



County of San Mateo Planning & Building Department Agricultural Advisory Committee

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County Office Building
455 County Center, 2nd Floor
Redwood City, California 94063
650/363-1825
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Retreat Agenda

Date: Tuesday, January 6, 2026
Time: 5:30 p.m. to 9:00 p.m.
Place: Supervisor Ray Mueller's Coastside Office
270 Capistrano Road, Unit G, Half Moon Bay, California

This meeting of the Agricultural Advisory Committee will be held at **270 Capistrano Road, Unit G**, Half Moon Bay, California. Members of the public will be able to participate in the meeting in person.

Public Participation

*Written public comments may be emailed to oboo@smcgov.org, and such written comments should indicate the specific agenda item on which you are commenting.

*Spoken public comments will be accepted during the meeting in-person.

***Please see instructions for written and spoken public comments at the end of this agenda.**

ADA Requests

Individuals who require special assistance or a disability related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting, should contact Olivia Boo, Planning Liaison, as early as possible but no later than 10:00 a.m. on the business day before the meeting at (650) 363-1818 and/or oboo@smcgov.org. Notification in advance of the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

RETREAT AGENDA

5:30 p.m.

1. Call to Order
2. Member Roll Call
3. Public Comment to allow the public to address the Committee on any matter **not** on the agenda. If your subject is not on the agenda, the Chair will recognize you at this time. Speakers are customarily limited to **2 minutes**. See instructions explained at the end of this agenda regarding instruction for public comment. *Please note that the*

Committee cannot discuss or act on an item not on the agenda.

4. **Retreat** – Debbie Schechter, Schechter Consulting
The purpose of this portion of the retreat is to identify approaches to enhance the effectiveness of the AAC. Retreat objectives include clarifying the role of the AAC, and developing shared expectations for AAC operation and AAC/County staff interaction.
5. **Discussion of AAC Workplan** - Debbie Schechter, Schechter Consulting
The purpose of this portion of the retreat is to begin the development of a workplan for the AAC for the next two years.
6. **Adjournment**

ADDITIONAL INFORMATION FOR THE REGULAR MEETING

Materials Presented for the Meeting

Applicants and members of the public may submit materials to the Agricultural Advisory Committee. All materials (including but not limited to models and pictures) submitted on any item on the agenda are considered part of the administrative record for that item and must be retained by the Committee Secretary, or other designee. If you wish to retain the original of an item, a legible copy must be left with the Committee Secretary, or other designee.

Agendas & Staff Reports

To view the agenda, please visit our website at <https://planning.smcgov.org/agricultural-advisory-committee>. For further information on any item listed below, please contact the corresponding Project Planner indicated. To subscribe to the Agricultural Advisory Committee agenda mailing list, please “subscribe” to email updates at the above website link.

Correspondence to the Committee

Olivia Boo, Agricultural Advisory Committee Liaison
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(650) 363-1818
Email: oboo@smcgov.org

***INSTRUCTIONS FOR PUBLIC COMMENT DURING MEETINGS**

If you wish to address the Members of the Agricultural Advisory Committee, please raise your hand for the Chair to acknowledge you. Once acknowledged, please start by clearly stating your first and last name for the record. If you have anything that you wish distributed to the Agricultural Advisory Committee and included in the official record, please hand it to the Committee Secretary and/or Chair, or other designee, who will distribute the information to the Agricultural Advisory Committee members and staff.

Written Comments

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to oboo@smcgov.org.

2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda.
3. If your emailed comment is received by 5:00 p.m. on the business day before the meeting, it will be provided to the Planning staff and made publicly available on the agenda website under the specific item to which your comment pertains. If emailed comments are received after 5:00 p.m. on the business day before the meeting, the Planning Liaison will make every effort to either (i) provide such emailed comments to the Agricultural Advisory Committee and make such emails publicly available on the agenda website prior to the meeting, or (ii) read such emails during the meeting. Whether such emailed comments are forwarded and posted, or are read during the meeting, they will still be included in the administrative record.

Public records that relate to any item on the agenda for a regular meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Agricultural Advisory Committee.