

Midcoast Community Council

*An elected Municipal Advisory Council to the
San Mateo County Board of Supervisors
Serving 12,000 coastal residents*

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Agenda for Special Meeting: Administrative & Planning Retreat

Saturday, February 1, 2003 9:00 a.m. – 1:00 p.m.
Sheriff's Substation, California & Carlos Ave., Moss Beach

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Approval of Agenda as Submitted (estimated start time: 9:10 am)
5. MCC Projects and Goals for the remainder of 2003 (estimated start time: 9:15 am)

Discussion of how the MCC might best:

- Capture our final input to the LCP Review
 - Ensure adherence to the Midcoast Design Standards; and continue review by the Planning and Zoning Committee
 - Review the MCC Bylaws: limitation on terms; County forms.
 - Improve and establish community outreach and dialog:
Renew our commitment to sponsoring Candidates' Night and continue our involvement in the Adopt-A-Family program
 - Interface to CUSD; encourage the Facilities Master Plan revision
 - Collaborate with Tunnel Aesthetics Committee; and with Midcoast Parks and Recreation Task Force
 - Other goal-oriented topics
6. Administrative Items (estimated start time: 10:15 am)
 - Standing Committees:
Definition, purpose, and organization. Review of current situations, ongoing work, orientation and goals. Recording of Committee meetings. Report on the highlights (the "top 10" projects of 2002).

Parks and Recreation – Ric Lohman/Sandy Emerson

Planning and Zoning – Chuck Kozak/Karen Wilson

Public Works – Karen Wilson/April Vargas

7. Break (10:50 - 11:00 am)

8. Visit with Supervisor Rich Gordon (11 am)

Individual questions from Council members and the public for Supervisor Gordon

- Review of the San Mateo County Local Coastal Program Review & Update

- 2003 perspective from Rich Gordon

- Interim Ordinance for Design Review standards

- Traffic and roads

- Collaboration with other jurisdictions: CUSD, City of Half Moon Bay, Harbor District, etc.

- Other topics as time permits

9. Visit with Marcia Raines, Director, Environmental Services Agency (11:30 am)

10. Administrative Items, continued (12:00 noon – Sandwich LUNCH served)

a) Meeting Protocol

- Timely Arrival/Departure at Meetings

- Notification to Chair of Absence

- Physical Meeting Set-Up

- Scheduling of Agenda Items - Completion of Agenda Item Request forms

b) Subcommittees: Definition, purpose and organization.

- Development Issues Subcommittee

c) Other administrative items:

- New Microphones and Speaker system for Meetings

- Alternate Meeting locations

- Website

- Phone Answering Machine

- Mail pickup & distribution

7. Review of tasks, prioritization, elimination and assignment of responsibility (estimated start time: 12:30 pm)

8. Adjourn (1:00 pm sharp)