



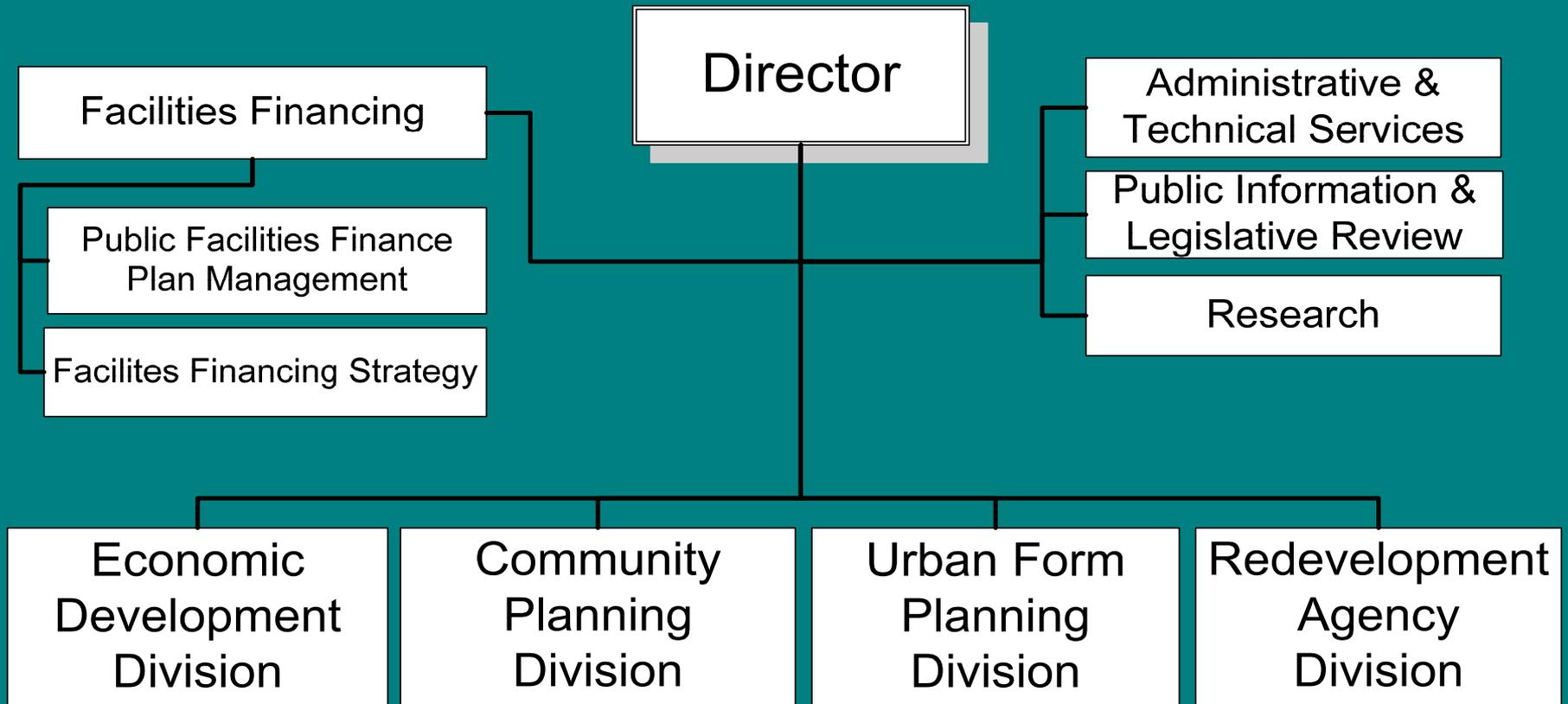
Welcome to the COW

Community Orientation Workshop

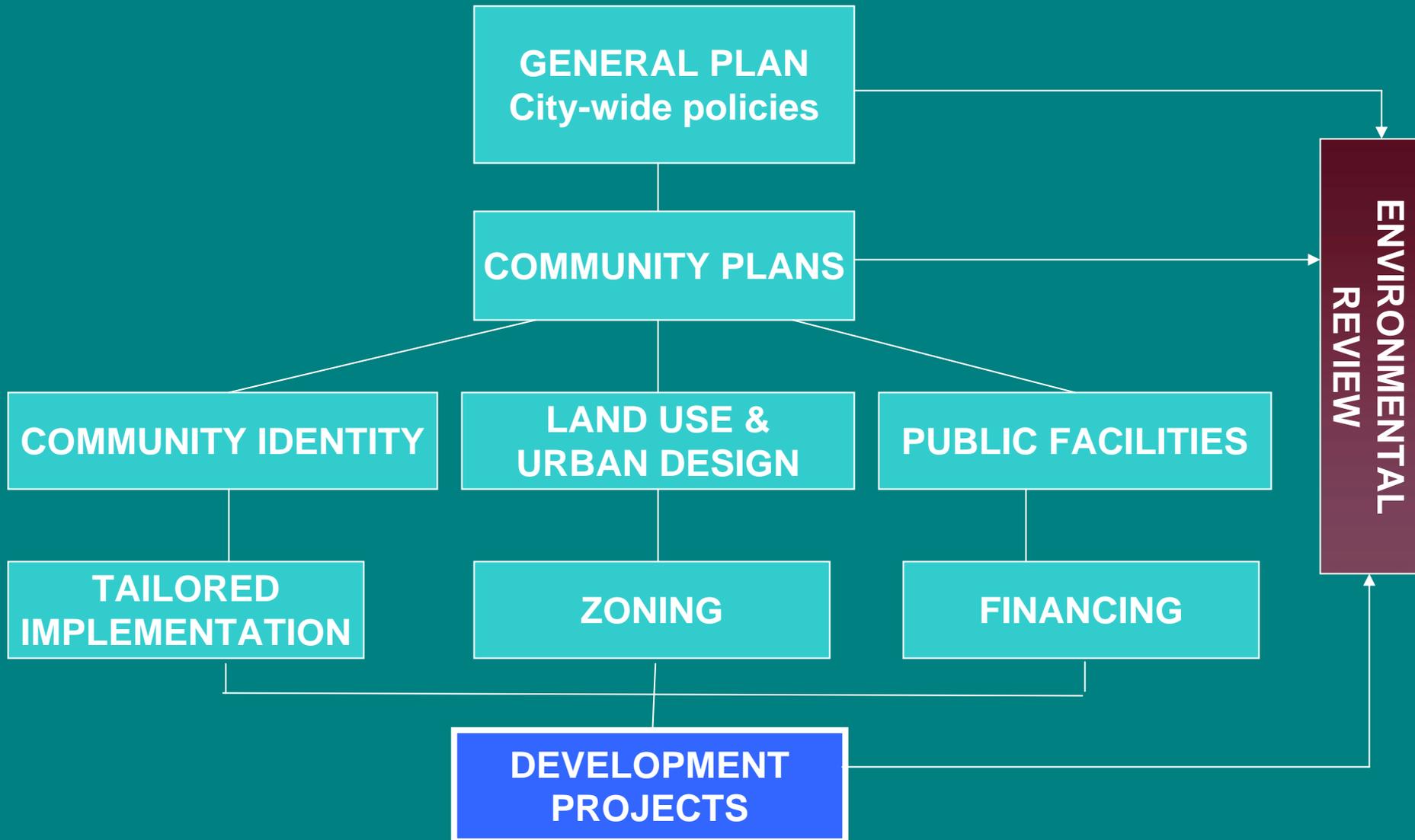
May 17, 2008



City Planning and Community Investment



Planning and Implementation



General Plan Guiding Principles

1. An open space network formed by parks, canyons, river valleys, habitats, beaches, and oceans;
2. Diverse residential communities formed by the open space network;
3. Compact and walkable mixed-use villages of different scales within communities;
4. Employment centers for a strong economy;
5. An integrated regional transportation network of transit, roadways, and freeways that efficiently link communities and villages to each other and to employment centers;
6. High quality, affordable, and well-maintained public facilities to serve the City's population, workers, and visitors;
7. Historic districts and sites that respect our heritage;
8. Balanced communities that offer opportunities for all San Diegans and share citywide responsibilities;
9. A clean and sustainable environment; and
10. A high aesthetic standard.

