



# REPORT

## THE CITY OF SAN DIEGO TO THE PARKS AND RECREATION BOARD

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DATE ISSUED: March 16, 2023

REPORT NO.: 204

ATTENTION: Parks and Recreation Board Agenda of March 16, 2023

SUBJECT: Parks and Recreation Board Bylaws

### SUMMARY

Issue – Should the Parks and Recreation Board update its bylaws, which were last updated in 2019?

Department Recommendation: No recommendation at this time. This is an informational item that may result in a future action item at an upcoming Board meeting.

Fiscal Impact: None.

Water and Energy Conservation Status: Not applicable.

Climate Action Plan (CAP) Impact: Not applicable.

Strategic/Tactical Equity Plan Impact: Not applicable.

Environmental: Not applicable.

### BACKGROUND

San Diego Municipal Code (SDMC) Section §26.30 establishes the Parks and Recreation Board (Board) to advise “on matters relating to the acquisition, development, maintenance, and operation of parks” (Attachment 1). “Parks” include beaches, open space, playgrounds, plazas, public landscapes, and recreational facilities such as community centers, museums, nature centers, recreation centers, senior centers, swimming pools, teen centers, and visitor centers. These lands and facilities may be owned in fee by the City or available for public use under easements or standing agreements.

SDMC §26.31 (Attachment 2) enumerates the duties of the Board as follows:

- Advise the City Council, Mayor, Parks and Recreation Department (Department), and other contributing City departments on public policy matters relating to Parks, including:
  - Acquisition
  - Development, including capital projects and developer-built parks
  - Maintenance

- Operations, including recreational programs, activities, and events
- Review recreational programs to help them meet the needs and desires of San Diegans
- Coordinate working groups and sub-committees to develop integrated and balanced policy recommendations (examples over the past 10 years include Area Committees, Design Review Committee, and Torrey Pines City Park Advisory Committee)
- Conduct investigations, studies, and hearings as needed

SDMC §26.30 also assigns the Board the role of overseeing the San Diego Regional Park Improvement Fund (RPIF), which is one of two capital improvement project funds to receive revenues from leaseholds in Mission Bay Park as outlined in San Diego Charter Section 55.2 (Charter Section 55.2). Charter Section 55.2 became effective on July 1, 2009, under Proposition C, and a subsequent amendment to Charter Section 55.2 became effective after voters approved Measure J on November 8, 2016, with those amendments going into effect on December 19, 2016 (Attachment 3).

On December 14, 2022, the City Council passed Ordinance O-21580, which renamed the Parks and Recreation Board (formerly the Park and Recreation Board without the “s”) effective on January 13, 2023. The current Board Bylaws reflect the old name.

Annually, the Board summarizes its work product in a standard report. Based on a review of recent reports covering 2018 to 2022, action and information items of the Board generally fall into these categories:

- Development of a new Parks Master Plan
- Updates to the recreation element for various community plan updates
- New or updated park master plans, precise plans, and/or general development plans in accordance with Council Policies 600-33 and 000-32
- Joint use program operations, maintenance, and expansion (Play All Day Program)
- Recreation programs such as Come Play Outside or Parks After Dark
- Curfews and requests for overnight park closures
- Annual operating budget for the Department
- Grants and capital project updates
- Acceptance of donations in accordance with Council Policy 100-02 and Park Board Policy 1002
- Naming and renaming park facilities in accordance with Council Policy 900-20 and Park Board Policy 1001
- Condition assessments of park amenities
- Golf Business Plan annual update

- Oversight of RPIF, including:
  - Annual budget development
  - Project budget reallocations
  - Project status (schedule, funding needs, critical issues)
  - Mission Bay lease revenue statistics
  - Audit report

Since the passage of Proposition C, the Board Bylaws have changed twice: once to reflect changes to the Board related to Proposition C around 2009 or 2010, and again in September 2019 to reflect changes in meeting location, the Department name, and some minor changes. The current bylaws are provided in Attachment 4.

### DISCUSSION

Since the last adoption of Board Bylaws in September 2019, the City has adopted a new Parks Master Plan and a new Strategic Plan that focuses on equity. The Department has several initiatives to increase recreational programs and activities in communities of concern as identified in the 2019 Climate Equity Index, and the Planning Department is beginning its Equity Forward focus to identify work needed to improve park amenities, especially in those areas that are park deficient.

Board Chair Marcella Bothwell and Department Director Andy Field reviewed the 2019 Board Bylaws and identified several areas that need to be addressed to meet current business practices of the Board:

- Add reference to controlling documents, including City Charter Sections 55 and 55.2 plus SDMC §26.30 and §26.31 (Article 2)
- Direct the “vacancy notification” to the Office of Boards and Commissions rather than the Office of the Mayor (Article 6)
- Update “staff relationship to the board” to include general updates on the park system as well as project updates and expenditures (Article 7, Section 2)
- Clarify that chair and vice-chair terms extend for two years when selected by the Board (Article 8)
- Clarify duties of Area Committees (Article 9, Section 2(b))
- Remove Design Review Committee and Torrey Pines City Park Advisory Committee from list of standing committees (Article 9, Section 2(b)) – these can be added back into the Board Bylaws if there is interest in reforming these subcommittees using membership from the Park Board
- Remove connection of Mission Bay Park Committee chair also serving as Board member to match current practice unless/until modifications are made to SDMC §26.30 (Article 9, Section 3(b))

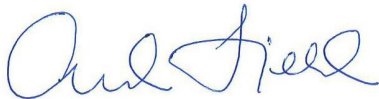
- Explain the citizen advisory committee appointment role more clearly and explain duties of Board member assigned to the Mission Trails Regional Park (MTRP) Citizens Advisory Committee (CAC) (Article 9, Section 4)

A draft mark-up of these potential edits to the Board Bylaws is provided in Attachment 5. However, the Board may wish to consider other possible modifications to the Board Bylaws. Areas for Board discussion include:

- Does the list of roles, duties, and activities sufficiently describe the work of the Board?
- How should the Board Bylaws integrate the concept of equity as outlined in the Parks Master Plan, City Strategic Plan, and Climate Equity Index?
- Should a design review (design assistance) subcommittee be created for a subset of existing board members? This would not require an SDMC change needed, but this would not allow inclusion of non-Board members.
- Should the Mission Bay Park Committee chairperson be reinstated to being a Board member? This may require changes to SDMC §26.30.
- Should the Municipal Golf Committee chairperson be added as a standing Board member? This may require changes to SDMC §26.30.
- Should the Board request a seat in other Boards and Commissions, Citizens Advisory Committees, or Joint Exercise of Powers Agreement Advisory Bodies (aside from MTRP)?
- What role should the Board have in working with Community Recreation Groups (CRGs), given that CRG reform is planned for later in 2023?

