



City of Santa Clara

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Agenda Report

21-921

Agenda Date: 7/20/2021

REPORT TO PARKS & RECREATION COMMISSION

SUBJECT

Parks & Recreation Commission Election of Chair and Vice Chair

BACKGROUND

At the beginning of each fiscal year (FY), the Parks & Recreation Commission elects a Chairperson to facilitate the monthly meetings and a Vice Chairperson to serve in the role of meeting facilitator in the event the Chairperson is unavailable. The role of the Chairperson is to facilitate monthly meetings, speak at City Council meetings when necessary to convey the work of the Commission, and to work with the Staff Liaison on preparation of the Commission meeting agendas. The role of the Vice Chair is to fulfill the role of responsibilities of the Chair when the Chair is not available.

DISCUSSION

A new Commission Chairperson and Vice Chairperson will be selected at the July 2021 Regular meeting. The Parks & Recreation Commissioners may nominate any individual Commissioner to serve in each position (chairperson, vice chairperson). Nominated commissioners can either accept or decline. If they accept the nomination, then the Chairperson will allow for discussion, public comment, and then call for a vote. Commissioners will vote for one candidate to serve in each role. The commissioner receiving the most votes will assume the responsibilities of the role for which they were elected. At the conclusion of the item and a successful majority vote, the outgoing Chairperson will turn the meeting over to the new Chairperson to continue the agenda.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

There is no fiscal impact to this action.

PUBLIC CONTACT

Public contact was made by posting the Parks and Recreation Commission agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Nominate and select a Chairperson and Vice Chairperson for the Parks & Recreation Commission for the FY2021/22 term.

Reviewed by: Dale Seale, Deputy Parks & Recreation Director

Approved by: James Teixeira, Director of Parks & Recreation