MVPG Meeting Minutes
December 4, 2019

A. Call to order, Jonathan Frankel, Chair at 12.04 PM

B. Pledge of Allegiance

C. Opening Remarks/Introductions/Report of the Chair – None.

D. Approval November 6 2019 Meeting Minutes: Michele Addington moved to approve the minutes. John La Raia seconded the motion.   No abstentions. Motion passed 17-0.

E. Public Input-Non Agenda Items but within space of authority of the planning group. Rob Hutsel updated that only 1 homeless person that was contacted in the latest River Clean Up did not except services

F. Membership Committee – Michele Addington. One vacant position in resident seat. Elections to be held in March.

On Wednesday, March 4, 2020 the Mission Valley Planning Group ("MVPG") will hold a General Election of Members to serve on its Board. The General Meeting and Election will be at **Noon**, in the Community Room, Mission Valley Library, 2123 Fenton Parkway, San Diego.

The MVPG Board represents the General Members of the Mission Valley Planning Group and is an all-volunteer group. Its primary purpose is to advise the City Council, Planning Commission and other governmental agencies as may be appropriate in the initial preparation, adoption of, implementation of, or amendment to the general or community plan as it pertains to the area or areas of influence of Mission Valley.

Only General Members who have attended a minimum of two (2) meetings of the MVPG in the twelve (12) months prior to the February 2020 regular meeting qualify to fill any Board position.
Attendance at the required meetings must be documented in the minutes of the meetings.
Each term is four (4) years and three (3) positions will be filled in the General Election in each of the following classifications:

Class I: Property owner, who is an individual identified as the sole or partial owner of record, or their designee, of a real property (either developed or undeveloped) within the community planning area. ***Term expires March 2024***

Class II: Person (including residents or persons representing business entities) paying property taxes on any parcel of real property in the community planning area. ***Term expires March 2024***

Class III. Resident, who is an individual, whose primary address is an address in the community planning area (either an owner or renter). ***Term Expires March 2024***

Class IV: Local business person (including persons representing business entities), who is a local business owner, operator or designee, with a business address in the community at which employees or operators of the business are

located. ***Term expires March 2024***

G. Treasurer's Report – Elizabeth Leventhal. Balance remains the same.

H. Information Items

1. SDSU Study on Homelessness- Dr Shawn Flannigan & Dr. Megan Walsh

 Project Description: SDSU has recently conducted a study on homelessness and sanitation, including the study of the unsheltered population in Mission Valley. This is an informational presentation only.

Comments by Derek Hulse and John Weisenberg, Anthony Hackett. Input by Rob Hutsel on current encampments and movement into canyons.

Action Items

1.   Project Description: Discuss and make a recommendation on the proposed FY 2020 Mission Valley Impact Fee Study Priority List.   FY2020 Mission Valley Impact Fee Study Priority List – Marco Sessa moves to adopt the IFS committee recommendations. Kaye Durant seconds the motion. 17-0 passes unanimously.

2. Conditional Use and Site Development Permit for a Marijuana Outlet at 2605 Camino Del Rio S – Jim Bartell & Faith Picking. Steve Abbo recuses himself due to potential conflict of interest.

Project Description: A process three conditional use permit to operate a 2,596 square foot Marijuana Outlet in an existing office building. A site development permit for traffic generation in excess of the traffic allocations established by the Development Intensity District Threshold I.

Marco Sessa moves to continue the item until an environmental determination has been made for the project. Michael Sherman seconds the motion and it is approved 16-1.

Committee/Community Reports

1.   Subcommittee Reports
2. A. Standing Committees
3. 1) Design Advisory Board Met Monday Dec 1, 2019 1st item membership roster Bruce Warren not reachable and no contact info for a year. Remove from DAB. 2nd Item Site development 625 Hotel Circle South, demolish current Iris Hotel and add 6 story hotel. Committee asked for review of materials and return next month with updated project.
4. 2) Mission Valley Community Plan Update – no update

b. Ad Hod Committees

1. Public Health, Safety and Welfare – Elizabeth Leventhal. New storage facility open in City Heights

c. Riverwalk 3:30 tomorrow in Library Request for more attendees Tomorrow Overview of Specific Plan for Riverwalk

d. River Coalition next meeting is January 17, 2020

e. On November 26, 2019 the CPC met to review the remaining items on recommended by the Audit Task Force. CPC voted on items: 3, 6, 7, 9, 10, 11, 12, 13, 14, 16, 17, 20, 21, 27, 28, 29, 30, 31, 32 and 33.

