



**CITY COUNCIL AGENDA
CITY COUNCIL REGULAR MEETING
CITY OF HALF MOON BAY**

**TUESDAY, JUNE 16, 2026
7:00 PM**

**TED ADCOCK COMMUNITY CENTER,
535 KELLY AVENUE,
HALF MOON BAY, CALIFORNIA 94019**

**Debbie Ruddock, Mayor
Deborah Penrose, Vice Mayor
Robert Brownstone, Councilmember
Patric Jonsson, Councilmember
Paul Nagengast, Councilmember**

This agenda contains a brief description of each item to be considered. Those wishing to address the City Council on any matter not listed on the agenda, but within the jurisdiction of the City Council to resolve, may come forward to the podium during the Public Forum portion of the agenda and will have a maximum of three minutes to discuss their item. Those wishing to speak on a Business or Public Hearing matter will be called forward at the appropriate time during that item's consideration.

NOTE: Anyone wishing to present materials to the City Council, please submit seven copies to the City Clerk.

Copies of written documentation relating to each item of business on the agenda are on file in the Office of the City Clerk at City Hall where they are available for public inspection. If requested, the agenda shall be available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132.) Information may be obtained by calling 650-726-8271.

In compliance with the Americans with Disabilities Act, special assistance for participation in this meeting can be obtained by contacting the City Clerk's Office at 650-726-8271. A 48-hour notification will enable the city to provide reasonable accommodation to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II).

<http://halfmoonbay.gov/>

HYBRID MEETING PARTICIPATION PROTOCOLS

*This meeting will be held in-person and via Zoom for public participation. Remote participation is provided as a supplemental way to provide public comment, but this method does not always work. The public is encouraged to attend in person to ensure full participation. Public comments may be made in-person or remotely via Zoom, and interpretation will be available. All Councilmembers and staff will participate in person. During any public comment portions, attendees may use the “raise your hand” feature and will be called upon and unmuted when it is their turn to speak. The meeting will also be streamed on Channel 27, on pacificcoast.tv, and on the City website at <https://www.halfmoonbay.gov/315/City-Council-Agendas>. Please click to join the webinar: <https://us06web.zoom.us/j/87674804231> or join by phone at 669-900-9128, using Webinar ID 876-7480-4231. If joining by phone, use *9 to raise your hand, *6 to mute and unmute.*

- 1. ROLL CALL / PLEDGE OF ALLEGIANCE**
- 2. APPROVAL OF AGENDA**
- 3. PROCLAMATIONS AND PRESENTATIONS**
 - 3.A MIDCOAST COMMUNITY COUNCIL UPDATE**
 - 3.B HONORING YOUTH PARKS AND RECREATION COMMISSIONERS**
- 4. MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE**
- 5. REPORT OUT FROM RECENT CLOSED SESSION MEETINGS**
- 6. COMMISSION / COMMITTEE UPDATES**
- 7. CITY MANAGER UPDATES TO COUNCIL**
- 8. PUBLIC FORUM**
- 9. CONSENT CALENDAR**
 - 9.A WAIVE READING OF ORDINANCES AND RESOLUTIONS**
 - 9.B ACCEPT THE WARRANTS FOR THE MONTH OF MAY 2026**

Staff Recommendation: Accept the warrants for the month of May 2026.

[STAFF REPORT](#)

[ATTACHMENT - Warrant May 2026](#)

9.C ANNUAL RENEWAL OF PUBLIC WORKS CONTRACTS

Staff Recommendation: Adopt resolutions authorizing the City Manager to execute professional service agreements through June 30, 2027, with: 1) American Debris Box to provide portable toilet services Citywide in the amount of \$90,000; and 2) West Coast Arborists (WCA) for tree trimming and tree removal services in the amount of \$150,000.

[STAFF REPORT](#)

[ATTACHMENT 1 - American Debris Box Resolution](#)

[ATTACHMENT 2 - West Coast Arborist Resolution](#)

9.D ANNUAL RENEWAL OF COMMUNITY DEVELOPMENT AGREEMENTS

Staff Recommendation: Adopt resolutions authorizing the City Manager to execute professional service agreements through June 30, 2027, with: 1) 4LEAF, Inc. (4Leaf) for building plan check and inspection services in an amount not to exceed \$60,000; and 2) Metropolitan Planning Group (M-Group) for contract planning services in an amount not to exceed \$145,000.

[STAFF REPORT](#)

[ATTACHMENT 1 - 4LEAF Resolution](#)

[ATTACHMENT 2 - M Group Resolution](#)

9.E CASELLE, INC. PROFESSIONAL SERVICES AGREEMENT

Staff Recommendation: Adopt a resolution authorizing the City Manager to execute a professional services agreement through June 30, 2027, with Caselle Inc., for Enterprise Resource Planning (ERP) software in the amount of \$55,942.

[STAFF REPORT](#)

[ATTACHMENT - Caselle Agreement Resolution](#)

9.F AGREEMENT WITH ABUNDANT GRACE FOR THE FY 2026-27 COASTAL CLEANUP PROGRAM

Staff Recommendation: Adopt a resolution authorizing the City Manager to execute a professional services agreement with Abundant Grace for coastal cleanup services for FY 26-27.

[STAFF REPORT](#)

[ATTACHMENT 1 - Resolution](#)

[ATTACHMENT 2 - Scope of Work & Fee Schedule](#)

9.G CITIZEN'S OPTION FOR PUBLIC SAFETY (COPS) GRANT PROGRAM FY 2026-27

Staff Recommendation: Adopt a resolution authorizing the Administrative Services Director to accept the State of California Citizen's Option for Public Safety Grant Funds for Fiscal Year 2026-27, in the amount of \$100,000, and approve using those funds on projects, support, and equipment that meet the conditions of the grant.

