
Total 55245:				3,843.00
55246	Christa Bigue	09/12/2024	DEPOSIT REFUND- COMMUNITY ROOM B 9/3/24	100.00
Total 55246:				100.00
55247	CHRISTINA JEWELS KRZASZCZAK	09/12/2024	MAKE IT MAIN ST GRAPHIC DESIGN	400.00
Total 55247:				400.00
55248	CIRCLEPOINT	09/12/2024	HYATT HOTEL PDP-072-13	2,790.00
55248	CIRCLEPOINT	09/12/2024	HYATT HOTEL PDP-072-13	2,790.00
55248	CIRCLEPOINT	09/12/2024	HYATT HOTEL PDP-072-13	2,790.00
Total 55248:				2,790.00
55249	CORODATA RECORDS MANAGEMENT INC	09/12/2024	MAY'24 RECORDS MANAGEMENT	662.43

Total 55249:			662.43
55250 DEERE & COMPANY	09/12/2024	PO FOR JOHN DEERE 5075E TRACTOR. QUOTE ID 30034245	82,074.42
Total 55250:			82,074.42
55251 ELIZABETH CORONA	09/12/2024	DEPOSIT REFUND- GRAND OAK 10/25/24	610.00
Total 55251:			610.00
55252 FlowBird America Inc	09/12/2024	JULY'24 MAINT SERVICE	231.35
55252 FlowBird America Inc	09/12/2024	AUG'24 MAINT SERVICE	120.00
Total 55252:			351.35
55253 GRANICUS	09/12/2024	SEPT'24, GRANICUS SERVICE	1,564.85
Total 55253:			1,564.85
55254 HD SUPPLY FORMERLY HOME DEPOT PRO	09/12/2024	MAINT SUPPLIES	1,586.41
Total 55254:			1,586.41
55255 HMB COASTSIDE CHAMBER	09/12/2024	Provide daily operation and facility oversight via Opportunity Center of the Coastside	12,108.02
Total 55255:			12,108.02
55256 HOME DEPOT CREDIT SERVICES	09/12/2024	MAINT SUPPLIES	443.89
55256 HOME DEPOT CREDIT SERVICES	09/12/2024	MAINT SUPPLIES	99.04
Total 55256:			542.93
55257 IMPEC GROUP INC.	09/12/2024	Provide custodial services for the OCC AUG 2024	780.00
Total 55257:			780.00
55258 INFINITY TECHNOLOGIES	09/12/2024	FY 24/25 INFINITY TECH DESKTOP/HELP DESK	13,960.00
55258 INFINITY TECHNOLOGIES	09/12/2024	FY 24/25 INFINITY TECH DESKTOP/HELP DESK	164.25
Total 55258:			14,124.25
55259 JULIE HOSFELDT	09/12/2024	INSTRUCTOR PAYMENT-SUMMER ORCHESTRA	661.50

Total 55259:			661.50
55260	JULISSA ACOSTA	09/12/2024 MMANC MEMBERSHIP	95.00
55260	JULISSA ACOSTA	09/12/2024 LUNCH FOR MEETING	114.83
Total 55260:			209.83
55261	MAZE & ASSOCIATES	09/12/2024 FY '24/25 MAZE INDEPENDANT AUDITOR & ACFR	3,750.00
Total 55261:			3,750.00
55262	NAPA AUTO PARTS	09/12/2024 VEHICLE PARTS	60.13
55262	NAPA AUTO PARTS	09/12/2024 VEHICLE PARTS	247.67
55262	NAPA AUTO PARTS	09/12/2024 VEHICLE PARTS	12.45
Total 55262:			320.25
55263	NBS GOVERNMENT FINANCE GROUP	09/12/2024 COST ALLOCATION PLAN AND CITYWIDE FEE STUDY	2,900.00
Total 55263:			2,900.00
55264	PRINT INNOVATIONS, INC.	09/12/2024 PRINT SERVICE	363.74
Total 55264:			363.74
55265	QUADIENT FINANCE USA, INC	09/12/2024 POSTAGE	15.87
Total 55265:			15.87
55266	RICE TRUCKING-SOIL FARM INC.	09/12/2024 MAINT SUPPLIES	639.84
55266	RICE TRUCKING-SOIL FARM INC.	09/12/2024 MAINT SUPPLIES	451.72
Total 55266:			1,091.56
55267	ROBERT HALF	09/12/2024 BRUMFIELD, BYRA M 09/062024	1,595.20
Total 55267:			1,595.20
55268	Sable Computer Inc.	09/12/2024 CAMERA, INTERCOM, & BADGE SYSTEM	1,778.44
Total 55268:			1,778.44

55269	STERICYCLE, INC.	09/12/2024	PAPER SHREDDING	655.12
55269	STERICYCLE, INC.	09/12/2024	PAPER SHREDDING	224.63
Total 55269:				879.75
55270	TOWNSEND PUBLIC AFFAIRS, INC	09/12/2024	AUG'24 CONSULTING SERVICES	3,000.00
Total 55270:				3,000.00
55271	TRAFFIC PATTERNS LLC	09/12/2024	HALF MOON BAY - JULY-SEPTEMBER 2024	1,015.00
Total 55271:				1,015.00
55272	Tristan Keller	09/12/2024	SKATEBOARD LESSONS 8/14/24-8/29/24	280.00
Total 55272:				280.00
55273	TURBO DATA SYSTEMS	09/12/2024	CITATION PROCESSING	859.37
Total 55273:				859.37
55274	UNITED RENTALS (NORTH AMERICA) INC.	09/12/2024	MAINT REPAIR	545.68
Total 55274:				545.68
55275	VESTIS	09/12/2024	MAINT SUPPLIES CITY HALL	198.99
55275	VESTIS	09/12/2024	MAINT SUPPLIES PUBLIC LIBRARY	127.53
55275	VESTIS	09/12/2024	MAINT SUPPLIES CITY HALL	198.99
55275	VESTIS	09/12/2024	MAINT SUPPLIES PUBLIC LIBRARY	127.53
Total 55275:				653.04
55276	VICTOR HERNANDEZ	09/12/2024	AUG'24 TRANSLATION SERVICES	1,424.36
Total 55276:				1,424.36
55277	WOOD CONSULTING SERVICES	09/12/2024	ECONOMIC AND COMMUNITY VITALITY CONSULTANT SERVICES (GENERAL)	2,167.50
55277	WOOD CONSULTING SERVICES	09/12/2024	ECONOMIC CONSULTANT AT OPPORUNITY COASTSIDE CENTER	4,972.50
Total 55277:				7,140.00
55278	Aida L Navarro	09/19/2024	REFUND-SWIM LESSONS	50.00

Total 55278:			50.00
55279	Alejandro Vilchez	09/19/2024 WORKSHOP-GANG DIVERSION	600.00
Total 55279:			600.00
55280	AMERICAN PORTABLES	09/19/2024 PORTABLE TOILET RENTAL & SERVICES FY '24-25	195.65
Total 55280:			195.65
55281	AMS SYSTEMS INC	09/19/2024 SEPT '24 PRINTING SERVICES	6,921.14
Total 55281:			6,921.14
55282	Anamaria Rodriguez	09/19/2024 REFUND-SWIM LESSONS- EMKLY	50.00
Total 55282:			50.00
55283	Armando Munguia	09/19/2024 REFUND-SWIM LESSONS	50.00
Total 55283:			50.00
55284	ASSOCIATION OF BAY AREA GOVERNMENTS	09/19/2024 FY'25 Levelized Charge-Nat Gas	450.00
55284	ASSOCIATION OF BAY AREA GOVERNMENTS	09/19/2024 WORKING CAPITAL DEPOSIT	22.78
Total 55284:			472.78
55285	BAY AREA GEOTECHNICAL GROUP INC	09/19/2024 CARTER PARK IMPROVEMENTS PROJECT	4,185.00
55285	BAY AREA GEOTECHNICAL GROUP INC	09/19/2024 CO1 BASED ON AMENDMENT 2 TO PSA FOR MATERIAL TESTING & SPECIAL INSPECTION SERVICES FOR	15,595.00
Total 55285:			19,780.00
55286	BLACK & VEATCH CORPORATION	09/19/2024 STORMWATER (NPDES) SERVICES 2024	20,682.50
Total 55286:			20,682.50
55287	BLEYLE ELEVATOR, INC	09/19/2024 MAINT SERVICE #102236	95.00
55287	BLEYLE ELEVATOR, INC	09/19/2024 MAINT SERVICE #179638	95.00
Total 55287:			190.00
55288	Camilla Lombard	09/19/2024 REFUND- SWIM LESSONS- PENELOPE	50.00

Total 55288:			50.00
55289	Carmela Contreras	09/19/2024 REFUND-SWIM LESSONS- URIEL SILVA CONTRERAS	50.00
Total 55289:			50.00
55290	Carmen Daniel	09/19/2024 REFUND-SWIM LESSONS- AUSTIN	50.00
55290	Carmen Daniel	09/19/2024 REFUND-SWIM LESSONS- GRACIE	50.00
Total 55290:			100.00
55291	Cecilia Botello	09/19/2024 REFUND-SWIM LESSONS	50.00
Total 55291:			50.00
55292	Christine Harper	09/19/2024 REFUBD-SWIM LESSONS- RUSTY MUNROE	50.00
Total 55292:			50.00
55293	Claire Harrison	09/19/2024 REFUND- PICKLEBALL B #2	160.00
Total 55293:			160.00
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 555 KELLY AVE	47.21
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 CITY OF HMB/ COAST.COMM.SENIOR CNTR.	32.04
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 201 WAVECREST RD	8,548.27
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 10 STONE PINE RD # IRRIGATION	253.54
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 723 MILL ST # IRRIGATION	35.81
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 LIFT STATI FAIRWAY DR	35.81
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 1310 LORYN LN # IRRIGATION	343.42
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 HIGGINS CYN RD	375.80
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 529 RUISSEAU FRANCAIS AVE # IRRIGATION	464.01
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 502 MAIN ST	521.51
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 FERNANDES PARK/ MAIN ST # IRRIGATION	100.57
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 620 CORREAS/ LIBRARY #DC	48.06
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 620 CORREAS/ LIBRARY #IRRIGATION	87.10
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 620 CORREAS/ LIBRARY	593.53
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 HYDRANT METER	128.55
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 501 MAIN ST _ DC	32.04
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 880 STONE PINE RD	339.94
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 MAIN & HWY 1 # IRRIGATION	35.81
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024 MEDIAN STRIP/ HWY ONE # IRRIGATION	181.52

55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024	537 KELLY AVE	133.87
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024	535 KELLY AVE	491.85
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024	461 OAK AVE	35.81
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024	503 JOHNSTON ST	132.95
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024	HWY 92 MEDIAN # WEST IRRIG	35.81
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024	HWY 92 MEDIAN # EAST IRRIG	35.81
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024	627 ALSACE LORAINA AVE	440.56
55294	COASTSIDE COUNTY WATER DISTRICT	09/19/2024	501 MAIN ST	165.33
Total 55294:				13,676.53
55295	Dida Goudreau	09/19/2024	REFUND-SWIM LESSONS- RAVEN	50.00
Total 55295:				50.00
55296	Elizabeth Schoelen	09/19/2024	REFUND-SWIM LESSONS- FLORA PALAZZI	50.00
55296	Elizabeth Schoelen	09/19/2024	REFUND-SWIM LESSONS- NICOLO PALAZZI	50.00
55296	Elizabeth Schoelen	09/19/2024	REFUND-SWIM LESSONS- STELLA PALAZZI	50.00
Total 55296:				150.00
55297	ELS ARCHITECTURE & URBAN DESIGN	09/19/2024	CO3 FOR AMENDMENT 7 PSA FOR DESIGN SERVICES FOR CARTER PARK IMPROVEMENTS PROJECT	1,281.36
Total 55297:				1,281.36
55298	Fiona Lin	09/19/2024	REFUND-SWIM LESSONS- EVAN	50.00
55298	Fiona Lin	09/19/2024	REFUND-SWIM LESSONS- FIONA	50.00
Total 55298:				100.00
55299	FLYERS ENERGY, LLC	09/19/2024	AUG'24 FUEL	2,334.61
Total 55299:				2,334.61
55300	FRANCISCO GONZALEZ	09/19/2024	DEPOSIT REFUND-TRAIN DEPOT 12/21/24	500.00
55300	FRANCISCO GONZALEZ	09/19/2024	RENTAL REFUND-TRAIN DEPOT 12/21/24	312.08
Total 55300:				812.08
55301	FREYER & LAURETA INC.	09/19/2024	CHANGE ORDER 3 ADDITIONAL CIVIL DESIGN SERVICES RELATING TO HYDROMODIFICATION	1,320.00
Total 55301:				1,320.00

55302	GRASSROOTSLAB LLC	09/19/2024	CONSULTING SERVICES FOR PUBLIC INFORMATION & EDUCATION	5,000.00
55302	GRASSROOTSLAB LLC	09/19/2024	CONSULTING SERVICES FOR PUBLIC INFORMATION & EDUCATION	5,000.00
Total 55302:				10,000.00
55303	GRIFFIN STRUCTURES INC.	09/19/2024	CO 1 CARTER PARK IMPROVEMENTS FOR ADDITIONALMANAGEMENT & CONSTRUCTION MANAGEME	14,437.92
Total 55303:				14,437.92
55304	HALF MOON BAY GRADING & PAVING INC.	09/19/2024	880 STONE PINE	11,770.25
Total 55304:				11,770.25
55305	HALF MOON BAY NURSERY	09/19/2024	AUG'24 MAINTENANCE SUPPLIES	314.95
Total 55305:				314.95
55306	Head and Heart Advisory LLC	09/19/2024	EVALUATION OF THREE ECONOMIC ADVANCEMENT CENTERS	3,002.75
Total 55306:				3,002.75
55307	HUE & CRY SECURITY SYSTEMS INC.	09/19/2024	OCT'24 SECURITY SERVICE	197.77
55307	HUE & CRY SECURITY SYSTEMS INC.	09/19/2024	OCT'24 SECURITY SERVICE	80.00
55307	HUE & CRY SECURITY SYSTEMS INC.	09/19/2024	OCT'24 SECURITY SERVICE	415.71
Total 55307:				693.48
55308	Ingrid Anderson	09/19/2024	REFUND-SWIM LESSONS- JACK	50.00
Total 55308:				50.00
55309	Jessica Mauk	09/19/2024	REFUND-SWIM LESSONS- MATHEW	50.00
Total 55309:				50.00
55310	Jordanna Gulino	09/19/2024	REFUND-SWIM LESSONS- ENZO	50.00
Total 55310:				50.00
55311	Jorge Rosas	09/19/2024	REFUND-SWIM LESSONS	50.00
Total 55311:				50.00

55312	Jose Arreola Garcia	09/19/2024	REFUND-SWIM LESSONS- JESUS	50.00
Total 55312:				50.00
55313	Karla's Janitorial & Suppliers, LLC	09/19/2024	JANITORIAL SERVICES FY '24-25	15,209.50
Total 55313:				15,209.50
55314	KATE SHEA	09/19/2024	REFUND-SWIM LESSONS-DENIS AROMA	50.00
Total 55314:				50.00
55315	Kristen Jackanich	09/19/2024	REFUND-SWIM LESSONS- JACKSON	50.00
Total 55315:				50.00
55316	LORAL LANDSCAPING INC.	09/19/2024	FY 2024-25 LANDSCAPE MAINTENANCE SERVICES AGREEMENT	4,571.00
Total 55316:				4,571.00
55317	Maria Hull	09/19/2024	REFUND-SWIM LESSONS- ARWEN	50.00
Total 55317:				50.00
55318	Mark Hofmann	09/19/2024	PICKLEBALL LESSONS-2 PEOPLE MUZZI 9/12/24	90.00
Total 55318:				90.00
55319	Mary Huerta	09/19/2024	REFUND-SWIM LESSONS-REBECCA	50.00
55319	Mary Huerta	09/19/2024	REFUND-SWIM LESSONS-ALEX	50.00
55319	Mary Huerta	09/19/2024	REFUND-SWIM LESSONS-CLARISSA	50.00
Total 55319:				150.00
55320	M-GROUP	09/19/2024	NEW PO REQUEST FOR M-GROUP	8,212.50
Total 55320:				8,212.50
55321	MIRZA BALAM	09/19/2024	REFUND- SWIM LESSONS- YULISA NAH BALAM	50.00
Total 55321:				50.00
55322	NEIGHBORHOOD RADIO	09/19/2024	SEPT24 ADVERTISING SERVICE	110.00

Total 55322:			110.00
55323	NICHOLS CONSULTING ENGINEERS CHTD	09/19/2024 PSA FOR ASSISTANCE WITH SEYMOUR OUTFALL EMERGENCY PROJECT POST CONSTRUCTION TASKS, I	1,801.25
Total 55323:			1,801.25
55324	Northern Consulting Actuaries Inc	09/19/2024 FY '23/24 OPEB VALUATION & GASB 75/VIA ACTUARIAL SOLUTIONS	2,500.00
Total 55324:			2,500.00
55325	PENINSULA MUNICIPAL ENGINEERING INC.	09/19/2024 HIGHWAY 1 SAFETY NORTH	14,175.00
55325	PENINSULA MUNICIPAL ENGINEERING INC.	09/19/2024 EASTSIDE PARALLEL TRAIL	5,850.00
55325	PENINSULA MUNICIPAL ENGINEERING INC.	09/19/2024 HIGHWAY 1 SAFETY NORTH	12,825.00
55325	PENINSULA MUNICIPAL ENGINEERING INC.	09/19/2024 HIGHWAY 1 SAFETY NORTH	5,400.00
Total 55325:			38,250.00
55326	PLAN JPA	09/19/2024 JULY'24 GENERAL LIABILITY CLAIMS	253.00
Total 55326:			253.00
55327	Poonwatie Bechar	09/19/2024 REFUND-SWIM LESSONS- ABHISHEK	50.00
55327	Poonwatie Bechar	09/19/2024 REFUND-SWIM LESSONS- ADITI	50.00
Total 55327:			100.00
55328	PUBLIC PARKING ASSOCIATES INC	09/19/2024 MAINTENANCE SERVICE	877.64
Total 55328:			877.64
55329	RegasGroup Inc	09/19/2024 ASBESTOS BUILDING INSPECTION	715.00
Total 55329:			715.00
55330	Renaissance Entrepreneurship Center	09/19/2024 Consultant to provide small business development and entrepreneurship services	28,127.39
Total 55330:			28,127.39
55331	Sara Hawkinson	09/19/2024 REFUND-SWIM LESSONS- JUDAH	50.00
Total 55331:			50.00

55332	Stephanie Konstan	09/19/2024	REFUND-SWIM LESSONS- SANDRA	50.00
Total 55332:				50.00
55333	SUBURBAN PROPANE LP	09/19/2024	PROPANE ACCT 1601-064098	568.72
Total 55333:				568.72
55334	SWCA INCORPORATED	09/19/2024	HWY1 NORTH SAFETY & OP IMPROVEMENTS RIPARIAN MITIGATION	371.75
55334	SWCA INCORPORATED	09/19/2024	CARTER PARK IMPROVEMENTS PROJECT	1,046.00
55334	SWCA INCORPORATED	09/19/2024	CO1, CARTER PARK IMPROVEMENTS PROJECT	1,201.84
Total 55334:				2,619.59
55335	Sylvia Teng	09/19/2024	REFUND-SWIM LESSONS	50.00
Total 55335:				50.00
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	446.35
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	160.98
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	168.26
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	347.38
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	124.24
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	57.74
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	100.82
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	228.31
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	263.04
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	580.59
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	258.14
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	292.28
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	417.02
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	70.25
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	214.99
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	53.22
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	37.63
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	23.38
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	30.49
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	171.72
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	58.25
55336	THE CITIES GROUP	09/19/2024	Group Life / ADD 07/01-12/31	91.56
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	1,403.90
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	506.34
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	529.23

55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	1,092.59
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	390.78
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	181.62
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	317.11
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	718.09
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	827.32
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	1,826.09
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	811.92
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	919.28
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	1,311.65
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	220.96
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	676.21
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	167.38
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	118.35
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	95.89
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	540.09
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	183.21
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	287.98
55336	THE CITIES GROUP	09/19/2024	LTD 07/01-12/31	73.53
Total 55336:				17,396.16
55337	TOWN OF WOODSIDE	09/19/2024	8/23/2024 COUNCIL OF CITIES - JOAQUIN JIMENEZ	65.00
55337	TOWN OF WOODSIDE	09/19/2024	8/23/2024 COUNCIL OF CITIES - HARVEY RARBACK	65.00
Total 55337:				130.00
55338	Tristan Keller	09/19/2024	SKATEBOARD LESSONS 9/10/2024	56.00
Total 55338:				56.00
55339	Veronica Ruiz	09/19/2024	REFUND-SWIM LESSONS	50.00
Total 55339:				50.00
55340	VESTIS	09/19/2024	MAINT SUPPLIES CITY HALL	198.99
55340	VESTIS	09/19/2024	MAINT SUPPLIES PUBLIC LIBRARY	127.53
Total 55340:				326.52
55341	WESTERN EXTERMINATOR COMPANY	09/19/2024	AUG'24 EXTERMINATOR SERVICES	1,520.00

Total 55341:				1,520.00
55342	WICKMAN DEVELOPMENT AND CONSTRUCTIO	09/19/2024	CATER PARK (THROUGH CHANGE ORDER 13)	381,869.00
55342	WICKMAN DEVELOPMENT AND CONSTRUCTIO	09/19/2024	CATER PARK RETENTION	19,093.45-
Total 55342:				362,775.55
55343	Yulanda Au	09/19/2024	REFUND-SWIM LESSONS	50.00
Total 55343:				50.00
55344	Yumiko Okita	09/19/2024	REFUND-SWIM LESOSNS- OLIVER	50.00
55344	Yumiko Okita	09/19/2024	REFUND-SWIM LESOSNS- SKY	50.00
Total 55344:				100.00
55345	Aida L Navarro	09/26/2024	REFUND-SWIM LESSONS-ARWEN SHOUP	50.00
Total 55345:				50.00
55346	Amanda Lueck	09/26/2024	DEPOSIT REFUND-COMMUNITY ROOMS A&B 9/14/24	500.00
Total 55346:				500.00
55347	Carlos Munguia	09/26/2024	REFUND-SWIM LESSONS- NATHAN	50.00
Total 55347:				50.00
55348	Carmen Daniel	09/26/2024	REFUND-SWIM LESSONS- GABRIEL	50.00
Total 55348:				50.00
55349	Christine Harper	09/26/2024	REFUBD-SWIM LESSONS- RIVER MUNROE	50.00
Total 55349:				50.00
55350	CITY OF BELMONT	09/26/2024	SUCCESS IGNALS- AZEVEDO / HUERTA	760.00
Total 55350:				760.00
55351	CIVICPLUS	09/26/2024	ARCHIVE SOCIAL ECONOMY	4,397.40

Total 55351:			4,397.40
55352	Clarizza Abac	09/26/2024 REFUND-SWIM LESSONS-MADELINE COOPER	50.00
Total 55352:			50.00
55353	Cloudpermit Inc.	09/26/2024 CLOUD BASED PERMIT SOFTWARE	21,818.00
Total 55353:			21,818.00
55354	COAST RIDGE ECOLOGY	09/26/2024 FIELD SURVEYS AUG '24 PDP-24-007	3,087.70
55354	COAST RIDGE ECOLOGY	09/26/2024 FIELD SURVEYS AUG '24 PDP-24-007	3,087.70
55354	COAST RIDGE ECOLOGY	09/26/2024 FIELD SURVEYS AUG '24 PDP-24-007	3,087.70-
Total 55354:			3,087.70
55355	COUNTY OF SAN MATEO	09/26/2024 AUG'24 MICROWAVE MUX DSO	82.25
Total 55355:			82.25
55356	HDL SOFTWARE LLC	09/26/2024 TOT AND BUSINESS LICENSE MANAGEMENT	30,801.85
Total 55356:			30,801.85
55357	HMB COASTSIDE CHAMBER	09/26/2024 JULY'24 BID (IN CITY)	11,349.00
55357	HMB COASTSIDE CHAMBER	09/26/2024 JULY'24 BID (OOC)	3,333.00
Total 55357:			14,682.00
55358	Jessica Middleton-Detzner	09/26/2024 REFUND-SWIM LESSONS-SYDNEY SQUIRE	50.00
Total 55358:			50.00
55359	Jobtrain Inc	09/26/2024 TO PROVIDE JOB SEEKER WORKFORCE DEVELOPMENT PROGRAM SERVICES FOR THE COASTSIDE COM	30,728.86
Total 55359:			30,728.86
55360	Mark Hofmann	09/26/2024 PICKLEBALL LESSONS- DAWN DEVINCENZI	90.00
Total 55360:			90.00
55361	Naywon Zimmer	09/26/2024 REFUND-PUPPY KINDERGARTEN	200.00

Total 55361:

200.00

55362 OLIVIA LOPEZ

09/26/2024 DEPOSIT REFUND- TRAIN DEPOT 9/14/24

500.00

Total 55362:

500.00

55363 PACIFIC GAS & ELECTRIC

09/26/2024 CITY OF HMB 501 MAIN ST A

8.65

55363 PACIFIC GAS & ELECTRIC

09/26/2024 OCEAN COLONY PARTNERS/OCP LIFT STATION

1,057.44

55363 PACIFIC GAS & ELECTRIC

09/26/2024 MAINTENANCE YARD OFFICE - ELECTRIC

233.63

55363 PACIFIC GAS & ELECTRIC

09/26/2024 SMITH FIELD

490.96

55363 PACIFIC GAS & ELECTRIC

09/26/2024 SHERIFF SUB-STATION

2,852.87

55363 PACIFIC GAS & ELECTRIC

09/26/2024 SMITH FIELD SNACK BAR

409.77

55363 PACIFIC GAS & ELECTRIC

09/26/2024 NW HWY 1 & MAIN ST

138.03

55363 PACIFIC GAS & ELECTRIC

09/26/2024 DUTRA PARK

129.83

55363 PACIFIC GAS & ELECTRIC

09/26/2024 DOWNTOWN ST TREE LIGHTS NORTH HOOK-UP @ 700 MILL ST

1,231.15

55363 PACIFIC GAS & ELECTRIC

09/26/2024 FERNANDEZ PARK

5.99

55363 PACIFIC GAS & ELECTRIC

09/26/2024 HWY 1 & MIRAMONTES TRAFFIC SIGNAL

72.56

55363 PACIFIC GAS & ELECTRIC

09/26/2024 PELICAN POINT LIFT STATION

233.86

55363 PACIFIC GAS & ELECTRIC

09/26/2024 PACIFIC RIDGE LIGHT POLES

57.05

55363 PACIFIC GAS & ELECTRIC

09/26/2024 LIBRARY ELECTRICITY ONLY

384.18

55363 PACIFIC GAS & ELECTRIC

09/26/2024 HWY 1 & MIRAMONTES LIGHTING

37.93

55363 PACIFIC GAS & ELECTRIC

09/26/2024 HWY 1 & MIRAMONTES LIGHTING

88.50

55363 PACIFIC GAS & ELECTRIC

09/26/2024 CITY HALL BUILDING

2,501.56

55363 PACIFIC GAS & ELECTRIC

09/26/2024 KEHOE PARK

4.79

55363 PACIFIC GAS & ELECTRIC

09/26/2024 COMMUNITY CENTER

1,405.53

55363 PACIFIC GAS & ELECTRIC

09/26/2024 BELL MOON LIFT STATION

37.42

55363 PACIFIC GAS & ELECTRIC

09/26/2024 FRENCHMAN'S CREEK

4.75

55363 PACIFIC GAS & ELECTRIC

09/26/2024 TRAIN DEPOT RSTMS

214.48

55363 PACIFIC GAS & ELECTRIC

09/26/2024 HWY 1 & FAIRWAY LIGHTING

39.08

55363 PACIFIC GAS & ELECTRIC

09/26/2024 HWY 1 & FAIRWAY LIGHTING

91.18

55363 PACIFIC GAS & ELECTRIC

09/26/2024 DOWNTOWN ST TREE LIGHTS SOUTH HOOK-UP @ 650 MIRAMONTES

1,478.49

55363 PACIFIC GAS & ELECTRIC

09/26/2024 PILARCITOS CREEK BRIDGE

107.92

55363 PACIFIC GAS & ELECTRIC

09/26/2024 PILARCITOS CREEK UNDERPASS

23.03

55363 PACIFIC GAS & ELECTRIC

09/26/2024 MOON SCULPTURE SPOTLIGHTS

22.19

55363 PACIFIC GAS & ELECTRIC

09/26/2024 MOON SCULPTURE SPOTLIGHTS

51.77

55363 PACIFIC GAS & ELECTRIC

09/26/2024 OCEAN VIEW PARK

22.34

55363 PACIFIC GAS & ELECTRIC

09/26/2024 401 SEYMOUR ST

50.24

55363 PACIFIC GAS & ELECTRIC

09/26/2024 401 SEYMOUR ST

117.23

Total 55363:

13,604.40

55364 PENINSULA SPORTS OFFICIALS ASSOC. INC

09/26/2024 HMB ONE MAN GAMES

780.00

Total 55364:			780.00
55365	PRESIDIO SYSTEMS INC.	09/26/2024 SECOND ROUND OF CCTV & CONDITION REPORTS FOR THE CITY'S STORMWATER INFRASTRUCTURE, A	12,000.00
Total 55365:			12,000.00
55366	ROBERT HALF	09/26/2024 BRUMFIELD, BYRA M 09/202024	1,994.00
Total 55366:			1,994.00
55367	SAN MATEO DAILY JOURNAL	09/26/2024 ADVERTISING PDP-17-055	576.00
55367	SAN MATEO DAILY JOURNAL	09/26/2024 ADVERTISING PDP-17-055	576.00
55367	SAN MATEO DAILY JOURNAL	09/26/2024 ADVERTISING PDP-17-055	576.00-
Total 55367:			576.00
55368	SEWER AUTHORITY MID-COASTSIDE	09/26/2024 GENERAL OPERATIONS & MAINTENANCE FY 24/25 PLUS ADDITIONAL TO COVER POTENTIAL PASS-THR	8,095.17
55368	SEWER AUTHORITY MID-COASTSIDE	09/26/2024 GENERAL OPERATIONS & MAINTENANCE FY 24/25 PLUS ADDITIONAL TO COVER POTENTIAL PASS-THR	470,187.90
55368	SEWER AUTHORITY MID-COASTSIDE	09/26/2024 FY 2024/25 SEWER COLLECTIONS	17,684.08
Total 55368:			495,967.15
55369	SHARP ELECTRONICS CORPORATION	09/26/2024 PRINTER LEASE- 48 MONTHS-SEPT 2024	780.89
Total 55369:			780.89
55370	Whitney Rescino	09/26/2024 REIMBURSEMENT-WELCOME BREAKFAST	37.87
Total 55370:			37.87
55455	WELLS FARGO	09/04/2024 TAX MEASURE MEETING	39.51
55455	WELLS FARGO	09/04/2024 OFFICE SUPPLIES	43.00
55455	WELLS FARGO	09/04/2024 OCC SUPPLIES	244.40
55455	WELLS FARGO	09/04/2024 CLOSED SESSION DINNER	269.02
55455	WELLS FARGO	09/04/2024 OFFICE SUPPLIES	6.19
55455	WELLS FARGO	09/04/2024 MEMBERSHIP	380.00
55455	WELLS FARGO	09/04/2024 OFFICE SUPPLIES	207.80
55455	WELLS FARGO	09/04/2024 OFFICE SUPPLIES	18.58
55455	WELLS FARGO	09/04/2024 OFFICE SUPPLIES	88.49
55455	WELLS FARGO	09/04/2024 MEMBRSHIP	100.00
55455	WELLS FARGO	09/04/2024 OFFICE SUPPLIES	21.82
55455	WELLS FARGO	09/04/2024 OCC SUPPLIES	89.32

