

Midcoast Community Council

An Elected Municipal Advisory Council to the San Mateo County Board of Supervisors
P.O. Box 248, Moss Beach, CA 94038 www.MidcoastCommunityCouncil.org
Lisa Ketcham . Dave Olson . Chris Johnson . Laura Stein . Erin Deinzer . Dan Haggerty . Joel Janoe

Approved Minutes: Special Meeting: Administrative and Planning Retreat — February 1, 2014

Granada Sanitary District Meeting Room, 504 Avenue Alhambra, 3rd Floor, El Granada

Call to Order. 9:06 a.m.

Present: Councilmembers Ketcham, Olson, Johnson, Stein, Deinzer, Haggerty, Janoe
Supervisor Don Horsley
Legislative Aide Nicholas Calderón
Lead Deputy County Counsel David Silberman
6 members of the public

1. Public Comment

- Kathryn Slater-Carter, Montara — Welcome to new members. Sees MCC as a vehicle for communicating the Midcoast's feelings to the BoS.
- Leni Shultz, El Granada — Thanks to the council for their time and efforts.

2. Supervisor Don Horsley reviewed his Midcoast priorities for 2014. See

<http://www.midcoastcommunitycouncil.org/storage/mtgs-com2014/2014-Supervisor-PriorityList.pdf>.

--Plan Princeton

- Phase I, capturing the public's vision for the future of Princeton, is complete and has been published in a Community Visioning Report.
- Phase II, Background Studies: Consultants are completing the background studies phase of the project. An administrative draft is under review by the Technical Advisory Committee (TAC). When complete, the administrative draft will go to the PlanPrinceton Steering Committee for review; then on to the MCC, Planning Commission, Board of Supervisors (BoS), and California Coastal Commission (CCC).
- The County does not have an opinion with regard to future development right now.
- The Airport Land Use Compatibility Plan (ALUCP) will impact what can happen in Princeton.

--Devil's Slide Trail

- Scheduled to open 3/21/14, but could be earlier if good weather holds. Having difficulty lining up shuttles for public opening on 3/22. SAMTRANS reluctant to participate. MCC to be involved with planning.
- Training trail ambassadors to move about the trail before the public opening to help acclimate peregrine falcons to the impending traffic. Carla Schoof is the contact person. cschoof@smcgov.org.
- Outstanding projects: install interpretive panels and concrete overlooks, slurry coat the road, paint bicycle striping.
- County expects 80,000 visitors per year. Parking is inadequate and something will have to be figured out. One possibility is using the airport as a rendezvous point for shuttles.
- Lisa Ketcham, MCC: The #17 bus goes through once/hr on weekdays and once/2hrs on weekends. More weekend buses would help.
- Traffic lights installed because of expected pedestrian traffic.
- Bill Kehoe, Moss Beach — For bicycles, the approach to both sides of the Devil's Slide Tunnel is very dangerous; there is no shoulder.
- Leonard Woren, El Granada — What happens if the roadway fails again? Is there a commitment to keep this trail open no matter what?

--Supervisor Horsley — “As long as I am supervisor, it will stay open.” Groundwater drain is also important; that requires power and maintenance. Sensors, supporting rods, and other measures have been put in place to protect and preserve the trail.

--Congestion Management (Crossings, Turn Lanes, Medians)

- A memorandum of understanding (MOU) between County and Transportation Authority (TA) was just received to get TA funds planning/permitting.
- The consultant will conduct a preliminary planning study and develop three design alternatives. After this six- to eight-month study, the community will be able to see the study report and designs and provide input on a preferred design.
- After community input has been received, a Project Initiation Document (PID) will be created, then an Environmental Impact Report (EIR) will be completed.
- The reason this project has taken so long to get started is that outside grant funding takes longer to process as opposed to County general funds.
- Supervisor Horsley read through a list of crossings/medians/turn lanes included in the Congestion Management Project:
<http://www.midcoastcommunitycouncil.org/storage/issues/hwy1/2014-Congestion-MgmtProjElements.pdf>