Agenda

- ▶ **8:30 AM Greetings to Planning Group Members**
Bill Anderson, Deputy Chief, City Planning and Development
- ▶ **8:50 AM Review of the Purpose and Structure of the Session**
Mary Wright, Deputy Director
- ▶ **9:00 AM Roles and Responsibilities of Community Planning Groups**
Melissa Devine, Senior Planner
- ▶ **9:20 AM Applicability of the Brown Act to Community Planning Groups**
Marianne Greene, Deputy City Attorney
- ▶ **9:40 AM Discussion**
- ▶ **10:10 AM Description of Breakout Sessions**
- ▶ **10:15 - 10:30 AM Break**
- ▶ **10:30 AM First Breakout Session**
- ▶ **11:30 AM Second Breakout Session**
- ▶ **12:30 PM Conclusion of Workshop**



Hierarchy of Governance

- ▶ Council Policy 600-24
 - Administrative Guidelines
- ▶ Ralph M. Brown Act
- ▶ Community Planning Group Bylaws
- ▶ Indemnification Ordinance
- ▶ Roberts Rules of Order



Hierarchy of Governance

Situation

- ▶ During the course of a planning group meeting an operational issue arises which is not addressed in the group's bylaws.

Question

- ▶ What should the planning group do?
 - A. Panic
 - B. Consult Council Policy 600-24, the Administrative Guidelines, the Brown Act, or if not addressed in any of the above, Robert's Rules or Order. Otherwise, consult your assigned community planner.
 - C. Take a straw poll of planning group members on how they think the issue should be resolved.



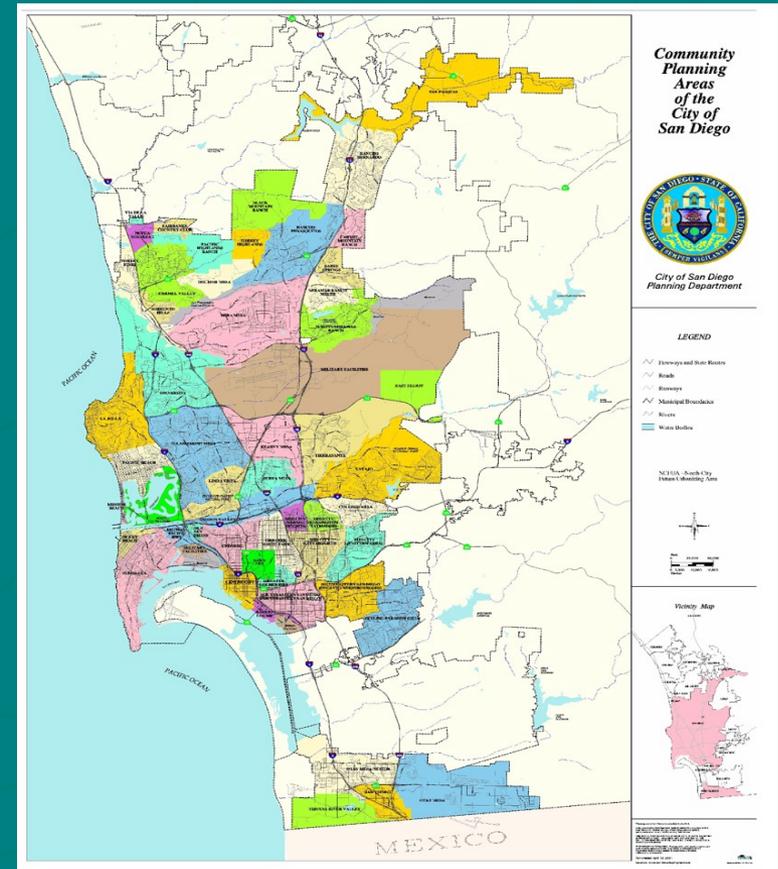
Purpose of Council Policy 600-24

- ▶ Sets standards in exchange for official recognition
- ▶ Ensures consideration of diverse interests
- ▶ Promotes integrity and credibility

Council Policy 600-24

ARTICLE I: Name

- ▶ Name
- ▶ Boundaries
- ▶ Positions/Opinions





ARTICLE I: Name

Situation

- ▶ An individual member of a community planning group attends a City Council meeting to speak on an issue. The issue was presented to the planning group at their previous meeting and the group voted unanimously to support the proposal.