55455	WELLS FARGO	09/04/2024	REFUND-OCC SUPPLY	93.50-
55455	WELLS FARGO	09/04/2024	OFFICE SUPPLIES	46.20
55455	WELLS FARGO	09/04/2024	OFFICE SUPPLIES	106.80
55455	WELLS FARGO	09/04/2024	OCC SUPPLIES	105.47
55455	WELLS FARGO	09/04/2024	CLOSED SESSION DINNER	227.40
55455	WELLS FARGO	09/04/2024	SUBSCRIPTION	1,679.20
55455	WELLS FARGO	09/04/2024	IT SUPPLIES	111.31
55455	WELLS FARGO	09/04/2024	HIRING COST	199.00
55455	WELLS FARGO	09/04/2024	OFFICE SUPPLIES	53.00
55455	WELLS FARGO	09/04/2024	OFFICE SUPPLIES	88.66
55455	WELLS FARGO	09/04/2024	INTERNET	356.72
55455	WELLS FARGO	09/04/2024	TRAINING	299.00
55455	WELLS FARGO	09/04/2024	IT SUPPLIES	19.66
55455	WELLS FARGO	09/04/2024	IT SUPPLIES	7.10
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	300.00
55455	WELLS FARGO	09/04/2024	PRINTER RETURN SHIPPING	1,495.00
55455	WELLS FARGO	09/04/2024	CABLE	202.73
55455	WELLS FARGO	09/04/2024	CABLE	293.34
55455	WELLS FARGO	09/04/2024	CONFERENCE	475.00
55455	WELLS FARGO	09/04/2024	HIRING COST	90.00
55455	WELLS FARGO	09/04/2024	IT SUPPLIES	38.23
55455	WELLS FARGO	09/04/2024	OFFICE SUPPLIES	75.70
55455	WELLS FARGO	09/04/2024	MEMBRSHIP	380.00
55455	WELLS FARGO	09/04/2024	SMOKE TESTING	484.00
55455	WELLS FARGO	09/04/2024	CONVENTION TRAVEL	28.74
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	250.00
55455	WELLS FARGO	09/04/2024	MAGGIE TRAINING	400.00
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	468.00
55455	WELLS FARGO	09/04/2024	CONFERENCE TRAVEL	21.88
55455	WELLS FARGO	09/04/2024	SHERIFF CAPTAIN INTRO LUNCH	137.16
55455	WELLS FARGO	09/04/2024	CHARGED BY MISTAKE- WILL REIMBURSE TRAVEL	19.21
55455	WELLS FARGO	09/04/2024	SUPPLIES	16.61
55455	WELLS FARGO	09/04/2024	SUPPLIES	38.27
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	16.40
55455	WELLS FARGO	09/04/2024	SUPPLIES	44.18
55455	WELLS FARGO	09/04/2024	SUPPLIES	60.13
55455	WELLS FARGO	09/04/2024	SUPPLIES	151.93
55455	WELLS FARGO	09/04/2024	SUPPLIES	40.95
55455	WELLS FARGO	09/04/2024	ADVERTISING	444.04
55455	WELLS FARGO	09/04/2024	SUPPLIES	51.40
55455	WELLS FARGO	09/04/2024	SUPPLIES	48.10
55455	WELLS FARGO	09/04/2024	SUPPLIES	196.86
55455	WELLS FARGO	09/04/2024	SUPPLIES	60.10

55455	WELLS FARGO	09/04/2024	SUPPLIES	11.48
55455	WELLS FARGO	09/04/2024	ADVERTISING	291.72
55455	WELLS FARGO	09/04/2024	SUPPLIES	153.02
55455	WELLS FARGO	09/04/2024	SUPPLIES	45.87
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	19.00
55455	WELLS FARGO	09/04/2024	SUPPLIES	17.85
55455	WELLS FARGO	09/04/2024	SUPPLIES	28.42
55455	WELLS FARGO	09/04/2024	SUPPLIES	14.19
55455	WELLS FARGO	09/04/2024	ADVERTISING	48.12
55455	WELLS FARGO	09/04/2024	GRANT REIMBURSABLE TRAVEL TO CRAA	418.20
55455	WELLS FARGO	09/04/2024	GRANT REIMBURSABLE TRAVEL TO CRAA	286.20
55455	WELLS FARGO	09/04/2024	CAD SUBSCRIPTION 1 MONTH	250.00
55455	WELLS FARGO	09/04/2024	STREETSCAPE PROGRAM SUPPLY	32.80
55455	WELLS FARGO	09/04/2024	MEMBRSHIP	95.00
55455	WELLS FARGO	09/04/2024	TRAILER HITCH	339.05
55455	WELLS FARGO	09/04/2024	LED BULBS-TACC	103.19
55455	WELLS FARGO	09/04/2024	DEWALT BATTERIES	505.29
55455	WELLS FARGO	09/04/2024	DOG WASTE BAGS	393.59
55455	WELLS FARGO	09/04/2024	KEHOE PARK FENCE	7,916.88
55455	WELLS FARGO	09/04/2024	TRASH BAGS	701.39
55455	WELLS FARGO	09/04/2024	ANIMAL SIGNS	141.36
55455	WELLS FARGO	09/04/2024	TIRE INFLATOR	62.32
55455	WELLS FARGO	09/04/2024	SPRAYER BATTERIES	174.03
55455	WELLS FARGO	09/04/2024	UNIFORM SEWING	504.00
55455	WELLS FARGO	09/04/2024	PLANTS-TACC	335.13
55455	WELLS FARGO	09/04/2024	AIR FILTERS	908.52
55455	WELLS FARGO	09/04/2024	CONFERENCE	692.04
55455	WELLS FARGO	09/04/2024	CONFERENCE TRAVEL	24.98
55455	WELLS FARGO	09/04/2024	CONFERENCE TRAVEL	227.96
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	307.92
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	69.00
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	83.40
55455	WELLS FARGO	09/04/2024	TRAINING	400.00
55455	WELLS FARGO	09/04/2024	CITY COUNCIL MEETING	519.50
55455	WELLS FARGO	09/04/2024	NATIONAL NIGHT OUT GC	4,708.50
55455	WELLS FARGO	09/04/2024	NATIONAL NIGHT OUT GC	156.95
55455	WELLS FARGO	09/04/2024	SUPPLIES	44.65
55455	WELLS FARGO	09/04/2024	SUPPLIES	50.32
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	460.00
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	11.99
55455	WELLS FARGO	09/04/2024	SUPPLIES	36.08
55455	WELLS FARGO	09/04/2024	REFUND-SUPPLIES	60.10-
55455	WELLS FARGO	09/04/2024	REFUND-SUPPLIES	45.87-

55455	WELLS FARGO	09/04/2024	BUILDING CODE BOOKS	1,573.93
55455	WELLS FARGO	09/04/2024	SUBSCRIPTION	87.97
55455	WELLS FARGO	09/04/2024	CERTIFIED MAIL	87.12
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	14.00
55455	WELLS FARGO	09/04/2024	SUBSCRIPTION	119.40
55455	WELLS FARGO	09/04/2024	MEMBERSHIP	20.00
55455	WELLS FARGO	09/04/2024	SUBSCRIPTION	70.00
55455	WELLS FARGO	09/04/2024	RECONCILING ITEMS FROM PRIOR PERIOD	199.47
55455	WELLS FARGO	09/04/2024	RECONCILING CREDITS FROM NEXT STATEMENT	751.81-
Total 55455:				<u>33,946.13</u>
Grand Totals:				<u><u>1,670,210.55</u></u>

Report Criteria:

Report type: GL detail

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

From: Lisa Rossi, Administrative Services Director

TITLE: **WARRANTS FOR THE MONTH OF OCTOBER 2024**

RECOMMENDATION:

Accept the warrants list for the month of October 2024.

STRATEGIC ELEMENT:

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

DISCUSSION:

During this month, the City processed 6 check runs. The table below outlines each check run and their individual totals:

Check Run Date	Amount
October 03	362,805
October 04	15,494
October 10	423,447
October 17	456,210
October 24	771,646
October 31	113,551
Total	2,143,152

The City processed payments related to 14 capital improvement projects, in a total amount of \$592,397. These include Highway 1 Safety - North, Poplar Complete Street, Parks Master Plan Implementation, Carter Park, Main Street Safety Improvement, Eastside Parallel Trail Expansion, Pilarcitos Creek Restoration, LCP Implementation Project, Climate Action and Adaptation, Smith Field Site Assessment, Urban Forest Management Program, HVAC Repair, Kehoe/Pilarcitos Outfall Repair, and the Sewer Maintenance Program.

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	
55216	ANDREINI BROTHERS INC.	9/5/2024	\$45,034	STREET MAINTENANCE	
55217	BAY AREA GEOTECHNICAL GROUP INC	9/5/2024	\$30,270	MATERIAL TESTING & SPECIAL INSPECTION SERVICES	
55219	EL CENTRO DE LIBERTAD	9/5/2024	\$34,415	CARES PROGRAM OPERATOR	
55250	DEERE & COMPANY	9/12/2024	\$82,074	JOHN DEERE TRACTOR	
55325	PENINSULA MUNICIPAL ENGINEERING INC.	9/19/2024	\$38,250	HIGHWAY 1 SAFETY NORTH IMPROVEMENTS	
55342	WICKMAN DEVELOPMENT AND CONSTRUCTION	9/19/2024	\$362,776	CARTER PARK	
55356	HDL SOFTWARE LLC	9/26/2024	\$30,802	TOT AND BUSINESS LICENSE MANAGEMENT	
55359	Jobtrain Inc	9/26/2024	\$30,729	JOB SEEKER WORKFORCE DEVELOPMENT PROGRAM	
55368	SEWER AUTHORITY MID-COASTSIDE	9/26/2024	\$495,967	FY 24/25 OPERATIONS AND MAINTENANCE	
55455	WELLS FARGO	9/4/2024	\$33,946	CITY-WIDE SMALL PURCHASES ON CREDIT CARDS	

ATTACHMENTS:

Check Disbursement List by Check Date

Report Criteria:

Report type: GL detail

40215	AMERICAN BOARD FOR CHILD DIABETES	10/10/2024	6/14 FY13-14 BUS LIC OVERPAYMENT REFUND	1.00-
Total 40215:				1.00-
40217	DANIEL BRETAO	10/10/2024	07/01/13 BL 10320 OVERPMT REFUND	1.00-
Total 40217:				1.00-
40218	C & M GENEALOGICAL RESEARCH	10/10/2024	06/14 BL OVERPAYMENT REFUND	1.00-
Total 40218:				1.00-
40220	CITY MATTERS	10/10/2024	06/14 BL OVERPAYMENT REFUND	1.00-
Total 40220:				1.00-
40222	CHRISTINA L COCCIARDO	10/10/2024	3/14 POPLAR PERMIT#59 REFUND	12.50-
Total 40222:				12.50-
40224	DADDY-O'S	10/10/2024	10/14 BL#10823 REFUND OVERPAYMENT	1.35-
Total 40224:				1.35-
40228	SCOTT FRAZIER	10/10/2024	10/10 PDP-033-09 CLOSED/REFUND BALANCE	13.00-
Total 40228:				13.00-
40232	SHYANJE LYANG	10/10/2024	9/13 FINES & FORFEITURES REFUND	10.00-
Total 40232:				10.00-
40233	MAIN STREET HEADQUARTERS	10/10/2024	06/14 BL OVERPAYMENT REFUND	1.00-
Total 40233:				1.00-
40234	JOHN MCCARTHY	10/10/2024	12/14 FINES & FORFEITURE REFUND	4.00-
Total 40234:				4.00-

40238	PENINSULA CONFLICT RESOLUTION CNTR	10/10/2024	06/11 BL#11091 OVERPMT REFUND	1.00-
Total 40238:				1.00-
40241	ROAD-SIDE VINTAGE	10/10/2024	06/14 BL OVERPAYMENT REFUND	1.00-
Total 40241:				1.00-
40243	SEA SURF & FUN	10/10/2024	FY1314 REFUND OVERPAYMENT	2.48-
Total 40243:				2.48-
40245	JAN SMITH	10/10/2024	03/11 MILEAGE RATE CORRECTION CHK # 33295	2.50-
Total 40245:				2.50-
40247	U.S. BANK - HALF MOON BAY	10/10/2024	06/14 BL#08457 OVERPMT REFUND	1.00-
Total 40247:				1.00-
40249	WELLS FARGO BANK	10/10/2024	06/14 BL OVERPAYMENT REFUND	1.00-
Total 40249:				1.00-
40252	KEVIN BENSON	10/10/2024	03/11 DUI CASE #11-0360 OVERPAYMENT REFUND	.50-
Total 40252:				.50-
40459	MONTY LEE MAUK	10/10/2024	4/16 FINE REFUND 212 KELLY CVC LIC PLATE REQ	10.00-
Total 40459:				10.00-
42470	MARYANN KLOTOVICH	10/10/2024	08/17/17 OVERPAYMENT REFUND	10.00-
Total 42470:				10.00-
44071	AT&T	10/10/2024	06/20/18-06/28/18 PHONE SERVICES	3.00-
44071	AT&T	10/10/2024	06/20/18-06/28/18 PHONE SERVICES	3.00-
44071	AT&T	10/10/2024	06/20/18-06/28/18 PHONE SERVICES	3.00-
Total 44071:				3.00-
46120	JAKE PEDRABLANCA	10/10/2024	RETURN OF OVER PAYMENT	5.00-

Total 46120:			5.00-
53002	V. W. HOUSEN & ASSOCIATES INC.	10/31/2024 JUN'23, FY22/23 WASTEWATER COLLECTION SYSTEM ENGINEERING SUPPORT	16,293.00-
Total 53002:			16,293.00-
55354	COAST RIDGE ECOLOGY	10/17/2024 FIELD SURVEYS AUG '24 PDP-24-007	3,087.70-
55354	COAST RIDGE ECOLOGY	10/17/2024 FIELD SURVEYS AUG '24 PDP-24-007	3,087.70-
55354	COAST RIDGE ECOLOGY	10/17/2024 FIELD SURVEYS AUG '24 PDP-24-007	3,087.70
Total 55354:			3,087.70-
55371	4LEAF INC.	10/03/2024 New PSA for Public Works inspection services, FY 23-24	7,980.00
55371	4LEAF INC.	10/03/2024 On-Call Building Official Services	14,361.14
Total 55371:			22,341.14
55372	ACC BUSINESS	10/03/2024 INTERNET SERVICE	786.23
Total 55372:			786.23
55373	ALTA PLANNING & DESIGN	10/03/2024 CHANGE ORDER 3, PACIFIC COAST BIKEWAY CONNECTIVITY NORTH PROJECT	3,080.00
Total 55373:			3,080.00
55374	AMERICAN PORTABLES	10/03/2024 SUMMER'S END PORTABLE TOILETS	1,378.28
55374	AMERICAN PORTABLES	10/03/2024 PORTABLE TOILET RENTAL & SERVICES FY '24-25	2,001.95
55374	AMERICAN PORTABLES	10/03/2024 PORTABLE TOILET RENTAL & SERVICES FY '24-25	3,764.80
55374	AMERICAN PORTABLES	10/03/2024 PORTABLE TOILET RENTAL & SERVICES FY '24-25	5,326.87
Total 55374:			12,471.90
55375	ASSOCIATION OF BAY AREA GOVERNMENTS	10/03/2024 FY 24/25 ABAG MEMBERSHIP DUES	4,734.00
Total 55375:			4,734.00
55376	BLACK & VEATCH CORPORATION	10/03/2024 STORMWATER (NPDES) SERVICES 2024	10,727.74
Total 55376:			10,727.74
55377	CITY OF FOSTER CITY	10/03/2024 FY24/25 CALOPPS ANNUAL FEE	4,078.00

Total 55377:				4,078.00
55378	COASTSIDE BUZZ LLC	10/03/2024	ADVERTISING	300.00
Total 55378:				300.00
55379	CODE PUBLISHING COMPANY	10/03/2024	ANNUAL WEB HOSTING FEES	830.00
Total 55379:				830.00
55380	COLANTUONO HIGHSMITH WHATLEY PC	10/03/2024	AUG'24 LEGAL SERVICES -SAM	3,442.00
Total 55380:				3,442.00
55381	COUNTY OF SAN MATEO	10/03/2024	SMCO TRAINING CONSORTIUM FY24-25	595.00
Total 55381:				595.00
55382	EL CENTRO DE LIBERTAD	10/03/2024	COMMUNITY RESPONDER PROGRAM (CRISIS ASSISTANCE RESPONSE & EVALUATION SERVICES)	47,443.27
Total 55382:				47,443.27
55383	FlowBird America Inc	10/03/2024	AUG'24 MAINT SERVICE	111.65
Total 55383:				111.65
55384	GATES AND ASSOCIATES	10/03/2024	SMITH FIELD FACILITIES MASTER PLAN	1,405.00
55384	GATES AND ASSOCIATES	10/03/2024	FRENCHMANS CREEK PARK PHASE 2	2,408.00
Total 55384:				3,813.00
55385	GRANICUS	10/03/2024	OCT'24, GRANICUS SERVICE	1,564.84
Total 55385:				1,564.84
55386	HD SUPPLY FORMERLY HOME DEPOT PRO	10/03/2024	MAINTENANCE SUPPLIES	1,008.91
Total 55386:				1,008.91
55387	HIGH POINT ROOFING SERVICES	10/03/2024	REAR ROOF REPAIR-SUBSTATION	9,860.00

Total 55387:				9,860.00
55388	HMB COASTSIDE CHAMBER	10/03/2024	Provide daily operation and facility oversight via Opportunity Center of the Coastside	11,322.30
Total 55388:				11,322.30
55389	IMPEC GROUP INC.	10/03/2024	Provide custodial services for the OCC	780.00
Total 55389:				780.00
55390	JAMES FORD INC.	10/03/2024	VEHICLE SERVICE	19.47
Total 55390:				19.47
55391	JOHN DOUGHTY	10/03/2024	REIMBURSEMENT - ABC SUMMER'S END	50.00
Total 55391:				50.00
55392	Karla's Janitorial & Suppliers, LLC	10/03/2024	JANITORIAL SERVICES FY '24-25	15,209.50
Total 55392:				15,209.50
55393	Lizenia Mozo	10/03/2024	DEPOSIT REFUND-OAK ROOM & KITCHEN	400.00
Total 55393:				400.00
55394	LOCKWORKS UNLIMITED INC	10/03/2024	Galaxy Cloud Concierge Service/Badging Client Licensing	450.00
Total 55394:				450.00
55395	MALCOLM C SMITH	10/03/2024	COMMUNICATIONS CONSULTANT SERVICE	247.50
Total 55395:				247.50
55396	Maria Romero	10/03/2024	ANNEX MOVE OUT CLEANING 8/22/24	1,200.00
Total 55396:				1,200.00
55397	Mark Hofmann	10/03/2024	PICKLEBALL KITCHEN- 9/07	120.00
55397	Mark Hofmann	10/03/2024	PICKLEBALL BANGERS - 9/05	90.00
55397	Mark Hofmann	10/03/2024	PICKLEBALL INTRO - 9/05	150.00

Total 55397:				360.00
55398	MARK THOMAS & CO, INC	10/03/2024	CHANGE ORDER 2,HWY 1 N SAFETY & OP IMPROVEMENTS	12,342.00
Total 55398:				12,342.00
55399	NEWBY ISLAND COMPOST	10/03/2024	GREEN WASTE MULCH	1,050.00
Total 55399:				1,050.00
55400	Omar Aran	10/03/2024	MAC DUTRA PARK PERFORMANCE	600.00
Total 55400:				600.00
55401	PHILS TIRE & AUTO CARE INC	10/03/2024	VEHICLE SERIVCE	120.97
Total 55401:				120.97
55402	QUADIENT FINANCE USA, INC	10/03/2024	QUADIENT LEASE & POSTAGE	1,210.49
Total 55402:				1,210.49
55403	Renaissance Entrepreneurship Center	10/03/2024	Consultant to provide small business development and entrepreneurship services	27,764.52
Total 55403:				27,764.52
55404	RINCON CONSULTANTS INC.	10/03/2024	7/1/24-9/30/24 HOUSING ELEMENT	240.25
Total 55404:				240.25
55405	ROBERT HALF	10/03/2024	BRUMFIELD, BYRA M 09/272024	1,994.00
Total 55405:				1,994.00
55406	SAN MATEO DAILY JOURNAL	10/03/2024	ADVERTISING PDP-22-053	576.00
55406	SAN MATEO DAILY JOURNAL	10/03/2024	ADVERTISING PDP-22-053	576.00
55406	SAN MATEO DAILY JOURNAL	10/03/2024	ADVERTISING PDP-22-053	576.00
Total 55406:				576.00
55407	SCOTT D. PHILLIPS	10/03/2024	REIMBURSEMENT-CONFERENCE LODGING	677.82

Total 55407:			677.82
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.CASA	66.80
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.555	3,806.90
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.RENT	4,576.53
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.SMITHMP	154.70
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.HYATT	9,397.50
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.GEMANIS	1,310.67
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.CASA2	710.46
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.GEN	35,745.47
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.SPC	1,827.80
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.GEARING	85,805.60
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.REIMB2	596.80
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.SAM	400.50
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.LIT	100.20
55408	SHUTE MIHALY & WEINBERGER LLP	10/03/2024 HMB.WRR	2,200.70
Total 55408:			146,700.63
55409	SWCA INCORPORATED	10/03/2024 Pilarcitos CREEK FENCING & REHABILITATION	309.75
55409	SWCA INCORPORATED	10/03/2024 HWY 1 NORTH SAFETY AND OPERATIONS IMPROVEMENTS	575.00
Total 55409:			884.75
55410	T-MOBILE	10/03/2024 ACCT 997385192 SEPT '24	93.45
Total 55410:			93.45
55411	VESTIS	10/03/2024 MAINT SUPPLIES CITY HALL	198.99
55411	VESTIS	10/03/2024 MAINT SUPPLIES PUBLIC LIBRARY	127.53
55411	VESTIS	10/03/2024 MAINT SUPPLIES CITY HALL	198.99
55411	VESTIS	10/03/2024 MAINT SUPPLIES PUBLIC LIBRARY	127.53
55411	VESTIS	10/03/2024 MAINT SUPPLIES CITY HALL	198.99
55411	VESTIS	10/03/2024 MAINT SUPPLIES PUBLIC LIBRARY	127.53
Total 55411:			979.56
55412	WEST COAST ARBORISTS INC	10/03/2024 FY '24-25 TREE MAINTENANCE & URBAN FOREST MANAGEMENT	9,228.00
Total 55412:			9,228.00
55413	ZONES, LLC	10/03/2024 FY '24/25 ZONES MICROSOFT 365 LICENSING	13.29

55413	ZONES, LLC	10/03/2024	FY '24/25 ZONES MICROSOFT 365 LICENSING	5.65
55413	ZONES, LLC	10/03/2024	FY '24/25 ZONES MICROSOFT 365 LICENSING	1,096.96
Total 55413:				1,115.90
55414	Ana Vidrio-Vasquez	10/10/2024	DEPOSIT REFUND-TRAIN DEPOT 10/5/24	500.00
Total 55414:				500.00
55415	AYUDANDO LATINOS A SONAR	10/10/2024	CSFA FUNDING AGREEMENT FOR ALAS FY 2024-25	26,250.00
Total 55415:				26,250.00
55416	CAPITAL ONE TRADE CREDIT	10/10/2024	MAINT SUPPLIES SEPT'24	2,434.13
Total 55416:				2,434.13
55417	CASELLE INC.	10/10/2024	FY 24/25 CASELLE ERP SOFTWARE	3,843.00
Total 55417:				3,843.00
55418	CORODATA RECORDS MANAGEMENT INC	10/10/2024	SEPT'24 RECORDS MANAGEMENT	514.45
Total 55418:				514.45
55419	CRUZIO INTERNET	10/10/2024	INTERNET SERVICE	14.95
55419	CRUZIO INTERNET	10/10/2024	INTERNET SERVICE	5.00
Total 55419:				19.95
55420	ELECTRIC MD	10/10/2024	ELECTRICAL WORK HMB COMMUNITY CENTER	360.00
Total 55420:				360.00
55421	FlowBird America Inc	10/10/2024	SEPT'24 MAINT SERVICE	120.00
Total 55421:				120.00
55422	FLYERS ENERGY, LLC	10/10/2024	SEPT'24 FUEL	2,073.85
Total 55422:				2,073.85
55423	Good City Company	10/10/2024	ASSISTANT PLANNER REVIEW SERVICES AS NEEDED PROVIDED BY GOOD CITY COMPANY	747.50

Total 55423:			747.50
55424	HALF MOON BAY BUILDING & GARDEN	10/10/2024 OCT'24 MAINTENANCE SUPPLIES	11.47
Total 55424:			11.47
55425	HALF MOON BAY GRADING & PAVING INC.	10/10/2024 CONSTRUCTION FOR POPLAR STREET TRAFFICE CALMING- PHASE 1	157,006.05
55425	HALF MOON BAY GRADING & PAVING INC.	10/10/2024 RETENTION 9/18/2024	7,850.30-
Total 55425:			149,155.75
55426	Head and Heart Advisory LLC	10/10/2024 EVALUATION OF THREE ECONOMIC ADVANCEMENT CENTERS	1,437.50
Total 55426:			1,437.50
55427	INFINITY TECHNOLOGIES	10/10/2024 FY 24/25 INFINITY TECH DESKTOP/HELP DESK	164.25
Total 55427:			164.25
55428	INTEGRAL CONSULTING INC.	10/10/2024 PREPARATION OF THE CLIMATE ADAPTION PLAN(CIP 1002)	5,367.49
Total 55428:			5,367.49
55429	Irma Acosta	10/10/2024 DEPOSIT REFUND-OAK & MANZANITA 9/29/24	500.00
55429	Irma Acosta	10/17/2024 DEPOSIT REFUND-OAK & MANZANITA 9/29/24	500.00-
Total 55429:			.00
55430	Jeanette Hyer	10/10/2024 REFUND-DEPOSITS COMMUNITY ROOMS A&B 10/6/24	100.00
Total 55430:			100.00
55431	Jennifer OQuigley	10/10/2024 REFUND-PICKLEBALL A #1 INTRO SERIES	160.00
Total 55431:			160.00
55432	Jessica Wu	10/10/2024 DEOPSIT REFUND-COMMUNITY ROOM B 10/5/24	300.00
Total 55432:			300.00
55433	Josh Hoyer	10/10/2024 REFUND-DEPOSIT OAK & KITCHEN 10/2/24	600.00

Total 55433:			600.00
55434	KATHY OLER	10/10/2024 OCT'24 TEMPORARY CITY PARKING LOT RENTAL	2,293.47
Total 55434:			2,293.47
55435	LORAL LANDSCAPING INC.	10/10/2024 FY 2024-25 LANDSCAPE MAINTENANCE SERVICES AGREEMENT	4,297.00
Total 55435:			4,297.00
55436	Mark Hofmann	10/10/2024 PICKLEBALL #2 INTERMEDIATE SERIES	720.00
55436	Mark Hofmann	10/10/2024 PICKLEBALL A #2 INTRO SERIES	960.00
55436	Mark Hofmann	10/10/2024 PICKLEBALL B #2 INTRO SERIES	480.00
55436	Mark Hofmann	10/10/2024 PICKLEBALL LESSONS- DAWN DEVINCENZI-2 PEOPLE	90.00
Total 55436:			2,250.00
55437	MATTHEW NICHOLS	10/10/2024 CONFERENCE REIMBURSEMENT-HOTEL	643.59
55437	MATTHEW NICHOLS	10/10/2024 CONFERENCE REIMBURSEMENT-UBER FROM AIRPORT	36.02
55437	MATTHEW NICHOLS	10/10/2024 CONFERENCE REIMBURSEMENT-COFFEE	7.50
55437	MATTHEW NICHOLS	10/10/2024 CONFERENCE REIMBURSEMENT-DINNER	16.36
Total 55437:			703.47
55438	NICHOLAS TRANSLATIONS & INTERPRETATIONS	10/10/2024 SEPT'24 TRANSLATION SERVICE	475.00
Total 55438:			475.00
55439	ON POINT LANGUAGE SOLUTIONS LLC	10/10/2024 SEPT-OCT'24 TRANSLATION SERVICES	2,587.50
Total 55439:			2,587.50
55440	PATRICIA BARTSCHER	10/10/2024 REFUND DESPOIT-GRAND OAK 4/11/25	300.00
Total 55440:			300.00
55441	PENINSULA SPORTS OFFICIALS ASSOC. INC	10/10/2024 HALF MOON BAY ONE MAN GAMES	780.00
Total 55441:			780.00
55442	QUADIENT LEASING USA, INC.	10/10/2024 QUADIENT LEASE & POSTAGE	493.65

Total 55442:				493.65
55443	RICE TRUCKING-SOIL FARM INC.	10/10/2024	MAINT SUPPLIES	155.86
55443	RICE TRUCKING-SOIL FARM INC.	10/10/2024	MAINTENANCE SUPPLIES	155.86
Total 55443:				311.72
55444	ROBERT HALF	10/10/2024	BRUMFIELD, BYRA M 10/04/2024	1,994.00
Total 55444:				1,994.00
55445	SAN MATEO DAILY JOURNAL	10/10/2024	ADVERTISING PDP-23-090	1,008.00
55445	SAN MATEO DAILY JOURNAL	10/10/2024	ADVERTISING PDP-23-090	1,008.00
55445	SAN MATEO DAILY JOURNAL	10/10/2024	ADVERTISING PDP-23-090	1,008.00-
55445	SAN MATEO DAILY JOURNAL	10/10/2024	ADVERTISING PDP-13-072	1,008.00
55445	SAN MATEO DAILY JOURNAL	10/10/2024	ADVERTISING PDP-13-072	1,008.00
55445	SAN MATEO DAILY JOURNAL	10/10/2024	ADVERTISING PDP-13-072	1,008.00-
55445	SAN MATEO DAILY JOURNAL	10/10/2024	ADVERTISING PDP-17-055	1,008.00
55445	SAN MATEO DAILY JOURNAL	10/10/2024	ADVERTISING PDP-17-055	1,008.00
55445	SAN MATEO DAILY JOURNAL	10/10/2024	ADVERTISING PDP-17-055	1,008.00-
Total 55445:				3,024.00
55446	SCHAAF & WHEELER	10/10/2024	PILARCITOS AVENUE/KEHOE WATERCOURSE OUTFALL	56.44
Total 55446:				56.44
55447	SERVICE PRESS INC.	10/10/2024	OFFICE SUPPLIES	58.36
Total 55447:				58.36
55448	SMCO PUBLIC SAFETY COMMUNICATIONS	10/10/2024	911 DISPATCH SERVICES FY 2024/25	199,251.75
Total 55448:				199,251.75
55449	THE CITIES GROUP	10/10/2024	7/1/24-12/31/24 WORKERS COMP & SAFETY/COMPLIANCE ASSESSMENT	2,913.67
Total 55449:				2,913.67
55450	TOWNSEND PUBLIC AFFAIRS, INC	10/10/2024	SEPT'24 CONSULTING SERVICES	3,000.00

Total 55450:			3,000.00
55451	Tristan Keller	10/10/2024	SKATEBOARD LESSONS 7/11-7/30SUMMER '24/FALL '24
			348.00
Total 55451:			348.00
55452	TULLY CONSULTING GROUP	10/10/2024	SWPPP SERVICES FOR POPLAR STREET TRAFFIC CALMING & SAFETY PROJECT PHASE 1
			1,555.00
Total 55452:			1,555.00
55453	TURBO DATA SYSTEMS	10/10/2024	CITATION PROCESSING
			827.81
Total 55453:			827.81
55454	WESTERN EXTERMINATOR COMPANY	10/10/2024	SEPT'24 EXTERMINATOR SERVICES
			1,350.00
Total 55454:			1,350.00
55456	AMS SYSTEMS INC	10/17/2024	PRINTING SERVICE
			6,335.63
Total 55456:			6,335.63
55457	ASSOCIATION OF BAY AREA GOVERNMENTS	10/17/2024	FY'25 Levelized Charge-Nat Gas
			450.00
55457	ASSOCIATION OF BAY AREA GOVERNMENTS	10/17/2024	WORKING CAPITAL DEPOSIT
			22.78
Total 55457:			472.78
55458	AT&T	10/17/2024	SEPT'24 PHONE SERVICE
			22.93
Total 55458:			22.93
55459	AT&T	10/17/2024	SEPT'24 PHONE SERVICE
			1,019.77
Total 55459:			1,019.77
55460	AT&T MOBILITY	10/17/2024	OCT'24 PHONE SERVICE
			695.15
Total 55460:			695.15
55461	Barbara Capers	10/17/2024	CLASS REFUND-PICKLEBALL TRANSITION 10/10/24
			40.00

