



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY EXECUTIVE

File #: 22-599

Board Meeting Date: 8/2/2022

Special Notice / Hearing: None
Vote Required: 4/5ths

To: Honorable Board of Supervisors
From: Michael P. Callagy, County Executive
Subject: Use of District-Discretionary **Measure K** Funds - Supervisorial District 3 and Supervisorial District 4

RECOMMENDATION:

Measure K: Approve an Appropriation Transfer Request (ATR) transferring district-discretionary **Measure K** funds, not to exceed \$250,000, from Non-Departmental Services to the San Mateo County Department of Public Works for a road conditions survey in unincorporated Menlo Oaks.

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 4 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
Even split between District 3 (Supervisors Don Horsley) and District 4 (Supervisor Warren Slocum) - San Mateo County Department of Public Works for a road conditions survey in the unincorporated area known as Menlo Oaks	\$250,000

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 transfer of funds from Non-Departmental Services to the San Mateo County Department of Public Works (DPW), in an amount not to exceed \$250,000, to fund a road conditions survey in the unincorporated area known as Menlo Oaks.

On April 28, 1998, this Board adopted Resolution No. 61884, which established the minimum road standards for the Menlo Oaks Area of unincorporated San Mateo County. The adopted standard specified maintenance of the current width of the existing roads, and specified that future improvement would consist solely of maintaining the existing roads until such a time as the residents indicated, by a property owner survey, a desire for a different level of improvements, or other means as approved by the Board of Supervisors.

The Department of Public Works has received a request from the Menlo Oaks District Association (MODA) Board of Directors, a neighborhood organization that helps represent Menlo Oaks property owners, noting common issues including the condition of the roadways and requesting that the previously adopted road standards be re-evaluated. The original road standards were a result of surveys conducted in 1998, and based on recent meetings with MODA, DPW has determined that a new survey should be completed to determine if updated road standards should be adopted.

The **Measure K** grant funding will be used to support the DPW's work, which will include, but not be limited to the following tasks, with the help of a consultant:

- 1) Document the existing roadway conditions and measurements with a field survey
- 2) Host multiple public meetings to obtain property owner input on new road standards
- 3) Develop options for road standards for property owners to consider
- 4) Prepare and mail surveys and analyze survey results for potential new road standards
- 5) Develop a list of priority streets for future improvement projects (if new standards are chosen through property owner surveys)
- 6) Present road standards, priority list, and schedule of improvements to this Board for approval and adoption

Total Measure K Request: Not to Exceed \$250,000

PERFORMANCE MEASURES:

Description	Target
Select a consultant and conduct the road conditions survey.	Complete

The County Attorney's Office has reviewed and approved the ATR as to form.

FISCAL IMPACT:

There are sufficient **Measure K** funds for this specific FY 2022-23 **Measure K** request. These funds are budgeted in the Non-Departmental Services FY 2022-23 Approved Recommended Budget.