There may be additional areas of interest. This report is intended to introduce these concepts and allow for additional changes to the Board Bylaws consistent with Charter Section 55, Charter Section 55.2, SDMC §26.30, and SDMC §26.31. Board input for this session will help determine additional potential changes for consideration at a future Board meeting.

Respectfully submitted,



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Andy Field  
Director, Parks and Recreation Department

Attachments:

1. SDMC §26.30
2. SDMC §26.31
3. Charter Section 55.2
4. Current Board Bylaws
5. Mark-Up of Possible Changes to Bylaws

**ATTACHMENT 1 – SAN DIEGO MUNICIPAL CODE §26.30**

**§26.30 Parks and Recreation Advisory Boards**

**(a) Parks and Recreation Board**

It is the purpose and intent of the City Council to establish a policy advisory board on matters relating to the acquisition, development, maintenance and operation of parks, beaches and recreation property and facilities and that the Parks and Recreation Board will, along with other duties, perform the functions of the former Parks and Recreation Commission. Effective July 1, 2009, the Parks and Recreation Board shall also fulfill the role of the San Diego Regional Parks Improvement Fund Oversight Committee as described in Charter Section 55.2. In order to fulfill the responsibilities under Charter Section 55.2, new qualifications are established to ensure each member is qualified to perform effective oversight.

(1) There is hereby created a Parks and Recreation Board consisting of eleven (11) members who shall serve without compensation.

(A) Each of the members of the Parks and Recreation Board 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.

(B) The members shall be appointed by the Mayor, based on nominations from Councilmembers, and confirmed by the Council.

(C) The members shall serve two (2) year terms and each member shall serve until his successor is duly appointed and qualified. The members shall be appointed in such a manner that the terms of not more than six (6) members shall expire in any year. The expiration date shall be March 1.

(D) During March of each year, the Mayor may designate one (1) member as Chairman; however, in the absence of such designation, the Board shall, on or after April 15, select from among their members a Chairman.

(E) The Parks and Recreation Director shall serve as Secretary to the Board.

(2) The Board may adopt such rules, regulations and organizational structure for the conduct of its business as it may deem necessary.

(3) The Chair, with the advice of the Board, shall appoint standing and ad hoc committees concerned with specific problems or areas of interest to the Board. The committees shall be composed of Board members, augmented by other representative citizens appointed by the Board Chair. The Board Chair shall appoint board members as Chair and Vice–Chair of each such committee.

(4) There shall be a standing committee whose purpose it shall be to give advice relative to the maintenance of the San Diego - La Jolla Underwater Park as a marine life reserve to the end that the total environment, geological, biological, and botanical, of said park be preserved and protected. Said committee shall render such advice as to the management, operation and necessary restrictions on the use of the park as may be required. The advisory committee shall consist of nine (9) members, one of which shall be a representative of the general public, and the others representing pertinent City, State, and Federal government and recreation interests.

Members shall be representatives of the University of California– Scripps Institution of Oceanography; the U.S. Fish and Wildlife Service; State of California Department of Fish and Wildlife; San Diego Council of Divers; San Diego sport fishing interests; one geologist; one marine biologist; and two members at large. Members shall be appointed by the Mayor with the consent of the Council.

The members shall serve two (2) year terms and each member shall serve until his successor is duly appointed and qualified. The members shall be appointed in such a manner that the terms of not more than five (5) members shall expire in any year. The expiration date shall be March 1. During March of each year, the Mayor may designate one (1) member as Chair; however, in the absence of such designation, the Board shall, on or after April 15, select from among their members a Chair.

#### **(b) Balboa Park Committee**

There is hereby established a Balboa Park Committee to serve in an advisory capacity to the Parks and Recreation Board, Mayor, City Council, and City Manager on policy issues relating to the acquisition, development, maintenance and operation of Balboa Park. The Balboa Park Committee shall consist of twelve members, who shall serve without compensation. The members shall be appointed by the Mayor and confirmed by the City Council, subject to the following conditions:

(1) The Mayor shall appoint one member from among the members of the Parks and Recreation Board who shall be designated Chair;

(2) The Mayor shall appoint one member who shall be designated Vice-Chair;

(3) The Mayor shall appoint three members from a list of at least four nominees provided by the Councilmember representing the majority of the area in Balboa Park;

(4) The Mayor shall appoint four members from planning groups officially recognized by the City pursuant to Council Policy 600-24 as follows:

(A) One member from the planning group representing the Uptown neighborhood;

(B) One member from the planning group representing the North Park neighborhood;

(C) One member from the planning group representing the Golden Hill neighborhood;  
and

(D) One member from the planning group representing the Centre City neighborhood;

(5) The Mayor shall appoint one member from the Balboa Park/Morley Field Community Recreation Group; and

(6) The Mayor shall appoint one member representing a large institution in Balboa Park and one member representing a small or mid-sized institution in Balboa Park.

The members shall serve two year staggered terms for a maximum of eight consecutive years. An interval of four years must pass before a person who has served eight consecutive years can be reappointed. The expiration date for all terms shall be March 1. Each member shall serve until his or her successor is duly appointed and qualified. The Committee shall adopt rules consistent with the law for the government of its business and procedures.

#### **(c) Mission Bay Park Committee**

There is hereby established a Mission Bay Park Committee to serve in an advisory capacity to the Parks and Recreation Board, Mayor, City Council, and City Manager on policy issues relating to the acquisition, development, maintenance, and operation of Mission Bay Park. Effective July 1, 2009, the Mission Bay Park Committee shall also fulfill the role of the Mission Bay Park Improvement Fund Oversight Committee as described in Charter section 55.2. In order to fulfill the responsibilities under Charter section 55.2, new qualifications are established to ensure each member is qualified to perform effective oversight.

(1) Each of the members of the Mission Bay Park 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.

(2) The Mission Bay Park Committee shall consist of eleven members, who shall serve without compensation.

