



Cedar-Isles Community Advisory Committee (CAC) Charge

The CAC Charge states that the Cedar-Isles Community advisory Committee members shall:

- become knowledgeable about the MPRB master planning process;
- understand the history of the park land and how it may inform future design and policy decisions;
- understand and balance the complexities between programming and recreation needs with natural space and preservation needs;
- understand the values and needs for the Minneapolis regional park system and its community and the values and needs of the local community;
- inform and listen to community about the project;
- help identify communities, organizations, user groups, populations and others that should be consulted in the engagement process;
- report back to appointers or appointing bodies, as requested, on the plan process, information presented, and possible recommendations;
- engage in working groups and subcommittees as needed;
- provide feedback on a draft plan;
- make recommendations about the project to the MPRB Board of Commissioners; and
- abide by the CE Policy.

Community Advisory Committee (CAC) Procedures

- All CAC meetings are open to the public and there will always be a public comment period.
- A quorum (9 or more) of CAC members should not meet or engage in project discussion outside of the CAC, including online discussion. CAC discussion should generally be open to the public and online discussion is considered to be a serial meeting.
- CAC members should consider the wide range of community input and preferences as opposed to personal preferences

Charge

- **CAC Recommendations:**
 - A CAC makes a recommendation directly to the Board of Commissioners, as opposed to staff.
 - Upon conclusion of public input, the community advisory committee shall announce its recommendation or shall lay the proposal over to a subsequent meeting.
 - All recommendations of the community advisory committee shall be presented to at the public hearing of the designated Committee of the Board.
 - A Committee of the Board shall hold a public hearing on all projects that include recommendations of a community advisory committee.
- **When required, a CAC shall be established by the following procedures:**



**Minneapolis
Park & Recreation Board**

d. CAC Alternates: Alternate CAC representatives may be appointed by the approved appointer if the initial CAC appointment decides to stop serving on the committee or does not attend the first three meetings and does not respond to communications by project Staff.

- **Meeting Requirements:**

a. CACs shall be required to hold three or more meetings as necessary to determine Project recommendations appropriate to the committee charge as approved or reviewed by the Board. Meeting agendas and discussion will focus on fulfillment of the committee charge.

c. Expectations for all proceedings are that participants will engage in respectful civil discourse to enhance mutual understanding and promote collaborative decision-making.

- **Voting Requirements:**

a. CAC members shall attend all scheduled meetings in order to ensure full, fair and informed participation and decision-making. Ideally, consensus is the preferred form of decision-making.

b. When a vote is appropriate or necessary to provide final recommendations to the Board, CAC members in attendance are eligible to vote. Voting results are determined by majority rule of appointed members who are present when a vote is taken.