

**MidCoast Community Council**  
**Post Office Box 64**  
**Moss Beach, CA 94038**

Budget '93-'94 page 2

May 13, 1993

Mr. John Maltbie  
County Manager  
San Mateo County  
County Government Building  
401 Marshall Street  
Redwood City, CA 94063

Re: Fiscal Year Budget 1993-1994

Dear Mr. Maltbie:

The members of the MidCoast Community Council respectfully request its budget for FY 1993-1994 be funded by the Board of Supervisors in the amount of \$3044.00 in order for the Council to continue and expand its representation of the communities of El Granada, Miramar, Moss Beach, Montara, and Princeton on important issues affecting the County and its government.

The Council understands the hard times faced by all those in government, particularly those dealing with local issues, local finances, and local services. The Council has operated our first year without financial support from the Board of Supervisors and we realize the difficult choices that face the Board this year.

As such we have proposed a minimum budget request to allow us to serve our communities. The Council wants to publish our newsletter "Your Voice" on a quarterly basis and to do so requires a certain level of funding. We wish to serve our constituency by first communicating with them through "Your Voice."

Since the Council's formation by the Board of Supervisors and voter confirmation, the Council hosted regular meetings twice a month, and when called upon by the Board of Supervisors or County staff, has held special meetings. This past year the Council accomplished the following:

Placed on the agenda, heard public testimony, and responded to, each issue referred to the Council by County staff, in a timely manner.

Maintained open communications between County staff and members of the Coastsides communities.

The Council became a ready source of information to the Board and to County

staff on Coastside community issues and activities.

Held informational hearings on important issues, including:

- Mirada Beach proposal
- 2 Candidate's Forums
- Airport noise
- Coastside Park & Recreation
- Highway One - Traffic light in Moss Beach

Additionally, the Council worked on and takes pride in having produced Bylaws for the Council, and the first issue of our Newsletter "Your Voice."

The members of the Council are proud of our accomplishments this past year. While the Council is becoming operationally self-sufficient, we still lack sufficient funds to be a fully responsible agency to the County and the communities.

We have prioritized the Council budget request by listing each item as Tier 1 or Tier 2. The Tier 1 items are the necessary parts of our budget, parts we need to serve our community. You will note that the total budget of \$6544 calculates to be approximately fifty cents per person or some one dollar and ten cents (\$1.10) per registered voter per year.

We request that you keep us informed about the scheduling and timing for upcoming meetings and hearings about our budget request.

The funding of the attached budget will enable the Council to preserve the advances of this past year and will assure that we can develop and maintain our position with the County and the residents this coming year.

Very truly yours,

James S. Marsh  
Finance Committee

- cc Ms. Griffin
- Mr. Barrales
- Mr. Huening
- Mr. Nevin
- Mr. Silver

encl

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Budget FY 1993 - 1994

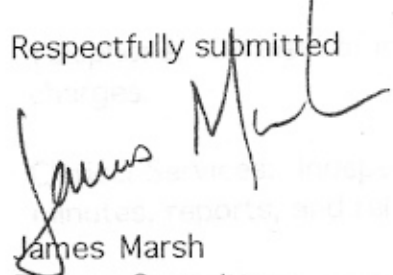
REVENUE

San Mateo County	\$3044.00	
Resident's Contributions (projected based upon 1993)	\$800.00	
In-Kind Contributions (office, meeting room, facilities, etc.)	\$2700.00	
Total Revenue	\$6544.00	

EXPENSE

Office Rent (in-Kind Contribution)	\$900.00	1	
Meeting Room Rental (in-Kind Contribution)	\$1800.00	1	
Public Notice, Advertising	\$600.00	1	
Photocopies	\$310.00	1	
Postage	\$315.00	1	
Office Expense	\$125.00	1	
Office Supplies	\$250.00	1	
Miscellaneous Special mtgs, workshops	\$504.00	1	
Newsletter Printing	\$1040.00	1	
Telephone (including installation)	\$200.00	2	
Clerical	\$500.00	2	
subtotal	\$5844.00		Tier 1
subtotal	\$6544.00.		Tiers 1 and 2

Respectfully submitted



James Marsh  
 Finance Committee  
 April 27, 1993

Susan Ayers  
 Treasurer

## ACCOUNT DETAIL INFORMATION

Office Rent: Shared space. File and storage and work area. Mail boxes for the Council members and message center. '93-'94 budget \$900.00

Meeting Room: Council meetings are televised and well attended by members of the communities and presenters. Wheel chair access and restrooms are available. The Council now meets at St. Catherine's Hospital and have met at El Granada School. '93-'94 budget \$1800.00

Printing: Consists of letterhead, envelopes, agendas, newsletters, and information sheets. '93-'94 budget \$1040.00

Office Supplies: consists of paper, pencils, pens, labels, file folders, paper clips, and other supplies. '93-'94 budget \$250.00

Office Expense: Consists of bank charges, check printing, equipment rental, Post Office box rental and related expense items '93-'94 budget \$125.00

Photocopying: Consists of equipment rental, paper and outside copying service of multi-copies '93-'94 budget \$310.00

Postage and Deliveries: this is a separate item because of almost exclusive reliance upon the mails and parcel delivery for materials and information. '93-'94 budget \$315.00

Publication costs: Issues of great importance to the communities and or the Board of Supervisors require additional notice by publication in the local papers. '93-'94 budget \$600.00

Miscellaneous: Consists of Special Meetings, outside fax machine costs, research manuals and other miscellaneous expenses. '93-'94 budget \$504.00

### TIER TWO

Telephone: Consists of installing a telephone and answering machine and monthly charges. '93-'94 budget \$200.00

Clerical Services: Independent contractor services for preparation of agendas, minutes, reports, and related items. '93-'94 budget \$500.00

The Council will be required to call an election this year. This budget does not consider election costs nor does the budget consider attorney's fee for legal advice, both of which have been provided by County and County staff.