(3) The members shall be appointed by the Mayor and confirmed by the City Council, subject to the following conditions:

(A) The Mayor shall appoint three members from nominations submitted by the Councilmember representing the Council District that contains the largest geographic area of Mission Bay Park, and three members from nominations submitted by the Councilmember representing the Council District that contains the next largest area of Mission Bay Park, or if none, the Council District located in closest proximity to Mission Bay Park;

(B) The Mayor shall appoint three at large members;

(C) The Mayor shall appoint one Mission Bay lessee who shall represent a hotel in the Park; and

(D) The Mayor shall appoint one Mission Bay lessee who shall represent a lessee in the Park other than a hotel.

(4) The members shall serve two year staggered terms for a maximum of eight consecutive years. An interval of four years must pass before a person who has served eight consecutive years can be reappointed. Each member shall serve until his or her successor is duly appointed and qualified. The members shall be appointed in such a manner that the terms of not more than six members shall expire in any year. Effective July 1, 2009, all terms unexpired as of June 30, 2009 shall be deemed expired. Thereafter, all terms shall expire on June 30.

(5) During July of each year, the Mayor shall designate one member as Chairperson of the Committee. In the absence of such designation, the Board shall, on or after August 15 of that year, select a Chairperson from amongst its members. During July of each year the Committee shall select from among its members a Vice Chairperson.

(6) Meetings of the Mission Bay Park Committee shall be held at least six times a year with no two consecutive months passing without a regularly scheduled meeting of the Committee.

(7) The Committee shall adopt rules consistent with the law for the government of its business and procedures.

#### **(d) Municipal Golf Committee**

There is hereby established a Municipal Golf Committee to serve in an advisory capacity to the Parks and Recreation Board, Mayor, City Manager, and City Council on policy issues relating to the acquisition, development, maintenance, and operation of the following municipal golf courses: Balboa Golf Course, Mission Bay Golf Course, and Torrey Pines Golf Course.

(1) The Municipal Golf Committee shall consist of eleven members, who shall serve without compensation. The members shall be appointed by the Mayor and confirmed by the City Council, subject to the following conditions:

(A) One member shall have expertise in accounting or financial management;

(B) One member shall represent a lessee from one of the above municipal golf courses;

(C) One member shall have expertise in general business;

(D) One member shall have expertise in golf course architecture, landscape architecture, or irrigation management;



- (E) One member shall be from the Torrey Pines Golf Course Men's or Women's Club;
  - (F) One member shall be from the Balboa Park Golf Course Men's or Women's Club;
  - (G) One member shall represent the Mission Bay Golf Course, until such time as a club is formed for this golf course, at which time the member shall be from that club;
  - (H) One member shall be a youth golf program professional; and
  - (I) Three members shall be at large members, however, they shall have experience playing golf, utilizing the golf courses, or shall be familiar with the courses and needs of golfers in general.
- (2) For the initial appointments, five members shall be appointed to a term of two years, and six members to a term of four years. Subsequent appointments shall be for four year terms. The expiration of each term shall be May 1. Each member may elect to serve until his or her successor in interest is duly appointed and qualified. The maximum number of terms that a member may serve is two, including those members initially appointed to serve a two year term. An interval of four years must pass before any member who has served eight years may be reappointed.
- (3) During May of each year, the Mayor shall designate one member as the Chairperson. In the absence of such designation, the Municipal Golf Committee shall, on or after June 15 of that year, select a Chairperson from amongst its members. During May of each year, the Municipal Golf Committee shall select a Vice Chairperson.
- (4) The Municipal Golf Committee shall adopt rules or bylaws consistent with the law for the government of its business and procedures.

*(Amended 1-26-2004 by O-19256 N.S.) (Amended 7-9-2009 by O-19876 N.S.; effective 8-8-2009.) (Retitled to "Park and Recreation Advisory Boards" and amended 5-2-2013 by O-20255 N.S.; effective 6-1-2013.) (Retitled from "Park and Recreation Advisory Boards" to "Parks and Recreation Advisory Boards" and amended 12-14-2022 by O-21580 N.S.; effective 1-13-2023.)*

**ATTACHMENT 2 – SAN DIEGO MUNICIPAL CODE §26.31**

**§26.31 Parks and Recreation Board — Powers and Duties**

The powers and duties of the Parks and Recreation Board shall be as follows:

- (a) Advise the City Council through the City Manager on public policy matters relating to the acquisition, development, maintenance and operation of parks, beaches, playgrounds and recreational activities in the City of San Diego.
- (b) Periodically review the recreational program of the City in relation to the needs and desires of the citizens.
- (c) Coordinate the work of such committees as may be established towards the end of developing integrated and balanced policy recommendations.
- (d) Conduct such investigations, studies and hearings which, in the judgment of the Board, will aid in effectuating its general purposes.

*(Renumbered to Secs. 26.0330 through 26.0338 on 1–8–1990 by O–17408 N.S.) (Retitled from “Park and Recreation Board — Powers and Duties” to “Parks and Recreation Board — Powers and Duties” and amended 12-14-2022 by O-21580 N.S.; effective 1-13-2023.)*

**ATTACHMENT 3 – SAN DIEGO CHARTER SECTIONS 55, 55.1, AND 55.2**

**Section 55: Park and Recreation**

The City Manager shall have the control and management of parks, parkways, plazas, beaches, cemeteries, street trees, landscaping of City-owned property, golf courses, playgrounds, recreation centers, recreation camps, and recreation activities held on any City playgrounds, parks, beaches, and piers, which may be owned, controlled, or operated by the City. The Council shall by ordinance adopt regulations for the proper use and protection of said park property, cemeteries, playgrounds, and recreation facilities, and provide penalties for violations thereof. The Manager is charged with the enforcement of such regulations.

All real property owned in fee by the City heretofore or hereafter formally dedicated in perpetuity by ordinance of the Council or by statute of the State Legislature for park, recreation, or cemetery purposes shall not be used for any but park, recreation, or cemetery purposes without such changed use or purpose having been first authorized or later ratified by a vote of two-thirds of the qualified electors of the City voting at an election for such purpose. However, real property which has been heretofore or which may hereafter be set aside without the formality of an ordinance or statute dedicating such lands for park, recreation, or cemetery purposes may be used for any public purpose deemed necessary by the Council.

Whenever the City Manager recommends it, and the Council finds that the public interest demands it, the Council may, without a vote of the people, authorize the opening and maintenance of streets and highways over, through, and across City fee-owned land which has heretofore or hereafter been formally dedicated in perpetuity by ordinance or statute for park, recreation, and cemetery purposes.