--Highway 1 at Surfer’s Beach

- County and CalTrans developing a conceptual design and Cooperative Agreement (CA).
- The main objectives are to save Highway 1, protect and develop the coastal trail, and maintain access to the beach.
- Conflicting jurisdictions are a major impediment. For example, the CCC wants a temporary fix; CalTrans wants a 50-year solution. CA will establish which agency is responsible for funding and completing specific project tasks.
- Plan at the moment: Install sheet piling and revetment (rocks) along Surfer’s Beach. This would provide some protection for Highway 1 and restore trailbed for the Coastal Trail to a width of six to eight feet. The plans also includes a walkway down to the beach.
- The County obtained \$200,000 from the Cosco Busan settlement for the planning study, but the County wants CalTrans to pay for the actual construction. CalTrans has made a soft commitment to provide financial assistance and resources for the project.
- The County wants this project done by next year; the County is working directly with the CCC to expedite the process.
- NOTE: The CCC will hold one of its regular meetings here on the Coastside, 11/13/14 to 11/15/14.
- At the next meeting of the Surfer’s Beach planning committee, plan documents will be available for review.

--Transportation Management Plan (TMP)

- Proposals have been received on request for proposal (RFP) for a consultant. RFP details timeline and scope of work:
<http://www.midcoastcommunitycouncil.org/storage/issues/hwy1/2014-01-31-RFP-TransMgmtPlan.pdf>
- The scope of work is determined by the 2012 Midcoast update of the Local Coastal Program (LCP).
 - Highway 1 will not be widened.
 - Suggestions include increased and creative use of school buses and multi-modal trails.
- RFP requires a final buildout analysis, traffic projections, and a comprehensive transportation management plan go to the MCC and the Planning Department for public comment and approval. The final plan will be presented to the BoS and the

CCC.

--RFP also requires a community engagement strategy to ensure that the plan must be feasible and supported by the community.

-The County is funding this project with general funds, so it should move faster than the Congestion Management plan. Time frame for completion is mid-2015. The TMP must be completed before the PlanPrinceton plan is completed (also mid-2015).

-The TMP will look at a "projected future"; impacts from Big Wave and Big Wave traffic plans and studies are not specifically included in the TMP.

--Kathryn Slater-Carter, Montara — Please involve the special districts in any planning.

--Dan Haggerty, MCC — Can a safety education component be included as part of the TMP? A trail/road etiquette program with an emphasis on eye contact?

--Midcoast Parking Study

-The goal of the study is to figure out how all Midcoast parks and open space providers can share parking resources and access to regional facilities; evaluate how to utilize existing parking to serve all parks and open space on Coastside; and identify locations for future parking while being considerate to the community.

-County and Golden Gate National Recreation Area (GGNRA) are working together to conduct a comprehensive Midcoast parking study. Details of the bid to the consultant are being worked out right now.

--Moss Beach Park

-County is working with newly reformed Friends of Moss Beach Park (FOMBP) organization; FOMBP will supplement Parks Department stewardship. Working with FOMBP to ensure all equipment is up to ADA and safety codes.

-Parks Department has conducted a safety assessment of all equipment and determined where improvements need to be made.

-The bathroom is in storage in Portland, OR; it will arrive and be installed when the onsite engineering is complete. Department of Public Works (DPW) is finalizing their review of the engineering plans.

--Parallel Trail

-The BoS has approved the application for a grant from the TA for the southern section of the trail; will continue to identify other grant funding opportunities for planning and permitting of additional trail segments. If County receives TA Measure A funds, the project may be able to start this year; it can take more than a year to receive awarded funds.

-The Active Transportation Program (ATP) is a state program for bicycle and pedestrian grants. Safe Routes to Schools is now part of the ATP. There have been no calls for projects from the State yet.

--Lisa Ketcham, MCC — In the future, can the MCC receive informational copy of the Supervisor's letters to agencies concerning the Midcoast and documents he receives on issues MCC is working on? A: Supervisor Horsley — Yes.

--LAFCo, CSD, and consolidation

-Supervisor Horsley mentioned that he is concerned about too many disparate entities operating on the Midcoast. May be inefficient. Thinks it may be better to have one agency providing comprehensive parks and recreation services for the Midcoast. Overall, Supervisor Horsley "officially supports" the idea of consolidation, but this is just a suggestion; it will not be forced.

--Kathryn Slater-Carter, Montara — On the Midcoast "cooperation" might be a better word to use than "consolidation." Suggests a joint committee between the

Granada Sanitary District (GSD) and the Montara Water and Sanitary District (MWSD) to look at a joint powers authority (JPA) or similar arrangement.

--Dan Haggerty, MCC — Because there seems to be some confusion about what exactly is at stake in the June election, would a letter from Supervisor Horsley clarifying the issues on the June ballot with regard to the GSD's proposed conversion to a community services district (CSD) be appropriate? A: Supervisor Horsley — I will consider it.

