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

TUESDAY, DECEMBER 1, 2026

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

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 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. Public comments may be made in-person or remotely via Zoom, and interpretation will be available. 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 ID876-7480-4231. 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 COLLEGE OF SAN MATEO UPDATE

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 APPROVE MINUTES OF THE NOVEMBER 17, 2026 REGULAR MEETING

ATTACHMENT - November 17, 2026 Regular Meeting Minutes

9.C ADOPTION OF ORDINANCE NO. 2026-04 AMENDING SECTIONS 10.30.010 AND 10.30.140 OF CHAPTER 10.30 ("BICYCLES AND SKATEBOARDS") OF THE HALF MOON BAY MUNICIPAL CODE REGARDING ELECTRIC BICYCLES AND TRAIL SPEED LIMITS

Staff Recommendation:

Waive the second reading and adopt an ordinance of the City of Half Moon Bay amending

Section 10.30.010 and Section 10.30.140 of the Half Moon Bay Municipal Code, establishing definitions, operational requirements, and speed limits for bicycles, electric bicycles, skateboards, and scooters on public trails and multi-use paths.

STAFF REPORT

ATTACHMENT - Ordinance No. 2026-04

9.D

TDA ARTICLE 3 FUNDING AUTHORIZATION FOR THE COASTAL TRAIL SAFETY AND REHABILITATION PROJECT (CIP 1014)

Staff Recommendation:

Adopt a resolution authorizing the City Manager or designee to submit a request to the Metropolitan Transportation Commission (MTC) for the allocation of $750,000 in Transportation Development Act (TDA) Article 3 funds for the Coastal Trail Safety and Rehabilitation Project (CIP 1014), and to execute all necessary documents associated with the allocation request.

STAFF REPORT

ATTACHMENT 1 - Resolution

ATTACHMENT 2 - CDP Exemption

9.E TDA ARTICLE 3 FUNDING AUTHORIZATION FOR BICYCLE AND PEDESTRIAN MASTER PLAN UPDATE (CIP 1044)

Staff Recommendation:

Adopt a resolution authorizing the City Manager or designee to submit a request to the Metropolitan Transportation Commission (MTC) for the allocation of $200,000 in Transportation Development Act (TDA) Article 3 funds for the Bicycle and Pedestrian Master Plan Update (CIP 1044), and to execute all necessary documents associated with the allocation request.

STAFF REPORT

ATTACHMENT 1 - Resolution

9.F ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR THE FISCAL YEAR ENDED JUNE 30, 2026

Staff Recommendation:

Receive an update on the Annual Comprehensive Financial Report for the fiscal year ended June 30, 2026.

STAFF REPORT

ATTACHMENT 1 - Management Discussion and Analysis

ATTACHMENT 2 - ACFR Draft

9.G ACCEPT THE WARRANTS FOR THE MONTH OF OCTOBER 2026

Staff Recommendation: Accept the warrants list for the month of October 2026.

STAFF REPORT

ATTACHMENT - Warrants

9.H AMENDMENT TO THE CITY MANAGER'S EMPLOYMENT AGREEMENT

Staff Recommendation:

By motion, approve Amendment No. 4 to the August 20, 2022, City Manager Employment Agreement with Matthew Chidester ("Agreement") to amend Sections IV and V of the Agreement to update compensation and benefits consistent with the applicable adjustments approved for City employee groups on August 18, 2026; and authorizing the Mayor to execute Amendment No. 4.

STAFF REPORT

ATTACHMENT 1 - City Manager Agreement and Amendments

ATTACHMENT 2 - Amendment No. 4 to the City Manager Employment Agreement (Draft)

ATTACHMENT 3 - Redlined Changes to Section IV and V of Agreement with City Manager

9.I CITY HALL FIRST FLOOR RECONFIGURATION

Staff Recommendation: Adopt a resolution: 1) Authorizing the City Manager, or designee, to proceed with the City Hall First Floor Reconfiguration Project in accordance with the City's adopted purchasing policy and applicable expenditure limits; 2) Approving a budget amendment appropriating $75,000 from the Public Facilities Fund (Fund 127) for project design and construction; and 3) Finding the approval of the project categorically exempt

from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15301 (Class 1 - Existing Facilities)

