

|   |  |             |                   |
|---|--|-------------|-------------------|
| CITY OF SAN DIEGO, CALIFORNIA           |  | NUMBER      | DEPARTMENT        |
| DEPARTMENT INSTRUCTION                  |  | DI- 7.5     | Park & Recreation |
| SUBJECT                                 |  | PAGE 1 OF 1 | EFFECTIVE DATE    |
| RECREATION COUNCILS AND ADVISORY GROUPS |  | SUPERSEDES  | DATED             |
|   |  | DI-         | PAGES             |

#### 7.5.1 BACKGROUND

It has been recognized that in order to better serve our public, the principle of participatory government should be applied, hence the establishment of citizen advisory groups such as recreation councils, boards of directors, associations, etc.

#### 7.5.2 PURPOSE

To define the responsibilities and clarify the role of Area Managers and Center Directors as they relate to Recreation Councils and Advisory Groups.

#### 7.5.3 AUTHORITY

Policy of the Park and Recreation Director.

#### 7.5.4 POLICY

- A. Attendance - Area Managers and Center Directors will be required to attend all recreation council and advisory group meetings within their respective areas of responsibility.
- B. Staff representatives will not hold any elective office in a Departmental advisory group.
- C. Staff representatives will not make motions, exercise the right to vote, etc. They should only clarify Departmental policies, procedures, etc.
- D. Staff representatives will assist the chairpersons/presidents of advisory groups in the preparation of agendas, minutes, etc.
- E. Staff representatives will not be authorized to co-sign recreation council or advisory group checks.
- F. Minutes of all meetings will be filed in the Deputy Directors' offices.