Total 55461:				40.00
55462	Betty Le Macpherson	10/17/2024	REFUND-CANCELLED CLASS	150.00
Total 55462:				150.00
55463	BLEYLE ELEVATOR, INC	10/17/2024	MAINT SERVICE #102236	95.00
55463	BLEYLE ELEVATOR, INC	10/17/2024	MAINT SERVICE #179638	95.00
Total 55463:				190.00
55464	CIVICPLUS	10/17/2024	RECURRING VIRTUAL CONSULTING ANNUAL FEE, SSL CERTIFICATE ANNUAL FEE, COMMUNICATION PL	15,629.80
Total 55464:				15,629.80
55465	COAST RIDGE ECOLOGY	10/17/2024	FIELD SURVEYS AUG '24 PDP-24-007	3,087.70
55465	COAST RIDGE ECOLOGY	10/17/2024	FIELD SURVEYS AUG '24 PDP-24-007	3,087.70
55465	COAST RIDGE ECOLOGY	10/17/2024	FIELD SURVEYS AUG '24 PDP-24-007	3,087.70
Total 55465:				3,087.70
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	555 KELLY AVE	47.21
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	CITY OF HMB/COAST.COMM...SENIOR CNTR.	32.04
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	201 WAVECREST RD	7,301.64
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	10 STONE PINE RD # IRRIGATION	350.68
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	723 MILL ST # IRRIGATION	35.81
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	LIFT STATI FAIRWAY DR	35.81
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	1310 LORYN LN # IRRIGATION	311.04
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	HIGGINS CYN RD	311.04
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	529 RUISSEAU FRANCAIS AVE # IRRIGATION	512.58
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	502 MAIN ST	262.47
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	FERNANDES PARK/MAIN ST # IRRIGATION	116.76
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	620 CORREAS/LIBRARY #Dc	48.06
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	620 CORREAS/LIBRARY # IRRIGATION	87.10
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	620 CORREAS/LIBRARY	593.53
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	HYDRANT METER	225.69
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	501 MAIN ST_DC	32.04
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	880 STONE PINE RD	388.51
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	MAIN & HWY 1 # IRRIGATION	35.81
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	MEDIAN STRIP/HWY ONE # IRRIGATION	52.00
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	537 KELLY AVE	117.68
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	535 KELLY AVE	459.47

55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	461 OAK AVE	52.00
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	503 JOHNSTON ST	84.38
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	HWY 92 MEDIAN # WEST IRRIG	100.57
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	HWY 92 MEDIAN # EAST IRRIG	35.81
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	627 ALSACE LORAINA AVE	440.56
55466	COASTSIDE COUNTY WATER DISTRICT	10/17/2024	501 MAIN ST	246.28
Total 55466:				12,316.57
55467	COLANTUONO HIGHSMITH WHATLEY PC	10/17/2024	SEPT24 LEGAL SERVICES -SAM	464.42
Total 55467:				464.42
55468	Dru Devlin	10/17/2024	PARTIAL REFUND-SWITCHED CLASSES	10.00
Total 55468:				10.00
55469	ELECTRIC MD	10/17/2024	VEHICLE CHARGER ELECTRIC WORK	1,500.00
Total 55469:				1,500.00
55470	ELS ARCHITECTURE & URBAN DESIGN	10/17/2024	CO3 FOR AMENDMENT 7 PSA FOR DESIGN SERVICES FOR CARTER PARK IMPROVEMENTS PROJECT	2,870.60
Total 55470:				2,870.60
55471	HALF MOON BAY BUILDING & GARDEN	10/17/2024	OCT'24 MAINTENANCE SUPPLIES	164.02
Total 55471:				164.02
55472	HUE & CRY SECURITY SYSTEMS INC.	10/17/2024	NOV'24 SECURITY SERVICE	197.77
55472	HUE & CRY SECURITY SYSTEMS INC.	10/17/2024	NOV'24 SECURITY SERVICE	80.00
55472	HUE & CRY SECURITY SYSTEMS INC.	10/17/2024	NOV'24 SECURITY SERVICE	24.00
Total 55472:				301.77
55473	INFINITY TECHNOLOGIES	10/17/2024	FY 24/25 INFINITY TECH DESKTOP/HELP DESK	13,960.00
Total 55473:				13,960.00
55474	Irma Acosta	10/17/2024	DEPOSIT REFUND-OAK & MANZANITA ROOM	500.00
Total 55474:				500.00

55475	Mark Hofmann	10/17/2024	PICKLEBALL LESSONS- DAWN DEVINCENZI-2 PEOPLE	90.00
Total 55475:				90.00
55476	Mary Huerta	10/17/2024	REIMBURSEMENT-NOTARY PUBLIC COURSE	696.40
Total 55476:				696.40
55477	MAZE & ASSOCIATES	10/17/2024	FY '24/25 MAZE INDEPENDANT AUDITOR & ACFR	17,575.00
Total 55477:				17,575.00
55478	M-GROUP	10/17/2024	FY 24/25 M-GROUP PLANNING & STAFFING SERVICES 7 GIS MAPPING	3,401.25
Total 55478:				3,401.25
55479	NAPA AUTO PARTS	10/17/2024	VEHICLE PARTS	27.52
Total 55479:				27.52
55480	NBS GOVERNMENT FINANCE GROUP	10/17/2024	COST ALLOCATION PLAN AND CITYWIDE FEE STUDY	1,475.00
Total 55480:				1,475.00
55481	NEIGHBORHOOD RADIO	10/17/2024	ADVERTISING SERVICE	70.00
Total 55481:				70.00
55482	NICHOLAS TRANSLATIONS & INTERPRETATIONS	10/17/2024	AUG'24 TRANSLATION SERVICE	618.00
Total 55482:				618.00
55483	ODP BUSINESS SOLUTIONS, LLC	10/17/2024	OFFICE SUPPLIES	144.55
Total 55483:				144.55
55484	ON POINT LANGUAGE SOLUTIONS LLC	10/17/2024	OCT'24 TRANSLATION SERVICES	830.00
Total 55484:				830.00
55485	PHILS TIRE & AUTO CARE INC	10/17/2024	VEHICLE SERIVCE	93.06
55485	PHILS TIRE & AUTO CARE INC	10/17/2024	VEHICLE SERIVCE	95.00

Total 55485:				188.06
55486	PUBLIC PARKING ASSOCIATES INC	10/17/2024	MAINTENANCE SERVICE	395.00
Total 55486:				395.00
55487	QUADIENT LEASING USA, INC.	10/17/2024	QUADIENT LEASE & POSTAGE	74.46
Total 55487:				74.46
55488	Renaissance Entrepreneurship Center	10/17/2024	Consultant to provide small business development and entrepreneurship services	26,978.34
Total 55488:				26,978.34
55489	RICE TRUCKING-SOIL FARM INC.	10/17/2024	MAINTENANCE SUPPLIES	311.72
55489	RICE TRUCKING-SOIL FARM INC.	10/17/2024	MAINTENANCE SUPPLIES	182.11
Total 55489:				493.83
55490	ROBERT HALF	10/17/2024	BRUMFIELD, BYRA M 10/11/2024	1,994.00
Total 55490:				1,994.00
55491	SHARP ELECTRONICS CORPORATION	10/17/2024	PRINTER LEASE- 48 MONTHS	780.89
Total 55491:				780.89
55492	STERICYCLE, INC.	10/17/2024	PAPER SHREDDING	223.79
Total 55492:				223.79
55493	SWCA INCORPORATED	10/17/2024	ENVIRONMENTAL SERVICES FOR 880 STONE PINE ROAD AFFORDABLE HOUSING, INCLUDING, ENVIRO	20,527.25
Total 55493:				20,527.25
55494	THE GRAPHIC WORKS	10/17/2024	STICKERS	71.05
Total 55494:				71.05
55495	Tristan Keller	10/17/2024	SKATEBOARD LESSONS 10/11/2024	84.00

Total 55495:			84.00
55496	VESTIS	10/17/2024 MAINT SUPPLIES CITY HALL	198.99
55496	VESTIS	10/17/2024 MAINT SUPPLIES PUBLIC LIBRARY	127.53
Total 55496:			326.52
55497	WICKMAN DEVELOPMENT AND CONSTRUCTIO	10/17/2024 CATER PARK (THROUGH CHANGE ORDER 13)	339,981.33
55497	WICKMAN DEVELOPMENT AND CONSTRUCTIO	10/17/2024 CATER PARK RETENTION	16,999.07-
Total 55497:			322,982.26
55498	ZONES, LLC	10/17/2024 FY '24/25 ZONES MICROSOFT 365 LICENSING	5.65
55498	ZONES, LLC	10/17/2024 FY '24/25 ZONES MICROSOFT 365 LICENSING	13.29
Total 55498:			18.94
55499	4LEAF INC.	10/24/2024 On-Call Building Offical Services	18,953.97
Total 55499:			18,953.97
55500	Alejandra Haro	10/24/2024 DEPOSIT REFUND- TRAIN DEPOT 10/19/24	500.00
Total 55500:			500.00
55501	ALTA PLANNING & DESIGN	10/24/2024 AMENDMENT 4 BIKEWAY NORTH ADDITIONAL COSTS	1,365.00
Total 55501:			1,365.00
55502	AMERICAN ENERGY SOCIETY	10/24/2024 TO OPERATE COASTSIDE VENTURE STUDIO (CSVS) - A BUSINESS INCUBATOR VIA THE OPPORTUNTY CE	24,528.88
Total 55502:			24,528.88
55503	BLACK & VEATCH CORPORATION	10/24/2024 STORMWATER (NPDES) SERVICES 2024	3,078.75
Total 55503:			3,078.75
55504	COAST RIDGE ECOLOGY	10/24/2024 SEPT REPORTING PDP-24-007	1,950.00
55504	COAST RIDGE ECOLOGY	10/24/2024 SEPT REPORTING PDP-24-007	1,950.00
55504	COAST RIDGE ECOLOGY	10/24/2024 SEPT REPORTING PDP-24-007	1,950.00-

Total 55504:			1,950.00
55505	COUNTY OF SAN MATEO	10/24/2024 AUG'24 MICROWAVE MUX DSO	82.25
Total 55505:			82.25
55506	GRIFFIN STRUCTURES INC.	10/24/2024 CO 1 CARTER PARK IMPROVEMENTS FOR ADDITIONALMANAGEMENT & CONSTRUCTION MANAGEME	11,135.88
Total 55506:			11,135.88
55507	Helen Wolter	10/24/2024 HOTEL-CONFERENCE	429.06
55507	Helen Wolter	10/24/2024 LUNCH-CONFERENCE	56.89
55507	Helen Wolter	10/24/2024 SNACK-CONFERENCE	11.99
55507	Helen Wolter	10/24/2024 BREAKFAST-CONFERENCE	11.91
55507	Helen Wolter	10/24/2024 DINNER-CONFERENCE	34.09
55507	Helen Wolter	10/24/2024 DINNER-CONFERENCE	12.93
55507	Helen Wolter	10/24/2024 LUNCH-CONFERENCE	19.94
55507	Helen Wolter	10/24/2024 PARKING-CONFERENCE	75.00
55507	Helen Wolter	10/24/2024 WATER-CONFERENCE	3.64
Total 55507:			655.45
55508	Janey Ward	10/24/2024 RECONNECTING COMMUNITIES GRANT (RCP)	1,189.00
Total 55508:			1,189.00
55509	Julio Salas	10/24/2024 DEPOSIT REFUND-TRAIN DEPOT MINUS EXTRA TIME	250.00
Total 55509:			250.00
55510	KATHY OLER	10/24/2024 NOV'24 TEMPORARY CITY PARKING LOT RENTAL	2,293.47
Total 55510:			2,293.47
55511	Lauren Benjamin	10/24/2024 DEPOSIT REFUND- TRAIN DEPOT 10/20/24	500.00
Total 55511:			500.00
55512	Lea Nahumi	10/24/2024 REFUND-CLASS CANCELED 10/17	50.00
Total 55512:			50.00

55513	MARIK ENTERPRISES, LLC	10/24/2024	PRE-EMPLOYMENT REPORT-LESLIE LACKO	330.00
Total 55513:				330.00
55514	MARK THOMAS & CO, INC	10/24/2024	CHANGE ORDER 2,HWY 1 N SAFETY & OP IMPROVEMENTS	6,606.00
Total 55514:				6,606.00
55515	PACIFICA COMMUNITY TELEVISION	10/24/2024	FY 24/25 PCT TV CITY COUNCIL BROADCASTING	11,600.00
Total 55515:				11,600.00
55516	PENINSULA MUNICIPAL ENGINEERING INC.	10/24/2024	HIGHWAY 1 SAFETY NORTH	12,600.00
Total 55516:				12,600.00
55517	QUADIANT LEASING USA, INC.	10/24/2024	QUADIANT LEASE & POSTAGE	198.17
Total 55517:				198.17
55518	ROBERT HALF	10/24/2024	BRUMFIELD, BYRA M 10/18/2024	1,246.25
Total 55518:				1,246.25
55519	SAN MATEO COUNTY DEM	10/24/2024	FY 24/25 SAN MATEO COUNTY DEM - EMERGENCY MANAGEMENT	22,529.00
Total 55519:				22,529.00
55520	SAN MATEO COUNTY SHERIFF'S OFFICE	10/24/2024	FY24/25 SAN MATEO COUNTY NARCOTICS TASK FORCE CONTRIBUTIONS	13,684.00
Total 55520:				13,684.00
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64

55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	143.52
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	35.88
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	35.88
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	2.02
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	3.78
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	3.54
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	12.64
55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26

55521	SANDIE ARNOTT	10/24/2024	FY24/25 SAN MATEO COUNTY PROPERTY TAX	25.26
Total 55521:				1,033.28
55522	SEWER AUTHORITY MID-COASTSIDE	10/24/2024	GENERAL OPERATIONS & MAINTENANCE FY 24/25 PLUS ADDITIONAL TO COVER POTENTIAL PASS-THR	470,187.90
55522	SEWER AUTHORITY MID-COASTSIDE	10/24/2024	FY 2024/25 SEWER COLLECTIONS	17,684.08
Total 55522:				487,871.98
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.GEN	29,033.55
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.RENT	4,801.73
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.HILLTOP	22.10
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.555	3,844.80
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.SPC	543.40
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.555SMITHMP	221.00
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.HYATT	6,045.00
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.CASA	367.40
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.WRR	2,046.37
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.SAM	21,151.80
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.GEARING	75,306.06
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.REIMB2	841.10
55523	SHUTE MIHALY & WEINBERGER LLP	10/24/2024	HMB.GEMANIS	338.10
Total 55523:				144,562.41
55524	SOL ECOLOGY INC	10/24/2024	PDP-22-072 BIOLOGICAL RESOURCES	1,755.00
55524	SOL ECOLOGY INC	10/24/2024	PDP-22-072 BIOLOGICAL RESOURCES	1,755.00
55524	SOL ECOLOGY INC	10/24/2024	PDP-22-072 BIOLOGICAL RESOURCES	1,755.00
Total 55524:				1,755.00
55525	ZONES, LLC	10/24/2024	FY '24/25 ZONES MICROSOFT 365 LICENSING	1,096.96
Total 55525:				1,096.96
55526	AMERICAN PORTABLES	10/31/2024	PORTABLE TOILET RENTAL & SERVICES FY '24-25	195.65
Total 55526:				195.65
55527	CHRISTINA JEWELS KRZASZCZAK	10/31/2024	WEBSITE GRAPHIC DESIGN	300.00
Total 55527:				300.00

55528	COASTSIDE PRINTERS	10/31/2024	PUMPKIN FEST - NO PARKING SIGNS	240.63
Total 55528:				240.63
55529	CONTI LLC	10/31/2024	COUNCIL CHAMBERS MOCKUP	10,318.73
Total 55529:				10,318.73
55530	CRUZIO INTERNET	10/31/2024	INTERNET SERVICE	14.95
Total 55530:				14.95
55531	ELECTRIC MD	10/31/2024	PANEL WORK AT HMB CITY HALL	4,600.00
Total 55531:				4,600.00
55532	GATES AND ASSOCIATES	10/31/2024	SMITH FIELD FACILITIES MASTER PLAN	1,290.00
Total 55532:				1,290.00
55533	GRAINGER	10/31/2024	MAINT SUPPLIES	32.70
Total 55533:				32.70
55534	HADRONEX INC.	10/31/2024	2 YEAR RENEWAL OF THE SMARTCOVER SOFTWARE SUBSCRIPTION FOR SANITARY SEWER MONITORIN	19,701.00
Total 55534:				19,701.00
55535	INTERSTATE TRAFFIC CNTL PROD (BURL)	10/31/2024	TRAFFIC CONES	2,296.88
Total 55535:				2,296.88
55536	Karla's Janitorial & Suppliers, LLC	10/31/2024	PROVIDE CUSTODIAL SERVICES FOR THE OCC	785.00
Total 55536:				785.00
55537	LISA POPE	10/31/2024	MEETING MINUTES OCT 15 2024	375.00
55537	LISA POPE	10/31/2024	MEETING MINUTES AUG SEPT OCT 2024	1,187.50
Total 55537:				1,562.50
55538	NICHOLAS TRANSLATIONS & INTERPRETATIONS	10/31/2024	OCT'24 TRANSLATION SERVICE	523.00

Total 55538:				523.00
55539	PACIFIC GAS & ELECTRIC	10/31/2024	CITY OF HMB 501 MAIN ST A	8.11
55539	PACIFIC GAS & ELECTRIC	10/31/2024	OCEAN COLONY PARTNERS/OCP LIFT STATION	1,120.62
55539	PACIFIC GAS & ELECTRIC	10/31/2024	COMMUNITY CENTER	1,483.16
55539	PACIFIC GAS & ELECTRIC	10/31/2024	MAINTENANCE YARD OFFICE - ELECTRIC	138.76
55539	PACIFIC GAS & ELECTRIC	10/31/2024	TRAIN DEPOT RSTMS	185.06
55539	PACIFIC GAS & ELECTRIC	10/31/2024	HWY 1 & FAIRWAY LIGHTING	23.39
55539	PACIFIC GAS & ELECTRIC	10/31/2024	HWY 1 & FAIRWAY LIGHTING	54.57
55539	PACIFIC GAS & ELECTRIC	10/31/2024	SMITH FIELD	529.76
55539	PACIFIC GAS & ELECTRIC	10/31/2024	SHERIFF SUB-STATION	2,756.53
55539	PACIFIC GAS & ELECTRIC	10/31/2024	SMITH FIELD SNACK BAR	325.33
55539	PACIFIC GAS & ELECTRIC	10/31/2024	NW HWY 1 & MAIN ST	135.48
55539	PACIFIC GAS & ELECTRIC	10/31/2024	DUTRA PARK	67.91
55539	PACIFIC GAS & ELECTRIC	10/31/2024	DOWNTOWN ST TREE LIGHTS NORTH HOOK-UP @ 700 MILL STREET	1,139.67
55539	PACIFIC GAS & ELECTRIC	10/31/2024	HWY 1 & MIRAMONTES TRAFFIC SIGNAL	28.47
55539	PACIFIC GAS & ELECTRIC	10/31/2024	DOWNTOWN ST TREE LIGHTS SOUTH HOOK-UP @ 650 MIRAMONTES	1,514.70
55539	PACIFIC GAS & ELECTRIC	10/31/2024	PELICAN POINT LIFT STATION	190.07
55539	PACIFIC GAS & ELECTRIC	10/31/2024	LIBRARY ELECTRICITY ONLY	1,923.24
55539	PACIFIC GAS & ELECTRIC	10/31/2024	HWY 1 & MIRAMONTES LIGHTING	23.92
55539	PACIFIC GAS & ELECTRIC	10/31/2024	HWY 1 & MIRAMONTES LIGHTING	55.80
55539	PACIFIC GAS & ELECTRIC	10/31/2024	CITY HALL BUILDING	2,329.02
55539	PACIFIC GAS & ELECTRIC	10/31/2024	PILARCITOS CREEK BRIDGE	53.47
55539	PACIFIC GAS & ELECTRIC	10/31/2024	MOON SCULPTURE SPOTLIGHTS	6.87
55539	PACIFIC GAS & ELECTRIC	10/31/2024	MOON SCULPTURE SPOTLIGHTS	16.02
55539	PACIFIC GAS & ELECTRIC	10/31/2024	401 SEYMOUR ST	51.32
55539	PACIFIC GAS & ELECTRIC	10/31/2024	401 SEYMOUR ST	119.74
Total 55539:				14,280.99
55540	QUADIEN LEASING USA, INC.	10/31/2024	QUADIEN LEASE & POSTAGE	489.50
Total 55540:				489.50
55541	REGENTS OF THE UNIVERSITY OF CALIFORNIA	10/31/2024	CA MUNICIPAL LAW HANDBOOK	613.42
Total 55541:				613.42
55542	RINGCENTRAL INC.	10/31/2024	PHONE SERVICES	2,352.23
55542	RINGCENTRAL INC.	10/31/2024	PHONE SERVICES	2,349.07
55542	RINGCENTRAL INC.	10/31/2024	PHONE SERVICES	2,349.07

Total 55542:			7,050.37
55543	ROBERT HALF	10/31/2024 BRUMFIELD, BYRA M 09/13/2024	1,994.00
55543	ROBERT HALF	10/31/2024 BRUMFIELD, BYRA M 10/25/2024	1,246.25
Total 55543:			3,240.25
55544	Sable Computer Inc.	10/31/2024 CAMERA, INTERCOM, & BADGE SYSTEM	10,432.41
Total 55544:			10,432.41
55545	SAN MATEO CO. PLANNING AND BUILDING DIV	10/31/2024 FY24/25 AIRPORT ROUNDTABLE MEMBERSHIP FEE	1,500.00
Total 55545:			1,500.00
55546	SAN MATEO DAILY JOURNAL	10/31/2024 ADVERTISING	1,008.00
55546	SAN MATEO DAILY JOURNAL	10/31/2024 9/1/24 FINANCE CHARGE	67.78
55546	SAN MATEO DAILY JOURNAL	10/31/2024 10/1/24 FINANCE CHARGE	31.68
Total 55546:			1,107.46
55547	SERVICE PRESS INC.	10/31/2024 BUSINESS CARDS	222.27
Total 55547:			222.27
55548	SWCA INCORPORATED	10/31/2024 CARTER PARK IMPROVEMENTS PROJECT	1,027.29
55548	SWCA INCORPORATED	10/31/2024 CO1, CARTER PARK IMPROVEMENTS PROJECT	15,491.93
55548	SWCA INCORPORATED	10/31/2024 GL CHANGE	1,412.75
55548	SWCA INCORPORATED	10/31/2024 GL CHANGE	14,167.90
Total 55548:			32,099.87
55549	V. W. HOUSEN & ASSOCIATES INC.	10/31/2024 JUN'23, FY22/23 WASTEWATER COLLECTION SYSTEM ENGINEERING SUPPORT	16,293.00
Total 55549:			16,293.00
55550	VESTIS	10/31/2024 MAINT SUPPLIES CITY HALL	198.99
55550	VESTIS	10/31/2024 MAINT SUPPLIES PUBLIC LIBRARY	127.53
55550	VESTIS	10/31/2024 MAINT SUPPLIES CITY HALL	198.99
55550	VESTIS	10/31/2024 MAINT SUPPLIES PUBLIC LIBRARY	127.53

Total 55550:

653.04

55551	WELLS FARGO	10/04/2024	IT SUPPLIES	169.52
55551	WELLS FARGO	10/04/2024	IT SUPPLIES	1,575.26
55551	WELLS FARGO	10/04/2024	TRAINING	2,559.00
55551	WELLS FARGO	10/04/2024	OFFICE SUPPLIES	65.17
55551	WELLS FARGO	10/04/2024	MEMBERSHIP FEE	152.03
55551	WELLS FARGO	10/04/2024	IT SUPPLIES	86.65
55551	WELLS FARGO	10/04/2024	IT SUPPLIES	43.72
55551	WELLS FARGO	10/04/2024	INTERNET	356.72
55551	WELLS FARGO	10/04/2024	TRAINING	232.00
55551	WELLS FARGO	10/04/2024	TRAINING/MEETING	890.00
55551	WELLS FARGO	10/04/2024	CABLE	202.73
55551	WELLS FARGO	10/04/2024	INTERNET	293.34
55551	WELLS FARGO	10/04/2024	INTERNET	356.72
55551	WELLS FARGO	10/04/2024	EMPLOYEE ENGAGEMENT	4.92
55551	WELLS FARGO	10/04/2024	EMPLOYEE ENGAGEMENT	106.95
55551	WELLS FARGO	10/04/2024	CERTIFIED MAIL	4.10
55551	WELLS FARGO	10/04/2024	TRAINING/MEETING	87.97
55551	WELLS FARGO	10/04/2024	SUPPLIES	3.27
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	16.40
55551	WELLS FARGO	10/04/2024	ADVERTISING	324.83
55551	WELLS FARGO	10/04/2024	SUPPLIES	16.40
55551	WELLS FARGO	10/04/2024	SUPPLIES	98.43
55551	WELLS FARGO	10/04/2024	SUPPLIES	14.99
55551	WELLS FARGO	10/04/2024	ADVERTISING	167.34
55551	WELLS FARGO	10/04/2024	SUMMER'S END	180.43
55551	WELLS FARGO	10/04/2024	SUPPLIES	9.85
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	396.00
55551	WELLS FARGO	10/04/2024	SUMMER'S END	700.00
55551	WELLS FARGO	10/04/2024	SUMMER'S END	365.95
55551	WELLS FARGO	10/04/2024	SUPPLIES	9.85
55551	WELLS FARGO	10/04/2024	SUMMER'S END	50.95
55551	WELLS FARGO	10/04/2024	SUPPLIES	13.08
55551	WELLS FARGO	10/04/2024	SUPPLIES	15.29
55551	WELLS FARGO	10/04/2024	SUPPLIES	42.93
55551	WELLS FARGO	10/04/2024	SUMMER'S END	63.20
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	19.00
55551	WELLS FARGO	10/04/2024	SUMMER'S END	55.00
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	11.99
55551	WELLS FARGO	10/04/2024	RETURN-SUPPLIES	70.50-
55551	WELLS FARGO	10/04/2024	SUPPLIES	32.79

55551	WELLS FARGO	10/04/2024	RIDE FOR CONVENTION	24.02
55551	WELLS FARGO	10/04/2024	RIDE FOR CONVENTION	46.33
55551	WELLS FARGO	10/04/2024	TOOL FOR SEWAR	106.50
55551	WELLS FARGO	10/04/2024	TEST ICC	240.00
55551	WELLS FARGO	10/04/2024	REFUND-LEADERSHIP COUNCIL	103.00-
55551	WELLS FARGO	10/04/2024	CAD SUBSCRIPTION - 1 MONTH	250.00
55551	WELLS FARGO	10/04/2024	UBER-CHARGED BY MISTAKE & REVERSED	39.95
55551	WELLS FARGO	10/04/2024	UBER-CHARGED BY MISTAKE & REVERSED	39.95-
55551	WELLS FARGO	10/04/2024	MEETING LUNCH	71.76
55551	WELLS FARGO	10/04/2024	OCC SUPPLIES	18.46
55551	WELLS FARGO	10/04/2024	OFFICE SUPPLIES	10.92
55551	WELLS FARGO	10/04/2024	OCC SUPPLIES	73.70
55551	WELLS FARGO	10/04/2024	OCC SUPPLIES	397.95
55551	WELLS FARGO	10/04/2024	OCC SUPPLIES	346.21
55551	WELLS FARGO	10/04/2024	OCC SUPPLY REFUND	164.01-
55551	WELLS FARGO	10/04/2024	CLOSED SESSION DINNER	120.64
55551	WELLS FARGO	10/04/2024	OFFICE SUPPLIES	37.85
55551	WELLS FARGO	10/04/2024	ICMA MEMBERSHIP	200.00
55551	WELLS FARGO	10/04/2024	REFUND-OCC ITEM	42.66-
55551	WELLS FARGO	10/04/2024	REFUND-OCC ITEM	42.66-
55551	WELLS FARGO	10/04/2024	REFUND-OCC ITEM	306.71-
55551	WELLS FARGO	10/04/2024	REFUND-OCC ITEM	42.66-
55551	WELLS FARGO	10/04/2024	REFUND-OCC ITEM	42.66-
55551	WELLS FARGO	10/04/2024	JESSICA CONFERENCE - TRAVEL	259.97
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	307.92
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	69.00
55551	WELLS FARGO	10/04/2024	JESSIA CONFERENCE	550.00
55551	WELLS FARGO	10/04/2024	MAGGIE CONFERENCE	550.00
55551	WELLS FARGO	10/04/2024	SEWER GENERATOR FUEL TREATMENT	667.25
55551	WELLS FARGO	10/04/2024	COFFEE SUPPLIES	87.96
55551	WELLS FARGO	10/04/2024	TRUCK EQUIPMENT RACK	120.30
55551	WELLS FARGO	10/04/2024	CAPACITOR-HVAC	12.25
55551	WELLS FARGO	10/04/2024	POLARIS BRAKE PADS	125.45
55551	WELLS FARGO	10/04/2024	IRRIGATION SERVICE - BACK PAYMENT	1,746.00
55551	WELLS FARGO	10/04/2024	PRESSURE WASHER HOSE	36.96
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	14.00
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	49.00
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	99.00
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	200.00
55551	WELLS FARGO	10/04/2024	FLCA	44.80
55551	WELLS FARGO	10/04/2024	FLCA	45.95
55551	WELLS FARGO	10/04/2024	MEMBERSHIP	200.00
55551	WELLS FARGO	10/04/2024	SUBSCRIPTION	70.00

55551	WELLS FARGO	10/04/2024	RECONCILING ITEMS FROM PRIOR PERIOD	751.81
55551	WELLS FARGO	10/04/2024	RECONCILING ITEMS - CASH BACK	1,212.78-
55551	WELLS FARGO	10/04/2024	RECONCILING CREDITS FROM NEXT STATEMENT	225.00-
Total 55551:				<u>15,494.09</u>
Grand Totals:				<u><u>2,143,151.60</u></u>

Report Criteria:

Report type: GL detail

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

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

TITLE: **TREASURER’S REPORT FOR THE QUARTER ENDING SEPTEMBER 30, 2024**

RECOMMENDATION:

By motion, accept the Treasurer’s Report for the quarter ending September 30, 2024.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

STRATEGIC ELEMENT:

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

BACKGROUND:

In accordance with Government Code Section 53600 et seq., the City’s Treasurer is to provide the City Council with a report on investments on a quarterly basis. As shown in the Treasurer’s Report (Attachment 1), the City’s investments are in external investment pools listed at cost, as well as its fair value, not amortized cost, in compliance with Governmental Accounting Standard. The City’s investment practices strictly follow Government Code Section 53600 et seq., the City’s investment policy, and a prudent person’s rule.

DISCUSSION:

The City’s cash and investment portfolio, at fair market value, as of September 30, 2024, is \$48.8 million, of which \$36 million is placed with the San Mateo County Treasurer’s Investment Pool, \$8.3 million placed with the State Controller’s Local Agency Investment Fund (LAIF), and \$4.5 million in operating accounts with Wells Fargo Bank. The average weighted yield for the City’s cash and investments are 3.62% for the quarter.

ATTACHMENT:

Treasurer’s Report for the quarter ending September 30, 2024

**City of Half Moon Bay
Treasurer's Report
September 30, 2024**

1. Cash and investments were comprised of the following instruments as of September 30, 2024, shown with the carrying amount, fair value, and corresponding yields on investment and interest earnings:

	City Treasury	Fiscal Agents	Carrying Amount	Fair Value	Quarterly Yield	Quarterly Interest Earnings	FYTD Interest Earnings
<u>Petty Cash</u>	291	-	291	291		-	-
<u>Wells Fargo Bank:</u>							
Checking	4,518,626	-	4,518,626	4,518,626		-	-
Payroll	3,631	-	3,631	3,631		-	-
<u>California State Treasurer:</u>							
LAIF - General Fund	8,293,833	-	8,293,833	8,310,928	4.56%	-	-
<u>San Mateo County Treasurer</u>							
SMC Pool - General Fund	35,917,953	-	35,917,953	36,065,217	3.86%	-	-
TOTAL CASH AND INVESTMENTS	48,734,335	-	48,734,335	48,898,693		-	-

*Fair Value (GASB 31) includes investment returns which are not yet realized and at amortized costs. Information is obtained from individual institutions' portfolio statements.

