



# County of San Mateo

## Inter-Departmental Correspondence

**Department:** BOARD OF SUPERVISORS  
**DISTRICT 5**  
**File #:** 19-687

Board Meeting Date: 7/9/2019

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

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

### **RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing a one-time grant of district-discretionary **Measure K** funds, not to exceed \$100,000, to the City of Brisbane to purchase a new modular childcare facility for their preschool and afterschool programs, allowing for expansion of enrollment to better meet the needs of the community and authorizing the County Manager, or his designee, to execute the grant agreement.

### **BACKGROUND:**

**Measure K** is the half-cent general sales tax initially approved by San Mateo County voters in November 2012 and extended in November 2016 for a total of thirty years.

On February 12, 2019, the Board of Supervisors (Board) held a study session on **Measure K** expenditures and anticipated revenue for fiscal years (FY) 2019-21. The Board-appointed **Measure K** sub-committee, consisting of Supervisor Pine and Supervisor Canepa, convened the study session to, among other things, work with staff to facilitate the Board's development of **Measure K** priorities and continuing initiatives for FY 2019-21. The Board approved \$3.75 million in one-time loans or grants each fiscal year for FY 2019-21, divided equally among the five supervisorial districts, for district-discretionary needs and projects. District Five has submitted a request to use its district-discretionary **Measure K** funds as shown below and described in the Project Summary section of this memorandum:

District/Project	Amount
District Five (Supervisor David J. Canepa) - City of Brisbane to purchase a new modular childcare facility for their preschool and afterschool programs, allowing for an expansion of enrollment to better meet the needs of the community.	\$100,000

This item is consistent with the criteria for district-discretionary **Measure K** funds approved by the Board in December 2018.

**PROJECT SUMMARY:**

This is a request to authorize a grant to the City of Brisbane (City), and resulting grant agreement in an amount not to exceed \$100,000 to purchase a new modular childcare facility for their preschool and afterschool programs, allowing for an expansion of enrollment to better meet the needs of the community. The County Manager's Office will administer and manage the proposed agreement.

The City of Brisbane operates multiple childcare programs from a modular facility on the Brisbane Elementary School campus located at 500 San Bruno Avenue. The Brisbane preschool program runs Monday-Friday, from 9:00am-12:00pm and operates with a maximum enrollment of 24 children, ages 3-5. The Brisbane afterschool program runs Monday-Friday, from 2:00-6:00pm and operates with a maximum enrollment of 95 children, ages 5-12. The City also facilitates several seasonal (full day) camps throughout the year.

The current modular unit is approximately 18 years old and 960 square feet with a posted capacity of 49 people. The modular is outdated and the City's childcare programs have outgrown the space. As an interim solution, the City has rented a second portable to accommodate the overflow but is still enrolled beyond capacity in an attempt to meet childcare needs of the community. The new modular proposed would accommodate up to 100 kids ages 5-12. With the exception of one other cooperative preschool in town, the City provides the only structured preschool program advancing children into the public schools. The City's afterschool program is the only structured afterschool program serving the Brisbane community and the enrollment demand exceeds the capacity available.

The San Mateo County Child Care Partnership Council (CCPC) conducted a Child Care and Preschool Needs Assessment for the County in 2017. The report presents an analysis of the child care and preschool supply and demand for children ages birth through twelve. Their findings demonstrate that the City of Brisbane ranks as the fourth lowest city based on percentage of demand met for school-aged children at only 47%.

Consequently, the City is looking to purchase a new modular unit in time for the 2020-2021 school year. A newer and enlarged modular unit that includes a restroom and basic kitchen area would allow the City to better meet the overall needs of the community. In order to increase enrollment, they would need between 1,500-1,800 square feet of programmable space and the anticipated cost of such a modular unit is estimated at approximately \$192,082. This does not incorporate the full scope of work required to complete the project, which would also require site preparation work and utility connections. The City's Public Works Department estimated an additional cost of \$125,000 to \$175,000, for a total estimated project cost of approximately \$317,000 to \$367,000. The City's goal is to complete the design and engineering during the 2019/2020 school year with the delivery and installation during the summer of 2020.

The City of Brisbane is expecting \$100,000 in funding from the Brisbane School District. Approximately \$100,000 would come from Measure K funding toward the purchase of the new modular unit, with the remainder coming from the Brisbane General Fund.

**Total Measure K Request: Not to Exceed \$100,000**

The release of funds will be contingent on the execution of an agreement providing for the County's

confirmation of the expenditure of funds for the purposes stated herein. The County will disburse the funds to the following organization for the purposes described above:

Noreen Leek  
City of Brisbane  
50 Park Place, Brisbane, Ca. 94002  
[nleek@ci.brisbane.ca.us](mailto:nleek@ci.brisbane.ca.us) <<mailto:nleek@ci.brisbane.ca.us>>  
415-508-2141

**PERFORMANCE MEASURES:**

Description	Target
New Brisbane modular childcare facility installed and operational	Complete

County Counsel has reviewed and approved the agreement and resolution as to form.

Funding for the Brisbane modular childcare facility contributes to the Shared Vision 2025 outcome of providing educational opportunities for our youth to thrive, evolve and develop social and emotional skills, in addition to learning how to get along with other children.

**FISCAL IMPACT:**

There are sufficient **Measure K** funds for this specific FY 2019-20 **Measure K** request. These funds are budgeted in the Non-Departmental Services FY 2019-20 Recommended Budget.