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Date: Sat, 26 Jan 2002 16:09:33 -0800
To: MCC@SanMateo.org
From: Paul Perkovic <perk@montara.com>
Subject: [MCC] [Draft] Minutes from 26 January 2002 Midcoast Community Council Retreat
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[Draft] Minutes of the 26 January 2002 Midcoast Community Council special meeting Annual Council Retreat

The meeting was called to order by Chair Chuck Kozak at 9:30 a.m.

Members present were Sandy Emerson, Chuck Kozak, Paul Perkovic, Kathryn Slater-Carter, April Vargas, and Karen Wilson. Member absent was Ric Lohman.

PK Diffenbaugh was present representing San Mateo County Supervisor Rich Gordon,s office. Laura Stein, former Council member and Chair, attended to facilitate the meeting.

Public Comment

Karen Wilson asked what the procedures are by which an appeal may be postponed. It appears that postponements routinely happen when requested by applicants, but that appellants (unless they are also the applicants) do not enjoy the same opportunity to request a postponement. PK Diffenbaugh will research this question for us.

Paul Perkovic briefly reported on the Legislative Breakfast hosted by the Board of Supervisors on Friday, January 25, 2002. In particular, the County of San Mateo plans to visit Sacramento on May 22 to help our legislative delegation better understand local issues, particularly as they relate to the diversion of local property tax revenues from the County, cities within the County, and local special districts for the benefit of the Educational Revenue Augmentation Fund. These diversions now cost local jurisdictions statewide approximately \$4.5 billion per years that was formerly available to fund local program, projects, and priorities.

1. Approval of Agenda as Submitted

Kathryn Slater-Carter suggested adding discussion of the budget to the agenda. April Vargas is serving as timekeeper, Kathryn Slater-Carter as scribe (for notes on the board during the meeting), and Paul Perkovic as secretary.

2. MCC Projects and Goals for the remainder of 2002

Items from the agenda included:

Maintain our intense involvement in the Local Coastal Program review.

Work on standards for the MidCoast Design Review Committee.
Review the Midcoast Community Council By-Laws.
Renew commitment to sponsoring Candidates, Night.
Continue our involvement in the Adopt-A-Family program.

Additional suggestions included:

Work on securing affordable housing complying with the Local Coastal Program.
Participate in the revision of the Housing Element of the County's General Plan.
Better community outreach, cooperating with other organizations and schools.
Improve image of the Council, in particular its effectiveness with the County.
Economic Sustainability issues, cooperation with business community.
Inclusion of Spanish speaking community.
Assist in fundraising for County acquisition of the Mirada Surf western parcel.
Liaisons with City of Half Moon Bay, City of Pacifica, etc.

After discussion (each Council member offering her or his personal priorities), the group consensus was to align the priorities as follows:

Increase our involvement in the Local Coastal Program review.
Work on standards for the MidCoast Design Review Committee.
Secure affordable housing complying with the Local Coastal Program.
Participate in the Housing Element revision of the General Plan.
Participate in Parks and Recreation Needs Assessment and Mirada Surf funding.

Continuing efforts throughout the year to improve community outreach with all priorities, including the annual Candidates, Night and Adopt-A-Family programs.

Leonard Woren (El Granada) suggested that consideration of possible local self-government (annexation to the City of Half Moon Bay or incorporation as a separate Midcoast city) and resuscitation of the Forms of Government Committee be considered.

3. Administrative Items

a. Standing Committees

Parks and Recreation Committee Sandy Emerson reported that we just received the County's Needs Assessment survey results and will be working on that in the coming year. Her primary objective is for the Committee to set specific implementation goals and achieve them by the end of the year. Secondly, respond to community issues dealing with Parks and Recreation.

Current Committee Members and Designees:

Sandy Chair
April Carl May
Chuck Gary Wood
Karen Jill Robinson
Ric Jim Washington
Kathryn self

Paul self

Planning and Zoning Committee Karen Wilson reported that the Committee will continue to receive all County applications, but will not need to spend as much time on many issues because of the new County Coastside Design Review Committee.

Current Committee Members and Designees:

Karen Chair
Paul Vice Chair
April self
Chuck self
Kathryn self
Ric self
Sandy self

Public Works Committee April Vargas reported that the Committee has had one meeting, with two members of the public present. Written goals or a mission statement need to be put together. Devil's Slide tunnel issues are a high priority. Airport issues would also be handled by the Committee. Tree removal permits within County rights-of-way would also be within the Committee's purview.

Current Committee Members and Designees:

April Chair
Chuck self
Karen self
Kathryn self
Paul self
Ric self
Sandy self

4. Break (10 minutes)

5. Visit with Supervisor Rich Gordon

San Mateo County Third District Supervisor Rich Gordon and Marcia Raines, Director of the Environmental Services Agency for San Mateo County, joined the meeting.

Marcia Raines and planning staff gave Rich Gordon an internal presentation on the draft of proposed revisions to the Local Coastal Program (LCP), which they are checking for internal consistencies. They expect to conduct at least one Planning Commission and one Board of Supervisors meeting on the MidCoast during the LCP review process. The County may be able to do a bulk mailing announcing community meetings at least the first, when the initial draft is available and underwrite the costs of a school meeting room.

Leonard Woren suggested looking at the MidCoast Master Calendar to avoid scheduling a community meeting opposite any regularly scheduled Coastside meetings.

Rich Gordon said that planning staff is working up some suggestions regarding rural house sizes. The well and septic subcommittee of the Board (Mark Church and Rich Gordon) is meeting with staff on some of the relevant issues. Kathryn and Laura requested that interested special districts (e.g., Granada Sanitary District and Montara Sanitary District) be included.