--Laura Stein, MCC — Thanks to Nicholas and Supervisor Horsley for helping support and restaff the Coastsides Design Review Committee (CDRC). It is not yet fully staffed, but huge progress has been made and only a couple of positions are still outstanding.

3. Brown Act Seminar — David Silberman, lead deputy county counsel for government affairs, shared a slideshow presentation on the Brown Act.

--California State law passed in 1953; enhanced in 2004 by Proposition 59, which generally confirmed that any interpretation of the Brown Act will always be in favor of the public interest.

--Essence of the Brown Act is that the public business should be done in public.

--A new requirement in the Brown Act is that a record must be made of how each person votes.

--It is not a violation of the Brown Act for a public official to post comments on a message board, but a quorum from the same organization cannot. It is up to the individuals to be aware of this.

4. MCC 2014 Issues and Project Priorities — Councilmembers reviewed the Midcoast Issues/Projects - 2014 document and updated it with new assignments and projects. <http://www.midcoastcommunitycouncil.org/storage/docs-internal/2014-MCC-Issues-Priorities.pdf>.

--Sabrina Brennan, Moss Beach — The Harbor District is not addressing the Coastal Trail segment that runs through the harbor. This needs attention and initiative. Suggests the MCC ask the Harbor District to take action on this segment. Should be some interaction with PlanPrinceton on this issue. Volunteers to conduct inventory of current signage and walk this trail segment with interested parties.

--Sabrina Brennan, Moss Beach — Concerned about County's plans for the Fitzgerald Marine Preserve (FMR). Wants to make sure that actions taken are appropriate. Requests inventory and markings for trees to be removed as well as strong communication.

-The MCC is waiting to see the County plan. Sam Herzberg is the County liaison for this project.

--Bill Kehoe, Moss Beach — The MCC should push the County to do more than just the minimum with regard to outreach and notification.

7. Community Engagement (agenda order change) — Councilmembers explored methods to expand and improve meeting turnout, increase website traffic, develop its email agenda list, build public awareness of issues, promote public feedback, and assist with councilmember recruitment.

--MCC website — MCC Chair Ketcham reports that website traffic has been increasing steadily over the past two years. Suggestions for further increasing traffic include email outreach (the effectiveness of which was demonstrated by turnout at the 1/22/14 MCC Parks meeting) and presentations to local clubs and organizations by MCC members.

--Other ideas for increased community outreach include a community event or social gathering like a barbeque or party; strengthening public relations; holding office hours; sponsoring a civic lecture series

5. Government Meetings and Task Assignments — Councilmembers reviewed and updated the 2014 MCC Government Meetings & Task Assignments document. See <http://www.midcoastcommunitycouncil.org/storage/mtgs-com2014/2014-02-01-MCC-Assignments.pdf>.

--Contact Information

-MCC Vice Chair Olson suggests a single MCC email address that people and organizations can use to contact the MCC ongoing; an official address for the MCC that doesn't change in addition to individual email addresses connected to councilmembers. An email alias can be created to forward the emails from this one address on to each MCC member. Vice Chair Olson will contact David Silberman to work out the details and get recommendations on how to proceed.

--Lisa Ketcham, MCC — What about outgoing correspondence? A: Olson — Can be handled; doesn't need to be addressed immediately.

--MCC Vice Chair Olson feels it would be useful to have a formal linkage with the city councils of Pacifica and Half Moon Bay. Pertinent issues related to how to do this include establishing contact persons and attending council meetings. Olson and MCC councilmember Haggerty will pursue this issue and present at a future MCC meeting.

--MCC Secretary Johnson wants to develop a comprehensive list of Midcoast groups and organizations, including contact names, for the purpose of outreach and information. Johnson said he would begin compiling a list and asked for input.

6. MCC Policies and Procedures — Councilmembers reviewed the MCC policies and procedures for understanding and updated where necessary. See <http://www.midcoastcommunitycouncil.org/storage/docs-internal/MCC%20Policies-Procedures-2014.pdf>.

--Treasurer's Report — MCC Treasurer Laura Stein provided an overview of the MCC fiscal status. MCC receives \$3,000 per year from the County; that allotment can now carry over from year to year. Any charge over \$20 has to be preapproved by council vote. Expenditures are always posted on the MCC website; see <http://www.midcoastcommunitycouncil.org/finance/>.

Adjournment — 3:00 p.m.