

Midcoast Community Council

An elected Advisory Council to the San Mateo County Board of Supervisors representing Montara, Moss Beach, El Granada, Princeton, and Miramar

PO Box 248, Moss Beach, CA 94038

www.MidcoastCommunityCouncil.org

Lisa Ketcham, Chair
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AGENDA for Administrative and Planning Retreat

Saturday, January 28, 2017, 9:00 AM

Granada Community Services District, 504 Avenue Alhambra, 3rd Floor, El Granada

Call to Order (9:00 AM) -- Councilmember self-introductions

- 1. Public Comment** (*Members of the public may speak up to 3 minutes on any topic not on the agenda. Please fill out a speaker slip. The Council may not discuss or take action on items not on the agenda.*)
- 2. Councilmember Opening Statements** (30 min) Goals and expectations for the retreat, and special areas of interest and expertise for active involvement in achieving current MCC goals and fulfilling the Purposes of the MCC as stated in its Bylaws.
- 3. MCC 2017 Priorities** (90 min) Review prior year actions, evaluate for effectiveness, and determine work plan priorities for 2017.
- 4. Policies and Procedures** (60 min) Review for understanding and agreement, and update the document where necessary. Increase understanding of ways to work together efficiently to accomplish MCC goals without staff and within the open government requirements of the Brown Act.
- 5. Budget** (15 min) MCC receives an annual County appropriation of \$3,000 to be used for meetings, records, equipment, and public outreach. Current balance: \$9,444.86
 - Preapprove recurring expenditures for 2017.
 - Discuss potential uses for budget surplus from prior years for the general community welfare. Specific items would be approved at a later date.
- 6. Councilmember Task and Committee Assignments** (15 min) Confirm or update for 2017 the prior year assignments to: (a) other government committees, (b) in-house tasks, and (c) monitoring and reporting of other government meetings.
- 7. Public Outreach** (10 min) Evaluate for effectiveness current MCC methods to increase community awareness and participation in local government.
- 8. Retreat Evaluation** (10 min) Make a collective list of ways the retreat succeeded in meeting participant expectations, and how it could be improved next time.

Adjournment (1:00 PM)

NOTE: The Council reserves the right to re-order the agenda.

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