

**County of San Diego**  
**Descanso Community Planning Group**  
**Minutes of Regular Meeting Agenda**  
**January 16, 2025 @ 6:00PM**  
**Descanso Town Hall, 24536 Viejas Grade, Descanso, CA 91916**

Archived Agendas & Minutes go to: <http://www.sandiegocounty.gov/content/pds/Groups/descanso.html>  
County Planning & Sponsor Groups – <http://www.sdcounty.ca.gov/pds/Communitygroups.html>

**A. Roll Call**

- |                      |                     |               |
|----------------------|---------------------|---------------|
| 1. Kerry Forrest     | 4. John Elliott     | 7. Aubry Taft |
| 2. Jo Ellen Quinting | 5. Mark Gassert     |               |
| 3. Riley Burrell     | 6. Camille O'Briant |               |

**B. Pledge of Allegiance**

**C. Approval of the Minutes** for the meeting of November 21, 2024

**D. Public Communication:** Opportunity for members of the public to speak to the Group on any subject matter within the Group's jurisdiction that is not on the posted agenda. Group action is not permitted on items not on the agenda in accordance with the Brown Act.

**E. Action Items**

1. Oath of Office of Group Members
2. Nomination and election of Chair, Vice Chair and Secretary
3. Input on prioritizing capital improvement and maintenance projects for county-maintained assets.

**F. Group Business**

1. Announcements and Correspondence Received
2. Discussion Items
  - a. Status of Required Training and filing of Form 700
  - b. CPG Annual Training:  
New Members are required to complete Zoom Training either Jan 4 or Feb 1 2025  
For existing members who have already attended a live training session, the 2025 Annual Training slides will be posted online for review after the 2025 training sessions have taken place in February 2025.
  - c. Link to the Ethics Training that meets the requirements for Community Planning Group members: <https://localethics.fppc.ca.gov/login.aspx>
  - d. Form 700.  
**The Clerk of the Board will be sending you instructions and a link to complete Form 700 via email.** If newly elected or appointed indicate that it's "Assuming Office" in Section 3. Form 700 must be completed within 30 days of becoming a member of the CPG and is required to be completed on an annual basis going forward. The Clerk of the Board will notify you when the filing period is open each year.  
Link to recording of COB Training on form  
[https://drive.google.com/file/d/1VhoysdGVq\\_Klr0ixdl2O1fKylqAZz9Kj/view?usp=sharing](https://drive.google.com/file/d/1VhoysdGVq_Klr0ixdl2O1fKylqAZz9Kj/view?usp=sharing)  
If you have questions regarding the Form 700, please contact the Clerk of the Board at: [form700@sdcounty.ca.gov](mailto:form700@sdcounty.ca.gov)
  - e. Association of Planning Groups Items for Discussion Mark Gassert Reports
3. Request for Agenda Items on Upcoming Agendas
4. Meeting Updates, next meeting: February 20 2025 @ 6:00PM.

**G. ADJOURNMENT**

Any Questions or Comments; Please contact Kerry Forrest, Chair: [descansocpg@gmail.com](mailto:descansocpg@gmail.com)

**DCPG Statement** *The Descanso Community Planning Group was formed for the purpose of advising and assisting the Director of Planning, the Zoning Administrator, the Planning Commission and the Board of Supervisors in the preparation, amendment and implementation of community and sub-regional plans. The Descanso Community Planning Group is an advisory body only.*

**Public Disclosure** *We strive to protect personally identifiable information by collecting only information necessary to deliver our services. All information that may be collected becomes public record that may be subject to inspection and copying by the public, unless an exemption in law exists. In the event of a conflict between this Privacy Notice and any County ordinance or other law governing the County's disclosure of records, the County ordinance or other applicable law will control.*

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