Park and Recreation Commission

City of Arts & Innovation

TO: **HONORABLE COMMISSIONERS** **DATE: SEPTEMBER 16, 2024**

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

SUBJECT: **RECORD EXCUSED COMMISSIONER ABSENCE FROM THE AUGUST 19, 2024, REGULAR MEETING**

ISSUE:

Record excused Commissioner absence for the August 19, 2024, regular meeting.

RECOMMENDATION:

That the Park and Recreation Commission record the absence of Commissioner Young from the August 19, 2024, regular meeting as 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 whether 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 received notification on July 31, 2024, that Commissioner Young would not be able to attend the August 19, 2024, regular meeting.

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