



County of San Mateo

Inter-Departmental Correspondence

Department: BOARD OF SUPERVISORS
DISTRICT 1
File #: 22-396

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 1

RECOMMENDATION:

Measure K: Adopt a resolution authorizing a one-time grant of district-discretionary **Measure K** funds, not to exceed \$30,000, to the City of Burlingame for appliances and equipment for the kitchen in the new Burlingame Community Center, approving an exception to the standard practice for district-discretionary Measure K funds to allow approval of an unexecuted agreement, 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 One 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 1 (Supervisor Pine) - City of Burlingame Community Center: Appliances and equipment for Community Center Kitchen	\$30,000

This item is consistent with the criteria for district-discretionary **Measure K** funds approved by the Board in December 2018. However, the City has requested approval of the grant agreement without

signature, pending City Council approval to accept the grant funds. The Board may approve this the exception to the standard practice of providing a grant agreement that has first been executed by the grant recipient, by adopting the resolution.

PROJECT SUMMARY:

This is a request to authorize a grant to the City of Burlingame, and resulting grant agreement, in an amount not to exceed \$30,000, to provide appliances and equipment for the Burlingame Community Center Kitchen, specifically up to \$15,000 for kitchen appliances and up to \$15,000 for reusable kitchen equipment (e.g., plates, utensils, knives, cutting board, racks, bowls, mixers). The County Executive's Office will administer and manage the proposed agreement.

The City of Burlingame recently completed construction of an award winning all-electric Community Center, replacing an aging and deteriorating recreation center that had served the City for decades. The new center is a 2-story 36,000 square foot building that includes dedicated senior and teen spaces, a catering kitchen, a Maker's Space, a lobby, outdoor patios, meeting and event rooms, and other spaces. In addition, it is the City's first all-electric building. The Community Center is located at Washington Park which is the geographic and cultural center of the City of Burlingame and is used by thousands of residents and guests throughout the year. The facility ribbon cutting is scheduled for June 15, 2022, and programs will begin June 20.

The total construction cost for the Center is expected to be \$52.3 million, which is being financed in part by Measure I, a city tax measure approved by the voters in 2017, and lease revenue bonds.

While the City funded the basics of the building, much of the furnishings and internal infrastructure needed to complete the project was not funded. The Burlingame Capital Campaign Committee worked with Burlingame's Parks and Recreation Foundation to raise \$1.5-2 million for these additional infrastructure needs.

The Community Center was designed with sustainability as a key element. From the on-site solar power generation, all-electric appliances, drought tolerant landscaping, and waste reduction, the Community Center aims to avoid significant greenhouse gas emissions and be a zero net energy building.

The Community Center includes a Community Kitchen that will be made available to a wide variety of user groups. The Community Kitchen will use all-electric appliances including an electric oven and cooktop. The kitchen will be used to showcase electric cooking to the community through cooking demonstrations and on-site food preparations for events. Educational materials will be available for visitors to learn about the benefits of not burning fossil fuels in the kitchen. Compared to gas cooktops, electric cooktops are safer, efficient, and do not emit greenhouse gas emissions and other pollutants.

The new Community Center will also be geared to comply with new state composting and recycling regulations. The kitchen will be equipped with reusable foodware to replace single-use disposable foodware. The reusable foodware will significantly reduce waste generation from Community Center events and activities.

Measure K grant funding would be used to provide the new kitchen with appliances, tools, reusable foodware, and supplies to maximize sustainable use by the community.

Total Measure K Request: Not to Exceed \$30,000

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:

City of Burlingame

501 Primrose Avenue, Burlingame CA 94010

Lisa K. Goldman, City Manager: lgoldman@burlingame.org <<mailto:lgoldman@burlingame.org>>

PERFORMANCE MEASURES:

Description	Target
Community members expected to use kitchen facilities within one year	2000
Number of events that will use kitchen facilities within one year	100

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.