GENERAL PLAN 2040
STEERING COMMITTEE

Bylaws and Meeting Protocol
February 14, 2018
Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has.

Margaret Mead
Project Team

City Leads
Paul Jensen, Community Development Director
Raffi Boloyan, Planning Manager
Technical Advisory Committee (internal)

In-House Consultants
Barry Miller, Consulting Project Manager

External Consultants (not yet retained)
Environmental/ CEQA and Technical Subconsultants
Transportation
Economics
Community Design/Preservation
Other
Committee Bylaws

• Composition
• Roles and responsibilities
• Alternates
• Limits on decision-making authority
• Absences, dismissals, and vacancies
• Requirements for a quorum
• Officers
• Brown Act and Fair Political Practices Act
• Conflicts of interest
• Meeting times, locations, and protocol
Expectations for Committee Members

- Attend monthly meetings
- Review agenda materials and attachments
- Provide feedback on issues to staff and consultants
- Keep the interest of the entire community in mind, even if representing an advocacy group
- Report back to your constituents
- Encourage participation in community workshops
- Work collaboratively and respectfully
Expectations for Alternates

• Like an understudy!
• Meeting attendance is optional
• Do not engage in Committee discussions unless primary member is absent
• May participate in written exercises
• May serve on ad hoc subcommittees
• Time for comments from Alternates on each agenda
• Replace primary member if they step down
Code of Conduct

• Be on time
• Be informed
• Stay present (avoid texting, turn phones to vibrate)
• Participate—but let others participate too!
• Be open minded—listen to others, even if you disagree
• Be nice. Attack the problem—not the person
• Be patient. Do not interrupt
• Limit side conversations
Discussion and Deliberation

• Committee’s primary role is to develop recommendations to the Planning Commission and City Council
• Our goal is consensus, but….

We have different ideas and priorities
We will not always agree
Members may feel that they are not being heard if everything is consensus-based
Discussion and Deliberation

- Methods of resolving different views
  - Are they simply different? Or are they opposing?
  - Is there room for compromise?
- Voting
- Ranking
- Scoring
- Minority Reports
Expressing Your Views

Which emoji best defines your opinion on this policy?

I really like this policy and will strongly and vehemently defend it

I generally support this policy but am open to changes

I am neutral on this one

I don’t really like this policy but I can live with it if necessary

I really dislike this policy and will strongly and vehemently oppose it
Your Input is Critical

- Although Committee is advisory, the Planning Commission and City Council will place great weight on your recommendations
- YOU will have the primary responsibility for vetting this Plan
- Your input is critical and meaningful
We’re Not Starting from Scratch

- General Plan 2020 provides the foundation
- Most meetings will include:
  - Presentation of updated background info
  - Review of existing policies and programs
    - Is the policy still relevant?
    - What needs to change?
    - What’s missing?
    - Are there implementation measures to add?
  - Discussion of new and emerging topics
## 2018 Calendar

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THANK YOU

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