



## Legislation Details (With Text)

---

**File #:** 19-1562      **Version:** 1

**Type:** Agenda Item      **Status:** Agenda Item

**File created:** 10/14/2019      **In control:** Parks and Recreation Commission

**On agenda:** 10/24/2019      **Final action:** 10/17/2019

**Title:** Chief Administrative Office, Parks Division, recommending the Commission:  
1.) Cancel the regularly scheduled meeting of Thursday, December 19th, 2019 due to the holiday season; and  
2.) Determine an alternative date for a special meeting to be held in December. This meeting will be for a special workshop and will include but not be limited to the following topics: Brown Act, agenda items, Parks and Recreation Commission Ordinance, the Commission's roles and responsibilities, communication, budget process, master plans, et cetera.

FUNDING: N/A

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
10/17/2019	1	Parks and Recreation Commission	No Action Taken.	

Chief Administrative Office, Parks Division, recommending the Commission:  
1.) Cancel the regularly scheduled meeting of Thursday, December 19th, 2019 due to the holiday season; and  
2.) Determine an alternative date for a special meeting to be held in December. This meeting will be for a special workshop and will include but not be limited to the following topics: Brown Act, agenda items, Parks and Recreation Commission Ordinance, the Commission's roles and responsibilities, communication, budget process, master plans, et cetera.

**FUNDING:** N/A

### DEPARTMENT RECOMMENDATION

The Parks Division recommends the Parks and Recreation Commission cancel the regularly scheduled December meeting and provide staff with dates in December for a special meeting to hold a workshop.

### DISCUSSION / BACKGROUND

Due to the holidays, the Parks Division recommends cancelling the regularly scheduled meeting on December 19th, 2019. Typically this meeting is cancelled annually due to declined attendance.

Per the meeting held on September 19th, 2019, the Commission made a motion for a special meeting to be held to discuss the Parks and Recreation Commission Ordinance, the Commission's roles and responsibilities, and agenda items. Since that date, staff has also recommended that the Commission review the Brown Act, communication, budget process, master plans, et cetera. Staff

also intends on having County Counsel present for this workshop. Due to scheduling conflicts and the addition of topics for this workshop, staff is requesting to hold the workshop in December.

Commissioners should come prepared to offer their preferred dates for the workshop.

**ALTERNATIVES**

The Commission could choose to not cancel the regularly scheduled meeting and would need to find an alternative date for the workshop to ensure all Commissioners can attend the workshop meeting.

**PRIOR BOARD ACTION**

N/A

**OTHER DEPARTMENT / AGENCY INVOLVEMENT**

N/A

**CAO RECOMMENDATION / COMMENTS**

Chief Administrative Office concurs with the Parks Division recommendation.

**FINANCIAL IMPACT**

N/A

**STRATEGIC PLAN COMPONENT**

Good Governance

**CONTACT**

Vickie Sanders, Parks Manager, 530.621.7538

Creighton Avila, Deputy Chief Administrative Officer, 530.621.5153