2. Investment maturities:

The City limits market risk by limiting the types and maturities of its investments and by not borrowing against those investments.

Investment maturities may not exceed five years with the exception of investments as specified in bond debt covenants. Investment yield is ranked after safety and liquidity in making investment decisions.

Investments at September 30, 2024 mature as follows:

	City Treasury	Fiscal Agents	Total
Available immediately	48,734,335	-	48,734,335
Maturities less than one year	-	-	-
Maturities of one to five years	-	-	-
Greater than five years	-	-	-
Total	48,734,335	-	48,734,335

3. Investments Sectors, as a percentage of total portfolio and also with investment performance comparisons:

Investment sectors as a % of total portfolio		Investment performance comparisons			
		Date	Total	Yield	Interest
Demand Deposits and Money					
Market	9.28%				
Local Agency Investment Fund	17.02%	9/30/2022	47,175,760	1.23%	-
San Mateo Co. Investment Pool	73.70%	9/30/2023	45,896,460	2.97%	-
Fiscal Agent	0	9/30/2024	48,898,693	3.62%	-
	100.00%				

I certify that this reports all Government Agency pooled investments and is in conformity with the investment policy of the City of Half Moon Bay as stated in resolution number C-2019-107 dated December 17th, 2019. A copy of this Resolution is available at the office of the City Clerk and on the cities website <http://www.hmbcity.com>. The Investment Program provides sufficient cash flow liquidity to meet the estimated expenditures of the next six months, as required by Code Section 53646.

Kenneth Stiles
Finance Manager

10/17/2024
Date

L. Rossi
Administrative Services Director

10/18/2024
Date

**CITY OF HALF MOON BAY
CASH AND INVESTMENTS REPORT
FOR QUARTER ENDING 09/30/2024**

GENERAL FUND **14,152,077.16**

RESTRICTED FUNDS

STORM DRAIN OPERATING FUND	271,818.38
TRAFFIC MITIGATION FUND	4,610,958.72
LIBRARY	17,083.92
MAIN STREET BRIDGE	57,205.68
GAS TAX	2,162,715.95
STREET AND ROAD FUND	2,178,115.91
MEASURE A FUND	1,985,650.56
PARK FACILITY DEVELOPMENT	1,798,873.87
AFFORDABLE HOUSING	5,639,492.90
PUBLIC FACILITIES	1,528,929.73
POLICE SPECIAL REVENUE	1,163,570.46
JOB-BOND PROCEED FD	0.96
MEASURE W FUND	892,669.73
LOT ACQUISITION/DEVELOPMENT	1,279,857.72
CZI GRANTS	206,332.85
OCC GRANT	(527,853.35)
JOB - DEBT SERVICE FD	6,588.13
GEN FD CAPITAL PROJECTS	1,815,139.58
DRAINAGE FUND	1,376,055.16
LIBRARY CAPITAL	468,007.61
GENERAL LONG TERM DEBT	-
SEWER FUNDS	1,813,567.80
VEHICLE REPLACEMENT	168,172.72
FURN/FIXT & EQUIP FUND	804,534.25
RISK MANAGEMENT	3,346,484.28
RETIREMENT STABILIZATION	1,518,284.56

TOTAL RESTRICTED FUNDS **34,582,258.08**

GENERAL LEDGER (BOOK) TOTAL	48,734,335.24
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BANK BALANCES ON 09/30/2024

WELLS FARGO GENERAL CHECKING	4,739,994.34
WELLS FARGO PAYROLL CHECKING	3,631.32
LOCAL AGENCY INVESTMENT FUND (LAIF)	35,917,952.93
SAN MATEO COUNTY INVESTMENT POOL	8,293,833.33

Add: PETTY CASH ACCOUNTS	291.49
RECONCILING ITEMS	-
Less: OUTSTANDING CHECKS	(250,096.12)
Plus: DEPOSITS IN TRANSIT	28,727.95
Plus: VOID CHECKS	-

BANK RECONCILIATION TOTAL	48,734,335.24
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BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Maz Bozorginia, Public Works Director/City Engineer
Dale Leda, Associate Engineer

TITLE: **AMENDMENT NO. 5 TO PROFESSIONAL SERVICES AGREEMENT WITH ALTA FOR EASTSIDE PARALLEL TRAIL IMPROVEMENTS (CIP NO. 0619)**

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to execute Amendment No. 5 to the Professional Services Agreement with Alta Planning and Design, Inc., (ALTA) increasing the contract by \$161,780, for a new total not-to-exceed amount of \$324,673, for additional design services on the Eastside Parallel Trail North – Segment 4 Improvement Project (CIP No. 0619).

FISCAL IMPACT:

There is adequate funding included in the capital budget for this action. Once the design phase is completed, it will be advertised for construction and will be brought back to the City Council for additional action. A summary of the funding sources is shown below:

Source	Amount
SMCTA	\$1,295,000
MTC	\$350,000
City (General Fund)	\$35,000
Total Project Budget	\$1,680,000

STRATEGIC ELEMENT:

This recommendation supports the following Elements of the Strategic Plan: *Infrastructure and Environment, Healthy Communities and Public Safety, and Inclusive Governance.*

BACKGROUND:

The City’s adopted Capital Improvements Program (CIP) includes projects to extend the Multi-Modal Trails throughout city limits adjacent to Highway 1. The City has previously completed construction of varying segments of the trails as far south as Wavcrest Road and as far north as Roosevelt Blvd. Last year, San Mateo County completed a section of trail immediately north

of the project from Mirada Road to Coronado Street in El Granada. Additional trail segments are also in various phases of design and environmental review as the City moves toward increasing connectivity for alternative modes of transportation, including biking and walking. A map of current and future multi-modal routes is attached to this report (Attachment 3).

The City's adopted Bicycle and Pedestrian Master Plan (2019) calls for the extension of the Eastside Parallel Trail for the final 0.3 miles to the northern City limits which will connect to the recently constructed San Mateo County Trail. The City's project includes a Class I multi-use path that will be an 8-ft wide asphalt path plus 2 feet of decomposed granite shoulder on each side. The proposed trail is located on the east side of Highway 1 extending the existing path from its northern terminus at Roosevelt Boulevard to the northern city limits at Mirada Road.

On June 15, 2021, the City Council adopted Resolution No. C-2021-47 authorizing the City Manager to execute a Professional Services Agreement with Alta Planning and Design, Inc. for final design, permitting, and environmental services for the Eastside Parallel Trail North – Segment 4 Improvement Project (Project) in the amount of \$115,197.

Soon after this action, Caltrans staff and policy changes impacted the deliverables of the scope of work but did not impact the budget. Due to this, on August 5, 2021, City staff administratively entered into Amendment No. 1 to the Professional Services Agreement with ALTA for a new and additional scope of work.

On May 6, 2022, City staff administratively entered into Amendment No. 2 to the Professional Services Agreement with ALTA that extended the time of performance of the contract.

On December 8, 2022, City staff administratively entered into Amendment No. 3 to the Professional Services Agreement with ALTA for additional coordination efforts with Caltrans. This action increased the contract amount by \$11,426, for a total contract amount of \$126,623.

On June 13, 2023, the Planning Commission adopted Resolution P-23-07 that approved the coastal development permit for the project.

On February 20, 2024, the City Council adopted Resolution No. C-2024-11 authorizing the City Manager to execute Amendment No. 4 to the Professional Services Agreement with ALTA for additional coordination with Caltrans on the bridge-type selection process, which added several months to the schedule and many meetings for staff and design consultants to respond to Caltrans comments. The additional scope of work by ALTA was necessary to complete regulatory conditions including responding to Caltrans Permit Engineering Evaluation Review (PEER) comments and preparation of a Bridge General Plan. This action increased the contract amount by \$36,270, for a total contract amount of \$162,893.

DISCUSSION:

The project is currently progressing toward 95% level of design drawings. The prior amendment for the ALTA design team (Amendment 4) had included preparation of plans and supporting documents for submittal to the Caltrans District 4 (D4) Encroachment Permits Office. The estimated level of effort and allocated budget request for Amendment 4 was based on past experience on similar projects, and included a request for Caltrans consideration of the project's pre-fabricated pedestrian bridge structure as a minor bridge which limits level of design requirements and review to a cursory level of review.

Subsequent input from the Caltrans team was provided that they would perform a more comprehensive review on the bridge design than previously indicated or anticipated. To date, the pedestrian bridge sub-structure has been through three additional rounds of plan check review by the Caltrans Division of Engineering Services (DES), a separate structures group based in Sacramento specializing in bridge review projects. The extent of review and coordination with the DES team was not anticipated in the Amendment 4 scope of work provided above. As of the last submittal response from Caltrans in late August of this year, the design team received authorization to proceed with responding to final comment and resubmittal of the 95% design package to both DES and D4 offices.

The design team has been proceeding with this work at-risk and with the goal of obtaining approval in a timely manner. Amendment 5, as proposed, includes scope covering the three additional submittals referred to above, as well as the additional level of effort and support documentation believed to be necessary for project approval from both D4 and DES Caltrans teams.

Staff have been in close coordination with the design team and both Caltrans offices and we are looking forward to submittal of the 95% design package to both groups soon. Final design approval is expected in early 2025 after which the City would advertise the project for bidding and construction.

The majority of funding for the project was obtained through grants from the San Mateo County Transportation Authority (SMCTA) and the Metropolitan Transportation Commission (MTC) for a total grant amount of \$1,645,000. The City's local match from general funds for the project is \$35,000, for a total project budget of \$1,680,000, which is adequate to cover the cost of this proposed amendment. Beyond this amendment, additional project soft costs are expected for consultant costs including construction support and biological monitoring. A detailed construction estimate will be produced as part of the final design, which will provide more information on funding necessary to complete project construction.

City staff is recommending that the City Council adopt a resolution authorizing the City Manager to execute Amendment No. 5 to the Professional Services Agreement with Alta Planning and Design, Inc., (ALTA) increasing the contract by \$161,780, for a new total not-to-exceed amount of \$324,673, for additional design services on the Eastside Parallel Trail North – Segment 4 Improvement Project (CIP No. 0619).

ATTACHMENTS:

1. Resolution
2. ALTA Proposal dated November 4, 2024
3. Half Moon Bay Existing and Proposed Multi-Modal Trail Map

Resolution No. C-2024-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 5 TO THE PROFESSIONAL SERVICES AGREEMENT WITH ALTA PLANNING AND DESIGN, INC., FOR ADDITIONAL DESIGN SERVICES ON THE EASTSIDE PARALLEL TRAIL NORTH – SEGMENT 4 IMPROVEMENT PROJECT (CIP NO. 0619)

WHEREAS, the City’s adopted Capital Improvement Program (CIP) includes projects to extend the Multi-Modal Trails throughout city limits adjacent to Highway 1. The City has previously completed the construction of varying segments of the trails as far south as Wavecrest Road and as far north as Roosevelt Blvd; and

WHEREAS, the City’s adopted Bicycle and Pedestrian Master Plan (2019) calls for the extension of the Eastside Parallel Trail for the final 0.3 miles to the northern city limits which will connect to the newly constructed San Mateo County Trail (Coronado Avenue in El Granada to the northern city limit); and

WHEREAS, the City has received grant funding from the San Mateo County Transportation Authority (SMCTA) and the Metropolitan Transportation Commission (MTC) for a total grant amount of \$1,645,000 with a City local match of \$35,000, for a total project budget of \$1,680,000; and

WHEREAS, on June 15, 2021, the City Council adopted Resolution C-2021-47 authorizing the City Manager to execute a Professional Services Agreement with Alta Planning and Design, Inc. (ALTA) for final design, permitting, and environmental services for the Eastside Parallel Trail North – Segment 4 Improvement Project (Project) in the amount of \$115,197; and

WHEREAS, on August 5, 2021, the City Manager authorized Amendment No. 1 to the contract for scope modifications which did not change the total contract amount; and

WHEREAS, on May 6, 2022, the City Manager authorized Amendment No. 2 to the contract for a time-extension to the contract; and

WHEREAS, on December 8, 2022, the City Manager authorized Amendment No. 3 to the contract which increased the contract amount by \$11,426, for a new total contract amount of \$126,623, for additional design support related to required Caltrans coordination; and

WHEREAS, on June 13, 2023, the Planning Commission adopted Resolution P-23-07 that approved the Project’s Coastal Development Permit; and

WHEREAS, on February 20, 2024, the City Council adopted Resolution No. C-2024-11 authorizing the City Manager to execute Amendment No. 4 to the Professional Services Agreement with ALTA for additional coordination with Caltrans on the bridge-type selection

process, increasing the contract amount by \$36,270 for a total contract amount of \$162,893; and

WHEREAS, Caltrans is currently in the process of its Permitting Engineering Evaluation Review (PEER) and reviewing the Caltrans Encroachment Permit for the project; and

WHEREAS, it is required for City staff to obtain approval from the Caltrans Division of Engineering Services – Bridge Structures Group (Bridge Group) before obtaining approval of the PEER Review and the Caltrans Encroachment Permit; and

WHEREAS, ALTA’s services throughout this process include resubmittals to the Bridge Group and the completion of 90% and 100% Plans, Specifications, and Estimates to obtain approval from the Bridge Group and subsequent Encroachment Permit approval.

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. 5 to the Professional Services Agreement with Alta Planning and Design, Inc., in the amount of \$161,780 for a new total not-to-exceed contact amount of \$324,673 for additional design services on the Eastside Parallel Trail North – Segment 4 Improvement Project (CIP No. 619).

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 19th day of November 2024, 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

Joaquin Jimenez, Mayor



To: Dale Leda, City of Half Moon Bay
 From: Brian Burchfield, Alta Planning + Design
 Date: November 4, 2024
 Re: Bicycle Connectivity North Project Amendment #5

The following fee is to provide additional services on the City’s Bicycle Connectivity North Project. Caltrans has provided three rounds of comments to the 65% bridge plans, which are two more than were originally scoped for. In addition, we learned that a Storm Water Data Report (SWDR) would need to be completed prior to project approval. Addressing multiple rounds of Caltrans comments on the 65% bridge plan submittal, meetings with Caltrans, and extension in the anticipated schedule have caused the current contracted budget to be fully spent. Remaining project tasks include:

- Submittal of 95% Bridge Plans and Specifications
- Completing the Caltrans PEER form and attachments
- Revisions to DRAFT Storm Water Data Report (SWDR)
- Finalizing 100% PS&E for bridge and pathway
- Responding to one round of clear and consistent comments from City staff and Caltrans on the 100% PS&E

Fee

Task	Alta Planning + Design, Inc.						Haley Aldrich					Total Task Fee
	Principal-Designer	Associate Landscape Architect	Landscape Designer II	Engineering Designer III	Project Coordinator II	Alta's Sub Total	Principal	Associate Engineer	CADD Specialist	Senior Engineer	Haley Aldrich Sub Total	
	Mike Rose	Brian Burchfield	Katrina Ortiz	Madeline Muller	Kirsten Clausen		Chris Hockett	Kai Feng	Katarzyna Drozynska-Snyder	Ronaldo Longoria		
	2024 Hourly Rate*	\$305	\$245	\$130	\$175	\$115	\$250	\$225	\$150	\$210		
1 Construction Documents	6	40	16	40	0	\$20,707	14	98	154	20	\$118,250	\$138,957
1.1 65% Bridge Plans						\$0	30	100	215	15	\$65,400	\$65,400
1.1 95% Bridge Plans			16			\$3,920	6	48	80	8	\$25,980	\$29,900
1.2 95% Specifications	4	16		8		\$6,538	2	2	2	4	\$2,090	\$8,628
1.3 100% PS&E	2	8	16	32		\$10,249	6	48	72	8	\$24,780	\$35,029
2 Caltrans Coordination	5	40	0	0	8	\$12,243	20	12	8	8	\$10,580	\$22,823
2.1 Completion of Caltrans PEER Form and Attachments	2	10			8	\$3,979					\$0	\$3,979
2.2 Stormwater Data Report (SWDR)	2	20				\$5,509					\$0	\$5,509
2.3 Coordination with Caltrans Staff	1	10				\$2,755	20	12	8	8	\$10,580	\$13,335
Staff Hours and Project Total	11	80	16	40	8	\$32,950	34	110	162	28	\$128,830	\$161,780

Pacific Ocean

Half Moon Bay



Segment 4 (CIP No. 0619)

PROJECT LOCATION

Segment 2 (CIP No. 0595)

Segment 1 (CIP No. 0538)



Future Class 1 Trail Segments

- Segment 1 (CIP No. 0538)
- Segment 2 (CIP No. 0595)
- Segment 4 (CIP No. 0619)
- Eastside Parallel Trail South
- Naomi Patridge Trail South

Current Class 1 Trail Segments

- - - Half Moon Bay Maintained
- - - Other Jurisdiction Maintained

Housing Type

- Low Income
- Planned Low Income
- Moonridge (Farmworker Family Housing)

Education

- SMC K-12 Schools

SNAP And CalFresh Retailer

- Grocery Store/ Supermarket
- Farmers Markets
- Convenience Store/ Other

Basemap:

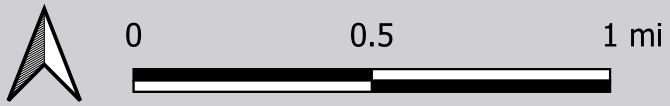
- Half Moon Bay: City Boundary

ESRI Gray (light)

Data provided by: The City of Half Moon bay, The City of Half Moon Bay Housing Element 2023 - 2031, The County of San Mateo, USDA

Eastside Parallel Trail South

Naomi Patridge Trail South



BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Maz Bozorginia, Public Works Director/City Engineer

TITLE: HIGHWAY 1 SAFETY – NORTH PROJECT AGREEMENT AMENDMENT WITH PENINSULA MUNICIPAL ENGINEERING

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to execute an agreement to the professional services agreement with Peninsula Municipal Engineering, Inc. (PME) for project management of the grant funded Highway 1 Safety – North (CIP No. 0538) Project in an amount not-to-exceed \$143,000.

FISCAL IMPACT:

There are sufficient funds in the adopted FY 2024-25 Capital Budget for the Highway 1 Safety – North Project (CIP No. 0538), which includes grant funding from the San Mateo County Transportation Authority (SMCTA) at a 78% reimbursable rate.

STRATEGIC ELEMENT:

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

BACKGROUND:

The City contracted with Peninsula Municipal Engineering (PME) in 2017 to fill a need in the Engineering and Capital Projects Division, with an emphasis on managing complex, grant-funded transportation projects that required Caltrans permitting. Since coming on board, PME has supported the engineering division on transportation and traffic projects and have been instrumental in obtaining grant funding for projects such as the Eastside Parallel Trail project and Highway 1 North. Currently, PME is serving as project manager for the Highway 1 Safety – North (0538) project.

The Highway 1 North project includes a new signalized intersection at Terrace Avenue and Highway 1 to provide a safe east-west crossing for pedestrians/bicyclists, protected turn movements for automobiles, consolidated access from Grand Boulevard and Frontage Road, as well as improvements to the Naomi Patridge Trail connection (across the previous access points

to Highway 1). The project also includes a bicycle/pedestrian (Class I) path from North Main Street to Spindrift Way on the east side (Eastside Parallel Trail) of the highway as well as extension of the four-lane highway configuration north to just south of Grandview Blvd with improved turning lanes, center median improvements, and green infrastructure. Bus stops will also be improved in this section to meet current ADA requirements and provide a better experience for transit riders.

DISCUSSION:

The project plans and specifications are substantially complete and in for final review by Caltrans for issuance of the encroachment permit. The project is currently in the pre-construction phase and requires final utility relocations which would be in conflict with the proposed Class I bike lane alignment. The majority of the utility relocations have been completed such as the gas mainline (PG&E), ten (10) utility poles (PG&E, AT&T), and two fire hydrants (CCWD). The last remaining portion is AT&T infrastructure, which is currently in progress.

PME has provided high-quality project management services to keep major transportation projects moving forward, including ongoing communication and work with Caltrans, project designers, utility companies, and regulatory agencies. As the Highway 1 Safety – North Project design phase wraps up, it would be efficient to continue the services of the current project manager. At the request of the City, PME has provided a proposal to provide the necessary project management services for the project in question. The contract total is not-to-exceed \$143,000 for the rest of FY 2024-25, equating to approximately 15 hours per week. The grant funding for this project allows for 78% of PME’s services to be reimbursable.

ATTACHMENTS:

1. Resolution
2. PME Letter Proposal

RESOLUTION NO. C-2023-___

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY
AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 13 TO THE PROFESSIONAL
SERVICES AGREEMENT WITH PENINSULA MUNICIPAL ENGINEERING, INC. FOR PROJECT
MANAGEMENT SERVICES FOR THE HIGHWAY 1 SAFETY AND OPERATIONAL IMPROVEMENTS –
NORTH PROJECTS (0538) IN AN AMOUNT OF \$143,000**

WHEREAS, the City of Half Moon Bay entered into contract with Peninsula Municipal engineering, INC. (PME), in 2017 to manage complex, grant-funded transportation projects that require Caltrans permitting; and

WHEREAS, PME has supported the engineering division on transportation and traffic projects and have been instrumental in obtaining grant funding to catch up on years of deferred maintenance and capital projects; and

WHEREAS, there is a desire to maintain efficiency and final delivery of the project design by maintaining the current project manager; and

WHEREAS, PME provided a scope of work, budget, and an hourly rate schedule to provide project management for the Highway 1 Safety – North (0538) project totaling \$143,000; and

WHEREAS, the cost of this contract is reimbursable at a rate of 78% by grant funding available in the approved FY 2024-25 Capital Budget.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Half Moon Bay hereby authorizes the City Manager to execute Amendment 13 to Professional Services Agreement with Peninsula Municipal Engineering, Inc. for project management services for the Highway 1 Safety – North (0538) project in an amount not-to-exceed \$143,000.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 19th day of November 2024, 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

Joaquin Jimenez, Mayor

PENINSULA MUNICIPAL ENGINEERING (PME), INC.
1260 PARROTT DR
SAN MATEO, CA 94402
(650) 483-1618
RAZAV1@ME.COM



October 10, 2024

City of Half Moon Bay
Public Works Department
501 Main Street, Half Moon Bay, CA 94019
Attention: Maz Bozorginia, P.E., Public Works Director/City Engineer

Subject: Project Management Services for Grant-Funded CIP Projects (FY 2024-2025)

Dear Mr. Bozorginia,

PME, Inc. is pleased to submit the following proposal to continue providing project management consulting services for the remainder of FY 2024-25, under the direction of the Public Works Director, for the Grant-Funded CIP project:

Highway I Safety and Operational Improvements North Project- (SMCTA Grant Funded):

The project is currently in the final Caltrans encroachment permit process/safety review and utilities relocations. It is expected that it will be ready for construction bidding in early 2025.

The following activities are planned for for the remainder of FY 24-25:

- Coordinate relocation of Comcast and AT&T facilities
- Coordinate new PG&E electric service for Terrace Ave’s new signal
- Manage biological mitigation areas and planting specifications
- Coordinate permit (WDR) from Water Quality Control Board
- Finalize Caltrans Safety review for issuance of the encroachment permit
- Implement requirements set by Planning Commission permit
- Obtain Caltrans approval of final PS&E
- Prepare construction bid package, estimates and advertise for bidding and award
- Prepare SMCTA Status Reports and Reimbursement Requests

Estimated Average of 15 hours per week

Hourly rate: \$235/hr

Total Proposal: \$143,000 for FY 2024-2025

Note:

PME, Inc. invoices for the Highway 1 North project have been submitted for reimbursement from SMCTA at 78% reimbursement rate.

PME, Inc. is looking forward to continue working with Public Works and Engineering staff to provide support for these important grant funded projects.

Sincerely,

Ray Razavi, P.E.

Principal,

PME, Inc.

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: John Doughty, Assistant City Manager

TITLE: **RESOLUTION OF PUBLIC INTEREST AND CONVENIENCE, DECLARING THE CITY'S INTENT TO SELL REAL PROPERTY AT 880 STONE PINE ROAD (PORTION OF APN: 056-260-180) FOR THE CONSTRUCTION OF A 47-UNIT AFFORDABLE FARMWORKER HOUSING PROJECT**

RECOMMENDATION:

Adopt a Resolution of Public Interest and Convenience, declaring the City's intent to sell real property at 880 Stone Pine Road, Half Moon Bay, CA 94019 (portion of San Mateo County Assessor's Parcel Number [APN] 056-260-180), to allow for the construction of a 47-unit affordable farmworker housing project referred to as Stone Pine Cove ("Project").

FISCAL IMPACT:

This action facilitates the sale of a portion of 880 Stone Pine Road to San Mateo County. Proceeds of the sale will be committed to reducing the outstanding balance of the 10-Year City/County lease-leaseback arrangement. Proceeds will reduce the City's annual General Fund debt service costs.

STRATEGIC ELEMENT:

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

BACKGROUND:

On January 6, 2023, the California Department of Housing and Community Development (HCD) released the 2023 Homeownership Super Notice of Funding Availability, which provided the Serna Homeownership Program approximately \$35,000,000 in funds to address the housing needs of farmworkers in California. One eligible activity under the Program is the acquisition of manufactured homes to address and remedy impacts from the displacement of farmworker families from labor camps, mobile home parks, or other housing. Acquired manufactured homes must be owner-occupied by a low-income farmworker household.

According to HCD, California farmworkers earn, on average, less than 20 percent of San Mateo County's area median income, making farmworkers and their families among the most economically vulnerable members of our community. This vulnerability has been exacerbated by the COVID-19 pandemic, which caused significant negative economic and health impacts for farmworkers and their families.

The tragic mass shooting event on January 23, 2023, underscored the need for safe, affordable housing for farmworkers after surviving farmworkers and their families were displaced from illegal and substandard units located at the two farms where the shootings occurred.

In February 2023, San Mateo County applied under the Joe Serna, Jr. Farmworker Housing Grant Homeownership Program. The County was subsequently awarded the maximum amount of \$5,000,000 under the Program in June 2023. The grant covers the purchase of 28 manufactured homes for low-income farmworkers and their families.

On July 18, 2023, the City Council approved entering into a Memorandum of Understanding (MOU) with San Mateo County. The purpose of the MOU was to facilitate collaboration in the identification of real property and the development of that site for the installation of, at minimum, the manufactured homes funded by the Joe Serna Jr. Grant. The MOU further authorized the City Manager to negotiate an agreement with San Mateo County for refinancing of 880 Stone Pine Road to pay off the balance of the City's loan with California Infrastructure Bank, which removed the restriction on housing development.

The Lease-Leaseback Agreement ("Sublease") was subsequently negotiated and completed in October 2023. The Sublease established a payment schedule. Initially, the agreement called for the first payment on December 15, 2024. The City and County recently entered into an addendum to the Sublease adjusting the first payment to April 15, 2025. The First Addendum to Sublease aligns the first payment with recording of the Final Parcel Map, execution of the purchase-sale agreement and the projected completion/occupancy of Stone Pine Cove.

The City and County have been co-applicants on the Stone Pine Cove manufactured home neighborhood located on an approximate 6.87-acre portion of 880 Stone Pine Road. The land is currently owned by the City and consists of a single parcel known as San Mateo APN: 056-260-180. The project is currently under construction pursuant to an emergency coastal development permit issued in December 2023. The City's Planning Commission recently approved the required follow-up coastal development permit which included approval of a tentative parcel map creating three parcels (including the 6.87-acre Parcel 1—housing site). The Initial Study / Mitigated Negative Declaration (IS/MND) has been filed and we are awaiting expiration of the California Coastal Commission appeal period in early December.

DISCUSSION:

As noted above, the County has agreed to purchase 6.87 acres (Parcel 1) upon recording of the Final Parcel Map. The City has been in negotiations with San Mateo County regarding the sale and purchase of the Property. The Property is anticipated to be sold via a Purchase and Sale

Agreement (“PSA”) with San Mateo County. The County is committed to completing the development of the Stone Pine Cove affordable farmworker housing project and to own/operate the project in perpetuity. The first step in the sale process is to formally adopt a resolution of public interest and convenience which, by State statute, requires the City to declare its intent to sell the property and provide an opportunity for consideration of protests to the disposition.

The Stone Pine Cove affordable farmworker housing project consists of the development of 46 affordable manufactured homes, one manager’s unit, and one management office on a 6.87-acre portion of a 20.33-acre parcel (Assessor’s Parcel Number [APN] 056-260-180). Site access, parking, landscaping, private open space, a public neighborhood park, lighting, and utility improvements are part of the overall project work. Occupancy of the project is anticipated to begin in late March/early April 2025.

CONCLUSION

The City declares its intent to convey the Property pursuant to the terms of the PSA (scheduled for the December 3, 2024, City Council meeting) and fixes a time for the hearing of any protests to the disposition, provides for publication of notice of said hearing, and fixes the time for final action on the disposition of the Property and approval of the PSA to no earlier than December 3, 2024.

ATTACHMENTS:

1. Resolution of Public Interest and Convenience
2. Memorandum of Understanding between City and San Mateo County

RESOLUTION NO. 24-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY, CALIFORNIA,
FINDING THAT THE PUBLIC INTEREST AND CONVENIENCE REQUIRE THE SALE OF 6.87 ACRES
OF REAL PROPERTY (PORTION OF 880 STONE PINE ROAD), DECLARING ITS INTENT TO
SELL SUCH PROPERTY**

WHEREAS, the City of Half Moon Bay (“City”) owns an approximate 20.33-acre parcel at 880 Stone Pine Road (Assessor Parcel Number 056-260-180); and

WHEREAS, on July 18, 2023, the City Council authorized the City Manager to execute a Memorandum of Understanding (MOU) with San Mateo County (“County”) to pursue development of an affordable housing project to, at minimum, house displaced farmworkers from the January 23, 2023, mass shooting incident; and

WHEREAS, the MOU committed the County to refinancing the California Infrastructure Bank Loan to the City, jointly pursuing affordable housing development, and a commitment by the County to acquire the housing development site in accordance with the State of California Joe Serna Jr. grant agreement; and

WHEREAS, the City and County are currently jointly developing a 47-unit farmworker affordable housing project on a 6.87-acre portion of 880 Stone Pine Road, as depicted on Exhibit A attached hereto and incorporated herein by reference (the “Site”); and

WHEREAS, the City issued an Emergency Coastal Development Permit in December 2023, and found that affordable farmworker housing is consistent with the City of Half Moon Bay Local Coastal Land Use Plan (LCLUP); and

WHEREAS, on October 24, 2024, the City Planning Commission conditionally approved the follow-up Coastal Development Permit, affirming consistency of the project with the City’s LCLUP; and

WHEREAS, the City desires to sell the Site by entering into a Purchase and Sale Agreement (“PSA”) with the County (“Purchaser”); and

WHEREAS, California Government Code Section 37421 provides that when the legislative body of a city finds that the public interest and convenience require the sale of public buildings and sites, it must adopt a resolution so finding and giving notice of its intention to sell such property; and

WHEREAS, California Government Code Section 37422 provides that such resolution shall fix a time for hearing protests to the property conveyance, provide for publication of notice

of the hearing, fix the time when the City will take final action regarding the property conveyance; and contain an accurate description of the property to be conveyed; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HALF MOON BAY, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this resolution.

SECTION 2. The City Council of the City of Half Moon Bay has determined that the Property is exempt from the Surplus Land Act per Government Code Section 54221(f)(1)(D) in that the transaction involves the transfer of property between local agencies for the express purpose of developing a 100-percent affordable farmworker housing project.

SECTION 3. The City Council of the City hereby finds and determines that public convenience and necessity require the sale of the Property. The factors demonstrating that the public convenience and necessity require the sale of the Property include, but are not limited to the creation of 100-percent affordable housing for farmworkers consistent with the City's certified Local Coastal land use Plan (LCLUP).

