



# Park and Recreation Commission

*City of Arts & Innovation*

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**TO: HONORABLE COMMISSIONERS** **DATE: MAY 17, 2021**

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

**SUBJECT: REVISED PARK AND RECREATION COMMISSION STANDING RULES AND REGULATIONS**

## **ISSUE:**

Review the revised Park and Recreation Commission Standing Rules and Regulations regarding quorum requirements for regular Park and Recreation Commission meetings.

## **RECOMMENDATION:**

That the Park and Recreation Commission review and approve the revised Park and Recreation Commission Standing Rules and Regulations and adopt the new version of Section 6, Part D.

## **BACKGROUND:**

Riverside City Charter Article VIII. Appointive Boards and Commissions; Section 804 - Organization; Meetings; Subpoena Power states: "Each board or commission may prescribe its own rules and regulations which shall be consistent with the Charter..."

## **DISCUSSION:**

Currently, the Standing Rules and Regulations, Section 6, Part D, states: "A majority of all members of the Commission shall constitute a quorum for the transaction of business. A motion shall carry upon the affirmative vote of the majority of the members present at the meeting."

In order to provide a clear and consistent understanding of a quorum, Section 6, Part D (attachment) will be revised to state: "A majority of all permanent number of members of the Commission shall constitute a quorum for the transaction of business; the quorum for the Commission is 5 members. A motion shall carry upon the affirmative vote of the majority of the members present at the meeting."

## **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  
  
Attachment: Revised Standing Rules and Regulations