



City of Santa Clara

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Agenda Report

19-062

Agenda Date: 1/15/2019

SUBJECT

Action on Recommendation to Set the Number and Start Time of Regular Parks & Recreation Commission Meetings

BACKGROUND

City Charter section 1003 states that each of the boards and commissions of the City shall hold regular meetings as required by ordinance. City Code section 2.120.030 states that each board or commission shall hold regular meetings at the times and on the days indicated by resolution of the City Council, and that such resolution may be amended from time to time by further Council resolution. Resolution No. 5195 (Attachment 1), which was adopted by the City Council in 1987, states that the Parks & Recreation Commission shall hold meetings on the third Tuesday of each month at 7:30 p.m.

DISCUSSION

At the January 15, 2019 Parks & Recreation Commission meeting, the Commission will discuss and recommend a Parks & Recreation Commission meeting schedule for 2019 (Attachment 2), which will include the start time for each meeting. The recommendations including start time and authorization for the Parks & Recreation Commission to set its future meeting dates and times in a proposed Council resolution (Attachment 3) for Council consideration.

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.

PUBLIC CONTACT

Public contact was made by posting the Park & Recreation Commission's 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 <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Recommend Approval of a Resolution to Set the Number and Start Time of Regular Parks & Recreation Commission Meetings.

Prepared by: Dale Seale, Deputy Director of Parks and Recreation

Approved by: James Teixeira, Director of Parks and Recreation

ATTACHMENTS

1. Resolution No. 5195
2. PRC 2019 Schedule of Meetings
3. Proposed Resolution to Set Start Times for PRC Meetings