



Park and Recreation Commission

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS **DATE: AUGUST 21, 2023**

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT

SUBJECT: CONSIDER WHETHER THE ABSENCE OF COMMISSIONER VICTORIA BRODIE FROM THE AUGUST 21, 2023, MEETING SHOULD BE RECORDED AS EXCUSED OR UNEXCUSED ABSENCE

ISSUE:

Determine whether the absence of Commissioner Victoria Brodie from the August 21, 2023, meeting should be recorded as an excused or unexcused absence.

RECOMMENDATION:

That the Park and Recreation Commission determine the absence of Commissioner Brodie from the meeting on August 21, 2023, be excused.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23976, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Board is required to express in its official minutes if the absence of the Board Member is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

DISCUSSION:

Staff was not notified prior to the August 21, 2023, meeting that Commissioner Brodie would not be in attendance.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Sandra D. Campbell, Senior Administrative Assistant

Approved by: Pamela M. Galera, Parks, Recreation and Community Services Director