



**TO:** Chair and Members of the Parks and Recreation Commission  
**FROM:** JoAnne Plummer, Neighborhood Services Director  
**CONTACT:** Leonel Mendoza-Diaz, Management Assistant  
**SUBJECT:** Selection of Meeting Dates for 2025 Calendar Year

**RECOMMENDATION:**

- A. Receive a report on scheduling options for the Parks and Recreation Commission meeting dates for 2025, and,
- B. Adopt the recommended meetings dates for 2025 and 6:00 pm start time.

**BACKGROUND:**

On May 16, 2023, the City Council amended the Goleta Municipal Code Chapter 2.12 Entitled Parks and Recreation Commission (Commission). The revised chapter includes, but is not limited to, provisions regarding the purpose and powers of the Commission, the number of members, the length and method of appointments, responsibilities, and authority. Moreover, Chapter 2.12.060 states, “The Parks and Recreation Commission shall meet six (6) times per year or as needed to fulfill its duties.”

**DISCUSSION:**

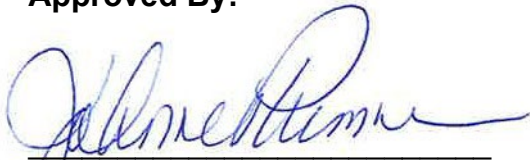
Staff is recommending that the Commission maintain consistent dates and times to maximize the opportunity for public participation by placing the meetings on the second Wednesday of the odd months during the year. The recommended dates for 2025 are consistent with the 2024 calendar, avoiding holidays or Goleta area specific dates of interest (graduation, Old Spanish Days—Fiesta, etc.).

<b>DAY OF THE WEEK</b>	<b>DATE</b>
Wednesday	January 8 <sup>th</sup>
Wednesday	March 12 <sup>th</sup>
Wednesday	May 14 <sup>th</sup>
Wednesday	July 9 <sup>th</sup>
Wednesday	September 10 <sup>th</sup>
Wednesday	November 12 <sup>th</sup>

Although meetings will be set through the end of the calendar year, an actual meeting will only take place if there are issues to be discussed and, at times, meeting dates may be adjusted with the approval of the Commission. Moreover, if a subject arises that needs Commission action before the next meeting, Chapter 2.12.060 provides the opportunity for the Chair of the Parks and Recreation Commission to call a special meeting of the Commission. That date/time would be determined based on the Commission's availability and urgency of the matter.

Staff also recommends the Commission maintain its 6:00 pm meeting start time. The Commission may choose to continue with this start time or propose an alternate time.

**Approved By:**



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JoAnne Plummer,  
Neighborhood Services Director