The Council may, without a vote of the people, authorize a lease of the property occupied by San Diego High School to the San Diego Unified School District for educational, cultural, recreational, and civic programs and activities, provided that the property is used for a public high school. The property occupied by San Diego High School means the area used by the San Diego Unified School District for San Diego High School as of the date this amendment is effective, and further described in the legal description on file with the City Clerk as Document No. OO-20721.

The City Manager may, without a vote of the people, authorize childcare at recreation facilities and buildings on real property owned in fee by the City heretofore or hereafter formally dedicated in perpetuity by ordinance of the Council or by statute of the State Legislature for park or recreation purposes. For purposes of this section, childcare means any State-licensed childcare facility, other than in-home family day care, in which nonmedical care and supervision is provided for children under age 18 in a group setting for less than 24 hours per day, excluding educational or instructional use provided by public, private, home, or charter schools.

The City Manager shall also have charge of the management, control, preservation, regulation, improvement, and embellishment of all public burial grounds and cemeteries belonging to the City, and the sale of lots therein. At least twenty percent of the net proceeds from the sale of all cemetery lots shall be deposited with the City Treasurer and be kept in a fund to be known as the Cemetery Perpetuity Fund. This fund shall be administered by the Funds Commission and shall be invested in such income-producing securities as the Funds Commission may decide. The principal of the perpetuity fund (subject to such accretion or diminution as may result from investing the same) shall not be available for meeting expenses for maintenance or upkeep of the cemeteries in any manner whatsoever. All income derived

from the investment of the moneys in said perpetuity fund, together with the balance of the sale price of said lots not placed in the perpetuity fund, shall be expended in the maintenance and upkeep of the cemeteries and the perpetual care and upkeep of all graves and lots in said cemeteries; provided, however, that if in any one year such income is more than needed for the purpose of such maintenance, upkeep, and perpetual care, the Council may direct that the excess over and above that needed as above provided may be used for any other municipal purpose. If the income from said investments of said perpetuity fund and the balance of the sale price of said lots each year are not sufficient to maintain the cemeteries and to provide perpetual care and upkeep of all graves and lots in said cemeteries, the Council shall annually appropriate from other revenues an amount sufficient to enable the City to provide perpetual care and upkeep of all graves and lots in the cemeteries.

*(Amendment voted 04-22-1941; effective 05-08-1941.) (Amendment voted 03-11-1947; effective 03-24-1947.) (Amendment voted 04-21-1953; effective 05-29-1953.) (Amendment voted 09-17-1963; effective 02-11-1964.) (Amendment voted 11-04-1975; effective 12-01-1975.) (Amendment voted 11-08-2016; effective 12-19-2016.) (Amendment voted 11-08-2022; effective 01-09-2023.)*

#### **Section 55.1: Mission Bay Park - Restrictions upon Commercial Development**

Notwithstanding any other provision of this Charter to the contrary, the total land and water area of all leases in Mission Bay Park shall not exceed twenty-five percent (25%) of the total dedicated land area or six and one-half percent (6.5%) of the total dedicated water area respectively of the park without such lease being authorized or later ratified by vote of 2/3's of the qualified electors of the City voting at an election for such purpose.

*(Amendment voted 11-03-1987; effective 12-17-1987.)*

#### **Section 55.2: Mission Bay Park and Regional Parks Improvement Funds**

(a) For the purpose of this Section, the following definitions shall apply and the words shall appear in italics:

(1) *Capital Improvement* means physical assets, constructed or purchased, or the restoration of some aspect of a physical or natural asset that will increase its useful life by one year or more or which constitutes an environmental improvement of a natural asset.

(2) *Mission Bay Baseline Chart* shall be defined as the Mission Bay dredging plans on file with the City Clerk as Document No. OO-19776. It shall serve as the baseline for depths for navigable waters within Mission Bay. Depths may be increased or decreased for specific areas within Mission Bay only if, after review of these areas by the San Diego Fire Department or the *Mission Bay Park Improvement Fund Oversight Committee*, it is found that either the original depth no longer supports or ensures safe navigation, is inconsistent with the *Mission Bay Park Master Plan*, or needs to be modified in order to create sustainable shorelines. Any changes must be adopted by ordinance of the City Council and shall act as amendments to the original dredging plans.

(3) *Mission Bay Park* means the area described in the Mission Bay Park Record of Survey 16891, filed on February 28, 2001, in the Office of the County Recorder as File No. 2001-0113422, and any City-owned property heretofore or hereafter dedicated for park purposes that is contiguous to

*Mission Bay Park* and has been determined by ordinance of the City Council to be part of *Mission Bay Park* for purposes of this Charter section 55.2.

(4) *Mission Bay Park Improvement Zone* means those areas encompassed within the boundaries of *Mission Bay Park*, Oceanfront Walk from the Mission Bay jetty to Crystal Pier and the adjoining seawall, coastal parks and ocean beaches contiguous thereto, Rose Creek from its terminus in Mission Bay to the southern end of the Santa Fe Road flood control channel, Tecolote Creek from its terminus in Mission Bay to the western end of the Tecolote Creek flood control channel and the San Diego River as it passes through the boundaries of *Mission Bay Park* as described herein. The boundaries of the San Diego River, Rose Creek and Tecolote Creek shall be the width of those waterways to the nearest property line.

(5) *Mission Bay Park Improvement Fund* means a separate interest bearing monetary fund maintained by the City of San Diego to receive and spend the *Mission Bay Park Lease Revenues* identified herein for the benefit of the *Mission Bay Park Improvement Zone*.

(6) *Mission Bay Park Improvement Fund Oversight Committee* means the committee determined by ordinance of the City Council to carry out the oversight responsibilities described herein.

(7) *Mission Bay Park Lease Revenues* means all revenues collected by the City of San Diego from commercial and non-profit sources within *Mission Bay Park*, including but not limited to all monetary consideration received under leases of city owned property within *Mission Bay Park*, as well as revenue collected from contracts for concessions or any other revenues collected for the use of city owned property within *Mission Bay Park*. The term does not include revenue from the Mission Bay Golf Course, unless privately leased; mooring fees; any revenues from taxes including but not limited to Transient Occupancy Taxes, sales taxes, possessory interest taxes, property taxes; or permit fees such as park and recreation fees or special event fees to the extent those fees are levied to recover actual costs incurred by the City of San Diego.

(8) *Mission Bay Park Master Plan* means the Master Plan adopted by the City Council for Mission Bay Park in 1994, the Natural Resources Management Plan, and any amendments or updates that are subsequently adopted by the City Council or any such similar replacement plan that may be subsequently adopted by the City Council. For purposes of this Section, the definition shall also include adopted plans for areas located within the *Mission Bay Park Improvement Zone*.

