



# Park and Recreation Commission

*City of Arts & Innovation*

---

**TO: HONORABLE COMMISSIONERS** **DATE: OCTOBER 21, 2019**

**FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT**

**SUBJECT: DETERMINE WHETHER COMMISSIONER TODD ROUNDS ABSENCE FROM THE PARK AND RECREATION COMMISSION MEETING ON SEPTEMBER 16, 2019, SHOULD BE RECORDED AS AN EXCUSED OR UNEXCUSED ABSENCE**

## **ISSUE:**

Determine whether Commissioner Todd Round's absence on September 16, 2019, should be recorded as an excused or unexcused absence.

## **RECOMMENDATION:**

That the Park and Recreation Commission determine if Commissioner Todd Rounds absence from the Park and Recreation Commission meeting on September 16, 2019, be excused or unexcused.

## **BACKGROUND:**

On July 26, 2016, City Council approved the recommendation from the Governmental Affairs Committee to amend the Board/Commission Attendance Policy. The policy states, "Board/Commission members shall make every effort to notify the Chairperson or his/her designee no later than 24 hours prior to any regular meeting of his/her intent not to attend said meeting. A member's inability to provide 24 hours advance notice shall not preclude the board/commission from exercising its discretion to excuse said absence as outlined in Section 805 of the City Charter."

## **DISCUSSION:**

Commissioner Rounds was not present at the Commission meeting on September 16, 2019. Staff received prior notification from Commissioner Rounds about his absence.

## **FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by: Mayra Ocampo, Administrative Analyst

Approved by: Adolfo Cruz, Parks, Recreation and Community Services Director

Approved by: Rafael Guzman, Assistant City Manager