Question

- ▶ Can this individual represent the community planning group when presenting their position on the issue?
 - A. No, only the planning group Chair can represent the planning group at a public hearing.
 - B. Yes, because the planning group unanimously voted in favor of the proposal.
 - c. Only if this individual has been authorized by the planning group or the planning group Chair to do so on their behalf.

Council Policy 600-24

ARTICLE II: Purpose

- ▶ Purpose
- ▶ Nonpartisan/Nonsectarian
- ▶ Bylaw Amendments





ARTICLE II: Purpose

Situation

- ▶ A candidate for local political office has requested an endorsement from a member of the community planning group, to be used on election materials. The planning group member is a strong supporter of the candidate.

Question

- ▶ What should the community planning group member do?
 - A. The planning group member should provide their name and planning group affiliation.
 - B. The planning group member should provide their name only and make it known to the candidate that their planning group affiliation should not be included on any election materials.
 - C. The planning group member should request a recommendation from the full planning group.

Council Policy 600-24

ARTICLE III: CPG Organizations

- ▶ Membership
- ▶ Terms
- ▶ Compliance with Council Policy 600-24 and the Brown Act





ARTICLE III: CPG Organizations

Situation

- ▶ Five vacancies exist during an election cycle, and there are five new eligible candidates and three returning members, two of which have reached their eight-year term limit.

Question

- ▶ In preparing the ballot the community planning group should:
 - A. Include all eight candidates.
 - B. Include only the five new candidates.
 - C. Include the five new candidates plus the one member who has not reached their eight-year term limit.

Council Policy 600-24

ARTICLE IV: Vacancies

- ▶ Vacancies
- ▶ Filling Vacancies
- ▶ Unable to Fill Vacancies





ARTICLE IV: Vacancies

Situation

- ▶ A planning group member is absent from the September, October, and November regular planning group meetings.

Question

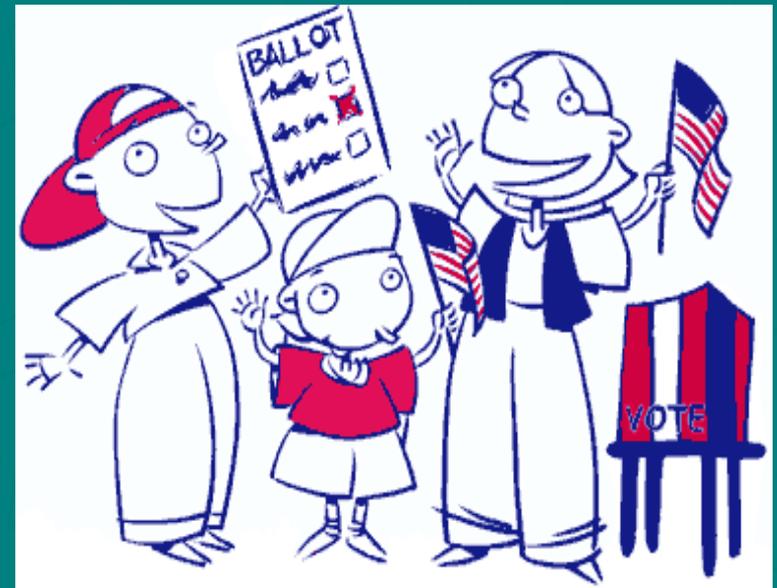
- ▶ At the December meeting the community planning group should:
 - A. Send a card to let the member know that the group has missed him/her.
 - B. Declare the seat vacant because the member has missed three consecutive meetings and then fill the vacancy according to the procedures outlined in the group's bylaws.
 - C. Declare the seat vacant and then immediately reappoint the member because he/she had a good reason to miss the meetings.