STAFF REPORT

ATTACHMENT 1 - City Hall Reconfiguration Resolution

ATTACHMENT 2 - Proposed Floor Plans

10. ORDINANCES AND PUBLIC HEARINGS

10.A MUNICIPAL CODE AMENDMENTS TO UPDATE ACCESSORY DWELLING UNIT (ADU) REGULATIONS

Staff Recommendation:

Staff recommends that Council: 1) Introduce by title only and waive further reading of an ordinance (Attachment 2) amending Chapter 18.33 of the Half Moon Bay Municipal Code (HMBMC) and the Local Coastal Program Implementation Plan governing Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs), and Chapter 18.35 governing Below Market Rate (BMR) housing, to address State Housing and Community Development (HCD) findings and ensure consistency with State law, and directing staff to submit the amendments to the California Coastal Commission for certification and subsequently to HCD for review pursuant to Government Code Section 66326. 2) Find that the proposed amendments are within the scope of the previously adopted Mitigated Negative Declaration for the City's 2023–2031 Housing Element pursuant to CEQA Guidelines Section 15162, and are exempt from CEQA pursuant to Public Resources Code Section 21080.9, which exempts Local Coastal Program amendments from CEQA.

STAFF REPORT

ATTACHMENT 1 - Draft ADU Ordinance No 2026-05

ATTACHMENT 2 - HCD Letter 11-6-24.

ATTACHMENT 3 - HCD Letter 2-27-26

ATTACHMENT 4 - Response to HCD 5-6-26

ATTACHMENT 5 - HCD Preliminary Review

ATTACHMENT 6 - Response to HCD Preliminary Review

ATTACHMENT 7 - HCD Correspondence on Measure D

ATTACHMENT 8 - Response to HCD on Measure D

ATTACHMENT 9 - Coastside CWD Letter

11. RESOLUTIONS AND STAFF REPORTS

11.A UPDATE ON THE MATRIX CONSULTING GROUP ORGANIZATIONAL AND STAFFING ASSESSMENT

Staff Recommendation:

Receive an update on the Matrix Consulting Group Organizational and Staffing Assessment of the City of Half Moon Bay.

STAFF REPORT

11.B STUDY SESSION ON SAN MATEO COUNTYWIDE TRANSPORTAITON PLAN

Staff Recommendation:

Receive a presentation from the San Mateo Country Transportation Authority (SMCTA) on the San Mateo Countywide Transportation Plan (CTP) and provide feedback on the CTP stated goals, initiatives, and Half Moon Bay project list.

STAFF REPORT

11.C ADOPT 2027 RESIDENTIAL DWELLING UNIT ALLOCATION PURSUANT TO HALF MOON BAY MUNICIPAL CODE CHAPTER 17.06 (MEASURE D)

Staff Recommendation:

Adopt a resolution setting the 2027 Residential Dwelling Unit Allocation and Administration System pursuant to Half Moon Bay Municipal Code (HMBMC) Chapter 17.06 for 70 residential dwelling units (47 units for Downtown [24 base units and 23 bonus units] and 23 units for Outside Downtown).

STAFF REPORT

ATTACHMENT 1 - Draft Measure D Resolution

ATTACHMENT 2 - Half Moon Bay Measure D 2025 Fiscal Analysis

ATTACHMENT 3 - 2027 Measure D Residential Application Form

11.D AFFORDABLE HOUSING FUND LOAN PROGRAM

Staff Recommendation:

Adopt a resolution approving the Affordable Housing Fund Loan Program Guidelines, establishing a framework for administering, evaluating, and allocating Affordable Housing Fund resources to support the development and preservation of affordable housing in Half Moon Bay.

STAFF REPORT

ATTACHMENT 1 - Resolution

ATTACHMENT 2 - Affordable Housing Fund Allocation Guidelines

ATTACHMENT 3 - HMB Affordable Housing Fund Loan Program

12. FOR FUTURE DISCUSSION / POSSIBLE AGENDA ITEMS

13. CITY COUNCIL REPORTS

14. ADJOURNMENT