(9) *San Diego Regional Parks* means those parks that serve regional residents and/or visitor populations as determined by ordinance of the City Council. *San Diego Regional Parks* shall initially include Chollas Lake Park, Balboa Park, Mission Trails Regional Park, Otay River Valley Park, Presidio Park, San Diego River Park, open space parks, and coastal beaches along with coastal parks contiguous thereto. For the purposes of this Section, this definition shall specifically exclude the *Mission Bay Park Improvement Zone*.

(10) *San Diego Regional Parks Improvement Fund* means a separate interest bearing monetary fund maintained by the City of San Diego to receive and spend the *Mission Bay Park Lease Revenues* identified herein for the benefit of the *San Diego Regional Parks*.

(11) *San Diego Regional Parks Improvement Fund Oversight Committee* means the committee determined by ordinance of the City Council to carry out the oversight responsibilities described herein.

(b) Subject to the City of San Diego's State law obligations as a trustee of tidelands within *Mission Bay Park*, *Mission Bay Park Lease Revenues* up to the threshold amount in each fiscal year shall be deposited into the San Diego General Fund and may be used for any municipal purpose, including but not limited to, police, fire, streets, sewers, water delivery, roads, bridges, and operation of parks. All *Mission Bay Park Lease Revenues* in excess of the threshold amount shall be allocated in the City of San Diego budget to two distinct funds. Thirty-five percent (35%) of the *Mission Bay Park Lease Revenues* in excess of the threshold amount, or three million five hundred thousand dollars (\$3,500,000) whichever is greater, shall be allocated to the *San Diego Regional Parks Improvement Fund* that solely benefits the *San Diego Regional Parks* and sixty-five percent (65%) of the *Mission Bay Park Lease Revenues* over the threshold amount, or the remainder of those revenues if less than 65% is available after the allocation to the *San Diego Regional Parks Improvement Fund*, shall be allocated to the *Mission Bay Park Improvement Fund* that solely benefits the *Mission Bay Park Improvement Zone*. The threshold amount shall be \$23 million beginning fiscal year 2010 and ending fiscal year 2014. The threshold amount shall be \$20 million beginning fiscal year 2015 and shall remain \$20 million thereafter.

(c) Funds in the *Mission Bay Park Improvement Fund* may be expended only in the *Mission Bay Park Improvement Zone*, to restore wetlands, wildlife habitat, and other environmental assets within the *Mission Bay Park Improvement Zone*; to preserve the beneficial uses of the *Mission Bay Park Improvement Zone* including, but not limited to, water quality, boating, swimming, fishing, and picnicking by maintaining navigable waters and eliminating navigational hazards; to restore embankments and other erosion control features; and to improve the conditions of the *Mission Bay Park Improvement Zone* for the benefit and enjoyment of residents and visitors, consistent with the *Mission Bay Park Master Plan*.

(1) To achieve these goals, all of the following identified priorities are intended to be authorized, have a funding plan adopted by City Council, and proceed to completion in the order provided below, subject to section (c)(2) below authorizing projects to proceed concurrently:

(A) Restoration of navigable waters within *Mission Bay Park* and elimination of navigational hazards. When depth conditions no longer support and ensure safe navigation, those areas that pose a danger or impede the passage of watercraft shall be dredged in accordance with the *Mission Bay Baseline Chart*.

(B) Wetland expansion and water quality improvements and the protection and expansion of eelgrass beds as identified in the *Mission Bay Park Master Plan*.

(C) Restoration of shoreline treatments within the *Mission Bay Park Improvement Zone* including restoration of beach sand and stabilization of erosion control features.

(D) Expansion of endangered or threatened species preserves and upland habitats on North Fiesta Island and along the levee of the San Diego River floodway as identified in the *Mission Bay Park Master Plan*.

(E) Deferred maintenance projects that are also Capital Improvements within the *Mission Bay Park Improvement Zone* as may be recommended by the *Mission Bay Park Improvement Fund Oversight Committee* and approved by the City Council such as, but not limited to, completion of bicycle and pedestrian paths and bridges as identified in the *Mission Bay Park Master Plan*, installation of sustainable lighting in the *Mission Bay Park Improvement Zone*, installation of signage and landscaping at points of entry to *Mission Bay Park* and the South Shores, the repair, resurfacing and restriping of parking lots within the *Mission Bay Park Improvement Zone*, the repair of playgrounds and comfort stations, and the restoration of the seawall and bulkhead on Oceanfront Walk to a condition no less than the quality of restoration previously performed in 1998 from Thomas Street to Pacific Beach Drive or to conditions as may be required by historic standards.

(2) After a priority project identified in (c)(1)(A-E) above has been authorized and has a funding plan adopted for it by City Council, funds may be committed to and expended on a subsequent project of a lesser priority and construction of a subsequent project may proceed concurrently with a greater priority project provided construction of a lesser priority project does not preclude completion of a greater priority project. The City Council shall be required to make findings that completion of a greater priority project will not be precluded by expending funds on a lesser priority project before approving said expenditure.

(3) Once the projects identified in (c)(1)(A-E) have completed, additional projects shall be prioritized and funded only for Capital Improvements as identified in the *Mission Bay Park Master Plan*, recommended by the *Mission Bay Park Improvement Fund Oversight Committee*, and approved by the City Council.

(4) To the extent items (c)(1)(A-E) require additional funding or are later in need of additional Capital Improvements, then those items shall again have priority over other Capital Improvements only if approved by the City Council.

(5) Except as may be specifically authorized above in this subsection, funds in the *Mission Bay Park Improvement Fund* may not be expended for commercial enterprises or improvements of leasehold interests; for any costs associated with utilities, including, but not limited to, water and sewage; or for roads, vehicle bridges, or vehicular ramps; or on costs that cannot be capitalized; or on daily, weekly, monthly, or annual upkeep of the *Mission Bay Park Improvement Zone* and there shall be no expenditure for contracted labor or services or for city employee salaries, pensions or benefits unless those expenses can be capitalized, and only then at the then-standard rates used by the City of San Diego for all other capital improvement projects.

(d) Funds in the *San Diego Regional Parks Improvement Fund* may be expended only for non-commercial public *Capital Improvements* for the *San Diego Regional Parks* and only for park uses. Funds in the *San Diego Regional Parks Improvement Fund* may not be expended for commercial enterprises or improvements of leasehold interests; for any costs associated with utilities, including, but not limited to, water and sewage; or for roads, vehicle bridges, or vehicular ramps; or on daily, weekly, monthly, or annual upkeep of the *San Diego Regional Parks*.