Council Policy 600-24

ARTICLE V: Elections

▶ Elections

- Minimum Attendance
- Publicizing Elections
- Multiple Voting Times, Locations & Dates
- Voting





ARTICLE V: Elections

Situation

- ▶ An individual attends their first community planning group meeting in February and expresses interest in running for a seat at the next month's election.

Question

- ▶ Is the individual eligible to run for a seat?
 - A. The individual is not eligible because they have not attended a planning group meeting prior to the February meeting.
 - B. The individual is eligible because they have attended one meeting prior to the March election.
 - C. The individual is eligible because there are no other interested candidates for that particular seat.



Council Policy 600-24

ARTICLE VI: Duties

- ▶ Brown Act Procedures
- ▶ Quorum
- ▶ Recusals & Abstentions
- ▶ Direct Economic Interest
- ▶ Additional Duties



ARTICLE VI: Duties

Situation

- ▶ An action item is presented to a community planning group. There are twenty seats on the planning group, including one vacancy. Eighteen members are present at the meeting, additionally two members recuse and one member abstains. A motion is made to recommend approval of the project.

Question

- ▶ How many votes are required in order for the motion to pass?
 - A. Ten
 - B. Nine
 - C. Eight

Council Policy 600-24

ARTICLE VII: Officers

- ▶ Chairperson
- ▶ Vice Chairperson
- ▶ Secretary
- ▶ Community Planners Committee (CPC)
- ▶ Information Dissemination





ARTICLE VII: Officers

Situation

- ▶ During the Officer's election at the April community planning group meeting, no member has volunteered to serve as Secretary of the community planning group.

Question

- ▶ In order to continue meeting, the community planning group should handle the situation in the following manner:
 - A. As the principal officer, the Chair must delegate the responsibilities of the Secretary until such time a Secretary is elected.
 - B. A member of the planning group should offer his personal secretary to fill the role.
 - C. Beginning with the newest planning group member, each member must serve one year as Secretary.



Council Policy 600-24

ARTICLE VIII: Policies & Procedures

- ▶ Community Participation
- ▶ CPG Composition
- ▶ Conduct of Meetings
- ▶ Member and Group Responsibilities
- ▶ Elections



ARTICLE VIII: Policies & Procedures

Situation

- ▶ With the March planning group elections just one month ahead, a planning group votes to amend its bylaws to adjust the membership categories.

Question

- ▶ Upon a planning group vote in favor of the bylaw amendment, the group may use the amended bylaws in the upcoming election? True/False

True

False



Council Policy 600-24

ARTICLE IX: Rights and Liabilities

- ▶ Indemnification & Representation
- ▶ Brown Act Remedies & Penalties
- ▶ CP 600-24 Violations & Remedies

ARTICLE IX: Rights & Liabilities

Situation

- ▶ Half-way through her term, a member of a community planning group serving in the business category has had to relocate her business outside of the boundaries of the community planning area and no longer qualifies under the planning group's membership categories. She is a well-respected member of the group and the other members unanimously decided that she should complete the remainder of her term.

Question

- ▶ Is this member allowed to serve out the remainder of her term?
 - A. Yes, since she was elected to a full-term, she is allowed to complete the term for which she was elected.
 - B. Yes, since two-thirds of the remaining members of the group have decided that she should complete the remainder of her term.
 - C. No, the member is no longer eligible to serve, under the planning group's membership categories and must step down immediately.

Council Policy 600-24

- ▶ Conclusion
- ▶ Q&A



Topics for Concurrent Breakout Sessions

- ▶ Capital Improvements Planning and Facilities Financing Plans
 - Room 2F
 - Charlette Strong Williams and John Tracanna
- ▶ Development Review Process, Discretionary Permits and Environmental Review Process
 - Auditorium
 - Cecilia Gallardo and Laura Black
- ▶ Code Enforcement
 - Room 1D
 - Ida Ford and Melody Negrete
- ▶ General Plan
 - Room 2C
 - Melissa Devine