## Chollas Valley Community Planning Group



Celebrate • Promote • Foster • Enhance • Create Chollas Valley Community Planning Group is inviting you to an -IN-PERSON BY-LAWS COMMITTEE Meeting Monday, January 8, 2024 5:30pm at Diamond CoWork 5003 Imperial Ave, Suite 114A San Diego, CA 92114 . Email chollasvalleycpg@gmail.com for more information.

If you would like to submit a Public Comment Slip or sign-in for attendance, please do so at the front table/in Chat. a quorum of ByLaws Committee members must be *in-person* attendance

ByLaws Committee: Sally Smull, Robert Campbell, Marry Young, Michael Westmoreland, Russell Steppe, and Andrea Hetheru

Agenda Setting/modifications (Note: items may be addressed out of listed order and time)

**Unfinished business** shall be tabled and placed on the agenda for the following meeting. **A.** Call to Order, Welcome, Roll Call (2 minutes)

B. Housekeeping: Please SILENCE or Turn off your phone. Thank you. Please be courteous to all.

Wait until called upon to speak, and *only speak when given the microphone*. CVCPG Officers, and Board Members will ask questions first during communications, then General Members, then the Public. *Hopefully, your question will be answered before you speak*.

Attendance will be taken to confirm that a QUORUM has been attained. No decisions can be made without a quorum present.

C. Adoption of the Agenda (2 minutes) 1<sup>st</sup>/ 2<sup>nd</sup>/ # approved # abstained

**F. Non-Agenda Communication from the Public:** Our community planning group meeting allows for a public comment period at the beginning of our meeting for items *not on the agenda*, but that are within the scope of the group. (Brown Act section 54954.3(a)) Community planning group members may respond by asking a question to clarify, and also may schedule the item for a future agenda. *However, no discussion, debate, or action may be taken on such items.(Brown Act section 59454.2).* (*Limit 1-2 minutes, depending on # of speakers*)

Bylaws creation : Discussion, review Draft version (Sally Smull) Roberts Rules or Rosenberg's Rules of Order for Parliamentary Procedure? Procedures and Responsibilities including : Open & Public Records, Community Representation Plan – review Sally's version, changes needed Election information- needs changes.

Printout Confidential Demographics Survey sheets, Ethics Guidelines to sign

Confirmed extension date for Bylaws application to January 31 by Marlon Pangolinan, CPG Coordinator, Planning Dept.

**Unfinished business** shall be tabled and placed on the agenda for the following meeting. O. Meeting Adjournment  $1^{st}$ /  $2^{nd}$ / #approved

BYLAWS Committee Continues January 15<sup>th</sup>, rinse and repeat. Same info.

Action item: Bylaws Committee Progress & Next Steps. Continue Draft version (Sally Smull) of

The group has a Recording Secretary until April .- Ms. Sheila Minick formally stepped up in December 2023..

Three At-Large Positions are open to aged 18 & over, live or own a business in our eight communities.

Outreach & Elections Committee needed for March 18, 2024 elections.

Feb 25 is deadline to apply to be on the ballot for new positions, requires proof of residence/business permit

January 22, 5:30pm in the small Music Room at Malcolm X Library – only has space for Board Members, Presenters, Spanish translator(s) – Everyone else will be by Zoom online, app or phone.

*Feb 26, 5:30pm* in the small Music Room at Malcolm X Library – only has space for Board Members, Presenters, Spanish translator(s) – Everyone else will be by Zoom online, app or phone.

Inclusive Public Engagement Principles Worksheet (due by Feb 1, 2024- one answer for entire CPG) engagement@sandiego.gov (Sally Smull)

N. Action item: Bylaws Committee Progress & Next Steps. Share letter to city about our request to turn in when we get elected D4 Representation

**Unfinished business** shall be tabled and placed on the agenda for the following meeting. O. Meeting Adjournment  $1^{st}$ /  $2^{nd}$ / #approved

\*\*January 22 and February 26 meetings will be 5:30pm in the Malcolm X Library Music Room, so all guests will need to be by Zoom, unless we get approved for another location. (Multipurpose room is getting updates and painting Jan-Feb 2024) Jan

Next Bylaws Committee will be on Jan 15, 5:30 pm –at Diamond Business Association -5003 Imperial Ave suite 114A.

Full Board meeting will be on Jan 22, *With a Bylaws Committee meeting afterwards*. Complete Diversity Surveys required; sign Ethics declarations;

Full Board meeting *again* on Jan 29 at Diamond Co-work to approve ByLaws, Old Minutes, Year End Report Complete Diversity Surveys required; sign Ethics declarations

Planning Group Resources: <u>https://www.sandiego.gov/planning/community-plans/planning-group-resources</u> (city of San Diego Planning Department application due by Dec 31, 2023 for approval) CP600-24 STANDARD OPERATING PROCEDURES AND RESPONSIBILITIES OF RECOGNIZED COMMUNITY PLANNING GROUPS <u>https://www.sandiego.gov/sites/default/files/cpd\_600-24.pdf</u>

Agendas and meeting minutes can be found at <u>https://www.sandiego.gov/planning/community/profiles/encanto/agendas</u> This Public Notice and Agenda is posted at the Valencia Park/Malcolm X Branch Library, located at: 5148 Market St, San Diego, CA 92114 at least 72 hours in advance of the meeting date. In addition, Agendas are posted on the CVCPG Facebook

Page. https://www.facebook.com/CVCPG/ and Nextdoor.

For further information regarding agenda items, meeting or to request a membership application please contact the Chair, Sally Smull at <u>ChollasValleyCPG@gmail.com</u> Leave a Voicemail for Chair, Sally Smull: 619-354-0558

The City of San Diego distributes agendas via email and can provide agendas in alternative formats as well as sign language or oral interpreter for the meeting with advance notice. If you would like to receive agendas via email, send your requests

to <u>sdplanninggroups@sandiego.gov</u> and indicate your specific community planning group. To request these services, please contact the Planning Department at 619-533-6307 or <u>sdplanninggroups@sandiego.gov</u> at least five (5) working days prior to the meeting to ensure availability. Community Planning Group email *lists We are still considered "Encanto Neighborhoods" on many <u>sandiego.gov</u> links, instead of Chollas Valley Community Planning Group (CVCPG)* 

Encanto Neighborhoods Community Plan: <u>https://www.sandiego.gov/sites/default/files/encanto\_community\_plan-revised\_lu\_maps-reduced\_6-20-16.pdf</u>

Alta Vista, Broadway Heights, Chollas View, Emerald Hills, Encanto, Lincoln Park, O'Farrell, Valencia Park communities

P2 CVCPG Agenda Jan 8, 2024 Version 2