



**THE CITY OF SAN DIEGO
PARK AND RECREATION DEPARTMENT
DEVELOPED REGIONAL PARKS DIVISION**

**Mission Bay Park Committee
Bylaws**

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THE CITY OF SAN DIEGO

Mission Bay Park Committee Bylaws

ARTICLE I-NAME

The name of this advisory committee shall be the Mission Bay Park Committee (Committee).

ARTICLE II-PURPOSE

It is the purpose and intent of the City Council to establish a policy advisory committee on matters relating to the acquisition, development, maintenance and operation of Mission Bay Park. The Committee shall also fulfill the role of the Mission Bay Park Improvement Fund Oversight Committee as described in section 55.2 of the Charter of the City of San Diego.

ARTICLE III-DUTIES AND RESPONSIBILITIES

The powers and duties of the Committee shall be as follows:

- (a) Advise the Park and Recreation Board, Mayor, City Council and City Manager on policy issues relating to the acquisition, development, maintenance and operation of Mission Bay Park.
- (b) Periodically review the recreational program of Mission Bay Park in relation to the needs and desires of the citizens.
- (c) Coordinate the work of such subcommittees as may be established towards the end of developing integrated and balanced policy recommendations.
- (d) Conduct such investigations, studies and hearing which, in the judgment of the Committee, will aid in effectuating its general purpose.
- (e) Pursuant to San Diego Municipal Code section 26.30, the Committee fulfills the role of the Mission Bay Park Improvement Fund Oversight Committee as described in San Diego Charter section 55.2.

ARTICLE IV-MEMBERSHIP

Section 1. Number

The Committee shall consist of eleven (11) members as outlined in San Diego Municipal Code section 26.30(c).

Section 2. Appointment, Term and Qualifications

- (a) The members shall be appointed by the Mayor and confirmed by the City Council as outlined in San Diego Municipal Code section 26.30(c).
- (b) Each of the members of the Committee shall possess expertise, or demonstrated experience or knowledge, in one or more of the following areas: auditing, finance or municipal finance, general business, planning, biology or environmental science, resource management or protection, wildlife management or protection, construction management, recreation management or planning.

Section 3. Ethics-Conflict of Interest

By accepting appointment to the Committee, each member agrees to comply with the City of San Diego's conflict of Interest Codes.

ARTICLE V-MEETINGS

Section 1. Meetings

The Committee shall hold at least six regularly scheduled meetings a year with no two consecutive months passing without a regularly scheduled meeting of the Committee.

Section 2. Location

All meetings shall be held within Mission Bay Park.

Section 3. Procedures

All meetings shall be open to the public in accordance with the Ralph M. Brown Act, Government Code section 54950 *et seq.* A majority of the number of Committee members shall constitute a quorum for the transaction of any business, except adjournment.

ARTICLE VI-STAFF SUPPORT

Section 1. Staff

The City shall provide to the Committee necessary technical and administrative assistance as follows:

- (a) Preparation of and posting of public notices as required by the Ralph M. Brown Act, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the City Council;
- (b) Provision of a meeting room including any necessary audio/visual equipment;

- (c) Preparation and copies of any documentary meeting materials, such as agendas and reports;
- (d) Retention of all Committee records, and providing public access to such records; and
- (e) Establishment and oversight of a mechanism to ensure public accountability regarding the extent and nature of revenues, expenses, and improvements pursuant to Charter section 55.2 and compliance with the requirements of Charter 55.2.

Section 2. Staff Relationship to the Committee

City of San Diego staff and/or City consultants shall attend all Committee proceedings as appropriate in order to report on the status of projects.

ARTICLE VII-OFFICERS

Pursuant to San Diego Municipal Code section 26.30(c) (5), the Mayor may designate one member as Chairperson of the Committee in July of each year. In the absence of such designation, the Committee shall, on or after August 15 of that year, select one of its members as a Chairperson. The Committee shall elect a vice-chair during July of each year, who shall act as chairperson only when the chairperson is absent.

ARTICLE VIII-COMMITTEES

The Committee Chairperson, with the advice of the Committee, may appoint subcommittees and ad hoc committees with specific issues or areas of interest to the Committee. Subcommittees and ad hoc committees shall be disbanded upon completion of the appointive goals. The Chairperson of each subcommittee or ad hoc committee shall be a Committee member.

Ad hoc committees shall have less than a simple majority of the membership of the Committee. Non-members, who are duly appointed by the Committee Chair with advice from the Committee, shall also serve on ad hoc committees as needed.

Subcommittee and ad hoc committee recommendations must be brought forth to the Committee as information or a vote at a noticed public meeting. In no case may a subcommittee or ad hoc committee recommendation be forwarded directly to the City as the recommendation of the Committee without a vote of the Committee.

ARTICLE IX-PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, shall be the parliamentary authority for all matters not covered under these Bylaws.

ARTICLE X-AMENDMENT OF BYLAWS

Any amendment to these Bylaws shall be approved by a two-thirds vote of entire Committee.

ARTICLE XI-ADOPTION OF BYLAWS

Immediately upon favorable vote of not less than two-thirds vote of full membership of the Committee, these Bylaws shall be in full force and effect.