SECTION 4. The City Council of the City hereby declares its intent to sell the Property pursuant to the PSA and fixes December 3, 2024, at 7:00 P.M. or as soon thereafter that the matter can be heard at the regular City Council meeting held at the Ted Adcock Community Center (TACC) 535 Kelly Avenue, Half Moon Bay, CA 94019, as the date, time and location for hearing any protests to the proposed sale of the Property, approval of the PSA, and as the final action date.

SECTION 5. In compliance with California Government Code Section 37423, the City Council of the City hereby directs City staff to publish this resolution at least once in a daily newspaper prior to December 3, 2024, and to post this resolution for not less than ten (10) days in at least three (3) conspicuous places upon the Property prior to December 3, 2024.

SECTION 6. The City Council hereby finds that the declaration of public convenience and necessity is categorically exempt from the requirements of the California Environmental Quality Act pursuant to State CEQA Guidelines §15312.

SECTION 7. The custodian of documents constituting the record of proceedings for this matter is the City Clerk's Office. The documents constituting the record of proceedings for this matter are located at City Hall at 501 Main Street, Half Moon Bay, CA 94019.

SECTION 8. Severability. If any provision of this Resolution is held invalid, the

remainder of this Resolution shall not be affected by such invalidity, and the provisions of this Resolution are severable.

SECTION 9. Effective Date. This Resolution shall become effective immediately upon its adoption.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 19th day of November 2024, 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

Joaquin Jimenez, Mayor

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: John Doughty, Assistant City Manager

TITLE: DECLARATION OF EXEMPT SURPLUS LAND PURSUANT TO GOVERNMENT CODE 54220 ET SEQ. IN THE CITY OF HALF MOON BAY, CALIFORNIA, COUNTY OF SAN MATEO, PORTION OF APN: 056-260-180

RECOMMENDATION:

Adopt a resolution declaring that a 6.87-acre portion of the property located at 880 Stone Pine Road, portion of APN: 056-260-180, is exempt surplus land under Government Code Sections 54221 (f)(1)(D) and 54221 (f)(1)(F); and finding that the declaration of exempt surplus property is exempt from environmental review pursuant to the California Environmental Quality Act.

FISCAL IMPACT:

This action facilitates the transfer (via sale) of a portion of 880 Stone Pine Road to San Mateo County. Proceeds of the sale will be committed to reducing the outstanding balance of the 10-Year City/County lease-leaseback arrangement (loan). Proceeds will reduce the City's annual General Fund debt service costs.

STRATEGIC ELEMENT:

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

OVERVIEW:

The City of Half Moon Bay (City) and County of San Mateo (County) have jointly planned for the development of a 47-unit affordable farmworker housing project on a portion of 880 Stone Pine Road. The City currently owns the property through a loan from the County of San Mateo. The County agreed to purchase the property containing the housing project from the City.

BACKGROUND:

The tragic mass shooting event on January 23, 2023, underscored the need for safe and affordable housing for farmworkers after surviving farmworkers and their families were displaced from illegal and substandard units located at the two farms where the shootings occurred.

In February 2023, San Mateo County applied under the Joe Serna Jr. Farmworker Housing Grant Homeownership Program. The County was subsequently awarded the maximum amount of \$5,000,000 under the Program in June 2023. The grant covers the purchase of 28 manufactured homes for low-income farmworkers and their families. Land control (ownership) by San Mateo County is a condition of the grant agreement.

On July 18, 2023, the City Council approved entering into a Memorandum of Understanding (MOU) with San Mateo County. The purpose of the MOU was to facilitate collaboration in the identification of real property and the development of that site for the installation of, at minimum, the manufactured homes funded by the Joe Serna Jr. Grant. The MOU further authorized the City Manager to negotiate an agreement with San Mateo County for refinancing of 880 Stone Pine Road to pay-off the balance of the California Infrastructure Bank Loan which removed the restriction on housing development. The MOU also maps out a path to ownership by the County to meet the Joe Serna Grant agreement.

The City and County have been co-applicants on the Stone Pine Cove manufactured home neighborhood located on an approximate 6.87-acre portion of 880 Stone Pine Road. The land is currently owned by the City and consists of a single parcel known as San Mateo APN: 056-260-180. The project is currently under construction pursuant to an emergency coastal development permit issued in December 2023. The City's Planning Commission recently approved the required follow-up coastal development permit which included approval of a tentative parcel map creating three parcels (including the 6.87-acre Parcel 1—housing site). The Initial Study / Mitigated Negative Declaration (IS/MND) has been filed and we are awaiting expiration of the California Coastal Commission appeal period in early December.

California Government Code Section 65402(a) provides that if a general plan has been adopted, no real property shall be disposed of by the City until the location, purpose, and extent of such disposal have been found by the City's planning agency to be in conformity with the adopted general plan. On October 24, 2024, the Planning Commission considered the Stone Pine Cove project and determined that the project is consistent with and conforms with the Half Moon Bay General Plan. The proposed sale is a necessary precursor to implement the project.

DISCUSSION

The California Surplus Land Act, California Government Code §§ 54220 *et. seq.*, establishes procedures for the disposition of "surplus land" owned by the City, and generally requires said "surplus" land to be made available for affordable housing purposes, park and recreation purposes, or open-space purposes before disposition. However, as provided by Section 54222.3, these procedures do not apply to the disposal of "exempt surplus land" as defined in Section 54221(f)(1)(A) through 54221(f)(1)(S).

Per Section 54221(b)(1), the City must declare land to be either "surplus land" or "exempt surplus land" as supported by written findings prior to disposal. Here, the proposed sale qualifies as exempt surplus land under two exemptions. First, under Section 54221(f)(1)(D),

surplus land being transferred from one local agency to another local agency is “exempt surplus land.” Second, under Section 54221(f)(1)(F), surplus land that will be used for 100 percent affordable housing development, with at least 75 percent of residential units restricted to lower income households, and where such requirements will be contained in a covenant recorded at the time of sale, is “exempt surplus land.”

As set forth in the attached Resolution, the 6.87 acres (portion of APN: 056-260-180) owned by the City is “exempt surplus land” pursuant to Section 54221(f)(1)(D) because the City is transferring land to San Mateo County, another public agency, and pursuant to Section 54221(f)(1)(F) because the land will be used for the development of 100 percent affordable 47 unit farmworker housing project referred to as Stone Pine Cove.

ENVIRONMENTAL ANALYSIS:

The action is exempt from environmental review pursuant to the California Environmental Quality Act (Pub. Resources Code, § 2100 et seq.) and State CEQA Guidelines (Cal. Code Regs. Tit. 14, §15312) which applies to the declaration and sale of surplus government property.

ATTACHMENT:

Resolution

Resolution No. 2024-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY DECLARING A PORTION OF 880 STONE PINE ROAD (ASSESSOR'S PARCEL NUMBER 056-260-180) OWNED BY THE CITY OF HALF MOON BAY AS EXEMPT SURPLUS LAND PURSUANT TO GOVERNMENT CODE SECTION 54221(f)(1)(D) AND 54222(f)(1)(F)

WHEREAS, the City of Half Moon Bay ("City") owns an approximate 20.33-acre parcel at 880 Stone Pine Road (Assessor Parcel Number 056-260-180); and

WHEREAS, on July 18, 2023, the City Council authorized the City Manager to execute a Memorandum of Understanding (MOU) with San Mateo County to pursue development of an affordable housing project to, at minimum, house displaced farmworkers from the January 23, 2023, mass shooting incident; and

WHEREAS, the MOU committed the County to refinancing the California Infrastructure Bank Loan, jointly pursuing affordable housing development, and a commitment by the County to acquire the housing development site in accordance with the State of California Joe Serna Jr. grant agreement; and

WHEREAS, the City and County are currently jointly developing a 6.87 acre portion of the parcel at 880 Stone Pine Road as a 47 unit farmworker affordable housing project, as depicted on Exhibit A attached hereto and incorporated herein by reference (the "Site"); and

WHEREAS, the City issued an Emergency Coastal Development Permit in December 2023, which found that affordable farmworker housing is consistent with the City of Half Moon Bay's Local Coastal Land Use Plan (LCLUP); and

WHEREAS, California Government Code Section 65402 (a) requires that if a general plan has been adopted, no real property shall be acquired or disposed of until the location, purpose, an extent of such acquisition or disposal has been submitted to and reported upon by the planning agency as to the conformity with said adopted general plan; and

WHEREAS, on October 24, 2024, the City Planning Commission conditionally approved the follow-up Coastal Development Permit affirming consistency of the project with the City's LCLUP; and

WHEREAS, the purpose of the designation of the property as exempt surplus land is to convey 6.87 acres from the City (a local agency) to the County (a local agency) for construction and ongoing operation of a 100-percent affordable farmworker housing project by the County; and

WHEREAS, the Surplus Land Act, California Government Code Section 54220 et. seq., establishes procedures for the disposition of “surplus land” owned by a local agency, which generally require said “surplus land” to be made available for affordable housing purposes, park and recreation purposes, or open-space purposes before disposition; however, as provided by Section 54222.3, these procedures do not apply to the disposal of “exempt surplus land” as defined in Section 54221 (f)(1)(A) through 54221 (f)(1)(S); and

WHEREAS, Government Code Section 54221(f)(1)(D) defines “exempt surplus land” to include surplus land that is transferred from one local agency to another local agency; and

WHEREAS, Government Code Section 54221 (f)(1)(F) defines “exempt surplus land” to include surplus land that will be used for 100 percent affordable housing development, with at least 75 percent of residential units restricted to lower income households, and where such requirements will be contained in a covenant recorded at the time of sale; and

WHEREAS, the Site is “exempt surplus land” pursuant to Section 54221 (f)(1)(D) because the property is being transferred to another local agency, namely the County; and

WHEREAS, the Site is “exempt surplus land” pursuant to Section 54221 (f)(1)(F) because the property will be used for the development of 100 percent affordable farmworker housing; and

WHEREAS, the site will be transferred to the County upon execution of a Purchase and Sale Agreement, subject to recordation of the Final Parcel Map.

NOW, THEREFORE, THE CITY OF HALF MOON BAY CITY COUNCIL DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby finds that all the facts set forth in the recitals above of this resolution are true, correct, and incorporated herein.

SECTION 2. The transfer of the 6.87 acres to the County as depicted in Exhibit A to the resolution is to be used and developed as a 47-unit 100-percent affordable farmworker housing project.

SECTION 3. The Planning Commission approved a Coastal Development Permit for the project which included a determination of consistency of the project with the City’s General Plan and LCLUP.

SECTION 4. The adoption of this resolution affirms the City’s determination Site is “exempt surplus land” and is categorically exempt from the requirements of the California Environmental Quality Act pursuant to State CEQA Guidelines §15312.

SECTION 5. The Site is “exempt surplus land” pursuant to California Government Code Section 54221 (f)(1)(D) because the property is being transferred to another local agency, namely the County. The Site is also “exempt surplus land” pursuant to California Government Code Section 54221 (f)(1)(F) because the property will be used for the development of 100 percent affordable farmworker housing.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 19th day of November 2024, 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

Joaquin Jimenez, Mayor

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

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 2024 STREET MAINTENANCE PROJECT (CIP NO. 0514)**

RECOMMENDATION:

Adopt a resolution to: 1) accept the 2024 Street Maintenance Project as complete; 2) authorize the City Manager or his designee to file a Notice of Completion; 3) authorize staff to release the Performance and Labor and Materials Bonds; 4) authorize staff to start the one-year warranty bond period; and 5) authorize staff to release the retention funds thirty (30) days after recordation of the Notice of Completion.

FISCAL IMPACT:

The approved contract award was \$370,070 with an additional \$55,509 (15%) in contingency funding, totaling an authorized amount of \$425,579 for the project. The total cost of construction of the project was \$365,818.

STRATEGIC ELEMENT:

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

BACKGROUND:

On April 16, 2024, by Resolution C-2024-19, the City Council awarded a construction contract to Andreini Bros., Inc. of Half Moon Bay, California, in the amount of \$370,070, including \$55,509 for contingencies, totaling a construction budget amount of \$425,579, for the 2024 Street Maintenance Project.

The 2024 Street Maintenance Project scope consisted of performing “dig-out” base repairs, surface milling, asphalt concrete overlay, traffic markings, traffic striping, and other related work on the following streets:

- Alsace Lorraine Avenue between Central Avenue to Granelli Avenue

- Third Avenue between Central Avenue to Filbert Avenue
- Second Avenue between Grove Street to Magnolia Street, and
- Additional minor locations along Central Avenue, Potter Avenue, and Le Mans Way

DISCUSSION:

This project is now complete, and the total cost of construction was \$365,818. The one-year warranty bond is adequate to ensure the work products perform as expected.

In addition to the work mentioned above, staff also requested Andreini to refresh/restripe the existing crosswalks along Second Avenue crossing Myrtle Street, Granelli Street, and Central Avenue. The requested additional work has been completed and funded through the allocated contingency.

One bid item, “Allowance for Over Excavation,” was established as revokable during advertisement of the project. Over excavation is only needed if the soils under the locations of called out base repairs are loose and not compacted. In this project’s case, no over excavation was needed or required. Since this line item was not needed, a credit was applied to the contract, hence the total cost of construction was less than the approved contract award amount.

Staff recommends that the City Council:

- 1) Accept the 2024 Street Maintenance Project as complete; and
- 2) Authorize the City Manager or his designee to file a Notice of Completion; and
- 3) Authorize staff to release the Performance and Labor and Materials Bonds; and
- 4) Authorize staff to start the one-year warranty bond period; and
- 5) Authorize staff to release the retention funds thirty (30) days after recordation of the Notice of Completion.

ATTACHMENT:

Resolution

Resolution No. C-2024-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY ACCEPTING THE 2024 STREET MAINTENANCE PROJECT

WHEREAS, on April 16, 2024, the City Council adopted Resolution C-2024-19 to award a construction contract for the 2024 Street Maintenance Project to Andreini Bros., Inc., in the amount of \$370,070, including \$55,509 (15%) for contingencies, totaling a construction budget amount of \$425,579; and

WHEREAS, the total project remained under budget; and

WHEREAS, the Contractor has completed all and additional requested improvements in compliance with the contract documents for a total amount of \$365,818; 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) Accept the 2024 Street Maintenance Project as complete; and
- 2) Authorize the City Manager or his designee to file a Notice of Completion; and
- 3) Authorize staff to release the Performance and Labor and Material Bonds; and
- 4) Authorize staff to start the one-year warranty bond; and
- 5) Authorize staff to 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 19th day of November 2024, 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

Joaquin Jimenez, Mayor

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

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

TITLE: PROFESSIONAL SERVICES AGREEMENT WITH BLACK AND VEATCH CORPORATION FOR STORMWATER – NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) AND ANNUAL REPORTING SERVICES FOR 2025

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to execute a professional services agreement with Black & Veatch Corporation for Stormwater – National Pollutant Discharge Elimination System (NPDES) and Annual Reporting Services for 2025 in an amount not to exceed \$154,996.

FISCAL IMPACT:

The requested budget for the contract is \$154,996. The services for the first half of the contract have been programmed into the current FY 2024-25 operating budget for the Public Works Department – Engineering Division. The additional funding will be requested as part of the FY 2025-26 budget development.

STRATEGIC ELEMENT:

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

BACKGROUND:

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

The scope of work under this contract includes general program management coordination and support for the implementation of MRP measures, assistance in various meetings, ensuring compliance with the Municipal Regional Stormwater Permit 3.0 (MRP 3.0), preparation of the Annual Report for Fiscal Year 2024-25 to the San Francisco Bay Regional Water Quality Control

Board, completion of wet season Monthly Construction Site Inspections at necessary sites, new development stormwater treatment measure annual operations and maintenance inspections, ongoing implementation support for the City's Long-Term Trash Reduction Plan, and support in the City's implementation of the Venice Beach Total Maximum Daily Load (TMDL) program.

On October 11, 2022, staff issued a Request for Qualifications (RFQ) for NPDES and Annual Reporting Services throughout 2023. On November 4, 2022, the City received two (2) proposals from interested firms, CSG Consultants and Black & Veatch (B&V), prior to the posted deadline. City staff reviewed each of the proposals and determined both firms as qualified to perform the scope of work. Following consultant interviews, held on December 8, 2022, B&V was determined to be the most qualified consultant.

On January 17, 2023, the City Council adopted Resolution C-2023-03, which authorized the City Manager to execute a professional services agreement with B&V for Stormwater – NPDES and Annual Reporting Services throughout 2023 in an amount not to exceed \$149,705.

On January 16, 2024, the City Council adopted Resolution C-2024-03 that authorized the City manager to execute a professional services agreement with B&V for Stormwater – NPDES and Annual Reporting Services throughout 2024 in an amount not to exceed \$149,990.

DISCUSSION:

The proposal is close to the previous years except for one addition. A new condition this year for the MRP (Section C.21) requires the City to develop an Asset Management Plan (AM Plan) that includes a description of asset categories to be included, an inventory of assets, an Operations & Maintenance Plan, and a Rehabilitation & Replacement Plan. This plan must track all City-owned or managed assets related to the MRP, primarily Green Infrastructure (related to Section C.3 of the MRP) and trash capture (related to C.10 of the MRP). This new line item (Task 8 of Attachment 2) is included in the proposal from B&V to provide technical assistance as the City integrates the new requirements into reporting and operations.

B&V has seamlessly integrated with City staff and exceeded expectations throughout 2023 and 2024. The previously issued RFQ allows the City the option to renew the awarded firm's contract upon satisfactory performance. Staff recommends the City Council adopt a resolution authorizing the City Manager to execute a professional services agreement with B&V for Stormwater – National Pollutant Discharge Elimination System (NPDES) and Annual Reporting Service for 2025 in an amount not to exceed \$154,996.

ATTACHMENT:

1. Resolution
2. Attachment 2 – Fee Schedule

Resolution No. C-2024-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY
AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT
WITH BLACK & VEATCH CORPORATION FOR STORMWATER – NATIONAL POLLUTANT
DISCHARGE ELIMINATION SYSTEM (NPDES) AND ANNUAL REPORTING SERVICES
THROUGHOUT 2025**

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

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

WHEREAS, the City is required to continue implementing the Total Maximum Daily Load (TMDL) program at Venice Beach which commenced in FY 2021-22; and

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

WHEREAS, on January 17, 2023, the City Council adopted a resolution that authorized the City Manager to execute a professional services agreement with Black and Veatch Corporation for Stormwater – NPDES and Annual Reporting Services throughout 2023 in the amount not to exceed \$149,705; and

WHEREAS, on January 16, 2024, the City Council adopted a resolution that authorized the City manager to execute a professional services agreement with Black and Veatch Corporation for Stormwater – NPDES and Annual Reporting Services throughout 2024 in the amount not to exceed \$149,990; and

WHEREAS, the increase in anticipated expenditures throughout 2025 result in a new Asset Management Plan as required to be included in the 2025 Annual Report by the MRP; and

WHEREAS, Black and Veatch staff have been exceeding expectations throughout 2023 and 2024; and

WHEREAS, the issued RFQ allows the City the option to renew the awarded firm's contract upon satisfactory performance.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Half Moon Bay hereby authorizes the City Manager to execute a professional services agreement with Black &

Veatch Corporation for Stormwater – NPDES and Annual Reporting Services throughout 2025 in an amount not to exceed \$154,996.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 19th day of November 2024, 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

Joaquin Jimenez, Mayor



CITY OF HALF MOON BAY
 STORMWATER - NPDES AND ANNUAL REPORT SERVICES CALENDAR YEAR 2025 COST BREAKDOWN
 PREPARED BY BLACK & VEATCH 11-12-24

TASK NO.	SUBTASKS											OTHER DIRECT COSTS	TOTAL FEE	
		QA/QC Manager / Asset Mngmt	Contract & Client Services Manager	Sr. Planning Engineer	Project Manager	Sr. Env. Analyst	Project Engineer	Staff Engineer	Project Controls	Admin/ Clerical	Total Hours	Total B&V Labor Costs	Base Scope ODCs	Total Fee (Base Tasks)
	Role: Staff: Billing Rate:	Good	Wurst	Lander	Chatterjee	Zigler	Diaz-Gunning	Li	Staff	Staff			Incl. 5% Markup	
		\$318	\$318	\$286	\$286	\$192	\$156	\$152	\$146	\$114				
Task 1 - Program Management Support		12	20	28	28	8	32	24	12	8	172	\$39,032	\$0	\$39,032
1.1	General Program Management and Coordination with City Staff	8		16	8	4	16	8		8	60	\$13,888		\$13,888
1.2	Project Management and Administration		16		8				12	8	44	\$10,040		\$10,040
1.3	Meetings with City Staff (4 meetings, Virtual)	4	4	12	12	4	16	16			68	\$15,104		\$15,104
Task 2 - SMCWPPP Meeting Support		0	0	42	4	46	20	12	0	0	124	\$26,932	\$300	\$27,232
2.1	BAMSC Development Subcommittee (3 meetings)			12							12	\$3,432		\$3,432
2.2	New Development Subcommittee (2 meetings)			8							8	\$2,288	\$150	\$2,438
2.3	Commercial/Industrial/Illicit Discharge Subcommittee (2 meetings, 1 workshop)					12					12	\$2,304	\$150	\$2,454
2.4	Watershed Monitoring Subcommittee (1 meeting)					4					4	\$768		\$768
2.5	Asset Management Workgroup (2 meetings)					8					8	\$1,536		\$1,536
2.6	Litter Workgroup and Trash Subcommittee (4 meetings)			10		10					20	\$4,780		\$4,780
2.7	Stormwater Committee (Review agenda packets, attend meeting as requested)						4	4			8	\$1,232		\$1,232
2.8	Municipal Maintenance Subcommittee (2 meetings)						8				8	\$1,248		\$1,248
2.9	Parks and Integrated Pest Management Subcommittee (1 meeting)							4			4	\$608		\$608
2.10	Allowance for Review of Subcommittee-Prepared Deliverables			12	4	12	8	4			40	\$8,736		\$8,736
Task 3 - Annual Reporting		0	0	10	10	12	32	32	0	4	100	\$18,336	\$0	\$18,336
3.1	Annual Report Kickoff / Data Collection Meeting			2	2	4	4	4			16	\$3,144		\$3,144
3.2	Prepare Annual Report			4	4	4	20	20		4	56	\$9,672		\$9,672
3.3	Finalize Annual Report per City / SMCWPPP Comments			4	4	4	8	8			28	\$5,520		\$5,520
Task 4 - Green Infrastructure Program Support		0	0	12	0	0	12	0	0	0	24	\$5,304	\$0	\$5,304
4.1	Green Infrastructure Project Plan Review Allowance (includes preparation of letter summarizing review comments, and 6 hours of review time per plan set or project, and 1 meeting to discuss; up to 3 projects assumed)			12			12				24	\$5,304		\$5,304
Task 5 - Stormwater Inspections		0	0	0	0	12	120	70	0	0	202	\$31,664	\$3,100	\$34,764
5.1	Commercial / Industrial Business Stormwater Inspections (up to 50 total businesses, 10% of which require 2 inspections and additional follow up support)					4	60	40			104	\$16,208	\$2,000	\$18,208
5.2	Wet Season Monthly Construction Site Inspections (3 sites x 7 inspections x 3 hours per inspection and follow-up)					4	40	20			64	\$10,048	\$1,000	\$11,048
5.3	New Development Stormwater Treatment Measure Annual O&M Inspections (up to 6)					4	20	10			34	\$5,408	\$100	\$5,508
Task 6 - Trash Support		0	0	12	2	20	8	8	0	0	50	\$10,308	\$0	\$10,308
6.1	Trash Reduction Plan Implementation Support Allowance			12	2	20	8	8			50	\$10,308		\$10,308
Task 7 - TMDL Support		0	0	4	4	12	44	20	0	0	84	\$14,496	\$0	\$14,496
7.1	Venice Beach Bacteria TMDL Support Allowance					4	16	8			28	\$4,480		\$4,480
7.2	Prepare Bacteria TMDL Annual Monitoring Report			4	4	4	20	8			40	\$7,392		\$7,392
7.3	Coordination with External Stakeholders on Bacteria TMDL Implementation (Sanitary Districts, County of San Mateo, Caltrans, Harbor Districts, and local community groups) - up to four meetings					4	8	4			16	\$2,624		\$2,624
Task 8 - Asset Management Program Technical Assistance (TA)		4	0	0	2	16	0	4	0	0	26	5524	0	5524
8.1	Asset Management Program TA	4			2	16		4			26	\$5,524		\$5,524
TOTAL		16	20	108	50	126	268	170	12	12	782	\$151,596	\$3,400	\$154,996

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

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. 3 TO PROFESSIONAL SERVICES AGREEMENT WITH SWCA, INC.**

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to execute Amendment No. 3 to the Professional Services Agreement with SWCA, Inc. for additional cultural and paleontological services for the John L. Carter Park Improvements Project, increasing the contract amount by \$58,477, for a total contract amount not to exceed \$119,145.

FISCAL IMPACT:

The Capital Improvement Program, Carter Park Improvements Project (CIP Project No. 0611), has adequate funding for this additional expense.

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 design for the John L. Carter Park Improvements Project (Project) includes a new performing arts amphitheater including terraced seating, a performance stage with storage space and changing room, a children’s play area, picnic area, restroom and concession stand building, park access improvements, landscaping, lighting, and utility improvements.

On April 19, 2022, the City Council approved the award of a construction contract to Wickman Development and Construction of San Francisco, California, in the bid amount of \$4,971,000 and a construction contingency amount of 15% (\$745,650) (Resolution C-2022-21), as well as

contracts for biological monitoring and material testing and inspection services from qualified professionals, SWCA, Inc. (Resolution No. C-2022-22), in the amount of \$35,079, and Bay Area Geotechnical Group, in the amount of \$115,415 (Resolution No. C-2022-23), respectively.

On May 16, 2023, the City Council adopted Resolution No. C-2023-31 that authorized the City Manager to execute Amendment No. 1 to the Professional Services Agreement with SWCA, Inc. for additional biological and environmental services for the Project increasing the contract amount by \$25,589, for a total contract amount of \$60,668.

On February 20, 2024, the City Council adopted Resolution No. C-2024-10 authorizing the transfer of \$1,250,000 from various Capital Improvement Projects to the Project due to escalated costs related to delays and other unanticipated changes. The approved budget increase also provided a contingency of approximately \$622,000 for the remainder of construction.

On April 3, 2024, City staff administratively entered into Amendment No. 2 to the Professional Services Agreement with SWCA, Inc. that only extended the time of performance of the contract.

DISCUSSION:

On June 11, 2024, City staff was notified by the contractors that a cultural artifact was found on the project site during construction. As a condition of approval for the coastal development permit for this project, the contractors are required to stop work, notify the Community Development Director, and retain a qualified archaeologist to perform an archaeological reconnaissance, and identify any mitigation measures required to protect archaeological resources if subsurface historic or archaeological resources are uncovered during construction. All necessary steps were followed, and work has continued soon after the cultural artifact was discovered.

It was recommended by SWCA, Inc. that, due to the artifact findings, a cultural resources specialist be onsite during all remaining ground disturbing activities. With this recommendation, additional services and expenses are needed in order to complete the project.

Staff recommends the City Council authorize the City Manager to execute Amendment No. 3 to the Professional Services Agreement with SWCA, Inc. for additional cultural and paleontological services for the John L. Carter Park Improvements Project, increasing the contract amount by \$58,477, totaling a contract amount not to exceed \$119,145.

ATTACHMENTS:

1. Resolution
2. SWCA Amendment No. 3 Proposal

Resolution No. C-2024-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH SWCA, INC. FOR ADDITIONAL CULTURAL AND PALEONTOLOGICAL SERVICES FOR THE JOHN L. CARTER PARK IMPROVEMENTS PROJECT (CIP NO. 0611)

WHEREAS, 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; and

WHEREAS, on April 19, 2022, the City Council adopted Resolution No. C-2022-21 awarding the contract to Wickman Development and Construction with contingency, Resolution No. C-2022-22 contracting with SWCA, Inc., in the amount of \$35,079, for biological monitoring services, and Resolution No. C-2022-23 contracting with BAGG, in the amount of \$115,415, for material testing and special inspection services; and

WHEREAS, on May 16, 2023, the City Council adopted Resolution No. C-2023-31 that authorized the City Manager to execute Amendment No. 1 to the Professional Services Agreement with SWCA, Inc. for additional biological and environmental services for the John L. Carter Park Improvements Project increasing the contract amount by \$25,589 for a total contract amount of \$60,668; and

WHEREAS, on February 20, 2024, the City Council adopted Resolution No. C-2024-10 authorizing the Administrative Services Director to transfer \$1,250,000 to the Carter Park Project Fund due to escalated costs related to delays and other unanticipated changes; and

WHEREAS, on April 3, 2024, City Staff administratively entered into Amendment No. 2 to the Professional Services Agreement with SWCA, Inc. that only extends the time of performance of the contract; and

WHEREAS, on June 11, 2024, City staff was notified by the contractors that a cultural artifact was found on the project site during construction; and

WHEREAS, as a condition of approval for the Coastal Development Permit for this project, the contractors are required to stop work, notify the Community Development Director, and retain a qualified archaeologist to perform an archaeological reconnaissance and identify any mitigation measures required to protect archaeological resources if subsurface historic or archaeological resources are uncovered during construction; and

WHEREAS, all necessary steps were followed, and work has continued soon after; and

WHEREAS, it was recommended by SWCA, Inc. that, due to the artifact findings, a cultural resources specialist be onsite during all remaining ground disturbing activities; and

WHEREAS, with this recommendation, additional services and expenses are needed in order to complete the project; and

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. 3 to the Professional Services Agreement with SWCA, Inc. for additional cultural and paleontological services for the John L. Carter Park Improvements Project, increasing the contract amount by \$58,477, totaling a contract amount not to exceed \$119,145.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 19th day of November 2024, 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

Joaquin Jimenez, Mayor



ENVIRONMENTAL CONSULTANTS

Sound Science. Creative Solutions.®

Half Moon Bay Office
60 Stone Pine Road, Suite 201
Half Moon Bay, California 94019
Tel 650.440.4160 Fax 650.440.4165

November 12, 2024

Jonathan Woo
Assistant Engineer
City of Half Moon Bay
501 Main Street
Half Moon Bay, California 94019

**Re: Change Order No. 2 for Carter Park Renovation Project Environmental Services | PO No. 1398
SWCA Project No. 73173**

Dear Mr. Woo:

Per your request, SWCA Environmental Consultants (SWCA) is pleased to submit a change order scope of work and cost estimate to the City of Half Moon Bay (City) to continue providing environmental services for the Carter Park Renovation Project in San Mateo County, California.

The purpose of this revision is to cover costs associated with additional environmental services required due to project delays beyond SWCA's control, and the need for additional coordination and archaeological monitoring due to the unanticipated artifact discovery onsite.

REVISED SCOPE OF WORK

SWCA assumed the project would conclude prior to January 31, 2024. However, due to project delays beyond SWCA's control and changes to the project, SWCA now assumes the project will conclude by December 31, 2024. Unless otherwise stated below, assumptions from the original scope of work dated April 7, 2022, and the Change Order dated March 6, 2023 apply.

PHASE 1: PROJECT MANAGEMENT

Under Change Order No. 1 SWCA assumed up to 44 hours of project management would be required for the duration of the project. Due to project delays beyond SWCA's control, and the unanticipated discovery of cultural artifacts onsite additional project management support, including coordination of issues that may develop during construction, weekly phone coordination meetings, and schedule coordination will be required.

Completed

- To date SWCA has incurred a total of 54 hours of project management.

To be Completed Added Scope/Budget Requested in this Change Order

- Up to an additional **30** hours of project management time has been included under this Change Order.

PHASE 2: BIOLOGICAL SERVICES

TASK 1. PRE-CONSTRUCTION SURVEY

This task has been completed and SWCA assumes no additional pre-construction surveys will be required.

TASK 2. WORKER ENVIRONMENTAL AWARENESS TRAINING (WEAP)

This task has been completed and SWCA assumes additional WEAP training will be provided during biological monitoring. Therefore, no additional costs have been included for this task.

TASK 3 BIOLOGICAL MONITORING

Under Change Order No. 1 SWCA assumed up to twenty-one (21) 8-hour monitoring days and up to thirty-six (36) 4-hour days for weekly inspections of the Carter Park project. At this time SWCA has sufficient funds to complete biological monitoring for the remainder of the project. Therefore, no additional costs have been included for this task.