	Group A Supported by the Community Planners Committee (modifications in red and outline) Supported by the Taskforce A Recommendation from one of the Reports	**Group B** Supported by the Taskforce **(modifications in bold)** A Recommendation from one of the Reports	**Group C** Original recommendation from one of the Reports (*Grand Jury, Audit Report, Democracy in Planning*)
1	Ensuring that Community Planning Group (CPG) rosters, annual reports, and meeting minutes contain all the required elements as described in Council Policy 600-24 through proactive monitoring of those documents.	Ensuring that Community Planning Group (CPG) rosters, annual reports, and meeting minutes contain all the required elements as described in Council Policy 600-24 through proactive monitoring of those documents	Ensuring that Community Planning Group (CPG) rosters, annual reports, and meeting minutes contain all the required elements as described in Council Policy 600-24 through proactive monitoring of those documents. *(A recommendation from the City Audit).*
2	Establishing a **seven day** due date for receipt of CPG formal action recommendations to the Development Services Department Project Managers. *(Minor modifications by the CPC).*	Establishing a **72-hour** due date for receipt of CPG **formal action** recommendations **to the** Development Services Department Project Managers. *(Minor modifications by the taskforce).*	Establishing a due date for receipt of CPG recommendations to Development Services Department Project Managers. *(A recommendation from the City Auditor)*
3	Developing a formal mechanism for recording and posting CPG project review recommendations, either using a revised annual report that includes all project recommendations or using the Bulletin 620 Distribution Forum revised to include the number of times the applicant presented to the group per project and any major conditions to the project proposed by the group. The reporting mechanism should be	Developing a formal mechanism for recording and posting CPG project review recommendations, either using a revised annual report that includes all project recommendations or using the Bulletin 620 Distribution Forum revised to include the number of times the applicant presented to the group per project and any major **conditions** to the project proposed by the	Developing a formal mechanism for recording and posting CPG project review recommendations, either using a revised annual report that includes all project recommendations or using the Bulletin 620 Distribution Forum revised to include the number of times the applicant presented to the group per project and any major modifications to the project proposed by the

	uniform and mandatory for all CPGs.	group. **The reporting mechanism should be uniform and mandatory for all CPGs**. *(A minor modifications by the taskforce).*	group. *(A recommendation from the City Auditor)*
4	Identifying deadlines for CPGs to provide the Planning Department with rosters, minutes, and annual reports, so that the Planning Department can post them online to ensure this information is available to the public in a centralized location	Identifying deadlines for CPGs to provide the Planning Department with rosters, minutes, and annual reports, so that the Planning Department can post them online to ensure this information is available to the public in a centralized location	Identifying deadlines for CPGs to provide the Planning Department with rosters, minutes, and annual reports, so that the Planning Department can post them online to ensure this information is available to the public in a centralized location *(A recommendation from the City Audit).*
5	Including election results in the record retention requirements.	Including election results in the record retention requirements.	Including election results in the record retention requirements. *(A recommendation from the City Audit).*
6	Making member applications mandatory, subject to record retention requirements, and submitted to the City Clerk.	Making member applications mandatory, subject to record retention requirements, **and submitted to the City Clerk.** *(Minor modifications by the taskforce.)*	Making member applications mandatory, subject to record retention requirements**..** *(A recommendation from the City Audit)*
7	Require that **each** CPGs determine a maximum duration for **each** meeting, with the ability to extend the time by a majority vote of the CPG. *(Minor modifications by CPC)*	Require that CPGs determine a maximum duration for meeting, with the ability to extend the time by a majority vote of the CPG.	Require that CPGs determine a maximum duration for meeting, with the ability to extend the time by a majority vote of the CPG. *(A recommendation from Democracy in Planning).*
8	The Planning Department should coordinate with the Development Services Department to communicate a consistent message to project applicants of the role of CPGs in the project review process.	The Planning Department should coordinate with the Development Services Department to communicate a consistent message to project applicants of the role of CPGs in the project review process.	The Planning Department should coordinate with the Development Services Department to communicate a consistent message to project applicants of the role of CPGs in the project review process. *(A recommendation from the City Audit).*
9	CPC didn't support this recommendation.	CPG meetings, when discretionary land use items	

