



Park and Recreation Commission

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS **DATE: MARCH 18, 2024**

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT

SUBJECT: DETERMINE THE ABSENCE OF A COMMISSIONER FROM THE SPECIAL MEETING ON JANUARY 17, 2024, BE RECORDED AS EXCUSED OR UNEXCUSED

ISSUE:

Determine the absence of Commissioner Feola from the special meeting on January 17, 2024, be recorded as excused or unexcused.

RECOMMENDATION:

That the Park and Recreation Commission determine the absence of Commissioner Feola from the special meeting on January 17, 2024, be recorded as excused or unexcused.

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 January 17, 2024, which was less than 24-hour notification that Commissioner Feola would not be in attendance at the special meeting on January 17, 2024.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

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Approved by: Pamela M. Galera, Parks, Recreation and Community Services Director