Priority for Capital Improvements hereunder shall be recommended by the *San Diego Regional Parks Improvement Fund Oversight Committee*, in accordance with the master plans for each of the *San Diego Regional Parks*, and approved by the City Council.

(e) The *Mission Bay Park Improvement Fund Oversight Committee* and the *San Diego Regional Parks Improvement Fund Oversight Committee* shall meet at least quarterly to audit and review the implementation of this Charter Section, to recommend priorities for expenditures and Capital Improvements hereunder in accordance with the master plans for each of the *San Diego Regional Parks* or with the *Mission Bay Park Master Plan* or within the priorities identified in (c)(1)(A-E), as applicable; and to verify that the appropriate funds are collected, segregated, retained and allocated according to the intent of this Section, and spent as prioritized in this Section and consistent herewith.

The San Diego City Auditor, in cooperation with each committee, shall establish and oversee a mechanism to ensure public accountability by effectively reporting and communicating the extent and nature of revenues, expenses and improvements generated hereunder and compliance with the requirements outlined herein. This shall include, at a minimum, an annual audit report to the Mayor, City Council and public. Each report shall, at a minimum, contain a complete accounting of all revenues received, the amount and nature of all expenditures, a report as to whether in each committee's view the expenditures have been consistent with the priorities and provisions hereof, whether the City of San Diego has complied with sections (c), (d), (f), (g) and (h). In the event that either committee finds that there has been a violation of this Charter Section by the City of San Diego, it should set forth the alleged violation in a written communication to the City Manager and members of the San Diego City Council. If the alleged violation is not resolved to the satisfaction of the aggrieved committee within 30 days, the San Diego City Council shall docket an action item for a public meeting of the San Diego City Council within 60 days. If evidence presented to the San Diego City Council by the aggrieved committee establishes a violation of this Section, the San Diego City Council shall forthwith cure the violation including but not limited to the restoration of inappropriately expended funds.

(f) The City of San Diego shall take all steps necessary to ensure the collection and retention of all *Mission Bay Park Lease Revenues* for purposes described herein and to utilize those revenues only for the purposes described herein and consistent with the priorities and intentions described herein. The City of San Diego may issue bonds, notes or other obligations to expedite the *Capital Improvements* contemplated herein, utilizing the revenue stream from *Mission Bay Park Lease Revenues* designated herein.

(g) The annual budgets allocated for park operations and maintenance in the *Mission Bay Park Improvement Zone* and the *San Diego Regional Parks* shall not be reduced at a greater rate or increased at a lesser rate relative to the overall annual budget of park and recreation as a result of monies available hereunder.

(h) The City of San Diego is encouraged to seek other sources of funding for the purposes of improving the *Mission Bay Park Improvement Zone* and the *San Diego Regional Parks*, including but not limited to grant funding from other governmental agencies, private individuals, or foundations. In the event the City of San Diego receives any such additional funds, they shall be in addition to, and shall not offset or reduce funds dedicated to the *Mission Bay Park Improvement Fund* or *San Diego Regional Parks Fund* under this Section.



(i) Nothing contained herein shall prevent the City of San Diego from spending funds in excess of the *Mission Bay Park Improvement Fund* or *San Diego Regional Parks Fund* for the purposes of improving the *Mission Bay Park Improvement Zone* or the *San Diego Regional Parks*.

(j) This Section shall take effect and be in force on July 1, 2009, and will expire on June 30, 2069. Before the expiration of this Section, the City Council shall place on the ballot no later than the last regularly scheduled election prior to June 30, 2069 a measure to amend the Charter to extend the effect of this Section for an additional 30 years.

(k) In the event of a conflict between any provision of Section 55.2 and any other provision of this Charter or the Municipal Code, Section 55.2 shall govern.

*(Addition voted 11-04-2008; effective 12-16-2008.) (Amendment voted 11-08-2016; effective 12-19-2016.)*

## **ATTACHMENT 4 – CURRENT PARKS AND RECREATION BOARD BYLAWS**

### **THE CITY OF SAN DIEGO**

#### **San Diego Park and Recreation Board**

##### **Bylaws**

#### **ARTICLE I-NAME**

The name of this advisory committee shall be the San Diego Park and Recreation Board (Board).

#### **ARTICLE II-PURPOSE**

It is the purpose and intent of the City Council to establish a policy advisory board on matters relating to the acquisition, development, maintenance and operation of parks, beaches and recreation property and facilities and that the Board will, along with other duties, perform the functions of the former Park and Recreation Commission and the former Mission Bay Commission. Effective July 1, 2009, the Park and Recreation Board shall also fulfill the role of the San Diego Regional Parks Improvement Fund Oversight Committee as described in City Charter Section 55.2.

The Board is subject to the Ralph M. Brown Act of the State of California and shall conduct its meetings in accordance with the provisions thereof. The City of San Diego shall provide necessary administrative support to the Board as shall be consistent with the Board's purposes, as set forth in City Charter 55.2.

#### **ARTICLE III-DUTIES AND RESPONSIBILITIES**

The powers and duties of the Park and Recreation Board shall be as follows:

- (a) Advise the City Council through the City of San Diego Mayor on public policy matters relating to the acquisition, development, maintenance and operation of parks, beaches, playgrounds and recreational activities in the City of San Diego.
- (b) Periodically review the recreational program of the City in relation to the needs and desires of the citizens.
- (c) Coordinate the work of such committees as may be established towards the end of developing integrated and balanced policy recommendations.
- (d) Conduct such investigations, studies and hearings which, in the judgment of the Board, will aid in effectuating its general purposes.
- (e) Pursuant City of San Diego Municipal Code 26.30, the San Diego Park and Recreation Board serves as the San Diego Regional Park Improvement Oversight Committee.

#### **ARTICLE IV-MEMBERSHIP**

Section 1. Number - The Board shall consist of eleven (11) members as outlined in the City of San Diego Municipal Code 26.30 (b) Park and Recreation Board.

## Section 2. Appointment and Terms

- (a) The members shall be appointed by the Mayor, based on nominations from City Council Members, and confirmed by the City Council.
- (b) The members shall serve two (2) year terms and each member shall serve until his successor is duly appointed and qualified. The members shall be appointed in such a manner that the terms of not more than six (6) members shall expire in any year. The expiration date shall be March 1.