To be Completed, Covered Under Existing Contract

- SWCA assumes 16 weekly inspections will be required between September 1, 2024 and December 31, 2024 which is the assumed project completion date. Therefore, no additional funds have been added under this Change Order. If the contract needs to be extended beyond December 31, 2024, SWCA can provide additional biological monitoring at an added cost.

PHASE 3. CULTURAL AND PALEONTOLOGICAL SERVICES

SWCA assumed that work under Phase 3 would include the preparation and production of a Cultural Resources and Paleontological Training Brochure in accordance with MM GEO-6.1 and Coastal Development Permit (CDP) Condition of Approval C.1. On Tuesday June 11th, 2024, SWCA was notified by the City of Half Moon Bay that cultural artifacts were encountered at the Carter Park Project Area. An archaeologist visited the site to examine the artifact and survey the project area per Standard Conditions in the IS/MND. Additional work will include the drafting of a Cultural Resources Memorandum Report and completing the appropriate California Department of Parks and Recreation form. The report and the site form will be submitted to the Northwest Information Center. All artifacts are currently housed at the Half Moon Bay City Hall.

Completed

- Preparation and production of the Cultural Resources and Paleontological Training Brochure.
- One 4-hour field day for in-person training for Carter Park project.

To be Completed Added Scope/Budget Requested in this Change Order

- One (1) 3-hour survey by an SWCA archaeologist to survey the area per the Standard Conditions for Inadvertent Discovery in the IS/MND.
- Up to 28 9-hour days, inclusive of travel, of archaeological monitoring.
- SWCA will provide a senior geoarchaeologist for one (1) 8-hour day, inclusive of travel, to examine the site and the soils and provide a description of the landform age(s) and potential for buried archaeological deposits based on surface observation and existing exposed soils.

- An Archaeological Monitoring Report detailing results of the survey and monitoring effort, the archaeological find, and a California Department of Parks and Recreation Primary Site Form to document the isolate.
- As additional artifacts were found on 8/29/2024*, and in compliance with Policy 8-11 (Discovery of Archaeological and Paleontological Resources) in the City of Half Moon Bay Local Coastal Land Use Plan, the City is required to consult with the appropriate Native American Tribe(s) on if and how to rebury any discovered tribal resources. SWCA is prepared to assist the City in identifying tribes with ties to the area and assisting with the notification and discussions with the tribes. This is listed as an optional task below.
- Additional artifacts were found on 11/6/2024. These artifacts were picked up by the City of Half Moon on 11/6/2024.

*All artifacts are currently housed in Half Moon Bay City Hall.

COST SUMMARY

Based on consideration of the project requirements and completing an estimate of the attendant labor and direct costs discussed above, SWCA requests an additional time-and-materials budget not-to-exceed (NTE) of **\$56,343 (\$58,477 with optional task)** bringing the total purchase order value to **\$117,011 (\$119,145 with optional task)** as outlined in Table 1, Scope of Work Cost Estimate and Table 2, Project Budget Summary below. The costs are based on the rate schedule proposed for the City of Half Moon Bay On-Call Environmental Support 2024-2025 contract, currently being processed by the City of Half Moon Bay.

SWCA prides itself on providing environmental services of the highest quality and efficiency, and we look forward to continuing to support this project and working with you along the way. Should you have any questions or desire additional information, please contact us at your convenience.

Table 1. Scope of Work Cost Estimate

TASK	LABOR HOURS	LABOR \$	EXPENSES \$	T&M/NTE TOTAL
Task 1: Project Management	30.00	\$6,011.00	\$0.00	\$6,011.00
Task 3: Cultural and Paleontological Services				
Subtask 1. Archaeological Monitoring	348.75	\$48,858.00	\$1,474.00	\$50,332.00
Optional Subtask 2. Assistance with tribal coordination	12.00	\$2,134.00	\$0.00	\$2,134.00
PROJECT TOTAL (without optional task)	378.75	\$54,869.00	\$1,474.00	\$56,343.00
PROJECT TOTAL (with optional task)	390.75	\$57,003.00	\$1,474.00	\$58,477.00

Table 2. Project Budget Summary

TASK	ORIGINAL BUDGET	CHANGE ORDER NO. 1	CHANGE ORDER NO. 2	REVISED TOTAL BUDGET
Task 1: Project Management	\$3,672	\$3,615	\$6,011.00	\$13,298.00
Task 2: Biological Services				
Task 1. Pre-Construction Survey	\$1,715	\$1,635	\$0.00	\$3,350.00
Task 2. Worker Environmental Awareness Training (WEAP)	\$1,124	\$0.00	\$0.00	\$1,124.00
Task 3. Biological Monitoring	\$27,480	\$19,721	\$0.00	\$47,201.00
Task 3: Cultural and Paleontological Services				
Subtask 1. Archaeological Monitoring	\$1,088	\$618.00	\$50,332.00	\$52,038.00
Optional Subtask 2. Assistance with tribal coordination	\$0.00	\$0.00	\$2,134.00	\$2,134.00
PROJECT TOTAL (without optional task)	\$35,079.00	\$25,589.00	\$56,343.00	\$117,011.00
PROJECT TOTAL (with optional task)	\$35,079.00	\$25,589.00	\$58,477.00	\$119,145.00

Sincerely,



Jessie Brinton-McBean
Natural Resources Team Lead / Project Manager



Seth Dallmann
Natural Resources Director, Northern California

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Steve McHarris, Interim Community Development Director
Scott Phillips, Senior Planner

TITLE: COASTSIDE LAND TRUST WAVECREST TRAIL LICENSE AGREEMENT

RECOMMENDATION:

By motion, adopt a resolution authorizing the City Manager and City Engineer to finalize and execute the Wavecrest Trail License Agreement for the Coastside Land Trust (CLT) Wavecrest / California Coastal Trail Phase 2 project and sign the State Coastal Conservancy Public Interest Agreement (Public Resource Code Section 31116(d)).

FISCAL IMPACT:

There is no fiscal impact associated with this action.

STRATEGIC ELEMENT:

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

BACKGROUND:

The California Coastal Trail – stretching from Mexico to Oregon – was mandated by Proposition 20 in 1972 to provide a hiking, bicycle, and equestrian trails system along or near the California coast. Much of the San Mateo County mid-coast includes improved portions of the trail, with portions owned and operated by various public agencies. Thousands of residents and visitors enjoy the trail each year, including pedestrians, cyclists and equestrians. The scope of work included with the project funded and designed by CLT includes connecting two discontinuous sections of the Trail and spur trails, two sets of beach access stairs down to Redondo Beach, and parking/staging areas with a restroom on Redondo Beach Road (see attached map). Construction, maintenance, and operation of the new facilities would be the responsibility of CLT.

CLT has received final approval of the Coastal Development Permit (CDP) / Use Permit for the project. The entitlements have been conditionally approved requiring the finalization of the license agreement prior to the issuance of grading and building permits to allow for the use of the unimproved right of way (paper streets).

Earlier in the review process, CLT applied for a grant with the State of California Coastal Conservancy for financial support with the trail construction. On June 7, 2022, the City Council authorized the City Manager to provide the draft Wavecrest Trail License Agreement and sign a letter of commitment for CLT's application for grant funding from the Proposition 68 Regional Park Program.

The grant requires the City to execute the Public Interest Agreement per the California Public Resources Code Section 31116(d). The City is supportive of the CLT grant application, including entering into an agreement under the State's required terms.

DISCUSSION:

The City and CLT have negotiated the attached non-exclusive license agreement, which, if executed, would allow CLT to construct, operate, and maintain the Coastal Trail connection and associated improvements over portions of the City's paper streets in the Wavecrest subdivision, including the following:

- Requirements that CLT maintain, manage, and operate all portions of the trails and other improvements constructed on City property and paper streets as defined in Exhibit A.
- That in the case of the City being required to construct or allow the construction of improved streets in the right-of-way, that any sections of the trail within the right of way must be removed, and that improved streets and sidewalks may replace those sections but remain open for public use.

With the approval of the resolution (Attachment 1) by the Council, Staff will finalize the attached license agreement and Public Interest Agreement, the City Manager will sign the documents before providing them to CLT. The executed Public Interest Agreement will be provided to the State Coastal Conservancy. The executed license agreement will be recorded against the contiguous parcels adjacent to the undeveloped right of way where trail improvements are requested subject to CLT providing the required legal and plat for the agreement.

ATTACHMENT:

1. Resolution
2. Wavecrest Coastal Trail Vicinity Map
3. Wavecrest Trail License Agreement
4. Wavecrest Trail Public Interest Agreement

Resolution No. C-2024-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY AUTHORIZING THE CITY MANAGER TO EXECUTE A LICENSE AGREEMENT BETWEEN THE CITY AND COASTSIDE LANDTRUST TO CONSTRUCT TRAILS AND ASSOCIATED IMPROVEMENTS WITHIN THE UNDEVELOPED RIGHT OF WAY

WHEREAS, the Coastal Development Permit and Use Permit for the new trail and associated improvements was issued by the Planning Commission on October 10, 2023; and

WHEREAS, the City Council upheld the Planning Commission’s decision on appeal on March 5, 2024; and

WHEREAS, the City decision on the project was appealed to the California Coastal Commission. The California Coastal Commission found no substantial issue with the project during a public hearing on May 9, 2024; and

WHEREAS, the City of Half Moon Bay Municipal Code prohibits commercial sale of goods or services within the City right of way except as licensed by the City; and

WHEREAS, Coastside Land Trust (CLT) intends to construct a trail and associated improvements within undeveloped City right of way; and

WHEREAS, CLT is responsible for the design, construction, maintenance, and operation of the trail and associated improvements; and

WHEREAS, CLT has received final approval of the Coastal Development Permit (CDP) / Use Permit for the project, conditioned on finalizing a license agreement prior to the issuance of grading and building permits to allow for the use of the unimproved right of way (paper streets).

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Half Moon Bay hereby authorizes the City Manager or his designee to execute the attached License Agreement with Coastside Land Trust for a term of 30 years.

I, the undersigned, hereby certify that the forgoing Resolution was duly passed and adopted on this 19th day of November 2024, by the City Council of Half Moon Bay by the following vote:

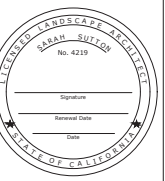
- AYES, Councilmembers:
- NOES, Councilmembers:
- ABSENT, Councilmembers:
- ABSTAIN, Councilmembers:

ATTEST:

APPROVED:

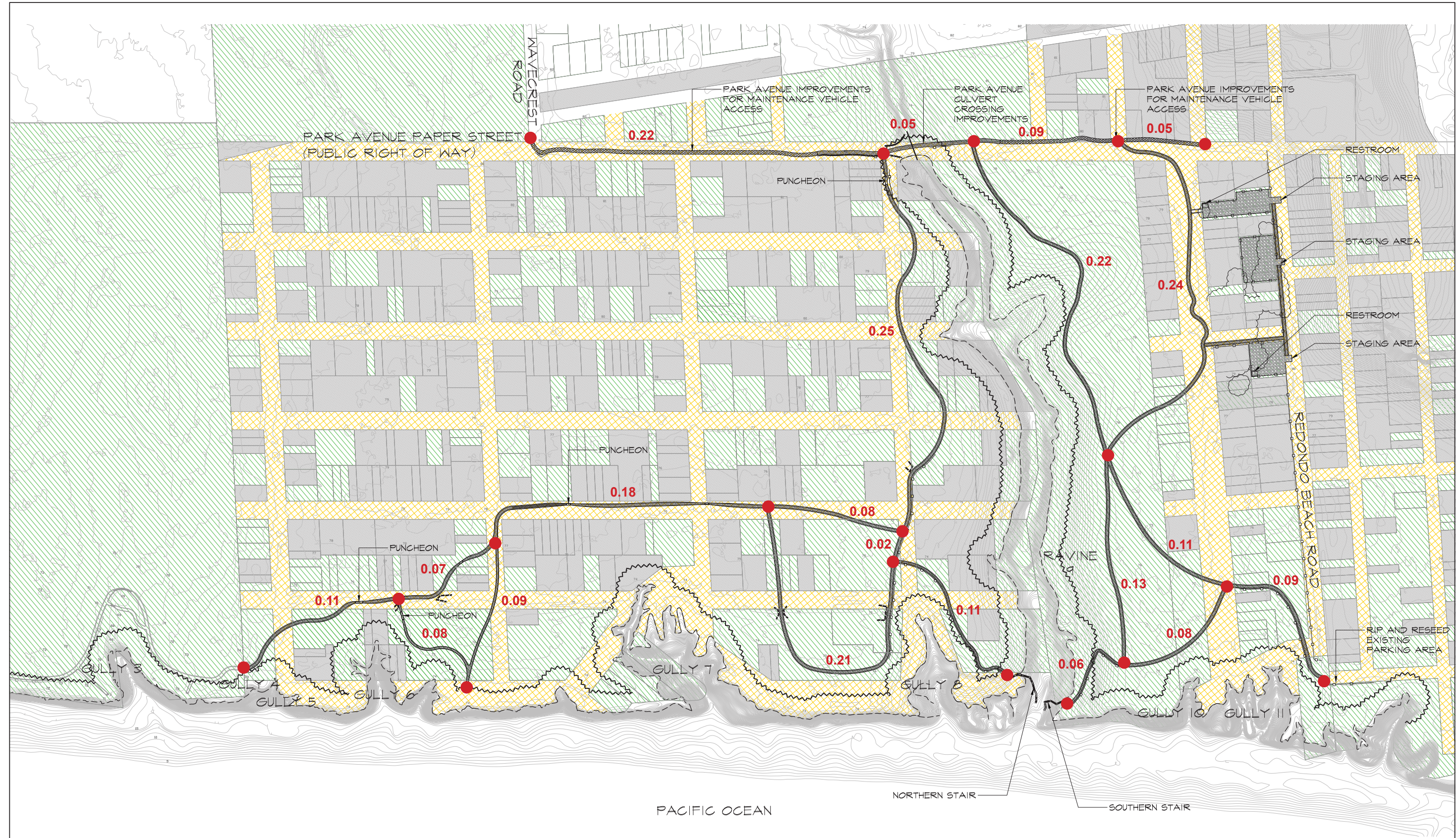
Jessica Blair, City Clerk

Joaquin Jimenez, Mayor



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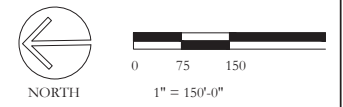
SCALE: 1"=150'
 DATE: 07/11/19
 REVISIONS:
 △
 △
 △



LEGEND

- | | | | | | | | |
|--|--|--|--------------------|--|--|--|---|
| | PRIVATE PROPERTY (NO ACCESS) | | GRAVEL TRAIL | | PUNCHEON | | EXISTING CONTOUR (1' INTERVAL)
CONTOURS AT BLUFF NOT SHOWN |
| | COASTSIDE LAND TRUST /
PENINSULA OPEN SPACE TRUST PARCELS | | SPLIT RAIL FENCING | | TEMPORARY PROTECTIVE FENCING
OR LOG BARRIER | | 60' BLUFF BUFFER |
| | HALF MOON BAY PROPERTY | | Trail segment node | | | | |

Notes:
 1. Trail segment lengths shown in miles.
 2. This sheet prints at half-scale (1"=300'-0") on 11x17.



95% Submittal

**Recording Requested By and
When Recorded Return to:**

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

EXEMPT FROM RECORDING FEES -- GOVERNMENT CODE SECTION 27383

APNs:

Wavecrest Trail License Agreement

This Wavecrest Trail License Agreement (“**License**”) is made and entered into on this _____ day of _____, 2022 by and between the CITY OF HALF MOON BAY, hereinafter called “**City**” and COASTSIDE LAND TRUST, hereinafter called “**Licensee**.”

RECITALS

WHEREAS, Licensee desires to build a coastal trail for public access (the “**Trail**”) over parcels it owns and public rights of way owned by the City, which City public rights of way are described in the legal description attached hereto as **Exhibit A** and depicted on the plat attached hereto as **Exhibit B**, both incorporated herein by this reference (identified and referred to herein as the “**City Property**”).

WHEREAS, Licensee owns properties adjacent to the City Property (the “**Licensee Property**”), as generally shown on the Trail alignment map attached hereto as **Exhibit C**. The Trail shall be aligned within the corridor shown on **Exhibit C** to this letter (the “**Trail Corridor**”).

WHEREAS, Licensee desires to obtain a license for non-exclusive access over and use of the City Property to create a trail that crosses both City Property and Licensee Property, as generally depicted on **Exhibit C**, and as further described in this License.

NOW THEREFORE, City and Licensee agree:

- 1) License Area. City hereby licenses certain areas described in **Exhibit A** and depicted on **Exhibit B** (“**License Area**”) to Licensee.
- 2) Term. The Term of this License shall commence on the date of final execution by City and shall continue thereafter for 30 years (“**Term**”).
- 3) Renewal Option. At least twelve (12) weeks prior to the end of the Term, Licensee may request that the City extend the Term for another ten (10) years. At the discretion of the City and by request of the Licensee, the License may thus be extended indefinitely.

- 4) Termination. This License is revocable only for cause. The City may revoke the License thirty (30) days after delivery of written notice of a desire to terminate this License, which written notice shall describe the reasons for termination of the License.
- 5) Use. The License Area shall be used to allow public access over the coastal bluff along the Trail and within the Trail Corridor in a manner that provides visitors an opportunity to walk or ride along the Trail and enjoy a view of the coastline and ocean and connect the Trail with the California Coastal Trail. The specific purpose of the Trail, and the uses that may be made of the License Area, are to permit it to be used by Licensee and the general public for (i) pedestrian and bicycle use; (ii) nature observation, enjoyment, and study; (iii) other compatible low intensity conservation, recreational, scientific and/or educational purposes; (iv) equestrian use to the extent that a path separated from the pedestrian and bicycle trail can be maintained; and (v) vehicular areas for security, emergencies, maintenance and repair, or as required under the Americans with Disabilities Act, as applicable. The Trail's hours of operation shall be the same as the City-owned and maintained California Coastal Trail segments to the north and south of the Trail. The public may use the Trail only upon completion of the construction of the Trail. Licensee may also undertake habitat revegetation activities in the License Area so long as such use does not interfere with the rights of the City, public, and property owners described in Section 6, below.
- 6) Non-Exclusive Use; City Use Restrictions; Relocation of Trail Over License Area. The City Property within the License Area is within a public right of way owned by City, and accordingly, the License is non-exclusive and subordinate to the rights of the public and property owners of parcels served by such right of way created by such public right of way. The Trail shall be initially located within the License Area in a manner that does not interfere with public access to the privately owned parcels of real property that are benefitted by such public right of way (e.g., along the outer boundary of the License Area to permit vehicular access over the License Area). If and to the extent any part of the City Property within the License Area is improved by the City with public improvements (e.g., streets, sidewalks, landscaping, curbs, gutters, and utility services) (collectively "**City Improvements**"), the Trail may be aligned so that it utilizes such City Improvements to the extent necessary to provide public trail access over such portion of the License Area (e.g., over sidewalks or public streets) to provide continuity of access so that all portions of the Trail may continue to be utilized.
- 7) Construction, Operation, Maintenance, Repair and Replacement of Trail. Licensee acknowledges that it has inspected the License Area, and Licensee accept the License Area "as is" in the condition existing at commencement hereof.
 - a) Licensee will be responsible for the construction, operation, maintenance, repair and replacement when necessary of the Trail over the License Area and all related improvements, except that if the Trail is aligned with City Improvements, the City will be responsible for the construction, operation, maintenance, repair and replacement of those City Improvements.
 - b) All construction or other work performed by Licensee or caused to be performed by Licensee in, on or about the Trail shall comply in all respects to all applicable statutes,

ordinances, building codes, rules and regulations, including but not limited to fire, safety, and construction standards of City or other entities with jurisdiction over the License Area.

- c) Licensee shall construct, operate, maintain, repair, and replace the Trail and related improvements in compliance with the Coastal Development Permit for the Trail and related improvements.
 - d) The Trail shall be no more than 20 (twenty) feet in width.
 - e) Licensee shall notify City at least ten (10) days in advance of any construction on the License Area, and City shall be entitled to post on the License Area notices of non-responsibility in favor of City prior to commencement of any such construction.
- 8) Liens. Licensee shall keep the License Area free from any liens arising out of any work performed, materials furnished or obligations incurred by Licensee.
- 9) Waiver of Claims and Indemnification. Licensee shall, indemnify, defend, and hold City and its officers, directors, employees, agents, successors, assigns, council members, and partners (each, an “**Indemnified Party**”) harmless from and against any and all loss, liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses (including, without limitation, reasonable attorneys’ fees and all costs, disbursements and expense of legal counsel) (hereinafter, “**Claims**”), imposed upon or incurred by or asserted against City or any other Indemnified Party by any third party arising out of or in any way connected with the occurrence or existence of any of the following: (a) any accident, injury or death of person(s) (including recreational trail visitors/users, invitees, contractors, employees, agents, and workers) or losses of or damage to property occurring on or about the License Area; (b) any use, possession, occupation, operation, maintenance, management, or condition of the License Area, the Trail, or the Licensee Property; or (c) any mechanic’s or other liens arising from Licensee’s work. Notwithstanding the foregoing, this indemnification does not apply to the extent any Claims arise from the negligence or willful misconduct of City or from the City’s construction, operation, maintenance, repair and replacement of City Improvements. The duty of Licensee to indemnify and hold harmless includes the duty to defend as set forth in Civil Code Section 2778 with counsel reasonably acceptable to City.
- 10) Public Visitor Recreational Immunity. Any permission given by Licensee or City for entry by public recreational visitors on or over the License Area is given only for recreational purposes as defined in California Civil Code Section 846, and Licensee and City give no assurances to public recreational visitors that such premises are safe for such purposes, nor confer upon the person to whom permission has been granted the legal status of an invitee or licensee to whom a duty of care is owed, nor assume responsibility for or incur any liability for any injury to person or property caused by any act of such person to whom permission has been granted except as otherwise provided in said Section 846. It is the intent of this paragraph to preserve for Licensee and City any and all recreational use immunities and any other immunities provided for under Section 846 of the California Civil Code and in Section 5075.4 of the California Public Resources Code and under any other applicable laws or statutes, now or hereafter in effect, eliminating or limiting to the fullest extent permitted by

law Licensee's and City's liability for, or providing immunity from, claims against Licensee or City by third parties. It is also the intent of this paragraph to preserve for City any and all recreational use immunities and any other immunities provided under California Government Code Sections 831.4 and 831.7 and under any other applicable laws or statutes, now or hereafter in effect, eliminating or limiting City's liability for, or providing immunity from, claims against City by third parties. This paragraph is not intended to, nor shall it be construed to, limit, affect or restrict any rights of either party or its officers, directors, agents or employees to assert any claims against the other party to which it may otherwise be entitled to under this License.

11) Insurance. Licensee shall maintain, or cause to be maintained, throughout the term hereof, including any extensions, a policy of commercial general liability insurance against claims for bodily injury, personal injury, death and/or property damage occurring upon, in or about the License Area with limits which shall not be less than Two Million Dollars (\$2,000,000.00) per occurrence. City shall be named as an additional insured on such policy. Prior to the commencement of any work contemplated under this License (and from time to time upon City's request), Licensee shall promptly furnish to City an endorsement evidencing such insurance coverage.

12) Default.

(a) Consultation. In the event any party believes any other party to this License has failed to comply with its terms, or wishes to propose an amendment to this License to address any term or condition herein, or to discuss any operational issues concerning the License, the parties agree to meet and confer within thirty (30) days of receipt of a written request for consultation.

(b) Mediation. City and Licensee agree that mediation offers an alternative to the expense and time required to resolve disputes by litigation. Mediation is therefore the parties' preferred dispute resolution procedure when circumstances do not require City or Licensee to seek immediate injunctive relief from the courts. If the consultation process set out in Section 12(a), above, fails to resolve any dispute arising out of or relating to this License or the performance or breach thereof, any party may refer the dispute to non-binding mediation by written request sent to the other parties. The non-requesting parties shall have ten (10) days after receipt of a mediation request to consent or refuse to mediate the dispute. If the non-requesting parties do not respond within ten (10) days, it shall be assumed the request for mediation has been refused.

(c) Litigation. No party may resort to litigation prior to the consultation required in Section 12(a), above, and the conclusion of any agreed upon mediation. Notwithstanding the foregoing, if a party, in its sole discretion, determines that circumstances require immediate action to prevent or mitigate damage to the License Area or any alterations installed within the License Area, such party may file litigation prior to consultation, or any agreed upon mediation.

13) Entry by City. City shall, at any and all times have the right to enter onto the License Area to inspect the same, to post notices of non-responsibility, and to alter, improve or repair the

License Area. Licensee hereby waives any claim for damages for any loss of occupancy or quiet enjoyment of the License Area occasioned thereby.

- 14) Waiver. The waiver by City of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, or condition or any subsequent breach of the same or any other term, covenant, or condition hereof.
- 15) Notices. All notices, statements, demands, requests, approvals, or consents (collectively “**notices**”) given hereunder by either party to the other shall be made in writing and shall be served personally or by first class mail, certified or return receipt requested, postage prepaid, and addressed to the parties as follows:

City: Matthew Chidester, City Manager
City of Half Moon Bay
501 Main Street
Half Moon Bay, CA 94019
mchidester@hmbcity.com-

Licensee: Bob Rogers, Executive Director
Coastside Land Trust
788 Main Street
Half Moon Bay, CA 94019
bobrogers@coastsidelandtrust.org

or to such other address as either party may have furnished to the other as a place for the service of notice. Any notice so served by mail shall be deemed to have been delivered three (3) days after the date posted.

16) General.

- a) This License contains all of the terms, covenants, and conditions agreed to by City and Licensee, and this License may not be modified orally or in any manner other than by an agreement in writing signed by all of the parties to this License or their respective successors in interest.
- b) When the context of this License requires, the masculine gender includes the feminine, a corporation, or a partnership, and the singular number includes the plural.
- c) The captions of this License are for convenience only and are not a part of this License and do not in any way limit or amplify the terms and provisions of this License.
- d) This License shall be governed and construed in accordance with the laws of the State of California with venue in the County of San Mateo.
- e) If any provision of this License, or the application to any person or circumstance, is found to be invalid, the remainder of the provisions of this License, or the application of such provision to persons or circumstances other than those as to which it is found to be invalid, as the case may be, shall not be affected so long as the purposes of this License can still be carried out.
- f) This instrument is made and entered into for the sole benefit and protection of City and Licensee and their respective successors and assigns. No person or entity other than the

Parties and their respective successors and assigns shall have any right of action under this License or any right to enforce the terms and provisions.

- g) The captions in this instrument have been inserted solely for convenience of reference and are not a part of this instrument and shall have no effect upon construction or interpretation.
- h) The parties may execute this instrument in two or more counterparts; each counterpart shall be deemed an original instrument. In the event of any disparity between the counterparts produced, the recorded counterpart shall be controlling.
- i) All Exhibits referred to in this License are attached and incorporated by this reference. All recitals in this License are accurate and shall constitute an integral part of this License, and this License shall be construed in light of those recitals.
- j) Each person executing this License on behalf of a Party represents that such person has the requisite authority to bind the Party on whose behalf he or she is signing this License and that all requisite approvals of such Party have been obtained.
- k) Time is of the essence as to all of the provisions of this License as to which time of performance is a factor.

IN WITNESS WHEREOF, the parties hereto have caused this License to be executed by their duly authorized officers to be effective as of the date of final execution by City in accordance with the terms hereof.

CITY OF HALF MOON BAY

LICENSEE:
COASTSIDE LAND TRUST

Matthew Chidester, City Manager

Bob Rogers, Executive Director

Date

Date

Exhibit A – Legal Description of City Property
Exhibit B – Plat of City Property
Exhibit C – Trail Alignment Map

**Recording Requested By and
When Recorded Return to:**

State Coastal Conservancy
1515 Clay Street, 10th Floor
Oakland, CA 94612

Attn: Legal Counsel: **KB**

EXEMPT FROM RECORDING FEES -- GOVERNMENT CODE SECTIONS 6103, 27383

**AGREEMENT PROTECTING THE PUBLIC INTEREST
IN CERTAIN IMPROVEMENTS AND DEVELOPMENT
(Public Resources Code Section 31116(d))**

This agreement is entered into by the State Coastal Conservancy, an entity of the State of California (“the Conservancy”), the Coastside Land Trust, a California nonprofit organization (“the Nonprofit Organization”), and the City of Half Moon Bay, a City in the County of San Mateo, California (“the City”).

PERTINENT FACTS

- A. The Conservancy was established pursuant to Division 21 of the Public Resources Code as a public entity within the California Natural Resources Agency. Public Resources Code Section 31116(d) authorizes the Conservancy to award grants to nonprofit organizations for the purposes of Division 21 of the Public Resources Code.
- B. The Nonprofit Organization is a California nonprofit organization exempt from taxation under Section 501(c)(3) of the United States Internal Revenue Code.
- C. The City owns public rights of way (“City Property”) located in San Mateo County, California, known as the Wavecrest property and described in Exhibit A.
- D. The Nonprofit Organization owns certain parcels on the real property (“Land Trust Property”) located in San Mateo County, California, known as the Wavecrest property, which is subject to a separate agreement recorded concurrently herewith as described in Recital E.
- E. On February 15, 2024, for purposes of improved public access and natural resource protection, the Conservancy authorized a grant to the Nonprofit Organization, subsequently awarded under Grant Agreement No. 23-134 to construct trails and public access amenities such as parking, a restroom, and beach access stairways (the “Project”) on the Wavecrest Property. This includes

***PUBLIC INTEREST AGREEMENT (Pub. Res. Code § 31116(d))
Wavecrest Property, San Mateo County***

building a coastal trail for public access on the Land Trust Property and on the City Property. This agreement governs any public improvements made pursuant to Grant Agreement No. 23-134 on the City Property. A separate 31116(d) agreement between the Conservancy and the Nonprofit Organization governs any public improvements made pursuant to Grant Agreement No. 23-134 on the Land Trust Property.

- F. The City recognizes the benefits of the Project to the natural resource and public access values of the Wavecrest Property and desires to allow the Nonprofit Organization to undertake the Project on the City Property, subject to that certain Wavecrest License Agreement between City and Nonprofit Organization (“License Agreement”) recorded concurrently herewith.
- G. Public Resources Code Section 31116(d) requires that the Conservancy execute an agreement sufficient to protect the public interest in any improvements or development constructed under a grant to a nonprofit organization; such agreement must be recorded in the county in which the real property is located.
- H. As required by Public Resources Code Section 31116(d), Grant Agreement No. 23-134 was conditioned on the Nonprofit Organization, the City and the Conservancy executing and recording an agreement to protect the public interest in all improvements or developments constructed under the grant.

THE NONPROFIT ORGANIZATION, THE CITY AND THE CONSERVANCY AGREE AS FOLLOWS:

- 1. **DURATION.** This agreement is effective on the date last signed by a party below. This agreement expires on, and will have no further effect after, the date that is twenty years from the date last signed by a party below.
- 2. **CONSTRUCTION.** The City hereby authorizes Nonprofit Organization to construct the applicable portions of the Project on the City Property in accordance with Grant Agreement No. 23-134 and the License Agreement for purposes of improved public access and natural resource protection.
- 3. **MAINTENANCE AND OPERATION.** The City shall allow the Nonprofit Organization to use, operate, maintain, and manage the City Property and the applicable portions of the Project in a manner consistent with the purposes of the Conservancy’s grant to the Nonprofit Organization and subject to the License Agreement. Regardless of the status of the License Agreement, the City shall maintain public access or allow the Nonprofit Organization to maintain public access on the City Property portions of the trail developed pursuant to Grant Agreement No. 23-134, including maintaining unimpeded continuity between the Land Trust Property and City Property portions of the trail or, if the City improves the City Property with public improvements (e.g., streets, sidewalks, landscaping, curbs, gutters, and utility services),

***PUBLIC INTEREST AGREEMENT (Pub. Res. Code § 31116(d))
Wavecrest Property, San Mateo County***

over any such public improvements to the extent necessary to provide public trail access so that all portions of the trail may continue to be utilized.

