



Park and Recreation Commission

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS **DATE: AUGUST 17, 2020**

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT

SUBJECT: COMMISSIONER TODD ROUNDS' ABSENCE FROM THE PARK AND RECREATION COMMISSION MEETING ON JANUARY 29, 2020

ISSUE:

Determine whether Commissioner Todd Rounds' absence on January 29, 2020, should be recorded as an excused or unexcused absence.

RECOMMENDATION:

That the Park and Recreation Commission determine if Commissioner Todd Rounds' absence from their meeting on January 29, 2020, 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:

On January 29, 2020, Commissioner Rounds informed Commissioners and Staff that he would not be in attendance due to work in Newport Beach.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Mayra S. Ocampo, Administrative Analyst
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Approved by: Rafael Guzman, Assistant City Manager