



# County of San Mateo

## Inter-Departmental Correspondence

**Department:** BOARD OF SUPERVISORS  
**DISTRICT 5**  
**File #:** 23-432

Board Meeting Date: 6/13/2023

**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 5

### **RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing a one-time grant of district-discretionary **Measure K** funds, not to exceed \$140,000, to Daly City Partnership, to address facility, infrastructure, and maintenance needs at Our Second Home Family Resource Center, providing an exception to the criteria for district-discretionary **Measure K** funds to allow repeat funding within the current budget cycle, 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 5 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:

<b>District/Project</b>	<b>Amount</b>
District 5 (Supervisor David J. Canepa) - Daly City Partnership to address facility, infrastructure, and maintenance needs at Our Second Home Family Resource Center.	\$140,000

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 proposed grant, if approved, would be the second grant of district-discretionary funding to the same organization within the current FY 2021-23 budget cycle. The exception from the criteria is necessary in this instance because upkeep on the site has been minimal, due to lack of funding, and upkeep is essential to maintain and expand programming at this site.

**PROJECT SUMMARY:**

This is a request to authorize a grant to Daly City Partnership, and resulting grant agreement, in an amount not to exceed \$140,000, to address facility, infrastructure, and maintenance needs at Our Second Home Family Resource Center (“Our Second Home”) to maintain and expand programming. The County Executive’s Office will administer and manage the proposed agreement.

District-discretionary **Measure K** funding for this organization has previously been provided as listed below:

1. On August 8, 2017, the Board of Supervisors approved district-discretionary **Measure K** funding in the amount of \$210,000, to Daly City Partnership, to provide academic support for youth in San Mateo County.
2. On July 26, 2022, the Board of Supervisors approved district-discretionary **Measure K** funding in the amount of \$100,000, to Daly City Partnership, for the startup activities of the Kapwa Kultural Center & café.

Daly City Partnership was formed in 1995 with a mission to guide collaborative efforts and connect the local community to services that promote well-being. Daly City Partnership offers programs and services to the Northern San Mateo County community through the following departments: the Daly City Community Service Center, Our Second Home Family Resource Center, After School Academic Programs and the Healthy Aging Response Team.

Our Second Home, located on the John F. Kennedy Elementary School campus in Daly City, is a modular home that was transported in separate sections onto its current site over 25 years ago. Our Second Home is open to the public during business hours from Monday through Friday. Special arraignments for working families are also made during off hours and weekends. 300 families have been served this year.

The structure has a front and side porch, large common room, a fully functioning kitchen, preschool, 2 bathrooms and 6 separate office spaces. The large common area has a fireplace, media area, tiny tot area and library. All the spaces are designed for multi-use to create maximum flexibility to serve the local community. Our Second Home strives to serve as a home-like, comfortable place for all those who enter the front doors. Outside the building, there is a small open space on one side and a larger play yard with a playground structure for the preschool. In the back, there is fenced in hillside with a few trees, providing for safe exploration by children.

Upkeep on the Our Second Home site has been minimal, due to lack of funding, though engaged volunteers do provide the gift of their time and efforts Our Second Home is expanding its programming at this site, with offerings for small children, students, families, and individuals. Recent examples include two summer camps (which incidentally also highlighted some of the structural issues with the building and property). Grantee proposes to use **Measure K** grant funding to address facility and infrastructure needs for Our Second Home as follows:

\$65,300- Deferred Maintenance (to be addressed in the first 30 days) including but not limited to: fixture of roof, electrical, deep cleaning, replacement of kitchen dishwasher, garbage disposal, sink, and faucet, and fixture of Little Library hardware, entry gate broken hinge, and missing fence slats.  
 \$46,400- Maintenance Needed in Next 3-6 Months including but not limited to: fixture of grout surface areas in kitchen, replacement of 25-year-old carpet and floor heat vents, replacement of rotting wood on porch, addition of indoor cabinets, and replacement of water heater.  
 \$20,800- Cleaning and fixing fireplace, exterior and interior paint, and maintenance and upkeep of side yard (estimated to take place within 9 months)  
 \$7,500- Routine maintenance (ongoing)- including but not limited to: Daly City kitchen hood inspection, custodial, and yard maintenance

Grantee’s budget totals \$140,000

- **Total Measure K Request: Not to Exceed \$140,000**

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:

Daly City Partnership  
 Mike Stancil, Executive Director  
 (650) 301-3300  
 725 Price Street, Daly City, CA 94014  
 mike@dcpartnership.org  
[www.dcpartnership.org <https://protect-us.mimecast.com/s/Gg8hCv2x8qll6xrmsXLp4i/>](https://protect-us.mimecast.com/s/Gg8hCv2x8qll6xrmsXLp4i/)

**PERFORMANCE MEASURES:**

Description	Target
Address facility, infrastructure, and maintenance needs at the Our Second Home modular home site in Daly City: deferred maintenance; maintenance needed in next 3-6 months; cleaning and fixing fireplace, exterior and interior paint, and maintenance and upkeep of side yard; and ongoing routine maintenance.	April 2024

The County Attorney’s Office has reviewed and approved the agreement and resolution 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 Adopted Budget.