



Human Relations Commission Memorandum

City of Arts & Innovation

TO: HUMAN RELATIONS COMMISSION

DATE: JULY 25, 2024

FROM: CITY MANAGER'S OFFICE

WARDS: ALL

SUBJECT: NOVEMBER SPECIAL MEETING DATES

ISSUE:

Consider recommendations for Special Meeting date options for the November 2024 Human Relations Commission meeting.

RECOMMENDATION:

That the Human Relations Commission:

1. Approve the cancelation of the regularly scheduled November 28, 2024, Human Relations Commission meeting in observance of a national holiday; and
2. Consider the approval of one of the following alternative options for the November meeting:
 - a. Special Meeting on Tuesday, November 12th at 6PM or;
 - b. Special Meeting on Tuesday, November 26th at 6PM or;
 - c. Cancel and skip November meeting.

DISCUSSION:

Pursuant to the bylaws of the Human Relations Commission (HRC), regular meetings of the HRC are held on the fourth Thursday of the month. Regular Commission meeting dates for the for the remainder of 2024 and the first six months of 2025 are as follows with noted conflicts:

Meeting Date	Potential Conflict	Note
Thursday, May 23, 2024	No	
Thursday, June 27, 2024	No	
Thursday, July 25, 2024	No	
Thursday, August 22, 2024	No	
Thursday, September 26, 2024	No	
Thursday, October 24, 2024	No	
Thursday, November 28, 2024	Yes	Observed Holiday – Alternative Options listed
Thursday, December 26, 2024	Yes	Special Mtg approved for 12/16/24
Thursday, January 23, 2025	No	Mayor’s State of the City falls on 1/30/2025
Thursday, February 27, 2025	No	
Thursday, March 27, 2025	No	
Thursday, April 24, 2025	No	
Thursday, May 22, 2025	No	

Thursday, June 26, 2025	No	
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Options for consideration for those meetings with conflicts include:

1. Cancellation of scheduled meetings.
2. Attempt to find alternate dates/locations, if available, but cancel if accommodations cannot be made.
3. Keep meetings as scheduled unless they fall on an observed holiday, in which case staff will cancel the meeting.

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