

Mission Trails Regional Park Citizens' Advisory Committee

OPERATING RULES

Adopted by MTRP Task Force

Latest revision July 20, 2023

PURPOSE

To act in an advisory capacity, under the direction of the Mission Trails Regional Park Task Force (Task Force), for the purpose of recommending the implementation of plans for the acquisition, development, operation, and maintenance of the Mission Trails Regional Park (MTRP).

FUNCTION

1. To provide the means for arriving at consensus recommendations from representatives of the 10 affected major community planning areas and location jurisdictions:
 - City of San Diego
 - Navajo (City of San Diego) Community
 - Tierrasanta (City of San Diego) Community
 - Scripps Ranch (City of San Diego) Community
 - County of San Diego
 - City of La Mesa
 - City of El Cajon
 - City of Santee
 - San Diego State University
 - Marine Corps Air Station Miramar
2. To recommend a policy for the orderly implementation of acquisition, development, operation, and maintenance plans.
3. To provide a forum for public input and present it to the Task Force.
4. To advise the Task Force on any related matters as directed.
5. To act as liaison between the Task Force and the pertinent major entities, as directed.

DEFINITIONS:

1. **At Large Member** – A member appointed from the City of San Diego pursuant to the Joint Exercise of Powers Agreement for Mission Trails Regional Park.
2. **MTRP User Group** – A member nominated by a mountain biker, rock climber, or hiker organization.
3. **Member** – All other members nominated by their specific jurisdiction, group, or department.
4. **Special Member** – Any former Task Force member that requests appointment to the Citizens' Advisory Committee (CAC) and is appointed by the Task Force.

ORGANIZATION:

1. Membership

- A. The Citizens' Advisory Committee shall consist of representatives of:
 - City of San Diego (At Large) – 2
 - MTRP Foundation Board of Directors or Staff – 1
 - MTRP User Group – 1
 - City of San Diego, Parks and Recreation Board – 1
 - Navajo Community Planners, Inc. – 1
 - Tierrasanta Community Council – 1
 - Scripps Ranch Civic Association – 1
 - San Carlos Area Council – 1
 - County of San Diego, Parks and Recreation Committee – 1
 - City of La Mesa – 1
 - City of El Cajon – 1
 - City of Santee – 1
 - San Diego State University Staff – 1
 - Marine Corps Air Station Miramar Staff – 1
- B. At Large members will be nominated by the Task Force Chairperson and confirmed by the Task Force. All At Large members must be residents of the City of San Diego.
- C. The MTRP User Group member will be appointed by the Task Force Chairperson and confirmed by the Task Force.
 - MTRP User Group nominations will be solicited by the Task Force Chairperson from groups that use MTRP (User Groups).
 - MTRP User Group representation will rotate between User Groups.

- D. Other members and alternates will be nominated by the agency or organization they represent. The Task Force Chairperson will docket the nomination(s) for confirmation by the Task Force.
- E. Any former Task Force member who requests appointment to the CAC and is appointed by the Task Force may serve as a CAC member and will be classified as a Special Member.
- F. Each member of the CAC will be appointed for a term not to exceed two-years, which will expire on January 1 of each year as outlined below. There will be a consecutive four-term limit to the number of terms an individual CAC member may serve, excluding special members, the SDSU member, or MCAS Miramar member. CAC member re-appointments will be made in the same manner as original appointments. Members may continue serving until a successor is nominated and confirmed.
- If a member is appointed in the middle of a two-year term, their term will still expire according to the below schedule.

The following appointments will expire in even numbered years:

- City of San Diego at-large (1 of 2),
- City of San Diego Parks and Recreation Board,
- County of San Diego Parks and Recreation Committee,
- City of El Cajon,
- MTRP Foundation,
- Navajo Community Planners, Inc.,
- Scripps Ranch Civic Association,
- MCAS Miramar

The following appointments will expire in odd numbered years:

- City of San Diego at-large (1 of 2),
- MTRP User Group,
- San Diego State University,
- Tierrasanta Community Council,
- San Carlos Area Council,
- City of La Mesa,
- City of Santee

- G. If a CAC member has three successive unexcused absences, the CAC's Chairperson will notify the Task Force Chairperson that a vacancy exists by virtue of the absences. An action item declaring the position vacant will be included on the next Task Force meeting agenda. The CAC Chairperson will immediately notify the removed member of their removal from the CAC. A replacement CAC member will be nominated by the affected agency, organization, or department.
2. Each of the above-mentioned members will have an equal vote in all proceedings.
3. The Task Force Chairperson will appoint the CAC Chairperson and Vice-Chairperson from among the At-Large or special member groups, who will be responsible for conducting CAC meetings, reporting to the Task Force, and any other functions to be determined by the Task Force and/or the Citizens' Advisory Committee.
4. A quorum for conducting business will consist of a simple majority of the members, but will in no case be less than five.

ADMINISTRATION:

1. Administrative and logistical support will be furnished by the City of San Diego Park and Recreation Department unless otherwise directed by the Task Force.
2. These rules, and changes thereto, will become effective upon approval by the Task Force.