Section 3. Qualifications - Each of the members of the Board 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 4. Ethics-Conflict of Interest - By accepting appointment to the Board, each member agrees to comply with the City of San Diego's Conflict of Interest Code.

## ARTICLE V-MEETINGS

Section 1. Meetings - The Board meets monthly with the exception of August and December, but can meet, if needed.

Section 2. Location - Meetings typically will be held at the Balboa Park Club Ballroom at 2150 Pan American Road West, San Diego, CA 92101, but can be held at other locations, as properly noticed.

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 Board members shall constitute a quorum for the transaction of any business, except adjournment.

## ARTICLE VI-VACANCIES

The Board shall find that a vacancy exists upon:

- (a) Receipt of a resignation in writing from one of its members or
- (b) The third consecutive absence or
- (c) The fourth absence in the 12-month period of March through February of a member(s) from the Board's regular meetings.

Upon report that a vacancy exists, Parks and Recreation Department staff shall notify the Mayor of the vacancy and request the nomination of a candidate to City Council for confirmation.

## ARTICLE VII-STAFF SUPPORT

Section 1. Staff - The City shall provide to the Board 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; and
- (d) Retention of all Board records, and providing public access to such records.
- (e) Establishment and oversight of a mechanism to ensure public accountability regarding the extent and nature of revenues, expenses, and improvements pursuant to City Charter section 55.2 and compliance with the requirements of City Charter 55.2.

## Section 2. Staff Relationship to the Board

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

## **ARTICLE VIII-OFFICERS**

Pursuant Municipal Code 26.30, during March of each year, the Mayor may designate one (1) member as Chairperson; however, in absence of such designation, the Board shall on or after April 15, select from among their members a Chairperson. The Board shall elect a vice-chair who shall act as chairperson only when the chairperson is absent, which positions shall continue for two (2) year term.

## **ARTICLE IX-SUBCOMMITTEES & COMMITTEES**

Section 1. Appointments - The Park and Recreation Board Chair, with the advice of the Board, shall appoint standing and ad-hoc committees concerned with specific problems or areas of interest to the Board and shall be disbanded upon completion of the appointive goals.

Section 2. Standing Subcommittees - Area Community Parks I and II, the Design Review Committee, Torrey Pines City Park Advisory Committee are Standing Subcommittees of the Board.

- (a) The Chairperson of the Board shall appoint a Member of the Board to Chair and Vice-Chair each of the committees.
- (b) If a Board Member appointment is not made, within 60 days the majority of the members of the Subcommittee shall select an “interim” Chair and Vice-Chair until such appointment is made.
- (c) In this event the Interim Chairperson will be required following each meeting of the subcommittee to either: Make a verbal report to the Board or submit a written report prior to the next scheduled Board meeting.

Section 3. Mayor Appointments - Specific Subcommittees are designated in the City of San Diego Municipal Code Section 26.30 for appointment by the Mayor of San Diego. For those Subcommittees, the appointments of Board Members to those Subcommittees are as follows:

(a) The Mayor of San Diego shall appoint one member from among the members of the Park and Recreation Board to be Chair of the Balboa Park Committee.

(b) During July of each year, the Mayor of San Diego shall designate one member of the Mission Bay Park Committee as Chairperson of the Committee. In the absence of such designation, the members of the Mission Bay Park Committee shall, on or after August 15 of that year, select a Chairperson from amongst its members.

Section 4. Advisory Committee Appointments - For those Organizations such as the Mission Trails Regional Park Citizens' Advisory Committee, which include a provision in their bylaws for a representative from the Board to be included in their committee structure:

(a) The Board can ask for a member to attend the publicly noticed committee and report back.

(b) The report can be added to the agenda as issues arise that are relevant to the mission of or requires input by the Board.

#### **ARTICLE X-PARLIAMENTARY AUTHORITY**

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

#### **ARTICLE XI-AMENDMENT OF BYLAWS**

Any amendment to these Bylaws shall be approved by a two-thirds vote of the entire San Diego Park and Recreation Board.

#### **ARTICLE XII-ADOPTION OF BYLAWS**

Immediately upon favorable vote of not less than two-thirds vote of full membership of the Board and approval of the San Diego Parks and Recreation Department, these Bylaws shall be in full force and effect.

*Updated and Approved: 9/19/19*

## **ATTACHMENT 5 – SUGGESTED EARLY EDITS TO PARKS AND RECREATION BOARD BYLAWS**

Proposed additions are shown in red/underline, and proposed deletions are shown in ~~red/strikeout~~.

### **THE CITY OF SAN DIEGO**

#### **San Diego Parks and Recreation Board**

#### **Bylaws**

#### **ARTICLE I-NAME**

The name of this advisory committee shall be the San Diego Parks and Recreation Board (Board).

#### **ARTICLE II-PURPOSE**

It is the purpose and intent of the City Council to establish a policy advisory board on matters relating to the acquisition, development, maintenance, and operation of parks, beaches, and recreation property and facilities and that the Board will, along with other duties, perform the functions of the former Park and Recreation Commission ~~and the former Mission Bay Commission~~ per San Diego Charter Sections 55 and 55.2 and San Diego Municipal Code Sections 26.30 and 26.31. Effective July 1, 2009, the Park and Recreation Board shall also fulfill the role of the San Diego Regional Parks Improvement Fund Oversight Committee as described in City Charter Section 55.2.

The Board is subject to the Ralph M. Brown Act of the State of California and shall conduct its meetings in accordance with the provisions thereof. The City of San Diego shall provide necessary administrative support to the Board as shall be consistent with the Board's purposes, as set forth in City Charter 55.2.

#### **ARTICLE III-DUTIES AND RESPONSIBILITIES**

The powers and duties of the Parks and Recreation Board shall be as follows:

- (a) Advise the City Council through the City of San Diego Mayor on public policy matters relating to the acquisition, development, maintenance and operation of parks, beaches, playgrounds, and recreational activities in the City of San Diego.
- (b) Periodically review the recreational program of the City in relation to the needs and desires of the citizens.
- (c) Coordinate the work of such committees as may be established towards the end of developing integrated and balanced policy recommendations.
- (d) Conduct such investigations, studies, and hearings which, in the judgment of the Board, will aid in effectuating its general purposes.
- (e) Pursuant City of San Diego Municipal Code 26.30, the San Diego Parks and Recreation Board serves as the San Diego Regional Park Improvement Oversight Committee.

