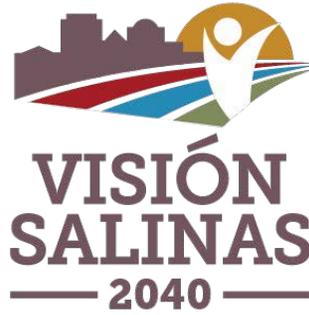


# City of Salinas

200 Lincoln Ave., Salinas, CA 93901

[www.cityofsalinas.org](http://www.cityofsalinas.org)



## Meeting Agenda - Final

Wednesday, June 23, 2021

6:00 PM

Teleconference in accordance with  
State of California Executive Order No.N-29-20 and N-35-20

### General Plan Steering Committee

#### STEERING COMMITTEE MEMBERS

Sloan T Campi  
Dennis Donohue  
Xago Juarez  
Maria Elena Manzo  
Matt Ottone

Alejandro Chavez  
Paul Farmer  
Vincente Lara  
John Meeks  
Omar Perez

Alfred Diaz-Infante  
Mark Gomez  
David Mack  
Alexis Mendez  
Carissa Purnell

*Visión Salinas 2040 is about our community's future, goals  
and priorities, and above all, our people*

*Megan Hunter, Community Development Director  
Monica Gurmilan, Associate Planner, Steering Committee  
Executive Secretary*

*monicag@ci.salinas.ca.us, (831) 758-7409*

## PUBLIC NOTICE

*This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic. In accordance with Executive Order N-29-20, the public may only view the meeting online.*

## ZOOM WEBINAR PARTICIPATION

JOIN THE ZOOM WEBINAR TO PARTICIPATE LIVE AT: <https://us02web.zoom.us/j/87827585014>

To participate telephonically, call any number below:

Dial(for higher quality, dial a number based on your current location):

US: +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 646 876 9923 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 878 2758 5014

If promoted to enter a participant ID, press #.

## PUBLIC COMMENT SUBMISSION PROCEDURES

*If you wish to make a comment on a specific agenda item, please join the Zoom Webinar and use the "Raise Hand" icon or submit your comment, limited to 250 words or less via email by 2:00 P.M. on the day of the meeting to the Associate Planner at [monicag@ci.salinas.ca.us](mailto:monicag@ci.salinas.ca.us)*

*Reading of Public Comments: City Staff shall read all email comments, provided that the reading shall not exceed two (2) minutes and shall become part of the record. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations.*

## CALL TO ORDER

## MEETING OBJECTIVES

Review Universal Bylaws and Draft Steering Committee Shared Commitments  
Select Chairperson and Vice-Chairperson  
Discuss General Plan organization options  
Review changes to General Plan land use since 2002

## PUBLIC COMMENT TIME RESTRICTIONS

*Public comments generally are limited to two minutes per speaker; the Chair may further limit the time for public comments depending on the agenda schedule.*

## OPENING PUBLIC COMMENTS

*Receive public communications from the audience on items that both on the agenda and that are not on the agenda and that are in the City of Salinas' subject matter jurisdiction. Comments on Consent or Discussion items should be held until the items are reached. The public may request that the committee consider adding an item for consideration on a future agenda. In order to be respectful of all speakers' views and to avoid disruption of*

*the meeting, the audience shall refrain from applauding or jeering speakers who have been recognized by the Chair.*

## DISCUSSION ITEMS

### Minutes

### Universal Bylaws and Draft Shared Commitments

### Chairperson and Vice-Chairperson Selection

### General Plan Organization

### Land Use

- **General Plan Land Use Changes since 2002**
- **District land use meetings**

## FUTURE AGENDA ITEMS

### Existing Conditions Report

### Policy Scan

### Open House

### Working Groups

## ADJOURNMENT

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**Recording Secretary**

## AGENDA MATERIAL / ADDENDUM

*Any addendums will be posted within 72 hours of regular meetings or 24 hours of special meetings, unless otherwise allowed under the Brown Act. City Commission/Board/Committee reports may be viewed at the Salinas City Clerk's Office, 200 Lincoln Avenue, Salinas, and are posted on the City's website at [www.cityofsalinas.org](http://www.cityofsalinas.org). The Commission/Board/Committee may take action that is different than the proposed action reflected on the agenda.*

*Disability-related modification or accommodation, including auxiliary aids or services, may be requested by any person with a disability who requires a modification or accommodation in order to participate in the meeting. Requests should be referred to the City Clerk's Office At 200 Lincoln Avenue, Salinas, 758-7381, as soon as possible but by no later than 5 p.m. of the last business day prior to the meeting. Hearing impaired or TTY/TDD text telephone users may contact the city by dialing 711 for the California Relay Service (CRS) or by telephoning any other service providers' CRS*

