



# County of San Mateo

## Inter-Departmental Correspondence

**Department:** BOARD OF SUPERVISORS  
**DISTRICT 3**  
**File #:** 19-950

Board Meeting Date: 10/8/2019

**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 3

### **RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing a one-time grant of district-discretionary **Measure K** funds, not to exceed \$7,500, to the Half Moon Bay Review for the publishing and distribution of a comprehensive fire safety guide, providing an exception to the criteria for district-discretionary **Measure K** funds to allow a grant less than \$10,000, 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 3 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 3 (Supervisor Horsley) - to the Half Moon Bay Review for the publishing and distribution of a comprehensive fire safety and emergency preparedness booklet to assist Coastside residents in understanding and accessing local fire safety services and agencies.	\$7,500

This item is consistent with the criteria for district-discretionary **Measure K** funds approved by the Board in December 2018, with the following exception: the amount of the proposed grant is less than the \$10,000 minimum provided for in the criteria. This request for \$7,500 is a matching grant, with the City of Half Moon Bay providing an equal amount, allowing the total cost of \$15,000 for publication to be shared by the two government agencies. The Board may approve this exception to the criteria by adopting the resolution.

#### **PROJECT SUMMARY:**

This is a request to authorize a grant to Half Moon Bay Review, and resulting grant agreement, in an amount not to exceed \$7,500, to contribute toward the Half Moon Bay Review's publication and distribution of a fire safety and emergency preparedness booklet. The County Manager's Office will administer and manage the proposed agreement. In addition to the proposed Measure K grant, the City of Half Moon Bay is matching the amount and contributing \$7,500, making the total amount \$15,000.

The Half Moon Bay Review has published, distributed, and will continue to distribute comprehensive fire safety and emergency preparedness booklets to Coastside residents and community serving organizations. The booklet will assist Coastside residents in understanding and accessing local fire safety services and agencies. Preparation for this grant began in August 2019, prior to the printing of the booklets, but this matter was delayed due to the Board's August recess and the fact that the Board's September 24th meeting was for consent items only. During that time, the Half Moon Bay Review printed 10,000 booklets and distributed 5,000 to Half Moon Bay Review subscribers as well as at the County's Disaster Preparedness Day. However, 5,000 booklets remain to be distributed.

#### **Total Measure K Request: Not to Exceed \$7,500**

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:

Barb Anderson, Publisher  
Half Moon Bay Review  
P.O. Box 68  
Half Moon Bay, CA 94019  
Phone: (650) 726-7054  
Barb Anderson [barbanderson@hmbreview.com](mailto:barbanderson@hmbreview.com) <<mailto:barbanderson@hmbreview.com>>

#### **PERFORMANCE MEASURES:**

Description	Target
The Half Moon Bay Review will distribute approximately 5,000 booklets on fire safety and emergency preparedness for Coastside residents.	By September 15, 2020, or as supplies last.

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

Funding for the Half Moon Bay Review fire safety publication contributes to the Shared Vision 2025 outcome of a healthy community, providing information regarding how to access services for families

on the Coastsides of San Mateo County.

**FISCAL IMPACT:**

There are sufficient **Measure K** funds for this specific FY 2019-2020 **Measure K** request. These funds are budgeted in the Non-Departmental Services FY 2019-20 Adopted Budget.