		are on the agenda, must be taped (either video or audio). *(A recommendation by the taskforce).*	
10	For a development project that requires an Environmental Impact Report (EIR), the CPG must submit their **comments** before the public review period closes *(Major modifications by CPC)*	For a development project that requires an Environmental Impact Report (EIR), the CPG must submit their recommendations before the public review period closes. If a CPG doesn't provide recommendations during the public review period their recommendations will not be considered for the project. *(A recommendation by the taskforce).*	
11	Prioritize action items that inform City decision making **early in the agenda but preserve the authority of the Chair and the CPG to adjust the agenda.** *(Major modifications by CPC)*	Prioritize action items that inform City decision making in the order of the agenda.	Prioritize action items that inform City decision making in the order of the agenda. *(A recommendation from Democracy in Planning)*
12	**Members** of the **appropriate city** staff should attend when a discretionary land use item is before the CPG. (*Minor modifications by CPC*).	**We determine** that members of the Planning Department staff **should attend when a discretionary land use item is before the CPG.** *(Major modifications by the taskforce.)*	Determine if members of the Planning Department staff should attend all CPG meetings. *(A recommendation by the Grand Jury)*
13	Candidates should not be required to have attended more than **two** meeting**s** in the past 12 months to be eligible to join a CPG board. (*Minor modifications by CPC*)	Candidates should not be required to have attended more than one meeting in the past 12 months to be eligible to join a CPG board.	Candidates should not be required to have attended more than one meeting in the past 12 months to be eligible to join a CPG board. *(A recommendation from Democracy in Planning)*
14	Community members should not be required to have attended previous CPG meetings to be eligible to vote **to elect members of the CPG. (***Minor modifications by CPC*)	Community members should not be required to have attended previous CPG meetings to be eligible to vote.	Community members should not be required to have attended previous CPG meetings to be eligible to vote. *(A recommendation from Democracy in Planning)*

15	Define CPG resident representation as renters or homeowners	Define CPG **resident representation as renters or homeowners** *(Major modifications by the taskforce).*	Defining CPG representation to include a distinct category for renters and consider setting a minimum number of seats for that category. *(A recommendation from the City Auditor).*
16	In-person voting should be available for at least two hours and should **may** run at least two hours concurrently with the meeting	In-person voting should be available for at least two hours and should run at least two hours after the stated time of a CPGs regularly scheduled meeting **if voting can run concurrently with the meeting.** *(Minor modifications by the taskforce)*	In-person voting should be available for at least two hours and should run at least the two hours after the state time of a CPGs Regularly scheduled meeting. *(A recommendation from Democracy in Planning)*
17	Make explicit that CPGs are allowed to use social media, **in accordance with the Brown Act.** *(Minor modifications by CPC)*	Make explicit that CPGs are allowed to use social media.	Make explicit that CPGs are allowed to use social media. *(A recommendation from Democracy in Planning)*
18	The City shall develop and implement a robust outreach plan to publicize CGP elections	The City shall develop and implement a robust outreach plan to publicize CGP elections. *(A recommendation by the taskforce).*	
19	CPC didn't support this recommendation.	**Community Planning Groups that are unable to meet CP 600-24 quorum and attendance requirements should be considered for disbandment or consolidation with a neighboring CPG.** *(Major modifications by the taskforce).*	Review Community Planning Group boundaries and determine if consolidation of some CGPs should take place. *(A recommendation by the Grand Jury)*
20	CPC didn't support this recommendation.	Gather relevant demographic data of CPG board members in an audit immediately and require new CGP board members to complete a demographic survey at every election or time of appointment. **The survey**	Gather relevant demographic date of CPG board members in an audit immediately and require new CGP board members complete a demographic survey at every election or time of appointment.

		should include: Age, **Business Owner or Property Owner, Ethnicity, Gender, Length of Residence, Neighborhood, Professional Background, Race, Religion, Renter or Owner, Years of Service on CPGs.** *(Major modifications by the taskforce).*	*(A recommendation from Democracy in Planning)*
21	CPC didn't support this recommendation.	Require a termed-out board member to wait two years until they can run for their CPG again without exceptions.	Require a termed-out board member to wait two years until they can run for their CPG again without exceptions. *(A recommendation from Democracy in Planning).*
22	The Planning Department should develop methods and provide resources to improve recruiting that could result in more diverse CPG membership	The Planning Department should develop methods and provide resources to improve recruiting that could result in more diverse CPG membership.	The Planning Department should develop methods and provide resources to improve recruiting that could result in more diverse CPG membership. *(A recommendation by the Grand Jury)*
23	All CPG members should be required to complete the eCOW or COW training each time they are reelected or reappointed	**All** CPG members should be required to complete the eCOW **or COW** training **annually** each time they are reelected or reappointed. *(Minor modifications by the taskforce).*	Determine if all CPG members should be required to complete the eCOW training each time they are reelected or reappointed. *(A recommendation by the Grand Jury*
24	**Planning Department or DSD should** provide required ongoing education for decision-making processes and planning. *(Minor modifications by CPC)*	Provide required ongoing education for decision-making processes and planning.	Provide required ongoing education for decision-making processes and planning. *(A recommendation from Democracy in Planning)*
25	Requiring ~~annual~~ training for all CPG members, not just new members. The COW will include: A mandatory Brown Act training for all members. A separate advanced curriculum for returning members	Requiring annual training for all CPG members, not just new members. **The COW will include: A mandatory Brown Act training for all members. A separate advanced curriculum for returning members**	Requiring annual training for all CPG members, not just new members. *(A recommendation from the City Audit*