*telephone number.*

## **PUBLIC NOTIFICATION**

*This agenda was posted on Friday, June 18, 2021 at the Salinas Rotunda.*

*Meetings are streamed live at <https://salinas.legistar.com/Calendar.aspx> and on The [Salinas Channel](#) on YouTube televised live on Channel 25 throughout week following the meeting. For the most up-to-the-minute Broadcast Schedule for The Salinas Channel on Comcast 25, please visit or subscribe to our Google Calendar located at <http://tinyurl.com/salinas25>. Recent meetings may also be viewed on the Salinas Channel on YouTube at <http://www.youtube.com/thesalinaschannel>.*

**DRAFT MINUTES  
OF THE  
VISION SALINAS 2040 STEERING COMMITTEE  
GENERAL PLAN UPDATE  
May 26, 2021**

**WELCOME AND STAFF INTRODUCTIONS**

PRESENT: John Meeks, Alfred Diaz-Infante, Dennis Donohue, Paul Farmer, Mark Gomez, David Mack, Carissa Purnell, Alexis Mendez, Krista Hanni (for Vicente Lara), Omar Perez, Xago Juarez

ABSENT: Victor Hernandez, Matt Ottone, Alejandro Chavez, Vicente Lara, Sloan Campi, Maria Elena Manzo

STAFF: Planning Manager, Lisa Brinton; Associate Planner, Monica Gurmilan; Senior Planner, Jonathan Moore; Community Development Director, Megan Hunter

**COMMENTS FROM THE PUBLIC**

Monica Gurmilan opened for public comment at the 22-minute timestamp.

There are no attendees.

No public comments were received.

**MEETING OBJECTIVES**

- I. Develop an understanding of Steering Committee Procedures.
- II. Discuss Working Group topics and structure

**DISCUSSION ITEMS**

Monica Gurmilan reviewed the Steering Committee roles and responsibilities. Jonathan Moore gave a brief presentation on the Brown Act and requirements for the Steering Committee.

Staff shared proposed Steering Committee procedures with consensus-based decision making as an imperative component. Mr. Mack suggested a supermajority voting threshold of at least two-thirds or higher. Mr. Diaz-Infante suggested a three-option consensus model where every member would have to “support” or “live-with” an item for it to move forward. Staff shared that they would come back with draft written procedures at the June meeting.

It was proposed that there would not be a July meeting, and that the August meeting could be an in-person meeting if conditions allowed, potentially at Sherwood Hall. Staff presented the Visión Salinas Guiding principles, which are the foundation for the General Plan, as a potential way to organize Working Groups. A translated version of the guiding principles is available on the Visión Salinas website.

Mr. Diaz-Infante proposes that the committee focus a lot of its attention to the environmental justice topic.

### **FOLLOW UP REPORTS**

None

### **FUTURE AGENDA ITEMS:**

- I. Finalize working group topics
- II. chair/vice-chair selection
- III. Steering committee agreements
- IV. Community engagement update

### **ADJOURNMENT:**

Monica Gurmilan adjourned the meeting at the 1 hour and 22 minute timestamp.

**RESOLUTION NO. 21165 (N.C.S.)**

**A RESOLUTION ESTABLISHING UNIFORM BYLAWS FOR CITY COMMISSIONS, COMMITTEES, AND BOARDS**

**WHEREAS**, the City's various commissions, committees, and boards conduct their meetings pursuant to bylaws approved by the City Council; and

**WHEREAS**, the bylaws for the various commissions, committees, and boards differ in some respects; and

**WHEREAS**, the Salinas City Council has set as one of its goals and priorities an effective, efficient government; and

**WHEREAS**, the Salinas City Council desires to have its commissions, committees, and boards conduct their business pursuant to a uniform set of standards and pursuant to a uniform administration.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF SALINAS** that the Uniform Bylaws for City Commissions, Committees, and Boards which are attached to this Resolution shall, unless otherwise specifically set forth in this Resolution or in a subsequent action by the City Council, govern the operation and the management of the City's commissions, committees, and boards and shall replace the existing bylaws currently used by the City's commissions, committees, and boards; and

**BE IT FURTHER RESOLVED**, that the bylaws for the Salinas Police Community Advisory Committee dated June 30, 2010, shall continue to govern the operation and the management of the Committee, except that Section 2 of the bylaws shall be amended to provide that the total number of members of the Committee shall be seven (7), one appointed by each member of the City Council from residents within their districts, with the Mayor's appointment made from among residents of the City at-large.

