



**Agenda Item C.1**  
**DISCUSSION/ACTION ITEM**  
**Meeting Date: May 13, 2026**

---

**TO:** Chair and Members of the Parks and Recreation Commission

**FROM:** JoAnne Plummer, Neighborhood Services Director

**CONTACT:** Justin Wilkins, Parks and Recreation Manager

**SUBJECT:** July Meeting of the Parks and Recreation Commission

**RECOMMENDATION:**

Cancel the originally scheduled July 8th, 2026 meeting of the Parks and Recreation Commission, pending no actionable business arises prior to such time.

**BACKGROUND:**

The Parks and Recreation Commission was established in 2012 via Ordinance No. 12-15, and is further regulated under resolution No. 23-23, which sets forth guidelines and policies for all City Boards and Commissions. Under said resolution, the Parks and Recreation Commission at its November 12<sup>th</sup>, 2025 meeting, reviewed and approved its six (6) annual meeting dates for January, March, May, July, September, and November 2026.

**DISCUSSION:**

Historically, meetings in the summer have had poor attendance due to conflicting holiday schedules for Commission members. Due to the current flow of work and the cadence of on-going projects, the forecast agenda does not currently have any identified actionable items for the commission to review for a July meeting. The agenda, as it stands now, would be an informational meeting only, with no discussion or action items.

After consideration and review of the status of current and upcoming projects, and pending no new items arise unexpectedly, staff is recommending the Commission proactively remove the July meeting date from the calendar. If and in the event new business arises that would need the action or attention of the Commission, under Resolution No. 23-23, the Chair may call a Special Meeting of the Commission to address issues or items as deemed necessary.

**ALTERNATIVES:**

The Parks and Recreation Commission could choose to keep the July 8<sup>th</sup>, 2026 meeting as scheduled and have an informational meeting with no action items. The Parks and Recreation Commission would need to assess attendance and the feasibility of obtaining quorum closer to the meeting date should the meeting be held as scheduled.

**Approved By:**



JoAnne Plummer,  
Neighborhood Services Director