4. **MITIGATION**. The City shall not use, or allow others to use, the Project or the portion of the City Property underlying the Project, for mitigation unless the City has obtained written authorization from Nonprofit Organization and Conservancy, which authorization may be conditioned upon the City's agreement to forward to Conservancy any proposed compensation for the mitigation. The term "mitigation" means to compensate for adverse environmental effects and includes use in connection with the sale, trade, transfer or other transaction involving carbon sequestration credit or carbon mitigation.
5. **INSPECTION**. The City hereby authorizes the Nonprofit Organization, the Conservancy, their officials, employees, contractors, and agents, to enter the property at reasonable times to determine compliance with this agreement and the Nonprofit Organization's compliance with Conservancy Grant Agreement No. 23-134.
6. **REMEDY FOR BREACH**. The City acknowledges that the Project provides important natural resource and public access benefits that are specific to the Project site and not replaceable in other locations, and therefore, if the City fails to satisfy its obligations under Paragraph 3 of this agreement, the harm to the Nonprofit Organization and the Conservancy will not be adequately relieved by money damages alone. The City agrees that upon any breach, or threatened breach, of its obligations under Paragraph 3, the Nonprofit Organization and the Conservancy may seek equitable remedies from a court, including an injunction ordering the City to comply with its obligations.
7. **FORCE MAJEURE**. A Force Majeure Event is an event that is beyond the City's reasonable control that materially and adversely affects the City's ability to perform its obligations under this agreement such as wildfire, flood, earthquake, explosion, war, civil unrest, or other similar forces. The City will not be responsible for a failure to perform its obligations under this agreement if such failure to perform is caused by a Force Majeure Event. The City shall resume performance under this agreement as soon as practicable under the circumstances when the Force Majeure Event has abated. If a Force Majeure Event occurs, the City shall notify the Nonprofit Organization as soon as practicable of the date and details of such event.
8. **SUCCESSORS TO THE NONPROFIT ORGANIZATION**. If, for any reason, including, the dissolution of the Nonprofit Organization, the Nonprofit Organization is unwilling or unable to meet its obligations under this agreement, the Conservancy will have the right to assume, or designate a public entity or nonprofit corporation to assume, the responsibilities of the Nonprofit Organization under this agreement. Such successor shall also assume the rights and obligations under the License Agreement.
9. **SUCCESSORS IN INTEREST**. This agreement runs with and burdens the City Property for the benefit of the State of California. For the duration of this agreement, the obligations, terms, conditions, and restrictions imposed by this agreement are: a) covenants and restrictions

***PUBLIC INTEREST AGREEMENT (Pub. Res. Code § 31116(d))
Wavecrest Property, San Mateo County***

running with the land, b) effective limitations on the use of the property, and c) binding on the City and all its heirs, successors, and assigns.

10. **FORBEARANCE NOT A WAIVER**. Any forbearance on the part of the Conservancy to enforce the terms and provisions of this agreement in the event of a breach shall not be deemed a waiver of the Conservancy's right regarding any subsequent violation or breach.
11. **SEVERABILITY**. If any of the provisions of this agreement are found by a court of law to be of no force or effect, all other provisions will remain valid.
12. **NOTICES**. Notices provided pursuant to this agreement shall be in writing and either: a) personally delivered, b) sent by first-class mail, postage prepaid and return receipt requested, or c) sent by overnight courier service, addressed to the following addresses (or to a subsequent address of which notice has been provided in writing):

State Coastal Conservancy
1515 Clay Street, 10th floor
Oakland, CA 94612

Coastside Land Trust
788 Main St.
Half Moon Bay, CA 94019

Attn: City Manager
City of Half Moon Bay
501 Main Street
Half Moon Bay, CA 94019

A notice provided pursuant to this agreement shall be deemed to have been given on: a) the date of delivery if provided by personal delivery, b) 48 hours after deposit with the US mail, or c) one business day after the date of deposit with an overnight courier service.

13. **RECORDATION**. This agreement will be recorded in the official records of the County of San Mateo County.

STATE COASTAL CONSERVANCY

Amy Hutzal, Executive Officer

Date

***PUBLIC INTEREST AGREEMENT (Pub. Res. Code § 31116(d))
Wavecrest Property, San Mateo County***

COASTSIDE LAND TRUST

Bob Rogers, Executive Director

Date

CITY OF HALF MOON BAY

Mathew Chidester, City Manager

Date

[ADD NOTARY ACKNOWLEDGMENTS]

***PUBLIC INTEREST AGREEMENT (Pub. Res. Code § 31116(d))
Wavecrest Property, San Mateo County***

EXHIBIT A

City Property

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: John Doughty, Assistant City Manager
Maz Bozorginia, Public Works Director

**TITLE: CONSIDERATION OF A PROPOSED TWO-WEEK FIRE PIT PILOT PROJECT ON
POPLAR BEACH**

RECOMMENDATION:

Consider the request from Eagle Scout Candidate Chloe Standez to allow the installation of up to four fire pits on Poplar Beach as part of a pilot project commencing in early December 2024 and ending with removal of the fire pits within 14 days of installation.

FISCAL IMPACT:

There is minimal fiscal impact associated with the pilot project as costs associated with the purchase, placement, and removal of the fire pits will be borne by the proponent.

STRATEGIC ELEMENT:

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

BACKGROUND:

In 2020, the City Council adopted new park and beach regulations. The new regulations maintained the long-standing prohibition of open fires in parks and beaches. However, the revised regulations amended Section 9.13.070 of the City Municipal Code to allow fires on City-owned beaches provided the activities were within City-owned and designated fire pits. The intent of this change was to provide opportunity in the future to implement a program on a City beach.

Earlier this year, the City was approached by a local Eagle Scout Candidate seeking to establish fire pits at Poplar Beach as her Eagle Scout Project. The Council expressed a desire to support the proposed project and to work with the Scout to facilitate her request. The first phase of the project would include a two-week (14 day) trial period where two different pit designs are tested on Poplar Beach. The second phase would include development of a management plan and policy, formal permitting, permanent/seasonal installation, and conveyance of the fire pits to the

City. Over the last several months staff has met with the Scout to discuss and refine the proposal including defining expectations for the City.

On September 25, 2024, the Parks and Recreation Commission received a brief presentation from the Scout on the proposal, followed by an update on October 23, 2024, where they unanimously supported a two week “pilot project”. The Commission expressed its desire to provide input on any subsequent permanent fire pit program at Poplar Beach.

The Scout recently met with California Coastal Commission, North Central District staff. They indicated that any permanent placement of fire pits would be subject to a coastal development permit. They also confirmed that a “pilot project” could be allowed by the City provided the pilot program was no longer than 14 days in length. The Scout has obtained a waiver from Commission Staff, but ultimately requires authorization of the City as the landowner.

DISCUSSION:

The Scout is seeking City Council approval of a 14-day Fire Pit Pilot Project at Poplar Beach.

The basic parameters of the project as outlined by the Scout are: 1) the construction of up to four fire pits of two different designs (one cinder block and one poured concrete); 2) placement of up to four fire pits on Poplar Beach near the entry stairs; 3) removal of the fire pits at the end of the fourteen (14) day trial period; and transfer of the fire pits to a City facility (location TBD) for storage. Andreini Brothers Construction has agreed to install, remove, and transfer up to four pits to the City.

This pilot project includes follow-up analysis of the designs and usage as well as a report back to the City Council. These together will fulfill the requirements of the Eagle Scout Project.

As part of the request, the City is being asked to store the fire pits at a City facility until a time to be determined and to assume liability for the fire pits during the 14-day period. We will be seeking commitment separately that Andreini will agree to pick up the fire pits and recycle them should a permanent/seasonal program not be established. The proponent is also seeking to leave the gate to Poplar Beach open until 10:00 PM on Friday and Saturday nights during the pilot period. This will require a change in operations for the Sheriff’s Patrol. The Scout indicates they have and will communicate with neighbors regarding the gate and the pilot program.

The primary purpose of this item is to determine if the City Council is amenable to the establishment of the Fire Pit Pilot Project in December of 2024 on City-owned Poplar Beach. Staff and the Scout are interested in feedback on any of the specific elements of the Pilot program.

Note: The Scout plans to work with the City on permanent/seasonal fire pit program as part of her High School Capstone project. As previously noted, this will require issuance of full Coastal Development Permit which will need to include community engagement and significant discussion regarding operations and enforcement.

ATTACHMENT:
Resolution

RESOLUTION NO. C-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY
APPROVING A 14 DAY PILOT FIRE PIT PROGRAM AT POPLAR BEACH**

WHEREAS, the City was approached by an Eagle Scout Candidate seeking approval to establish a fire pit program on Poplar Beach; and

WHEREAS, over the course of the last several months staff has met with the Scout to discuss the proposal; and

WHEREAS, the California Coastal Commission was consulted and determined that a full Coastal Development Permit would be required for a permanent/seasonal installation; and

WHEREAS, California Coastal Commission staff indicated that a waiver could be granted for up to fourteen days and has since issued the waiver; and

WHEREAS, per Half Moon Bay Municipal Code Section 9.13.070, the City Council is required to approve any proposed Fire Pit program.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Half Moon Bay hereby approves a fourteen (14) day Pilot Fire Pit Program during December 2024.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 19th day of November 2024, 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

Joaquin Jimenez, Mayor

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Maz Bozorginia, Public Works Director
Dale Leda, Associate Engineer
Karen Decker, Economic and Community Vitality Manager

TITLE: DOWNTOWN GATEWAY MONUMENT

RECOMMENDATION:

Adopt a resolution authorizing the City Manager to: 1) execute a Professional Services Agreement with RHAA Landscape Architecture and Planning for architectural design and engineering services for the Downtown Streetscape Master Plan Implementation Project (CIP No. 1032) for the not-to-exceed amount \$78,170; and 2) authorize the transfer of \$20,000 from the General Fund to Capital Improvement Project No. 1032 (Downtown Streetscape Master Plan Implementation Project).

FISCAL IMPACT:

The Downtown Streetscape Master Plan Implementation Project was allotted \$80,000 in the FY 2024-25 Capital Improvement Program. Staff is requesting authorization to utilize up to \$20,000 from the General Fund to cover the cost of additional technical studies staff believes are required for comprehensive project study and delivery.

STRATEGIC ELEMENT:

This recommendation supports all Elements of the Strategic Plan: *Fiscal Sustainability, Inclusive Governance, and Infrastructure and Environment.*

BACKGROUND:

On July 16, 2024, the City Council adopted the Downtown Streetscape Master Plan. The decision to produce the Plan was informed by the 2022 Coasts Recovery Initiative report, "Building a More Equitable, Vibrant, and Resilient Coasts Economy," which recommended a redesign of downtown Main Street to improve the mobility, economic activity, and vibrancy of the downtown core. Additional goals of the Plan were to preserve and enhance the existing character of downtown and prioritize improvements that benefit residents and visitors. The

Plan is a blueprint intended to inform design decisions for future phasing such as detailed design, environmental review, funding, and implementation.

The project schedule for the Downtown Streetscape Master Plan included an extensive community engagement process through charettes, open studios and popups, and public meeting opportunities. A broad range of people who live and work in Half Moon Bay, including community members who do not typically engage and / or have been historically left out of the decision-making process, contributed meaningful ideas that informed the Plan. In addition, subject matter experts such as architects, planners, engineers, age-friendly initiative advocates, realtors, Rotarians, and many other stakeholders have engaged in this process. These engagement opportunities resulted in feedback from 240 community members and included 25 focus group discussions. Some of these convenings were conducted in Spanish, and Spanish-speaking staff were available on hand during all engagements. An additional 164 participants' perspectives were captured through a community survey. Project presentations include members of the Architectural Advisory Committee and Planning Commission, Parks and Recreation Commission, Bicycle and Pedestrian Advisory Committee, Planning Commission, and the City Council.

One of the areas of interest to surface across multiple stakeholder and community conversations was the “arrival experience” at the intersection of Highway 92 and Main Street. Local businesses relayed that their customers “stumbled” upon Historic Main Street after visiting Half Moon Bay for years, unaware there was a downtown. Others said entering Half Moon Bay from Highway 92 was an underwhelming experience that does not do justice to the charm, character, and history of Half Moon Bay. A new landmark in the form of a gateway to downtown could address visitors' tendency to bypass downtown Main Street unknowingly. The gateway could also signal the arrival into Downtown Half Moon Bay and create a welcoming entrance for residents and visitors. Historians and residents recalled a welcoming gateway arch that existed in the 1940s on Main Street on the north side of the Main Street Bridge.

Community conversations about a gateway arch or monument precede the Streetscape Plan. The gateway concept came up during the redesign of the South Main Street and Highway 1 entry monument (information provided by Kikuchi + Kankel Design Group) and the Chamber of Commerce presented a gateway arch concept to the Planning Commission in 2014 as part of a larger signage plan.

Recognizing that implementation of the Streetscape Plan is a multi-phase, multi-million-dollar endeavor, staff began conversations with potential donors and assessed grant opportunities for shorter-term improvements. One donor showed great enthusiasm for the gateway concept and asked for more information and a detailed cost estimate. For a gateway monument or any other significant design improvement involving construction to be “shovel ready” and ideally positioned for funding, cost estimates would have to be informed by a site analysis and right-of-way analysis, geotechnical analysis and engineering, detailed design, entitlements, and a coastal development permit (CDP).

At the time of the Plan’s adoption in July 2024, the City Council had approved \$80,000 toward streetscape implementation as part of its 2024-25 Capital Improvement Program. During the FY 2024-25 Priority Setting Process, improved downtown signage, especially at 92 and Main, was identified as a priority. A Request for Proposals (RFP) was released in the summer, soliciting design professionals to develop a gateway concept.

City staff scored proposals for their completeness and hosted panel interviews with the top two ranked firms. RHAA was selected unanimously as the most qualified consultant for the project based on their proposal, interview performance, relevant experience, and feedback from professional references.

DISCUSSION:

The project RFP outlined a Scope of Services including two phases:

Phase I: Preliminary Design – Begins with studying multiple gateway concepts and selecting a preliminary design. This phase includes a CEQA (California Environmental Quality Act) analysis and ends with CDP approval.

Phase II: Detailed Design – Involves developing the design further, preparing final construction documents, and creating detailed construction cost estimates. The goal is to have a “shovel-ready” project upon completion of this phase, making the project eligible for funding and ready for implementation.

RHAA’s proposal for Phase I, with a base fee of \$78,170, includes significant efforts for public outreach, studying multiple conceptual designs, and creating rendering and presentation materials. Other design teams provided similar costs for Phase I, indicating the substantial effort required.

Further evaluation revealed that the original \$80,000 budget is insufficient for both phases. Staff estimates that completing a shovel-ready project, including additional technical studies and CEQA processing, may potentially exceed \$200,000. This estimate also considers the need for site analysis, right-of-way analysis, geotechnical analysis, and engineering.

There are also potential costs associated with right-of-way acquisition. The Main Street right-of-way is congested with major utility infrastructure, which might conflict with the desired design. The most cost-effective approach could involve locating structural elements outside the public right-of-way, requiring temporary or permanent easements with private property owners instead of relocating utilities.

Balancing the desire to progress the project with current economic conditions, we recommend starting with Phase I and awarding the project to RHAA based on their Option 1 scope of work outlined in the proposal. Additionally, staff suggests allocating a supplemental budget of \$20,000 for preliminary technical studies such as land surveying, a concept geotechnical study,

and support services. This work was originally planned for Phase II but reallocating it to Phase I will provide a more accurate understanding of project design and construction costs.

ATTACHMENTS:

1. [Downtown Streetscape Master Plan](https://www.half-moon-bay.ca.us/DocumentCenter/View/6763/HMB-Streetscape-Plan?bidId=Half%20Moon%20Bay)
(available at <https://www.half-moon-bay.ca.us/DocumentCenter/View/6763/HMB-Streetscape-Plan?bidId=Half Moon Bay>)
2. Resolution
3. RHAA Letter Proposal

RESOLUTION NO. C-2024-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH RHAA LANDSCAPE ARCHITECTURE AND PLANNING FOR DESIGN AND ENGINEERING SERVICES IN THE AMOUNT OF \$78,170, AND AUTHORIZING THE TRANSFER OF \$20,000 FROM THE GENERAL FUND TO CIP PROJECT NO. 1032

WHEREAS, The Coastside 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 Coastside Chamber of Commerce and San Mateo County. It launched in 2021 with the purpose of providing immediate relief to individuals and businesses impacted by COVID and positioning the Coastside economy for long-term resiliency; and

WHEREAS, CRI task force members identified several business districts on the Coastside as not meeting their full potential of being vibrant places, including Main Street in downtown Half Moon Bay, and produced a recommendation calling for a redesign of Heritage Main Street to improve mobility, economic activity, and vibrancy; and

WHEREAS, the City Council authorized the development of a Downtown Streetscape Master Plan, prepared by Toole Design Group with feedback from staff and the general public, which was completed and adopted on July 16, 2024; and

WHEREAS, one of the Plan’s recommendations was a new gateway to Downtown that would serve as a community landmark directing visitors to downtown “Heritage Main Street” and signal the arrival into the Downtown Half Moon Bay corridor; and

WHEREAS, the City selected a firm, RHAA Landscape Architecture and Planning, as a result of a competitive request for proposals process, to conduct outreach, design, engineering, cost estimates, and an entitlement package as a precursor to final design and construction.

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

- 1) Authorizes the City Manager to execute a professional services agreement with RHAA Landscape Architecture and Planning for design and engineering services in an amount not to exceed \$78,170.
- 2) Authorizes the transfer of \$20,000 from the General Fund to Capital Improvement Project No. 1032 for the Downtown Streetscape Master Plan Implementation Project.

I, the undersigned, hereby certify that the forgoing Resolution was duly passed and adopted on the 19th day of November 2024, by the City Council of Half Moon Bay by the following vote:

AYES, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

ATTEST:

Jessica Blair, City Clerk

APPROVED:

Joaquin Jimenez, Mayor

Half Moon Bay, California

Gateway Arch Design



Work Plan, Schedule & Cost Proposal

Scope of Work

Initial Workplan Approach

Based on the Tasks identified in the RFP, we've organized and expanded the tasks, subtasks, and workplan to describe the anticipated project process. We understand that the City's approved available budget for the project is \$80,000. We will work with you to refine and confirm the work plan, schedule, and budget to best meet your needs. The final workplan may be simpler or further developed than the example below. Please see the Cost Proposal (p. 31) which provides potential approaches to project delivery based on the available budget.

Phase I – Site Analysis

TASK 1 – GENERAL MANAGEMENT AND COMMUNICATION

- 1.1 Project management and coordination.** Coordinate with City and consultant team, prepare meeting materials, schedule calls/meetings, communicate potential issues/ challenges and items of concern, track budget and schedule, and submit monthly invoices.

TASK 2 – PROJECT KICK-OFF

- 2.1 CITY STAFF MEETING 1: Kick-off Meeting and Site Visit** (in-person). Introduce and orient the team, establish roles and preferred communication practices, affirm project expectations, confirm project scope, and clarify project understanding and design needs. A site walk component to the Kick-Off meeting will include an in-person group tour of the "Heritage Main Street" and the project site. The group tour will include city staff, a 3-member Architectural Advisory Committee, and interested members of the public, providing an opportunity for all to discuss key needs, issues, goals, and site issues.

Deliverables

- *Meeting minutes detailing critical decisions and processes and a summary of key takeaways from the tour.*

TASK 3 – INITIAL PROJECT ADVICE, SITE ANALYSIS, AND REVIEW

- 3.1 Review background materials, utility conditions, and right-of-way constraints.** Review City-provided background materials, including existing records, maps, and data. Identify code, city standards, and any other permitting and city agency-related issues that may affect the project development. Review existing utility infrastructure and any planned infrastructure improvements.
- 3.2 Site Analysis + Review Memo.** In addition to review of background materials, the team will review any additional existing on-site conditions observed during the site walk such as surface utility constraints, circulation and use patterns, views/aesthetics. Prepare diagrams and memos addressing opportunities and challenges related to project design and implementation and provide recommendations and suggestions to city staff.
- 3.3 Initial Opportunities and Precedents.** Develop a set of graphics and materials to describe initial design opportunities and precedents for discussion with City. Initial opportunities will describe a range of improvement opportunities addressing gateway forms, materials, and themes.
- 3.4 CITY STAFF MEETING 2** (virtual). Review site analysis, review memo, and precedents prior to AAC Meeting.
- 3.5 AAC MEETING 1** (in person). Meet with the City's Architectural Advisory Committee (AAC) to review recommendations/suggestions and receive AAC input.

Deliverables

- Site analysis + review memo, with recommendations on the draft ordinance and LUP amendments.
- Opportunity and precedent image boards
- Meeting notes

TASK 4 – DESIGN CONCEPTS

- 4.1 Preliminary Design Concepts (3).** Develop up to 3 preliminary design concepts, addressing gateway form, materials, messaging, and themes. Each concept will include a rendering of the gateway over an existing site photograph, based on a 3d computer model; a short narrative description, and themes.
- 4.2 Prepare materials for AAC Workshop 1.** Prepare presentation materials for AAC Workshop, which may include slide presentation, poster boards of the preliminary concepts.
- 4.3 CITY STAFF MEETING 3** (virtual). Review preliminary design concepts and workshop materials
- 4.4 AAC WORKSHOP 1** (in person). Present up to 3 initial concepts. Gather feedback through discussion, and via mark-up / annotation of the poster board materials. Follow up with meeting notes and summaries.
- 4.5 Refine Preliminary Design Concepts and workshop materials.** Refine up to 3 concepts for AAC Workshop 2.
- 4.6 CITY STAFF MEETING 4** (virtual). Review refined preliminary design concepts and workshop materials.
- 4.7 AAC WORKSHOP 2** (in person). Present up to 3 refined concepts. Gather feedback through discussion, and via mark-up / annotation of the poster board materials. Follow up with meeting notes and summaries.
- 4.8 Refine Preliminary Design Concepts and workshop materials.** Refine up to 3 concepts for Planning Commission Workshop.
- 4.9 CITY STAFF MEETING 5** (virtual). Review refined preliminary design concepts and workshop materials.
- 4.10 PLANNING COMMISSION WORKSHOP 1.** Present up to 3 refined concepts. Gather feedback through discussion, and via mark-up / annotation of the poster board materials. Follow up with meeting notes and summaries.
- 4.11 Refine Preliminary Design Concepts and workshop materials.** Refine up to 3 concepts for City Council Workshop
- 4.12 CITY STAFF MEETING 6** (virtual). Review preliminary design concepts and workshop materials
- 4.13 CITY COUNCIL WORKSHOP** (in person). Present designs at one informational City Council Workshop. Council to select a preferred design.
- 4.14 Refine (1) preferred design concept** based on City Council Workshop
- 4.15 CITY STAFF MEETING 7** (virtual). Review (1) preferred design and prepare materials for final Planning Commission Presentation.
- 4.16 PLANNING COMMISSION PRESENTATION (OPTIONAL)** (in person): Present at Planning Commission meeting, if required.

Deliverables

- Preliminary Design Concepts (up to 3), with refinements following each workshop
- Workshop and presentation materials
- Meeting / workshop summaries and notes.

Phase II – Detailed Design

The Phase II scope described below is our proposed 'Full Base Scope.' See Cost Proposal (p. 31) for description of alternative approaches based on City's budget availability.

TASK 5 – PREPARE DETAILED PLANS, SPECIFICATIONS, AND ESTIMATE

- 5.1 **35% Design (progress set).** Prepare 35% progress set of design drawings and outline specifications, including civil, structural, and lighting electrical engineering.
- 5.2 **CITY STAFF MEETING 8.** Review 35% progress set and receive feedback / comments.
- 5.3 **65% Design.** Prepare 65% drawings and specifications.
- 5.4 **CITY STAFF MEETING 9.** Review 65% drawings and specifications and receive feedback / comments.
- 5.5 **95% Design / Permit Submittal Set.** Submit 95% drawings and specifications for building department permitting.
- 5.6 **Cost Estimate.** Prepare cost estimate based on 95% drawings and specifications.
- 5.7 **CITY STAFF MEETING 10.** Review permit comments and cost estimate.
- 5.8 **100% Design / Bid Set.** Respond to permit comments, and prepare final drawing and specification and issue for bidding.

Deliverables

- *Progress Gateway Design Plans and Specifications (electronic format) (35%, 65%)*
- *95% Design / Permit Set Plans and Specifications (electronic format)*
- *Cost estimate*
- *100% Design / Bid Set Plans and Specifications (electronic format)*
- *Meeting notes*

Phase III – Bid and Construction Support Services

To be provided as a future service, based on City's timeline.

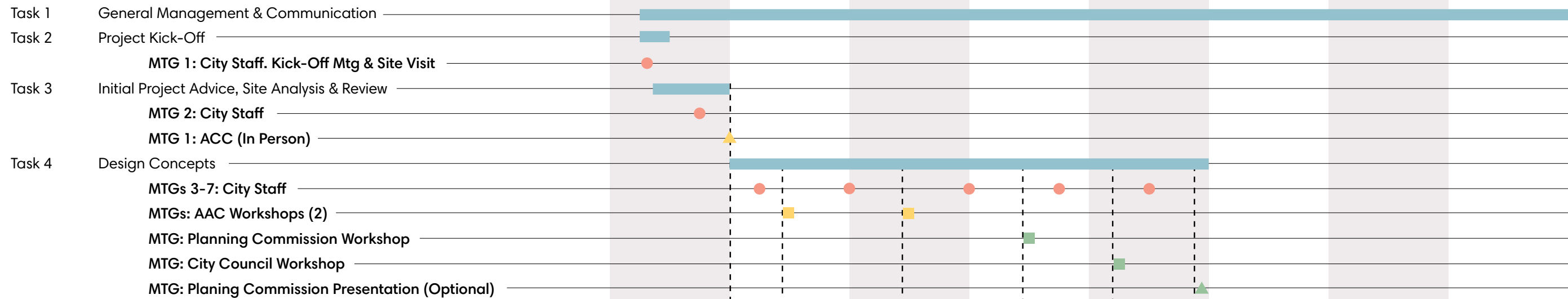
STREETSCAPE BEAUTIFICATION AND PUBLIC ART INTEGRATION - FULTON STREET RECONSTRUCTION | FRESNO



Project Schedule

Tasks for Full Base Scope of Services

PHASE I SITE ANALYSIS

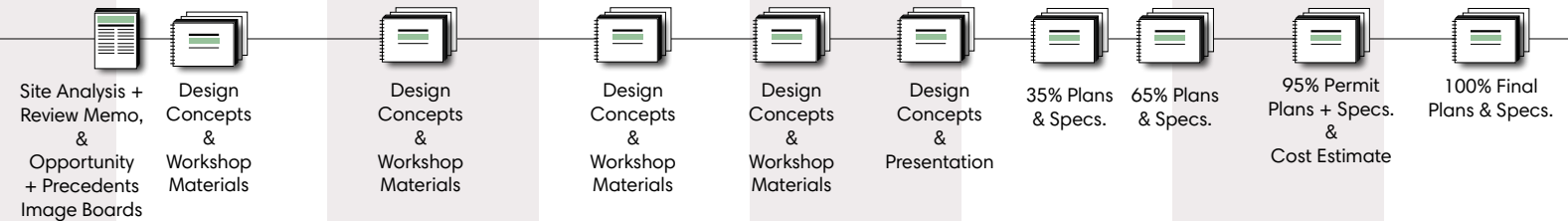


PHASE II DETAILED DESIGN



PHASE III BID & CONSTRUCTION SUPPORT SERVICES

PROJECT DELIVERABLES



Cost Proposal

FEE SUMMARY

Understanding that the City’s current available budget for this project is \$80,000, we’ve prepare a base scope that covers all tasks requested (Tasks 1-5) -- ‘FULL BASE SCOPE.’ Additionally, we’ve provided 2 possible options to adjust the project approach to fit the existing available budget. We see the full base scope and the options as a starting point for further conversation and refinement of the scope and budget to meet your needs.

FULL BASE SCOPE (TASKS 1-5)

This scope is the full scope described in the RFP response and Scope of Work.

	rhaa	Ware	Bellecci & Associates	OMM	Cromb Associates	Subtotal
	Landscape Architecture + Planning	Structural Engineering	Civil Engineer + Surveyor	Lighting Design & Electrical Engineering	Cost Estimator	
TASK 1 – GENERAL MANAGEMENT AND COMMUNICATION	\$	\$	\$	\$	\$	\$
TASK 2 – PROJECT KICK-OFF	\$	\$	\$	\$	\$	\$
TASK 3 – INITIAL PROJECT ADVICE, SITE ANALYSIS & REVIEW	\$	\$	\$	\$	\$	\$
TASK 4 – DESIGN CONCEPTS AND WORKSHOPS	\$	\$	\$	\$	\$	\$
TASK 5 – DETAILED DESIGN, SPECIFICATIONS, AND ESTIMATE	\$	\$	\$	\$	\$	\$
Labor Subtotals Base Scope	\$	\$	\$	\$	\$	\$
Total Labor	\$					
Sub-Consultant Markup (5% of labor)	\$					
Estimated Reimbursable Expenses (3% of labor)	\$					
Total Base Fee	\$					

OPTION 1 - FULL BASE SCOPE, THROUGH TASK 4

Option 1 assumes the full base scope above, stopping at the end of Task 4. A cost estimate would be prepared at the end of Task 4. The cost estimate will provide clarity on project cost and can be used in budgeting a future Task 5 Detail Design phase as well as project construction costs.

	rhaa	Ware	Bellecci & Associates	OMM	Cromb Associates	Subtotal
	Landscape Architecture + Planning	Structural Engineering	Civil Engineer + Surveyor	Lighting Design & Electrical Engineering	Cost Estimator	
TASK 1 – GENERAL MANAGEMENT AND COMMUNICATION	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000
TASK 2 – PROJECT KICK-OFF	\$ 4,380	\$ 1,240	\$ -	\$ 1,800	\$ -	\$ 7,420
TASK 3 – INITIAL PROJECT ADVICE, SITE ANALYSIS & REVIEW	\$ 7,440	\$ 5,020	\$ 1,392	\$ -	\$ -	\$ 13,852
TASK 4 – DESIGN CONCEPTS AND WORKSHOPS	\$ 27,240	\$ 12,420	\$ -	\$ 2,500	\$ 3,680	\$ 45,840
Labor Subtotals Base Scope	\$ 45,060	\$ 18,680	\$ 1,392	\$ 4,300	\$ 3,680	\$ 73,112
Total Labor	\$ 73,112					
Sub-Consultant Markup (5% of labor)	\$ 1,403					
Estimated Reimbursable Expenses (5% of labor)	\$ 3,656					
Total Base Fee Option 1	\$ 78,170					

OPTION 2 - MINIMIZE ENGINEERING, PREP DOCUMENTS FOR DESIGN-BUILD, DB CONTRACTOR TO COMPLETE DESIGN AND ENGINEERING

Option 2 focuses on the conceptual design and engagement scopes, with a reduced engineering scope. In this approach, a less fully detailed and engineered set of drawings and specs could be prepared that would lead to the City seeking a Design-Build Contractor to finish the engineering and construction. The design team could be engaged to support the City during the Design-Build contractor selection process, and to provide construction observation feedback during the construction phase.

	rhaa	Ware	Bellecci & Associates	OMM	Cromb Associates	Subtotal
	Landscape Architecture + Planning	Structural Engineering	Civil Engineer + Surveyor	Lighting Design & Electrical Engineering	Cost Estimator	
TASK 1 – GENERAL MANAGEMENT AND COMMUNICATION	\$	\$	\$	\$	\$	\$
TASK 2 – PROJECT KICK-OFF	\$	\$	\$	\$	\$	\$
TASK 3 – INITIAL PROJECT ADVICE, SITE ANALYSIS & REVIEW	\$	\$	\$	\$	\$	\$
TASK 4 – DESIGN CONCEPTS AND WORKSHOPS	\$	\$	\$	\$	\$	\$
TASK 5 – DETAILED DESIGN, SPECIFICATIONS, AND ESTIMATE	\$	\$	\$	\$	\$	\$
Labor Subtotals Base Scope	\$	\$	\$	\$	\$	\$
Total Labor	\$					
Sub-Consultant Markup (5% of labor)	\$					
Estimated Reimbursable Expenses (5% of labor)	\$					
Total Base Fee Option 2	\$					

ASSUMPTIONS AND EXCLUSIONS

Assumptions

- 1 The scope of work is limited to the tasks and consultants listed.
- 2 Additional meetings not listed will be billed as time and materials.
- 3 Submittals consist of one full size printed set and one electronic set.
- 4 Fees are based on project schedule as shown. Project delays will be considered extra services.
- 5 Additional submittals will be billed as time and materials.
- 6 Significant changes to the approved Gateway Concept will be considered extra services.
- 7 This is only an estimate and does not necessarily constitute the work we will be required to perform.
- 8 Assume Bid Support and Construction Support services will be negotiated separately, after design concepts are complete.
- 9 Assume all work is in the public right of way. Platting and Legal Descriptions if foundations go beyond right of way can be provided for an additional service and fee.
- 10 Assume minor curb relocation / bulb-out, without planting and irrigation. Significant curb adjustments, planting, and irrigation may require additional service and fee.