**PASSED AND APPROVED** this 2nd day of May, 2017, by the following vote:

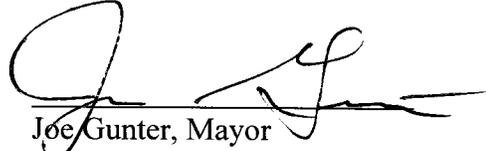
**AYES:** Councilmembers: Craig, Davis, De La Rosa, McShane, Villegas and Mayor Gunter

**NOES:** Councilmember Barrera

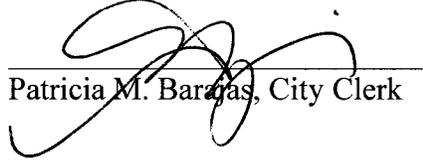
**ABSTAIN:** None

**ABSENT:** None

**APPROVED:**

  
Joe Gunter, Mayor

**ATTEST:**

  
Patricia M. Barajas, City Clerk

## UNIFORM BYLAWS FOR CITY COMMISSIONS, COMMITTEES, AND BOARDS

Unless specific bylaws are approved by the City Council for a commission, committee, or board, these Uniform Bylaws shall govern the operation and management of the City's commissions, committees, and boards.

### Article 1. Officers.

Section 1. The Officers are Chairperson, Vice-Chairperson, and Executive Secretary.

Section 2. Chairperson. The Chairperson will preside at meetings of the commission, committee, or board.

Section 3. Vice-Chairperson. In the absence of the Chairperson, the Vice-Chairperson will preside at meetings. In the absence of both the Chairperson and the Vice-Chairperson, the members present (provided a quorum is present) shall designate an acting Chairperson for the meeting.

Section 4. Executive Secretary. A Department Director selected by the City Manager, or the Department Director's designee, shall serve as the Executive Secretary and will carry out the administrative details of the commission, committee, or board. S/he will keep the records of the commission, committee, or board, will act as secretary of the meetings, will record all votes, and will prepare the agenda and the minutes of the meetings. S/he will serve as technical advisor to the commission, committee, or board and will provide the necessary research and fact-finding services.

Section 5. Election of Officers. Annually, during the month of July, the commission, committee, or board will elect from among its members a Chairperson and Vice-Chairperson who shall serve for a term of one year. A minimum of four votes are required for electing each position.

Section 6. Term of Office. No person shall serve for longer than two consecutive terms as elected Chairperson. Further, no person shall serve more than two consecutive terms as elected Vice-Chairperson. This intended to create a rotation of commissioners into the elected officer positions.

Section 7. If the office of Chairperson becomes vacant, the Vice Chairperson shall automatically become Chairperson for the existing Chairperson's remaining term of office. Alternatively, the commission, committee, or board may select a successor from its membership to assume the office of Chairperson. The period of time during which the Vice Chairperson assumes the office of Chairperson will not be counted toward the maximum term of office under Section 6, above. If the office of Vice Chairperson becomes vacant, the Commission, committee, or board will select a successor from its membership at the next regular meeting and such election will be for the existing Vice Chairperson's remaining term of office. The period of time during which a Commissioner assumes the role of Vice Chairperson will not be counted toward the maximum term of office under Section 6, above. A minimum of four votes is required for electing each position under this Section.

Article 2. Meetings.

Section 1. Regular meetings. Regular meetings shall be held in the Council Chambers in City Hall, 200 Lincoln Avenue, Salinas, California 93901, unless otherwise designated in advance by the Executive Secretary. Regular meetings shall be held on such days and at such times as may be determined by the commission, committee, or board, unless there is no business to discuss, at which time the Executive Secretary shall post a notice of cancellation as prescribed by the City Clerk, at least seventy-two hours prior. Alternate meeting times and places are encouraged as long as sufficient public notice is given.

Section 2. Special Meetings. Subject to proper notice, special meetings may be called by the Chairperson, or in his/her absence, by the Vice-Chairperson for the transaction of business. Only those matters listed in the agenda notice of a special meeting may be discussed at that meeting and such meetings shall be conducted in full conformity with the Brown Act.

Section 3. Attendance Requirements. Each member will be required to attend a minimum of 75% of all scheduled regular and special meetings held within a calendar year. Further, a member shall be absent from no more than three consecutive regular and special meetings. A violation of either of these attendance requirements will invoke enforcement procedures, which may include the commission, committee, or board making a recommendation to the appropriate City Council member that their appointee be removed from the membership or recommending to the City Council that the member be removed and an alternate appointment be made.