	There should be specific training at the COW and/or offered during the year which might include: For Chairs and Vice-Chairs of CPG's and any CPG subcommittee/Ad Hoc Committee. Advanced training in the Development Review Process specific to CPG responsibilities and limits. CEQA review training. An interactive component where new members can learn from experienced CPG members. *(Minor modifications by CPC).*	**There should be specific training at the COW and/or offered during the year which might include:** **For Chairs and Vice-Chairs of CPG's and any CPG subcommittee/Ad Hoc Committee.** **Advanced training in the Development Review Process specific to CPG responsibilities and limits.** **CEQA review training.** **An interactive component where new members can learn from experienced CPG members.** *(Major modifications by the taskforce).*	
26	The Planning Department, in conjunction with relevant City departments, should provide a comprehensive training program that includes: 1) ~~Mandatory~~ training segment focused entirely on project development reviews 2) Sessions for CPG members and the public to increase understanding of the review process and roles and responsibilities. **3) All trainings will be online or in person.** *(Minor modifications by CPC).*	The Planning Department, in conjunction with relevant City departments, should provide a comprehensive training program that includes: 1) Mandatory training segment focused entirely on project development reviews 2) Sessions **for** CPG members and the public to increase understanding of the review process and roles and responsibilities. *(Minor modifications by the taskforce).*	The Planning Department, in conjunction with relevant City departments, should provide a comprehensive training program that includes: 1) Mandatory training segment focused entirely on project development reviews 2) Session open to both CPG members and the public to increase understanding of the review process and roles and responsibilities. *(A recommendation from the City Audit*
27	**The City Attorney should consult with the FPPC to**	CPG members must file statements of economic	

	determine if CPG members should file statements of economic interest. *(Minor modifications by CPC)*	interest, per the Political Reform Act. *(A recommendations by the taskforce)*	
28	Direct the San Diego City Planning Department staff to closely monitor CPG actions and provide timely guidance to preclude requests for inappropriate project additions or modifications.	**Direct** the San Diego City **Planning** Department staff to closely monitor CPG actions and provide timely guidance to preclude requests for inappropriate project additions or modifications. *(Minor modifications by the taskforce).*	Consider directing the San Diego City Neighborhood Services Department staff to closely monitor CPG actions and provide timely guidance to preclude requests for inappropriate project additions or modifications. *(A recommendations from the Grand Jury).*
29	CPC didn't support this recommendation.	If a CPG violates the Brown Act then the CPG will be referred to the City Attorney's Office for disciplinary review. *(A recommendation from the taskforce).*	
30	Revise ~~the bylaws shell in~~ **Council Policy** 600-24.	Revise the bylaws shell in 600-24.	Revise the bylaws shell in 600-24. *(A recommendation from Democracy in Planning).*
31	The annual report should be a **CPC approved** standardized electronic fill-in template with expanded components for the annual report, a member summary would include: number of members and member categories (i.e. homeowners, renters, property owners, and business representatives), turnover, mid-term election. **The template should include an open comment section. The City should include any software to make the template available on private computers.** *(Minor modifications by CPC).*	The annual report should be a **standardized electronic fill-in template** with expanded components for the annual report, **a member summary would include: number of members and member categories (i.e. homeowners, renters, property owners, and business representatives), turnover, mid-term election** (M*ajor modifications by the taskforce).*	Expanding the components for the annual report to include a member summery (number of members, turnover, elections), overall summary of project review with voting results, the number of times the applicant presented to the group per project and any major modifications to the project proposed by the group) *(A recommendation from the City Audit)*
32	The City Auditor should conduct a review of **all city retained**	The City Auditor should conduct a review of CPGs	The City Auditor should conduct a review of CPGs**.** *(A

	CPGs **documents** every five years *(Minor modifications by CPC).*	**every five years.** *(Minor modifications by the taskforce).*	*recommendation from Democracy in Planning)*
33	The Planning Department, in conjunction with the Development Services Department, should improve its documentation of CPG recommendations and post all CPG documents, including project review recommendations on the City website. **The City must provide clear and specific directions to locate all CPG documents.** *(Minor modifications by CPC).*	The Planning Department, in conjunction with the Development Services Department, should improve its documentation of CPG recommendations and post all CPG documents, including project review recommendations on the City website.	The Planning Department, in conjunction with the Development Services Department, should improve its documentation of CPG recommendations and post all CPG documents, including project review recommendations on the City website. *(A recommendation from the City Audit).*
	## Other Recommendations		
	CPC didn't support this recommendation.	The Taskforce deadlocked on this recommendation.	Councilmembers should appoint new board members when a CPG vacancy occurs in their council district. *(A recommendation from Democracy in Planning).*
	CPC didn't support this recommendation.	The taskforce deadlocked on this recommendation.	Consider incorporating appointed positions to CPGs by Councilmembers to provide balance with the elected board members. *(A recommendation from Democracy in Planning).*

Next meeting will be January 8, 2020

Adjourned: 1:21 PM