



**Agenda Item C.3**  
**DISCUSSION/ACTION ITEM**  
**Meeting Date: October 3, 2018**

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

**FROM:** Vyto Adomaitis, Neighborhood Services & Public Safety Director

**CONTACT:** JoAnne Plummer, Parks & Recreation Manager

**SUBJECT:** Selection of Meeting Dates for 2019

**RECOMMENDATION:**

Provide feedback on staff's proposed scheduling of Parks & Recreation Commission meeting dates for 2019.

**BACKGROUND:**

On November 6, 2012, the City Council adopted Ordinance No. 12-15 establishing the Parks & Recreation Commission. The ordinance 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, residency requirements, responsibilities, and authority. Along with the establishing ordinance, Council adopted Resolution No. 12-77 organizing the Parks & Recreation Commission. Within this resolution is direction for the Parks & Recreation Commission to establish dates for six regular meetings per year. Staff is seeking feedback from the Commission on the following proposed dates:

<b>DAY OF THE WEEK</b>	<b>DATE</b>
Wednesday	February 6 <sup>th</sup>
Wednesday	April 3 <sup>rd</sup>
Wednesday	June 5 <sup>th</sup>
Wednesday	August 7 <sup>th</sup>
Wednesday	October 2 <sup>nd</sup>
Wednesday	December 4 <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.

Staff is also recommending that the Commission maintain their meeting start time of 6:00 pm. The Commission may choose to continue with this start time or propose an alternate time.

Approved By:



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Vyto Adomaitis,  
Neighborhood Services  
& Public Safety Director