## ARTICLE IV-MEMBERSHIP

Section 1. Number - The Board shall consist of eleven (11) members as outlined in ~~the City of~~ San Diego Municipal Code 26.30 (b) Parks and Recreation Board.

### Section 2. Appointment and Terms

(a) The members shall be appointed by the Mayor, based on nominations from City Council Members, and confirmed by the City Council.

(b) The members shall serve two (2) year terms and each member shall serve until his successor is duly appointed and qualified. The members shall be appointed in such a manner that the terms of not more than six (6) members shall expire in any year. The expiration date shall be March 1.

Section 3. Qualifications - Each of the members of the Board 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 4. Ethics-Conflict of Interest - By accepting appointment to the Board, each member agrees to comply with the City of San Diego's Conflict of Interest Code.

## ARTICLE V-MEETINGS

Section 1. Meetings - The Board meets monthly with the exception of August and December, but can meet, if needed.

Section 2. Location - Meetings typically will be held at the Balboa Park Club Ballroom at 2150 Pan American Road West, San Diego, CA 92101, but can be held at other locations, as properly noticed.

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 Board members shall constitute a quorum for the transaction of any business, except adjournment.

## ARTICLE VI-VACANCIES

The Board shall find that a vacancy exists upon:

(a) Receipt of a resignation in writing from one of its members, or

(b) The third consecutive absence, or

(c) The fourth absence in the 12-month period of March through February of a member(s) from the Board's regular meetings.

Upon report that a vacancy exists, Parks and Recreation Department staff shall notify the Office of Boards and Commissions ~~Mayor~~ of the vacancy and request the nomination of a candidate to City Council for confirmation.

## ARTICLE VII-STAFF SUPPORT

Section 1. Staff - The City shall provide to the Board 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;  
~~and~~
- (d) Retention of all Board 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 City San Diego Charter Section 55.2 and compliance with the requirements of City San Diego Charter Section 55.2.

Section 2. Staff Relationship to the Board

City ~~of San Diego~~ staff and/or City consultants shall attend all Board proceedings as appropriate in order to report on the status of the park system, updates on park projects and planning initiatives, and the expenditures of improvement funds and bond proceeds, as applicable ~~of projects and the expenditures of bond proceeds.~~

## ARTICLE VIII-OFFICERS

Pursuant to San Diego Municipal Code 26.30, during March of each year, the Mayor may designate one (1) member as Chairperson; however, in absence of such designation, the Board shall on or after April 15, select from among their members a Chairperson. The Board shall elect a vice-chair who shall act as chairperson only when the chairperson is absent. ~~Both, which~~ positions shall continue for a two (2) year term.

## ARTICLE IX-SUBCOMMITTEES & COMMITTEES

Section 1. Appointments - The Parks and Recreation Board Chair, with the advice of the Board, shall appoint standing and ad-hoc committees concerned with specific problems or areas of interest to the Board and shall be disbanded upon completion of the appointive goals.

Section 2. Standing Subcommittees ~~—Area Community Parks I and II, the Design Review Committee, Torrey Pines City Park Advisory Committee are Standing Subcommittees of the Board.~~

### (a) Membership of Standing Subcommittees

- (i) The Chairperson of the Board shall appoint a Member of the Board to Chair and Vice-Chair each of the committees.



(ii) If a Board Member appointment is not made, within 60 days the majority of the members of the Subcommittee shall select an “interim” Chair and Vice-Chair until such appointment is made.

(iii) In this event the Interim Chairperson will be required following each meeting of the subcommittee to either: Make a verbal report to the Board or submit a written report prior to the next scheduled Board meeting.

(b) Area Community Parks I and II Committees are Standing Subcommittees of the Board for dissemination of information items to community recreation groups, community advisory bodies, park stakeholder groups, and park users.

(i) Area Community Parks I (CP I) is constituted with the geographic location by Council Districts 1, 2, 5, 6, and 7 along with downtown parks and Naval Training Center Park.

(ii) Area Community Parks II (CP II) is constituted with the geographic location by Council Districts 3, 4, 8, and 9 along with Citywide Aquatics, Therapeutic Recreation, Age-Well Services, Mount Hope Cemetery, and animal services.

Section 3. Mayor Appointments - Specific Subcommittees are designated in the City of San Diego Municipal Code Section 26.30 for appointment by the Mayor of San Diego. For those Subcommittees, the appointments of Board Members to those Subcommittees are as follows:

(a) The Mayor of San Diego shall appoint one member from among the members of the Park and Recreation Board to be Chair of the Balboa Park Committee.

~~(b) During July of each year, the Mayor of San Diego shall designate one member of the Mission Bay Park Committee as Chairperson of the Committee. In the absence of such designation, the members of the Mission Bay Park Committee shall, on or after August 15 of that year, select a Chairperson from amongst its members.~~

Section 4. Citizens Advisory Committee Appointments—~~For those Organizations such as the Mission Trails Regional Park Citizens’ Advisory Committee, which include a provision in their bylaws for a representative from the Board to be included in their committee structure:~~

(a) The Board can ask for a member to attend the publicly noticed committee and report back.

(b) The report can be added to the agenda as issues arise that are relevant to the mission of or requires input by the Board.

(c) Many parks have standing citizen advisory committees (CAC's) including community recreation groups, joint exercise of powers policy committees, and open space advisory bodies. Each CAC is assigned to a park or area of parks to advise the City on matters of operations, maintenance, planning, budget, programs, activities, events, projects, and related matters.

(d) From time to time, the Parks and Recreation Board may appoint one of its members to a CAC to provide guidance and support from the perspective of the City park system.

(e) Mission Trails Regional Park Citizens Advisory Committee (MTRP CAC) shall have one member of the Parks and Recreation Board assigned to attend their meetings. This member shall be chosen by vote of the Board and shall provide a report summarizing the activities at Mission Trails Regional Park at each Board meeting. When appropriate to the mission of the Board, reports and items appearing at the MTRP CAC may be brought forward for Board consideration.

#### **ARTICLE X-PARLIAMENTARY AUTHORITY**

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

#### **ARTICLE XI-AMENDMENT OF BYLAWS**

Any amendment to these Bylaws shall be approved by a two-thirds vote of the entire San Diego Parks and Recreation Board.

#### **ARTICLE XII-ADOPTION OF BYLAWS**

Immediately upon favorable vote of not less than two-thirds vote of full membership of the Board and approval of the San Diego Parks and Recreation Department, these Bylaws shall be in full force and effect.