



# County of San Mateo

## Inter-Departmental Correspondence

Department: COUNTY EXECUTIVE

File #: 22-397

Board Meeting Date: 6/14/2022

**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 2

### **RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing a one-time grant of district-discretionary **Measure K** funds, not to exceed \$115,000, to the San Mateo Area Chamber of Commerce for the Business Assistance Center, and authorizing the County Executive, or 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 March 9, 2021, and March 23, 2021, the Board of Supervisors (Board) held study sessions on **Measure K** expenditures and anticipated revenue for fiscal years (FY) 2021-23. The Board-appointed **Measure K** sub-committee, consisting of Supervisor Pine and Supervisor Canepa, convened the study sessions to, among other things, work with staff to facilitate the Board's development of **Measure K** priorities and continuing initiatives for FYs 2021-23. The Board approved \$5 million in one-time loans or grants for the FY 2021-23 budget cycle, divided equally among the five supervisorial districts, for district-discretionary needs and projects. District 2 has submitted a request to use their district-discretionary **Measure K** funds as shown below and described in the Project Summary section of this memorandum:

District/Project	Amount
District 2 (Supervisor Carole Groom) - San Mateo Area Chamber of Commerce: Business Assistance Center	\$115,000

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 San Mateo Area Chamber of Commerce, and corresponding grant agreement, in an amount not to exceed \$115,000, to provide for the Business Assistance Center. The County Executive’s Office will administer and manage the proposed agreement.

The Measure K funds will be used to support the San Mateo Area Chamber of Commerce Business Assistance Center. The Business Assistance Center provides free and confidential business advising, mentoring and support services for businesses in San Mateo County.

These funds will benefit the community, especially the small businesses that have been hit hard by the COVID-19 pandemic by expanding the Business Assistance Center’s outreach and marketing efforts by hiring a part-time employee and by improving the center’s technology through the acquisition of computers and software. The grant would fund the part-time employee and acquisition of technology equipment and software for the August to September 2022 period.

**Total Measure K Request: Not to Exceed \$115,000**

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:

Cheryl Angeles, President & CEO San Mateo Area Chamber of Commerce

1730 S. Amphlett, #206 San Mateo, CA 94402

650-401-2441

cheryl@sanmateochambers.org

**PERFORMANCE MEASURES:**

Description	Target
Provide a part-time employee and acquire new technology for Business Assistance Center	August - September 2022

The County Attorney’s Office has reviewed and approved the agreement and resolution as to form.

**FISCAL IMPACT:**

There are sufficient **Measure K** funds for this specific FY 2021-22 **Measure K** request. These funds are budgeted in the Non-Departmental Services FY 2021-22 Adopted Budget.