Section 4. Quorum. A majority of the appointed members of the Commission, committee, or board shall constitute a quorum. No action shall be taken except by the affirmative vote of the majority of the members present. In the event any member or members abstain from the determination of an item, said member or members shall be counted as present for the purpose of determining a quorum.

When the Executive Secretary receives notice from individual members prior to the meeting which indicates that a quorum will not be present, the Secretary may cancel the meeting on behalf of the commission, committee, or board.

Section 5. Minutes. All official actions shall be entered in the minutes of each meeting, said minutes to be prepared by the Executive Secretary.

Section 6. Manner of Voting. Voting on matters coming before the commission, committee, or board will be by roll call, and the vote entered into the minutes.

In the event the commission, committee, or board is unable to approve, conditionally approve, disapprove, or make a recommendation to the City Council on an item because a motion on the application fails to receive a majority vote resulting in no action taken by the commission,

committee, or board, the item or application shall be forwarded directly to the City Council with a record of the commission, committee, or board's vote and the proceeding thereon.

Section 7. Rules of Order and Procedure. Robert's Rules of Order, or those rules of order and procedure used by the City Council, will provide guidelines for those aspects of proceedings not specifically provided for in these Bylaws, however, action by the commission, committee, or board will not be invalidated because of a technical violation of these rules. The Chairperson will have the final say on interpretation, subject to override by a majority of the members present if there is a disagreement over a particular procedure.

Section 8. Agenda. An agenda will be prepared by the Executive Secretary who has authority over the scheduling of agenda items, and will be adhered to with the exceptions that items may be taken out of order for the convenience of those in attendance. The agenda will be published and distributed to interested parties at least seventy-two hours in advance of all meetings.

### Article 3. Committees.

Committees of the commission, committee, or board may be established to pursue the goals and the programs of the body. No more than three members may serve on each committee. Members of the public may also participate on committees. Subject to the approval of the commission, a committee, or board can set their own rules and meeting schedule. Committees will report to the body regularly with updates and/or recommendations and an accounting of time spent by the members and non-members of the public on work items.



## General Plan Steering Committee Shared Commitments

Every member of this Committee is dedicated to the City of Salinas and the success of this update to the City General Plan. This document sets out the Committee's expectations for how the Committee will work with itself, the public and staff.

### Conduct

The Steering Committee will discuss many subjects on which all members may not share the same opinion. All members should participate in good faith, and show respect to other members, staff, consultants, and the general public. Members are expected to participate in a professional manner and engage with the subject matter and conversation in a constructive and collaborative way. Examples of the following behavior are encouraged:

- Paying full attention to the meeting and current speaker, whether member, staff, consultant, or the public.
- Ensuring all members of the Steering Committee have the chance to express their point of view.
- Silencing phones and other devices during meetings and avoiding side conversations.
- Representing or raising the views, concerns, or other points of your constituency or agencies.
- Showing understanding of and respect for differing viewpoints, and making a best effort to reach a consensus.

Debate is welcome, but disruptive behavior during meetings will not be tolerated.

Steering Committee members must follow regulations prohibiting participation when they have conflicts of interest. If a member has a potential conflict please inform staff, if possible before the day of the meeting, then identify the particular conflict at the meeting, and leave the room when that subject is being discussed and do not participate in, or attempt to influence, discussion/decision-making on that subject. If a member is concerned about a potential conflict of interest or if the potential conflict raises complex issues, staff and or the member should contact the City Attorney's office.

### Consensus-Based Decision Making

The Steering Committee will operate primarily by consensus to facilitate the creation of a General Plan and policies with broad community support. Through discussion and compromise, on most issues all members should support, or at least be content to live with the actions and recommendations by the Steering Committee. However, with a diverse range of opinions and voices, it is understood that the Steering Committee, like the community, will not always be in complete agreement.

In order to inform the Planning Commission and City Council of those issues on which the Steering Committee had the most spirited debate and difficulty in reaching consensus, staff will make note of and inform the Planning Commission and City Council on any Item on which a vote of the Steering Committee failed to receive 75% support.

### **Chairperson and Vice Chairperson**

- The Chair and Vice Chair will be selected through an annual election process each July, or at its first meeting thereafter. Interested Steering Committee members shall submit a brief written statement describing why they wish to be Chair or Vice Chair (or either) which will be shared with the other members and the public. At the meeting where the statements are shared, the Steering Committee shall vote on both offices.
- For the sake of continuity, City staff and the Committee might consider requesting that the Council allow the Chair and Vice Chair to serve through the conclusion of the Steering Committee's work, anticipated in 2023.

