



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

TUESDAY, MAY 15, 2018

**Adcock Community/Senior Center
535 Kelly Avenue
Half Moon Bay, California 94019**

**Deborah Penrose, Mayor
Harvey Rarback, Vice Mayor
Adam Eisen, Councilmember
Rick Kowalczyk, Councilmember
Debbie Ruddock, Councilmember**

7:00 PM

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 Public Hearing matter will be called forward at the appropriate time during the Public Hearing consideration.

Please 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 and the Half Moon Bay Library 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 make reasonable accommodations to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II).

<http://hmbcity.com/>

MEETING WILL CONCLUDE BY 11:00 PM UNLESS OTHERWISE EXTENDED BY COUNCIL VOTE

ROLL CALL / PLEDGE OF ALLEGIANCE

PROCLAMATIONS AND PRESENTATIONS

SAN MATEO COUNTY "GET US MOVING" PRESENTATION

PUBLIC WORKS WEEK PROCLAMATION

INTRODUCTION OF CHIEF OF POLICE SERVICES SAUL LOPEZ

MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE

REPORT OUT FROM RECENT CLOSED SESSION MEETINGS

CITY MANAGER UPDATES TO COUNCIL

PUBLIC FORUM

1. CONSENT CALENDAR

1.A WAIVE READING OF RESOLUTIONS AND ORDINANCES

1.B WARRANTS FOR THE MONTH OF MARCH 2018

Staff Recommendation: Accept the attached warrants list for the month of March 2018.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

1.C TREASURER'S REPORT FOR THE QUARTER ENDING MARCH 31, 2018

Staff Recommendation: By motion, accept the Treasurer's Report for the quarter ending March 31, 2018.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

1.D AGREEMENT WITH DISABILITY ACCESS CONSULTANTS TO DEVELOP AN ADA SELF-EVALUATION AND TRANSITION PLAN

Staff Recommendation: Adopt a resolution authorizing the Interim City Manager to execute a contract with Disability Access Consultants (DAC) to develop an ADA Self-Evaluation and Transition Plan to ensure compliance with the Americans with Disabilities Act (ADA).

[STAFF REPORT](#)

[RESOLUTION](#)

[ATTACHMENT 2](#)

1.E JANITORIAL MAINTENANCE SERVICES

Staff Recommendation: Adopt a Resolution authorizing the Interim City Manager to enter into a one-year agreement with Impec Group, Inc. to provide janitorial maintenance services

for \$136,887 annually, with two one-year extension options.

[STAFF REPORT](#)

[RESOLUTION](#)

1.F FUNDING AGREEMENT WITH THE BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Staff Recommendation: Adopt a resolution authorizing the Interim City Manager to execute the Funding Agreement with the Bay Area Air Quality Management District (Air District) for the Main Street Bicycle Safety Project.

[STAFF REPORT](#)

[RESOLUTION](#)

[ATTACHMENT 2](#)

1.G MAIN STREET BRIDGE REHABILITATION PROJECT AGREEMENTS WITH CALTRANS

Staff Recommendation: Adopt a resolution authorizing the Interim City Manager to execute the Master Agreement and the Supplemental Agreement with the California Department of Transportation (Caltrans) for the Main Street Bridge Rehabilitation Project (CIP Project No. 759).

[STAFF REPORT](#)

[RESOLUTION](#)

1.H 2018 PARKING LOT IMPROVEMENTS PROJECT BUDGET AUGMENTATION

Staff Recommendation: Adopt a resolution approving augmentation of the 2018 Parking Lot Improvements Project (CIP Project No. 603) budget by adding \$31,000 to the project budget and authorizing the Interim City Manager to approve change orders up to the new contingency amount.

[STAFF REPORT](#)

[RESOLUTION](#)

1.I AWARD OF CONTRACTS FOR HALF MOON BAY SEWER COLLECTION SYSTEM MAINTENANCE

Staff Recommendation: 1) Adopt a resolution authorizing the Interim City Manager to execute a three (3) year contract with the Sewer Authority Mid-Coastside (SAM) for sewer collection system maintenance; and 2) adopt a resolution authorizing the Interim City Manager to execute a three (3) year contract with the Mark Thomas Company, Inc. for management and oversight of the sewer collection system maintenance work program including data management, sanitary sewer overflow (SSO), repair of pump stations, and conduct of regular FOG Inspections.

[STAFF REPORT](#)

[RESOLUTION - SAM](#)

[ATTACHMENT 2](#)

[RESOLUTION - MTC](#)

[ATTACHMENT 4](#)

1.J AWARD OF CONTRACT FOR CORREAS STREET RECONSTRUCTION PROJECT

Staff Recommendation: It is recommended that the City Council adopt a resolution: 1. Amending the FY 2017-2022 Capital Improvement Program by adding a new project entitled Correas Street Reconstruction Project; and 2. Establishing a budget of \$580,000 and appropriating the funding in the FY 2017-18 Capital Budget; and 3. Awarding a construction contract to the lowest responsible bidder, Half Moon Bay Grading and Paving and authorizing the Interim City Manager to execute the contract in the total bid amount of \$481,352 and approve a contingency amount not exceeding 20% of the award amount or \$96,270.

[STAFF REPORT](#)

[RESOLUTION](#)

[ATTACHMENT 2](#)

1.K AGREEMENT WITH NATIONAL DEMOGRAPHICS CORPORATION FOR ASSISTANCE WITH TRANSITION TO DISTRICT ELECTIONS

Staff Recommendation: Adopt a resolution authorizing the Interim City Manager to execute an agreement with National Demographics Corporation for assistance with the transition to district-based elections for a term of one year at an amount of \$45,000.

[STAFF REPORT](#)

[RESOLUTION](#)

[ATTACHMENT 2](#)

1.L EXTENSION OF TEMPORARY OFFICE ASSISTANTS IN THE CITY CLERK DEPARTMENT FOR RECORDS MANAGEMENT

Staff Recommendation: Adopt a resolution: 1) authorizing the addition of funds to add two Office Assistants to the City Clerk Department for 14 weeks; and 2) authorizing the Interim City Manager to enter into a Side Letter with the International Union of Operating Engineers Local 39.

[STAFF REPORT](#)

[RESOLUTION](#)

2. ORDINANCES AND PUBLIC HEARINGS

2.A PUBLIC HEARING TO RECEIVE INPUT FROM THE COMMUNITY REGARDING THE CREATION OF A DISTRICT-BASED ELECTION SYSTEM

Staff Recommendation: Staff recommends the Council: 1) Receive a report from staff on the districting process and permissible criteria to be considered to create district boundaries; 2) conduct a public hearing to receive public input on district boundaries; and 3) approve the revised timeline for transition.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

3. RESOLUTIONS AND STAFF REPORTS

3.A PUBLIC OPINION SURVEY RESULTS FOR POTENTIAL ORDINANCE REGULATING SMOKING

Staff Recommendation: Review results of public opinion surveys on smoking regulation in Half Moon Bay to inform a potential ordinance regulating smoking and confirm Council direction to prepare draft ordinance based on survey results.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

[ATTACHMENT 3](#)

[ATTACHMENT 4](#)

3.B RECOMMENDED PROGRAM OPTIONS FOR THE FY 2018-19 BUDGET

Staff Recommendation: Accept the FY 2018-19 City Manager's Recommended Budget and provide additional policy direction for preparation of the FY 2018-19 Budget to be presented at the next budget study session on June 5, 2018.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

[ATTACHMENT 3](#)

[ATTACHMENT 4](#)

FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

CITY COUNCIL REPORTS

ADJOURNMENT