

<p>Midcoast Community Council</p> <p><i>An elected Advisory Council to the San Mateo County Board of Supervisors representing Montara, Moss Beach, El Granada, Princeton, and Miramar</i></p> <p>PO Box 248, Moss Beach, CA 94038</p> <p>http://www.MidcoastCommunityCouncil.org</p>	<p>Claire Toutant, Chair Gregg Dieguez, Vice Chair Michelle Weil, Treasurer Len Erickson, Secretary Dave Olson, Jill Grant Dan Haggerty</p>
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Approved Minutes for MCC Retreat of February 5, 2022

Call to Order (8:34am)

All Council Members present. This meeting was conducted virtually in compliance with State and County COVID-related orders.

1. Public Comments and Announcements

No comments or announcements

2. Council Member Statements [<Link>](#)

Len Erickson [<Link>](#) : Interest in transportation, roads, parks, wildfire.

Michelle Weil [<Link>](#) : Issues – wildfire, representing the MCC in the Scoping project, airport (noise and lead pollution), Connect the Coastside and neighborhood roads, MCC presence, continue the newsletter

Dan Haggerty [<Link>](#) : Focus: transportation, lighting, vegetation, Safe Route to School, Education, Safety Barriers

Dave Olson [<Link>](#) : Focus: planning, community awareness, recruiting new members,

Gregg Diegues [<Link>](#) : Focus: planning for a new generation of members, council should be proactive, concerned with utilities, water and sustainability,

Jill Grant [<Link>](#) : found the first year was hard, re-read candidate statement which emphasized preserving small town character, wants to learn more about how the county works, found lack of in person meeting was a problem, wants to encourage people to run

Claire Toutant [<Link>](#) : major goal is to develop other people for the council, learned much by being secretary, wants to see effective engagement, have good synergy with the community, would like to have well understood policies and procedures, wants to give consideration to use of our funds,

Annual Report to the Midcoast - Supervisor Don Horsley (from Feb. 9 minutes) [<Link>](#)

Half Moon Bay Airport - The county has received complaints about all airports. The FAA has control of airport operations including sound and the county has little impact over airport noise. Don suggested the MCC ask airport management to come to an MCC meeting. The fact that crops are grown at the airport was news to Don. In face of the cancelation of Dream Machines the county will make contributions to charities to make up for the loss of Dream Machines In the future more local technology and staff for flight control may be needed

Delays in the Multi-Modal Trail have been caused by issues in receiving approvals from Caltrans. These issues have been resolved and the trail should be built this summer. The link to the trail in Half Moon Bay may be delayed.

Parks and Wildfire: Don noted that the RCD Scoping Project is under way and eucalyptus have been removed from sections of the medians. Don recognizes the community is divided over eucalyptus removal.

Equity Issues will be the focus of a variety of community efforts. Firearms safety programs will be released soon. The Moss Beach Corridor study is underway. Mental Health Support is underway in a project in Half Moon Bay. The county is looking for clinicians to work with four cities in the County. Minimum Wage targets for farm workers are being set and effort is underway to create a Farm Worker Commission (members are farm workers)

The County is still pushing for Cypress Point to address low-income housing.

3. MCC 2022 Priorities <Link>

The MCC Work Plan is summarized in a table maintained on the website. Notes from discussion of each section are provided below along with a link to the discussion in the meeting video. The work plan document published after meeting is attached to the minutes and represent a snapshot of conclusions from the retreat discussion.

Wildfire <Link>

- Michelle, Gregg, Len continue to be responsible for this topic
- Michelle overviewed, scoping project will produce a suite of recommendations
- Gregg wants to see the coordinator become a lead, Claire wants clarification on what we hope for and what we advocate for. Len noted that the Fire Safe Council has not looked at our area and wants to know whether the Scoping Project is looking near term or twenty year goals. FSSMC
- Len wants to see what the Fire Marshalls will focus on.
- Dan emphasized focus on Quarry Park, plans to re-use trees and believes that SMC Parks should have a bigger plan
- Dave emphasized to see the Parks Master Plan address the issue
- Claire looking for evacuation plan, want to see priorities as a living document

Notes on priority list process

- <Link> Lisa described the priorities list as a working document updated during the year. Key point is who is sponsoring an item.
- Gregg notes the work on priority structure that Michelle did
- Michelle expressed concern that her work on priorities last year was not followed
- Michelle noted other projects in the priority lists / concern about transportation
 - o Suggested aligning organization of priorities with the web site
- Claire distinguished between people monitoring functions/departments (the task list) and priority topics where action is needed

Sewer System Issues <Link>

- Gregg, Len, Claire responsible people
- Gregg summarized his work to date
- Len highlights the type of effort brings up operational review
- Gregg raised concern about adding new assets into the utility district
- Capacity issues, note concern for HMB
- Should we ask for connections to stop
- Claire expresses concern about getting into the details of these agencies
- Dave expresses concern about the details of discussion, needs more
- Claire asked should this be on priorities lists : Dave – yes given Gregg’s interest