[STAFF REPORT](#)

[ATTACHMENT - COPS Grant Resolution](#)

9.H APPROVE MINUTES OF THE JUNE 2, 2026 SPECIAL MEETING

[ATTACHMENT - June 2, 2026 Special Meeting Minutes](#)

9.I APPROVE MINUTES OF THE JUNE 2, 2026 REGULAR MEETING

[ATTACHMENT - June 2, 2026 Regular Meeting Minutes](#)

9.J AUTHORIZE FIRST AMENDMENT TO LEGAL SERVICES AGREEMENT FOR PERMANENT CONTRACT CITY ATTORNEY POSITION

Staff Recommendation: Adopt a resolution authorizing the Mayor to execute a First Amendment to the Legal Services Agreement with Burke, Williams & Sorensen LLP ("BWS") to convert the Agreement to a permanent contract City Attorney appointment.

[STAFF REPORT](#)

[ATTACHMENT 1 - Amendment No 1 Resolution](#)

[ATTACHMENT 2 - Proposed First Amendment to Legal Services Agreement](#)

[ATTACHMENT 3 - City Attorney Legal Services Agreement Burke](#)

10. ORDINANCES AND PUBLIC HEARINGS

10.A FISCAL YEAR 2026-27 RECOMMENDED OPERATING AND CAPITAL BUDGET

Staff Recommendation: Review the Recommended FY 2026-27 Budget document and adopt resolutions to: 1) Establish the GANN Appropriation Limit for FY 2026-27; and 2)

Approve the City's Investment Policy; and 3) Adopt the FY 2026-27 Annual Operating and Capital Budget.

[STAFF REPORT](#)

[ATTACHMENT 1 - Budget](#)

[ATTACHMENT 2 - Budget Resolution](#)

[ATTACHMENT 3 - GANN Resolution](#)

[ATTACHMENT 4 - Investment Policy Resolution](#)

10.B MULTI-FAMILY HOUSING PROPOSAL ON MAIN AT METZGAR

Staff Recommendation: Receive a presentation and conduct a public hearing on a 52-unit multi-family very-low to low income housing development proposal by MidPen Housing, located on Main Street at Metzgar.

[STAFF REPORT](#)

11. RESOLUTIONS AND STAFF REPORTS

11.A SISTER CITY EXPLORATION WITH NAZARÉ, PORTUGAL

Staff Recommendation: Receive an update on a potential sister city arrangement between the City of Half Moon Bay and the Town of Nazaré, Portugal, and provide direction to staff regarding whether to return with a draft Memorandum of Understanding (MOU).

[STAFF REPORT](#)

11.B CONSIDER AND ADOPT A RESOLUTION ESTABLISHING A POLICY ON HOW TO ADDRESS DISRUPTION OF REMOTE ACCESS DURING PUBLIC OPEN MEETINGS OF CITY COUNCIL IN COMPLIANCE WITH SB 707

Staff Recommendation: Staff recommends the City Council adopt a resolution establishing a policy that will provide steps on how to address disruption of telephonic or internet service connection during public open meetings of City Council in compliance with Senate Bill 707 ("SB 707").

[STAFF REPORT](#)

[ATTACHMENT 1 - SB 707 Disruption Policy Resolution](#)

[ATTACHMENT 2 - Policy SB 707 Disruption Policy](#)

11.C CONSIDERATION OF EASEMENT AGREEMENT GRANTING CITY A DRAINAGE AND UTILITY EASEMENT OVER LAND OWNED BY SEWER AUTHORITY MID-COASTSIDE (SAM) KNOWN AS THE LANDSTRA PARCEL (APN 048-240-040)

Staff Recommendation: Adopt a Resolution Approving the Easement Agreement ("Easement Agreement") between Sewer Authority Mid-Coastside and the City of Half Moon Bay to grant the City a Drainage and Utility Easement over land owned by SAM known as the Landstra Parcel (APN 048-240-040); authorizing the City Manager to execute the Easement Agreement; and Finding the approval of the Easement Agreement exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 1301 (Class 1-Existing Facilities).

[STAFF REPORT](#)

[ATTACHMENT 1 - Easement Agreement Resolution](#)

[ATTACHMENT 2 - Proposed Easement Agreement](#)

11.D CONSIDERATION OF SECOND AMENDMENT TO AGREEMENT AND GRANT OF EASEMENT BETWEEN SEWER AUTHORITY MID-COASTSIDE (SAM) AND THE CITY TO EXTEND THE GRANT OF EASEMENT FOR CONTINUED USE OF THE SAM PLANT PARCEL (APN 048-240-030)

Staff Recommendation: Adopt the attached Resolution Approving the Second Amendment to Agreement and Grant of Easement ("Second Amendment") between Sewer Authority Mid-Coastside, a Joint Powers Authority and the City of Half Moon Bay to extend the grant of easement for continued use of the SAM Plant Parcel (APN 048-240-030); authorizing the City Manager to execute the Second Amendment; and Finding the approval of the Second Amendment and Easement Agreement exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 1301 (Class 1-Existing Facilities).

[STAFF REPORT](#)

[ATTACHMENT 1 - Second Amendment to Easement Agreement Resolution](#)

[ATTACHMENT 2 - Proposed Second Amendment](#)

11.E CITY COUNCIL PRIORITIES FOR FISCAL YEARS 2026-28

Staff Recommendation: Receive a report and provide feedback on the potential City Council Priorities for Fiscal Years 2026-28.

[STAFF REPORT](#)

[ATTACHMENT - Priorities and Standing Projects](#)

12. FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

13. CITY COUNCIL REPORTS

14. ADJOURNMENT