Exclusions

- 1 Wayfinding and non-gateway signage design
- 2 Front end (Division 0, Division 1) bid specifications

RHAA Fee Detail - Full Base Scope (Tasks 1-5)

RHAA Landscape Architecture + Planning		
Principal Nathan Lozier	Sr. Assoc. John Martin	Project Mgr Olivia Hansberg
2024/2025 Rates	\$300	\$285
		\$180

TASK 1 – GENERAL MANAGEMENT AND COMMUNICATION

1.1 Project management and coordination	8		20
	Hours	8	0
	Fees	\$2,400	\$0
Total Task 1		\$6,000	\$3,600

TASK 2 – PROJECT KICK-OFF

2.1 CITY STAFF MEETING 1: Kick-off Meeting and Site Visit (in-person)	6	4	8
	Hours	6	4
	Fees	\$1,800	\$1,140
Total Task 2		\$4,380	\$1,440

TASK 3 – INITIAL PROJECT ADVICE, SITE ANALYSIS & REVIEW

3.1 Review background materials, utility conditions, and right-of-way constraints	2		6
3.2 Site Analysis + Review Memo	2		4
3.3 Initial Opportunities and Precedents	2		6
3.4 CITY STAFF MEETING 2 (virtual). Review site analysis, review memo, and precedents prior to AAC meeting.	1		1
3.5 AAC MEETING 1 (in person): Meet with Architectural Advisory Committee to review recommendations / suggestions and receive input	4		6
	Hours	11	0
	Fees	\$3,300	\$0
Total Task 3		\$7,440	\$4,140

TASK 4 – DESIGN CONCEPTS AND WORKSHOPS

4.1 Preliminary Design Concepts (3)	4		24
4.2 Prepare materials for AAC Workshop 1	2		8
4.3 CITY STAFF MEETING 3 (virtual)	1		1
4.4 AAC WORKSHOP 1 (in person)	4		6
4.5 Refine design concepts and materials for AAC Workshop 2	1		8
4.6 CITY STAFF MEETING 4 (virtual)	1		1
4.7 AAC WORKSHOP 2 (in person)	4		6
4.8 Refine design concepts and materials for Planning Commission Workshop	1		8
4.9 CITY STAFF MEETING 5 (virtual)	1		1
4.10 PLANNING COMMISSION WORKSHOP 1	4		6
4.11 Refine preliminary design concepts and workshop materials	1		8
4.12 CITY STAFF MEETING 6 (virtual)	1		1
4.13 CITY COUNCIL WORKSHOP (in person)	4		6
4.14 Refine (1) preferred design concept based on City Council Workshop	1		8
4.15 CITY STAFF MEETING 7 (virtual)	1		1
4.16 PLANNING COMMISSION PRESENTATION (OPTIONAL) (in person)	4		
	Hours	35	0
	Fees	\$10,500	\$0
Total Task 4		\$27,240	\$16,740

~~**TASK 5 – DETAILED DESIGN, SPECIFICATIONS, AND ESTIMATE**~~

5.1 35% Design (progress set)			
5.2 CITY STAFF MEETING 8 (virtual)			
5.3 65% Design			
5.4 CITY STAFF MEETING 9 (virtual)			
5.5 95% Design / Permit Submittal Set			
5.6 Cost estimate			
5.7 CITY STAFF MEETING 10 (virtual)			
5.8 100% Design / Bid Set			
	Hours		
	Fees		
Total Task 5		\$	

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: Maz Bozorginia, Public Works Director/City Engineer
Helen Wolter, Public Works Management Analyst

TITLE: INFORMATIONAL BRIEFING ON “GET THERE TOGETHER: AN ACTION PLAN FOR TRANSPORTATION CHOICES IN HALF MOON BAY AND THE MIDCOAST”

RECOMMENDATION:

Receive an informational briefing on “Get There Together: An Action Plan for Transportation Choices in Half Moon Bay and the Midcoast” and provide feedback on the Draft Action Plan and key strategies.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

STRATEGIC ELEMENT:

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

BACKGROUND:

The City of Half Moon Bay (City) and County of San Mateo (County) are jointly preparing a transportation demand management (TDM) plan called, “Get There Together: An Action Plan for Transportation Choices in Half Moon Bay and the Midcoast” (Action Plan). The Plan identifies challenges to reducing vehicle miles travelled in Half Moon Bay and the surrounding Coastsides. The Action Plan recommends programs and policies to improve and make better use of transportation while concurrently making it easier, more convenient, and more affordable to walk, bike, share ride, and use public transit. These multi-pronged strategies once implemented will assist with reducing traffic congestion on the Coast, while supporting compliance with evaluation of traffic impacts as defined by the State as measured by Vehicle Miles Traveled (VMT).

Half Moon Bay’s Local Coastal Land Use Plan (LCLUP) was comprehensively updated in 2020 and certified by the California Coastal Commission in April 2021. The LCLUP includes Policy 5-57, to explore and support TDM programs that reduce the reliance of Half Moon Bay residents, and visitors, on the use of private automobiles.

On April 7, 2022, the San Mateo County Transportation Authority (TA) issued a Call for Projects for the [Measure A Alternative Congestion Relief and Measure W Transportation Demand Management program funds](#) (ACR/TDM). The County and City partnered to prepare separate grant applications for consideration in support of a singular project: to prepare a Midcoastside Transportation Demand Management Plan (Plan) to cover both the City of Half Moon Bay and the unincorporated Midcoast.

On August 4, 2022, The San Mateo County Transportation Authority (TA) allocated funds for Cycle 1 of the ACR/TDM Program, including \$100,000 for San Mateo County and \$100,000 for Half Moon Bay for a combined Half Moon Bay/Midcoastside TDM Plan. Subsequently, the City, County, and TA executed a three-party funding agreement for the work. On April 11, 2023, under the accepted agreement structure, the San Mateo County Board of Supervisors adopted Resolution No. 079558 authorizing execution of an agreement with Nelson\Nygaard Consulting Associates (Consultant) to develop the Midcoastside TDM Plan.

Since April 2023, in coordination with staff, the Consultant prepared a public engagement plan and materials, existing conditions analysis, and background research. Additionally, two rounds of public engagement by the County, the City and consultants took place where feedback was gathered on draft strategies with pop-up events, virtual workshop, in-person workshop, focus groups, and individual interviews. The project team also held two rounds of agency and implementation partners meetings and individual meetings with key agencies to review draft strategies. On October 14, 2024, the Draft Action Plan was released for public feedback. The comment period on the Draft Action Plan ends on November 22, 2024.

DISCUSSION:

The City of Half Moon Bay has unique mobility challenges. Transportation options to and from the Coastsides are limited, with Highways 1 and 92 serving as the primary access routes with no functional alternatives for drivers, transit users, bicyclists, and pedestrians. The San Mateo County Coastsides have higher use of automobiles than more urbanized areas: 86% of commute trips are made by driving alone (compared to 66.5% countywide). Coastal communities like Half Moon Bay typically generate higher Vehicle Miles Traveled (VMT) compared to bayside communities ([C/CAG SB 743 Implementation Decisions Whitepaper](#)). According to Commute.org's [Coastside Commuter Transportation Survey](#), the average one-way trip distance in miles for residents who live and work on the Coastsides is 9 miles, and for residents who live on the Coastsides and work elsewhere is 23 miles.

Transportation Demand Management (TDM) encourages the use of sustainable transportation options and enhanced mobility, working toward ensuring that all modes of transportation are safe, reliable, and convenient while discouraging driving, managing congestion, and reducing Vehicle Miles Traveled (VMT). For the purposes of the Action Plan, TDM strategies are aimed to shift travel from single-occupancy vehicles to other modes through financial incentives, parking policies, transportation services, and informational programs. The Coastsides have a lower density land use pattern and high rates of tourism, which means that tailored programs for specific user groups and many partnerships are required for the successful implementation of TDM measures.

The Action Plan covers the unincorporated Midcoast and City of Half Moon Bay. There are various studies, plans, policies, and regulations that have been completed by the County, City, and partners that both influence and dictate the transportation environment and context for TDM solutions.

The project team reviewed and analyzed existing data and available programs, including transportation options, TDM programs and services, travel patterns, drive and non-drive alone commuters, commute time, demographics, and mobility needs. Key findings include:

- Previous plans and studies have not fully addressed TDM implementation and have focused primarily on infrastructure.
- Developments on the Coastside rarely trigger requirements under C/CAG TDM Policy due to the smaller scope and impact of development and redevelopment proposals.
- SamTrans' fixed route transit services are limited with infrequent service.
- SamTrans' new RidePlus service helps fill transit gaps, but it does not serve some key destinations and needs (agricultural jobs) and has limited hours of service.
- Visitors have few convenient or feasible alternatives to driving and parking, and there are few connections into and out of the Coastside, with routes susceptible to congestion.
- For many people, including service workers and agricultural workers, non-driving travel options are often not feasible or available.
- 45% of working people who live in the Plan's study area commute elsewhere for work and 21% of people who work in the area live elsewhere and commute in for work (2021 American Community Survey 5-year Estimates).
- 86% of commuters travel to work by driving alone; however, many people are willing to try alternatives including transit (34%), carpool (31%) and bicycling (12%) (Data from Commute.org Coastside Commuter Survey, 2022).
- Most households have access to at least 1 vehicle
- Households without reliable access to transportation options are concentrated in Princeton and Half Moon Bay.

Community Needs and Priorities

The Plan's engagement effort reached at least 500 Coastsiders through spring 2024, with a focus on hearing from equity priority communities including low-income residents and workers, monolingual Spanish and Mandarin speakers, seniors, and mobility-challenged residents. The project team has engaged stakeholders and community, as follows:

- Project website (<https://www.smcgov.org/planning/get-there-together-action-plan-transportation-choices-half-moon-bay-and-midcoast>) and online survey.
- In-person and virtual meetings.
- In-person presence at existing events (pop-ups), including food distribution at Pillar Ridge Manufactured Home Community, Half Moon Bay Library, Half Moon Bay Farmer's Market, Pescadero Farmworker Convention, Make it Main Street, Senior Coastsiders Lunch Hour, and Safe Routes to School Bicycle Rodeo.
- Focus groups with monolingual Spanish speakers and low-income seniors or mobility-challenged community members (English).
- Individual interviews with Coastside business owners.

Common concerns include:

- Challenges accessing public transit, especially for those who live just south of Half Moon Bay and are trying to access the City or Midcoast, and with bus stops themselves, including accessibility for those with disabilities.
- Difficulty reaching important destinations outside of the Coastside via transit, such as the San Francisco International Airport, San Mateo County Government Center, hospitals for medical appointments, and BART.
- Challenges traveling to and from the Coastside safely in the evening due to limited transit service hours and frequency, and limited availability of taxis, and private ride share.
- Difficulty communicating with bus drivers in Spanish.
- Discontinuous or high stress bicycle and pedestrian routes, and desire to see safer walkways/sidewalks, dedicated bikeways, and safer street crossings.
- Existing programs and incentives, such as those offered by [Commute.org](https://www.commute.org), are not well known, and information on how to use various services is not always understood.
- Carpooling is not a culturally accepted practice, with concerns about how to compensate the driver or vehicle owner.
- Safety for children and caregivers during pick-up and drop-off hours, especially around school campuses for children walking and bicycling, and on transit.
- Employees' ability to reach local businesses on time due to congestion or road closures, contributing to late arrivals and absenteeism.

Coordination with Agencies and Partners

Successful TDM program implementation requires partnerships with existing agencies such as SamTrans, Metropolitan Transportation Commission, and Commute.org. The project team reached out to Cabrillo Unified School District, College of San Mateo, and the California Coastal Commission, City/County Association of Governments, and open space partners including California State Parks, San Mateo County Parks, and Midpeninsula Regional Open Space District (MROSD).

Draft Action Plan Strategies

The Draft Action Plan (Attachment 3) is now ready for final public review and comment based on input from agency partners and public input. Until November 22, 2024, the project team will solicit feedback on the Draft Action Plan through individual meetings with key stakeholders, additional pop-up events, and informational item presentations with the San Mateo County Bicycle and Pedestrian Advisory Committee, Half Moon Bay Bicycle and Pedestrian Advisory Committee, Midcoast Community Council, San Mateo County Planning Commission, and Half Moon Bay City Council.

The City, County, and Consultant identified key gaps and areas to address with the Action Plan's strategies based on the existing conditions and plan review, gap analysis, best practices from other jurisdictions, community and agency input. Sixteen draft strategies have been developed for review by agency partners and the public, ten of which were presented to the public for input (see Attachment 2); the remaining six strategies were reviewed by agency partners and City and County staff as they focused on internal operations and management and regulations.

Draft proposed strategies are as follows:

- a. Management and Regulations
 1. Adopt a local TDM ordinance.
 2. Adopt a local commute trip reduction ordinance.
 3. Expand staff capacity at the City and County to oversee TDM.
 4. Expand coordination efforts with local and regional stakeholders.
 5. Create a Transportation Management Association.

- b. Transportation Options
 1. Expand and enhance SamTrans service and facilities in and to/from the Coastside.
 2. Implement a comprehensive parking management strategy.
 3. Create a park-once environment that makes it easy to get around without driving and re-parking.
 4. Prioritize multimodal capital projects that create a more complete bicycle and pedestrian network.
 5. Explore opportunities for a shared, publicly accessible shuttle service.

- c. Programs, Incentives, and Education
 1. Implement an equitable, demand-based priced parking program.
 2. Launch a comprehensive, equity-focused education and marketing campaign.
 3. Launch a flexible mobility wallet program that expands transportation subsidies beyond fixed-route transit.
 4. Promote e-bike use through increased subsidies, education, and shared mobility.
 5. Implement a comprehensive district-wide school access program.
 6. Implement a carpooling and vanpooling program that removes barriers, matches riders, and includes education/incentives.

The draft strategies that received the most support across engagement channels were B.1., B.4., B.5., C.2., C.3., and C.6.

Next Steps

The project team will refine the Draft Action Plan based on input and prepare the Final Plan for consideration by the City and County. Once final, the team will return to the Half Moon Bay City Council and to the County Board of Supervisors for approval of the plan. Then, we will look for funding and partnership opportunities to implement the strategies of the plan.

ATTACHMENTS:

1. Get There Together Draft Strategy Handout, English, Spring 2024
2. [Draft Action Plan](#) (Link Only)

GET THERE TOGETHER!



WHAT IS THIS PROJECT?

San Mateo County and the City of Half Moon Bay partnered to develop Get There Together: An Action Plan for Transportation Choices in Half Moon Bay and the Midcoast to identify policies, programs, and incentives to make it easier, more convenient, and more affordable to walk, bike, share rides, and use public transit which reduces traffic congestion.

WHY DO WE NEED THE PLAN?

Residents and visitors to the coast who have access to cars usually choose to drive, which makes roads more crowded, less safe, and increases pollution. Strategies in the plan, like carpool-matching programs and bike riding classes, would make roads less crowded, decrease emissions, and make transportation more affordable.

WHAT IS IN THE PLAN? SOME EXAMPLES:

- 1 Better transportation options, like improved transit service and community shuttles.
- 2 Programs that make it easier to find a carpool, learn to ride a bike, and find a parking spot.
- 3 Incentives such as discounts on transit passes and bicycles.

HOW CAN YOU REVIEW THE PLAN?

Learn more about the plan and share your thoughts by visiting us at GET-THERE-TOGETHER.COM.



BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **November 19, 2024**

TO: Honorable Mayor and City Council

VIA: Matthew Chidester, City Manager

FROM: John Doughty, Assistant City Manager
Mike Noce, Housing Programs Manager

TITLE: DEVELOPMENT IMPACT FEE WAIVER IN EXCHANGE FOR PROVISION OF EMERGENCY AFFORDABLE HOUSING AT 300 MAIN STREET (ZABALLA HOUSE)

RECOMMENDATION:

Adopt a resolution: 1) acknowledging the contribution of the property owners, the Cresson family, in providing up to 8 units of emergency housing at 300 Main Street for displaced farmworkers following the January 2023 mass shooting incident; 2) waiving up to \$122,369 in development impact fees associated with the conversion of existing commercial lodging units to permanent rental housing at 300 Main Street; and 3) authorizing the allocate of equivalent funding from the Affordable Housing Fund to reimburse the City’s restricted impact fee funds for the waiver of the fees.

FISCAL IMPACT:

There is no impact to the City’s General Fund or impact fee balance resulting from the requested action. The requested action includes a transfer of funds from the Affordable Housing Fund to make the impact fee funds whole. At present, there are \$1.6 million in unallocated funds available to support affordable housing development, rental assistance, and in this case, homelessness prevention efforts, subject to the City’s AHF guidelines adopted on December 3, 2019.

STRATEGIC ELEMENT:

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

BACKGROUND:

On January 23, 2023, the Coastside community experienced a tragic mass shooting incident on two separate farms in and outside city limits. Immediately following the incident, the County provided emergency housing and other direct assistance to displaced households, which was temporarily supplemented by support from the non-profit AirBNB.org. The County secured

\$750,000 for temporary market-rate rental housing which covered the displaced households through March 2024.

Abode Services, a Bay Area-based non-profit focused on ending homelessness, was subsequently hired by the County to facilitate master lease agreements, ultimately leasing temporary housing units for 19 displaced households. In most circumstances, the displaced farmworker households would have been unlikely to qualify for most market-rate housing without Abode's willingness to establish master lease agreements with property owners. The County, City, and local non-profits worked collaboratively to identify units for each displaced household, and through the generosity of local property owners, all households have been able to remain housed on the Coastside.

The owners of 300 Main Street, the Cresson family, immediately made eight (8) lodging rooms available to the displaced families which was vital to the provision of the emergency temporary housing. The timing of this act housed over a third of the displaced farmworker households and allowed Abode and City staff to focus efforts on securing housing for the remaining households. Displaced individuals moved into 300 Main Street in March 2023.

In early 2024, the County informed the City that their funding for temporary housing would end in March. Following this notice, the City initiated efforts to continue emergency housing for the displaced households. The City contributed \$300,000 from the Affordable Housing Fund while initiating outreach to philanthropic organizations to cover housing costs for displaced households. Philanthropic sources donated a combined \$464,000, which included the Grove Foundation, Coastside Hope, Sand Hill Foundation, Latino Community Foundation, and the Silicon Valley Community Foundation. The owners of 300 Main Street along with many of the other property owners agreed to extend their leases with Abode once the City secured additional funding, which alleviated stress and anxiety from all displaced farmworkers and those providing services and support.

Since the incident, the City and County have worked to find a path to create permanent replacement housing for the 19 displaced households as well as other farmworker households that face housing quality and quantity challenges. The City and County are currently co-applicants on an affordable farmworker housing project referred to as Stone Pine Cove located on an approximate 6.87-acre portion of 880 Stone Pine Road. The project is currently under construction pursuant to an emergency coastal development permit issued in December 2023. The City Planning Commission approved the required follow-up coastal development permit for Stone Pine Cove on October 24, 2024.

The City and Abode, in partnership with local property owners, such as the owners of 300 Main Street, have continued to ensure farmworker households remain securely housed prior to the Stone Pine Cove affordable housing project being completed. Funding is available to house displaced households through March/April 2025, which is when the City and County hope to have Stone Pine Cove ready for move-ins. Staff are following these timelines closely.

DISCUSSION:

As noted above, the owners of 300 Main Street were willing partners in finding a way to provide up to 8 units of temporary rental housing to those displaced because of the shooting incident. There is a continued need for temporary housing until occupancy of Stone Pine Cove which is anticipated in March/April 2025. The owners have indicated a willingness to continue to provide emergency housing for the displaced households through March 2025, and requests to extend may be needed dependent on Stone Pine Cove construction.

The property-owner initiated discussions with the City regarding conversion of the transient lodging units to multi-family residential units prior to the shooting incident. Following the incident, the City contacted the property owner to discuss their willingness to house displaced households and potentially expedite their conversion project in conjunction with this effort, as transient lodging units couldn't be used for long-term housing.

The owners agreed to participate in the provision of emergency housing and to proceed with the conversion of the lodging units to full residential rental units. The owner indicated a desire for the City to consider reducing/waiving development impact fees in exchange. Impact fees are one-time fees charged on new development to mitigate impacts resulting from the new/revised development. City staff indicated a willingness to work with the owner on reduction/waiver of impact fees provided those fee considerations are commensurate with the benefits derived by the displaced households. The owners paid for all planning and building permits and for the actual remodel/construction costs associated with the conversion.

Before displaced farmworkers moved into 300 Main Street in March 2023, City staff negotiated with the owners and a below market rate rent for the use of the units was established. The below market rate rent of \$1,600 per unit would be adjusted as units were renovated with improved amenities for tenants. The owner retained two units for construction of renovations and as units were completed, a Temporary Certificate of Occupancy (TCO) was issued from the City. Displaced farmworker tenants moved into newly renovated units at a stepped-up rate close to average market rent. All renovations are being made at the owner's expense and the City is providing no financial support other than contributions to agreed rent payments as described above. As of the date of this report, construction of renovated units is still ongoing, and roughly 80% of the units have received TCO. Prior to the owner receiving a final building inspection certification at project completion, the owner's request to have fees waived needs to be approved by City Council or the owner will need to make payment in full.

The project has a balance due of \$122,369 in total development impact fees. See Table A (below) for an itemized accounting. A list of impact fee descriptions is provided here:

- Sewer - maintain, improve, or expand wastewater conveyance in the city collection system per the adopted capital improvement program and/or maintain or improve wastewater treatment as identified in the Sewer Authority Mid-Coastside capital improvement program.
- Storm Drain – improvement to drainage basins or area containing the property.

- Capital Outlay – contribute to significant, long-term projects such as infrastructure and facilities.
- Traffic Mitigation - improvements for traffic circulation which are necessary to decrease congestion and related adverse impacts created by expected development within the City.
- Park Facility - shall be used only for the acquisition, development, renovation and replacement of parks and recreational areas and their development, including equipment for recreational purpose.

The conversion of lodging units to permanent rental housing at 300 Main Street improved the amenities included with the units, which supported displaced farmworkers at risk of homelessness. This is an established use of the Affordable Housing Fund, and staff has prepared information in this report regarding how the City received an equivalent or greater value in rent savings compared to the total balance due in development impact fees.

Table A: 300 Main Street Unit Conversion Development Impact Fees

Dev. Impact Fee	No of Rooms	Lodging	Sub-Total Lodging	MFR ¹	No. of units	Sub-Total MFR	TOTAL (MFR Less Lodging)
Sewer ²	12	2,188	26,256	4,716	10	47,160	20,904
Storm Drain				338	10	3,380	3,380
Capital Outlay	11	27	297	1,011	10	10,110	9,813
Traffic Mitigation	11	2,648	29,128	4,308	10	43,080	13,952
Park Facility				7,432	10	74,320	74,320
Sub-Total			55,681			178,050	122,369
Outstanding Balance:							\$122,369
¹ Multi-Family Residential (MFR)							
² Participant in sewer district							

The phasing of renovations (given the emergency occupation) affected the timeline of construction for the planned renovations and added extra coordination by the owner and contractor to ensure impacts to tenants were minimized. Had units been vacant and not in use, it is reasonable to assume that renovations could have been completed quicker and the property would have begun collecting higher revenue from market rate rent earlier. The owner likely knew there would be impacts to their business plans when they agreed to the emergency use of their property, and although an exact value cannot be derived for the added coordination that was required, it is important to acknowledge impacts to the owner’s decision to partner with the City and County to offer temporary housing. This use added complexity for the owner during renovations and likely extended the project timeline, which supports a waiver of development impact fees for emergency use of their property in addition to savings the City received for a negotiated rent amount. Of all the temporary rental units used for the 19 displaced households, 300 Main Street is the only property where a below market rate rent was

secure, which supported how long funding support was available for all displaced farmworker households.

The difference between market rate and Abode’s initial rent payment to the owner are shown in Tables C and D, located in the Financial Analysis section of this report, for the years 2023 and 2024. The estimated market rate rent is listed with 8 units to acknowledge the number of units the owner reserved for displaced households (only 7 units used). Table C demonstrates a point in time example of rent as units were renovated with higher rent paid for renovated units. Absent the temporary assistance and ultimate development of Stone Pine Cove, these individuals and households remain at significant risk of homelessness and displacement. City Council policy for use of the Affordable Housing Fund specifically focuses on homeless prevention. This is the basis for the recommended use of these funds.

Financial Analysis

Table B reflects the total savings per month that the below market rate rent provided for 2023-24. The total of \$152,580 indicates the estimated total savings through December 2024 derived from the below market rate rent agreed to by the property owner compared to what would have been paid at market rate. It is likely that had the owner not agreed to provide these studio units for one and two person households, the overall cost of emergency housing would have risen. Tables C and D provide additional back up data for Table B.

Table B: Monthly Rent Savings of Market Rate vs Below Market Rate Paid by Abode 2023-24

Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Total
		7,200	7,200	7,200	7,200	7,200	7,200	7,200	7,200	7,200	7,200	72,000
Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	
8,800	8,800	8,800	8,800	8,105	7,410	6,715	6,020	5,325	3,935	3,935	3,935	80,580
			1	1	1	1	1	2				
Grand Total (Rent Savings)												\$152,580
Note: In 2024, the credit decreases as unit rent payment increases for completed/fully renovated rooms.												

Table C: 2023 Monthly Rent Comparison for a Studio Unit

	2023		
	Units	Rent	Monthly total
Estimated Market Rate	8	\$ 2,300	\$ 18,400
Abode Rent Payment	7	\$ 1,600	\$ 11,200
Abode Renovated Rent	0	\$ 2,295	\$ -
Delta (proposed monthly credit, market rate vs. Abode rent):			\$ 7,200

Table D: 2024 Monthly Rent Comparison for a Studio Unit (Variable for Renovated Rooms)

	2024		
	Units	Rent	Monthly total
Estimated Market Rate	8	\$ 2,500	\$ 20,000
Abode Rent Payment	2	\$ 1,600	\$ 3,200
Abode Renovated Rent ¹	5	\$ 2,295	\$ 11,475
Delta (proposed monthly credit, market rate vs. Abode rent):			\$ 5,325

¹Variable as renovated units were completed

Conclusion

The use of 300 Main Street, from March 2023 to present, has been vital to the City and County’s provision of emergency/temporary housing for displaced farmworkers and prevention of homelessness. Without the use of 300 Main Street, the cost for temporary housing would have increased substantially. The proximity to employment and other resources in the Town Center has benefited the displaced farmworkers who have resided at 300 Main Street. Of the 7 farmworker households at this location, only two households owned vehicles at move in; therefore, finding a location on the Coastside as close to their workplace and local resources (groceries, social services, etc.) decreased the hardship of relocation.

This model of rental assistance in partnership with Abode Services has proven to be successful since the incident. Consistent housing has provided victims and families with an opportunity to heal from the traumatic events of the shooting and find stability through community support. The owners of 300 Main Street agreeing to extend beyond the first year of the lease and offer a second year of use through March 2025 has contributed to this consistency for tenants. The City’s Housing Element is not the focus of this report, however the development of permanent rental housing at 300 Main Street does support the City’s efforts to meet Regional Housing Needs Allocation requirements and the project is included in the City’s list of pipeline projects.

The waiver of \$122,369 in development impact fees, to be re-imbursed by the Affordable Housing Fund, is less than the value of the rent savings of \$152,580 derived through the agreement with the property owners. This public-private partnership provided critical support and housing stability for local farmworkers in advance of the opening of the Stone Pine Cove neighborhood. As such, staff recommends the City Council waive development impact fees in the amount of \$122,369 in light of the owner’s support and willingness to rent units to displaced households at a below market level.

ATTACHMENTS:

Resolution

RESOLUTION NO. C-2024-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY: 1) ACKNOWLEDGING THE CONTRIBUTION OF THE PROPERTY OWNERS, CRESSON FAMILY, IN PROVIDING UP TO 8 UNITS OF EMERGENCY HOUSING AT 300 MAIN STREET FOR DISPLACED FARMWORKERS FOLLOWING THE JANUARY 2023 MASS SHOOTING INCIDENT; 2) WAIVING UP TO \$122,369 IN DEVELOPMENT IMPACT FEES ASSOCIATED WITH THE CONVERSION OF EXISTING COMMERCIAL LODGING UNITS TO PERMANENT RENTAL HOUSING AT 300 MAIN STREET; AND 3) AUTHORIZING THE ALLOCATION OF EQUIVILANT FUNDING FROM THE CITY'S AFFORDABLE HOUSING FUND TO REIMBURSE THE CITY FOR THE WAIVER OF DEVELOPMENT IMPACT FEES.

WHEREAS, in the aftermath of the tragic January 23, 2023, mass shooting incident, San Mateo County (County) and the City conducted inspections of the two farms where the shootings took place and discovered substandard housing conditions at both sites that were deemed non-habitable and were ultimately "red-tagged"; and

WHEREAS, emergency housing was initially provided to 19 displaced farmworker households through the use of local hotel rooms paid for by the County and AirBNB.org until long-term, temporary housing sites could be identified by the City and County; and

WHEREAS, Abode Services, a Bay Area-based non-profit focused on ending homelessness, was hired originally by the County and is now under contract with the City to facilitate master lease agreements, ultimately leasing temporary units for 19 displaced households; and

WHEREAS, the owners of 300 Main Street, the Cresson Family, provided up to 8 units of housing for displaced farmworkers since March 2023, which provided critical support and housing stability that continue to be occupied by displaced farmworkers until a permanent housing solution is developed; and

WHEREAS, the City and County are jointly working to deliver a 47-unit affordable manufactured home neighborhood at 880 Stone Pine Road known as Stone Pine Cove that is expected to provide long-term, permanent affordable housing to all of the 19 displaced farmworker households with construction being completed Spring 2025; and

WHEREAS, the City requested and the owner agreed to provide below market rent that amounted to over \$150,000 in rent savings for the use of housing units at 300 Main Street through present time; and

WHEREAS, the owner is completing renovations to the property including conversion of 10 lodging units to 10 residential units; and

WHEREAS, development impact fees associated with the conversion of lodging to residential use amount to a total balance of \$122,369 due to the City by the owners of 300 Main Street; and

WHEREAS, the City Council has identified affordable housing, including support for the production of such housing, homelessness prevention, and other matters related to housing insecurity and affordability as a multi-year priority to the City of Half Moon Bay; and

WHEREAS, the use of local rental units, such as 300 Main Street, for all of the 19 displaced farmworker households provided needed housing to a vulnerable population who without this support are at risk of homelessness, an identified use of the Affordable Housing Fund; and

WHEREAS, the City’s Affordable Housing Fund (AHF) balance reflects approximately \$1.6 million from development in-lieu fees which are currently unallocated; and

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

1. Acknowledges the contribution of the property owners, Cresson family, in providing up to 8 units of emergency housing at 300 Main Street for displaced farmworkers following the January 2023 mass shooting incident; and
2. Waives up to \$122,369 in development impact fees associated with conversion of existing commercial lodging units to permanent rental housing at 300 Main Street; and
3. Authorizes the allocation of equivalent funding from the Affordable Housing Funds to restricted impact fee funds in support of the City Council’s policy to prevent homelessness.

I, the undersigned, hereby certify that the foregoing Resolution was duly passed and adopted on the 19th day of November 2024, 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

Joaquin Jimenez, Mayor