



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

TUESDAY, DECEMBER 2, 2025

**HYBRID MEETING (SEE NEXT PAGE)
ADCOCK COMMUNITY CENTER
535 KELLY AVENUE
HALF MOON BAY, CA 94019**

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

<https://www.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 ALCOVE YOUTH ADVISORY GROUP**
- 4. MAYOR'S ANNOUNCEMENTS OF COMMUNITY ACTIVITIES AND COMMUNITY SERVICE**
- 5. REPORT OUT FROM RECENT CLOSED SESSION MEETINGS**
- 6. CITY MANAGER UPDATES TO COUNCIL**
- 7. PUBLIC FORUM**
- 8. CONSENT CALENDAR**
 - 8.A WAIVE READING OF RESOLUTIONS AND ORDINANCES**
 - 8.B APPROVE THE MINUTES OF THE NOVEMBER 14, 2025 SPECIAL MEETING**

[ATTACHMENT](#)
 - 8.C APPROVE THE MINUTES OF THE NOVEMBER 18, 2025 SPECIAL MEETING**

[ATTACHMENT](#)
 - 8.D APPROVE THE MINUTES OF THE NOVEMBER 18, 2025 REGULAR MEETING**

[ATTACHMENT](#)
 - 8.E APPROVE THE MINUTES OF THE NOVEMBER 18, 2025 JOINT CITY COUNCIL / PLANNING COMMISSION SPECIAL MEETING.**

[ATTACHMENT](#)

8.F APPROVE THE MINUTES OF THE NOVEMBER 22, 2025 SPECIAL MEETING.

[ATTACHMENT](#)

8.G ACCEPTANCE OF IMPROVEMENTS FOR THE CREEKSIDE COURT SUBDIVISION LOCATED AT 320 CHURCH STREET

Staff Recommendation: Adopt a resolution granting initial acceptance of improvements for the Creekside Court Subdivision, subject to one-year warranty period and release of securities.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

[ATTACHMENT 3](#)

8.H SAFE STREETS FOR ALL - AWARD OF PROFESSIONAL SERVICES AGREEMENT

Staff Recommendation: Adopt a resolution authorizing the City Manager to execute a Professional Services Agreement with Kittelson & Associates, Inc. in an amount not to exceed \$149,880 for the preparation of a Safe Streets for All Road Safety Action Plan.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

8.I ADOPT THE ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR THE FISCAL YEAR ENDED JUNE 30, 2025

Staff Recommendation: Adopt a resolution receiving the City of Half Moon Bay Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2025.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

9. ORDINANCES AND PUBLIC HEARINGS

9.A INTRODUCTION OF AN ORDINANCE ADDING CHAPTER 7.65 "COMMERCIAL VITALITY" TO THE HALF MOON BAY MUNICIPAL CODE

Staff Recommendation: Conduct a public hearing, waive first reading, and introduce an ordinance adding Chapter 7.65 “Commercial Vitality” to the Half Moon Bay Municipal Code, establishing maintenance standards for commercial storefronts. (Continued Public Hearing.)

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

9.B ADOPT A RESIDENTIAL DWELLING UNIT PHASING AGREEMENT PURSUANT TO HALF MOON BAY MUNICIPAL CODE SECTION 17.06.055 (MEASURE D)

Staff Recommendation: Conduct a public hearing and adopt a resolution approving a Development Unit Phasing Agreement pursuant to Half Moon Bay Municipal Code Section 17.06.055 for 34 Measure D residential dwelling unit allocations over two years and make required findings.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

[ATTACHMENT 3](#)

[ATTACHMENT 4](#)

[ATTACHMENT 5](#)

10. RESOLUTIONS AND STAFF REPORTS

10.A ADOPT A RESOLUTION AUTHORIZING PARTICIPATION IN THE POOLED LIABILITY ASSURANCE NETWORK JOINT POWERS INSURANCE AUTHORITY (PLAN JPA) WORKERS COMPENSATION PROGRAM.

Staff Recommendation: Adopt a resolution: 1) Authorizing the City Manager to execute all documents necessary for the City's participation in the Pooled Liability Assurance Network Joint Powers Insurance Authority (PLAN JPA) Workers Compensation Program, and 2) Authorizing the Interim Administrative Services Director to make a budget adjustment in the amount of \$24,000.

[STAFF REPORT](#)

[ATTACHMENT 1](#)

[ATTACHMENT 2](#)

[ATTACHMENT 3](#)

10.B DRAFT CLIMATE ACTION AND ADAPTATION PLAN (PHASE TWO) UPDATE

Staff Recommendation: Receive an update on the Draft Climate Action and Adaptation Plan Phase Two and provide feedback and direction for final preparation of the plan.

[STAFF REPORT](#)

[ATTACHMENT](#)

10.C AUTHORIZE INTERIM LEGAL SERVICES AGREEMENT

Staff Recommendation: Authorize the Mayor and Vice Mayor to negotiate and execute an interim legal services agreement with Burke, Williams & Sorensen LLP for a period of six months, with the option to convert to a permanent appointment.

[STAFF REPORT](#)

[ATTACHMENT](#)

- 11) COMMISSION / COMMITTEE UPDATES
- 12) FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS
- 13) CITY COUNCIL REPORTS
- 14) ADJOURNMENT