Highway 1 <Link>

- Len, Michelle, Dan, Gregg are responsible people
- Accident Barrier / CTC / HMB Airport / SHOPP / Montara- EG MB projects
- Question asked, should this be part of transportation
- Len brought up status of Accident Barriers
- Len waid the CTC closeout to be presented
- Dan asked to join this / wants summary of Caltrans plans

HMB Airport [<Airport>](#)

- Gregg, Michelle, Jill are responsible people
- Community group working on airport noise
- Lisa on airport issues
- Michelle is interested in lead contamination
- Dan is interested in low flying helicopter
- Lisa pointed to a 2012 MCC meeting held on the airport meeting [<Link>](#)
 - o See airport page at the bottom of the page for meeting minutes

Leadership Development [<Link>](#)

- Gregg, Jill, Dave

Website [<Link>](#)

- After upgrade what to do
- Dave – drop transition to word press confirmed by everyone
 - o Len – layout changes
 - o Dave – wants search – for PDF
- Len summarized migration / home page to Square Space 7
- Lisa asked drop old license can be dropped. Response: Yes
- Len asked : for the blogpost who does work for all council members
 - o Creating blogpost entries – Lisa/Dave/Michelle can provide this service
- Other blogposts were discussed

Newletters

- Editor needs to be chosen
- Where are these documents placed on website

Mailing Lists

- Problems of expanding the agenda list
- Newsletter, Agendas, Minutes
- Go Chimp Mailing lists
- Communications

Parks [<Parks>](#)

- County Parks
- GGNRA, State
- Common meetings
- Beaches
-

Code Enforcement [<Link>](#)

Other Transportation [<Link>](#)

4. Council Member and Task Assignments [<Link>](#)

There was discussion and final assignments is in the Task Assignment Table (attached at end of minutes)

Claire emphasized that people should document what they do for each assigned responsibility

Planning Review Committee Discussion [<Link>](#)

Brown Act Discussion of Committees by Tim Fox [<Link>](#)

5. Treasurer’s Report and Approval of Expenditures [<Link>](#)

Michelle presented planned budgeted expenses for 2022.

	A	B	C	D
1	2022 Expenses			
2	Month	Description	Amount	
3	June	Zoom	\$127.42	
4	September	New Website	\$216.00	
5	September	PO Box	\$100.00	
6	Total		\$443.42	
7				
8				
9				
10				

Motion to approve: Dave, 2nd Gregg, Passed 7-0

6. Policies and Procedures

Claire's Message on Policies and Procedures – Email – Sent February 4, 2022

Some members of the Council have expressed ideas for new ways of doing things and desires to communicate their thoughts more widely. This can be exciting. But continual disagreement about how to do these things within the context of law, mutual respect and good governance can distract from our mission of listening to and representing the community.

I've devoted a some of time and exploration into ways to allow councilmembers to do as much of what they want to do and still adhere to the principal that deliberation and decision take place in a public meeting where all have equal ability to contribute. I also am aware that we are all volunteers and have limitations on our time and energy.

Please take a look at these items for consideration at the retreat. Tim Fox will attend that portion of the meeting and we can consider not just what may be strictly legal, but also what would work most effectively for the MCC.

1) Councilmembers who wish to express their ideas in an extended format have two new options that conform to the Brown Act and to the function of the web site.

They can put their thoughts into a letter addressed to the Council, and the letter can be posted to a correspondence file, which would be part of the agenda packet.

In addition, councilmembers can maintain a personal site independent of the MCC website, and they can provide a link on the MCC website to their personal site.

2)The agenda packet will consist of the agenda, any material proposed to be voted upon directly, presentations to be made as part of an agenda item, and correspondence.

3) With regard to letters the MCC sends as the result of agenda items, it appears that the idea of posting the draft letter with the invitation to other members to contact the writer with suggestions prior to the meeting may actually violate the Brown Act by involving more than 3 members in a topic prior to the meeting.

It has been suggested that, at least for less-contentious items, the topic should be presented and discussed at a MCC meeting, and positions voted upon. At that point, a councilmember is delegated to produce and send a letter reflecting the consensus of the majority position. No letter would be available before the meeting and only the positions, not the letter itself, would be voted on.

4) A distinction can be made between action minutes and process minutes. Action minutes summarize specific outcomes of the agenda including voting results. This could be posted in draft form (which would need to be approved at the next meeting) immediately after the meeting. Process minutes (details of who said what, etc) could be added later at the discretion of the secretary and the Council, and would also have to be approved.

5) A document could be maintained on the web site in a more robust way tracking each area of interest that the Council agrees to follow and documenting progress in a real-time way. A similar document could also be maintained on the web site listing topics to be considered for future meetings and councilmembers interested in sponsoring them.

6) Regarding social media and blogs, councilmembers cannot respond to each other's posts or post on the same thread.

Claire's Introduction [<Link>](#)

Tim Fox [<Link>](#)

No conclusions were brought forward following Tim Fox's presentation.

Adjournment (1:00pm)

Moved: Dan, 2nd: Michelle, Passed 7-0