Marcia Raines said that the Planning Department has presented an initial set of concerns to the Board regarding the Housing Element. Phase II of development of the Housing Element will look at information collected based on census figures, potential sites for conversion to housing, the Housing Trust Fund, and other issues. Supervisors Gordon and Rose Jacobs Gibson will be working as a Board committee with planning staff.

Leonard Woren suggested that affordable housing designated sites need to be moved to suitable sites, rather than those with significant environmental problems.

Paul Perkovic asked about the Moss Beach census numbers, which seemed inconsistent with actual experience. Also, is the El Granada Manufactured Home Park within the Moss Beach census tract?

Some Council members also have met individually with Fran Wagstaff of the Midpeninsula Housing Coalition regarding the affordable component of the Moss Beach Highlands site, but there has been no contact with the proposed developers of the market-rate component. Rich Gordon said that we should follow up with Fran Wagstaff.

Rich Gordon described the meetings last year with the Council Chair and the Mayors of Half Moon Bay and Pacifica regarding Highway 1 planning. He has forwarded a request to the State Legislators to include a no-cost directive to CalTrans to perform that planning. They also agreed to take a look at the Association of Bay Area Governments Subregional Plan. So far, the cities have not done anything. At this point, there are new Mayors and a new Chair, but there is a problem with continuity on cooperative planning efforts.

Leonard Woren suggested that the cities (and the Council) might want to designate a participant in these joint meetings, not necessarily the Mayor or Chair.

Sandy Emerson asked about how we can work more effectively to assist in funding for the Mirada Surf west parcel. Rich Gordon recommending contacting Julia Bott, Executive Director of the Parks Foundation, at 321-5812.

Clause 7 of the Mirada Surf purchase agreement requires the County to waive fees for the proposed Lot Line Adjustment on the western parcel, which has a fiscal impact on the order of \$1,000. It also requires the County to process the Lot Line Adjustment without regard to a showing of access, sewer, and water for the redrawn lots. However, it does not waive the requirement for a Coastal Development Permit. Rich Gordon noted that the current owners cannot do any development for a period of at least 12 months; and that period may be extended for an additional 6 months by vote of the Board of Supervisors, if needed. These provisions of the agreement do not, in Rich's opinion, give up anything; indeed, he sees an advantage to having those provisions in the contract, since they may provide a sense of urgency when soliciting funds to purchase the western parcel.

April Vargas requested that representatives of the El Granada Manufactured Home Park be able to participate in County staff meetings. Rich Gordon replied that he disagreed; there will be plenty of opportunity for participation in public meetings, and representatives of both the tenants group and the owners may always meet with staff individually. But if one side is invited to participate in staff meetings, the other side must also be included, and he thinks the result would be counter-productive.

Paul Perkovic asked about the constraints being placed on Karen Wilson regarding her dual role on the Coastside Design Review Committee and the Planning and Zoning Committee. In particular, how is this different from members of the Board of Supervisors serving on the Board and also agencies that discuss the same subject matter, such as the Association of Bay Area Governments, City / County Association of Governments, SamTrans, Transportation Authority, etc.? Supervisors are not barred from participating or voting on a subject when it comes before the Board because they previously were involved in the same subject on another agency,

association, board, committee, etc. Why should Karen Wilson be precluded from involvement in a given subject on both the Planning and Zoning Committee and the Coastsides Design Review Committee? In other words, how is the legal situation different between her participation and that similar situation regarding Supervisors? Rich Gordon said he has not been involved with this issue and will follow up.

6. Administrative Items (continued)

a. Standing Committees (continued from prior to Rich Gordon,s visit)

We returned to discussion of possible additional standing committees. Chuck Kozak asked whether we might want an Environmental Health Committee. Kathryn Slater-Carter suggested making it a liaison issue with the special districts, who have some legal power to influence the County (not merely an advisory role).

Paul Perkovic reviewed the request to reinstitute the Forms of Government Committee and explained the preliminary Fiscal Feasibility Study performed by the Local Agency Formation Commission several years ago. He concluded that there was no need at this time to have such a committee, because that study showed that the potential revenue under either annexation or incorporation would fall far short of the cost of services.

Karen Wilson asked if the Secretary could include links to various documents in the minutes.

April Vargas moved to establish a Budget Committee comprising the current and previous Treasurers; seconded by Karen Wilson. Approved by unanimous consent.

Sandy Emerson moved to establish a Housing Element Committee; Kathryn Slater-Carter seconded. Approved by unanimous consent.

b. Meeting Protocol

We agreed that Paul Perkovic would continue to bring the sound equipment to meetings and begin setup. All members will endeavor to arrive by 7:15 p.m. to assist in room setup and reviewing late documents.

c. Subcommittees: Definition, purpose and organization

Sandy Emerson asked about the Development Issues Subcommittee. Has it done what was expected? Do we still need it? April Vargas said that one of the items that was not completed was the request to the County to require better signage on projects.

d. Other administrative items

Website Kathryn would like to see agendas (Council and Committees), minutes, and links to relevant County sites and documents.

Phone Answering Machine April Vargas will check the phone answering machine and relay messages to other Council members.

Mail Pickup and Distribution Paul Perkovic will pass one of the Moss Beach Post Office box keys to Sandy Emerson; Chuck Kozak will continue to hold the other key.

7. Review of tasks, prioritization, elimination and assignment of responsibility

All items had been addressed previously.

8. Adjourn

The meeting was adjourned at 12:55 p.m.

Respectfully submitted by Paul Perkovic, Secretary.