



# County of San Mateo

## Inter-Departmental Correspondence

**Department:** BOARD OF SUPERVISORS  
**DISTRICT 5**  
**File #:** 24-410

Board Meeting Date: 6/11/2024

**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Michael P. Callagy, County Executive  
**Subject:** Use of District-Discretionary **Measure K** Funds - Supervisorial District 5

### **RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing an amendment to the district-discretionary **Measure K** grant agreement with Daly City Partnership, extending the term through December 31, 2024 and redefining the payment terms, with no change to the not-to-exceed amount of \$100,000, providing an exception to the criteria for district-discretionary **Measure K** funds to allow for advance payment, and authorizing the County Executive or designee, to execute the amendment.

### **BACKGROUND:**

On July 26, 2022, this Board approved a one-time grant of district-discretionary **Measure K** funds in an amount not to exceed \$100,000 to the Daly City Partnership for start-up activities and renovation of the physical space for the Kapwa Center and Café. The County and Daly City Partnership previously amended the agreement to extend the term to August 31, 2024.

### **DISCUSSION:**

Daly City Partnership has requested an amendment to the grant agreement to revise the payment terms of the remaining \$77,814 in grant funds, to receive \$44,000 as an advance payment upon execution of the proposed amendment and the remaining \$33,814 on a reimbursement basis.

This amendment requires Board approval because the criteria for district discretionary **Measure K** funds approved by the Board in December 2018 provides for reimbursement payments. The partially upfront payment schedule is necessary to enable the Daly City Partnership to continue the renovations of the café. The Board may approve this exception to the criteria by adopting the attached resolution.

### **PERFORMANCE MEASURES:**

Description	Target
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Initial phase of cafe opening to occur by October 31, 2024 and within budget: • Construction & upgrades to be completed in interior and exterior of café • Light fixtures purchased and installed • Signage designed and installed on awning outside café • All needed furniture (ADA-compliant) purchased and installed, if necessary	100%
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The County Attorney’s Office has reviewed and approved the proposed amendment to the Agreement and the accompanying resolution as to form.

**FISCAL IMPACT:**

There is no fiscal impact to the County from this amendment to the agreement. Sufficient **Measure K** funds are budgeted in the Non-Departmental Services FY 2023-24 Adopted Budget.