

Date Presented to Council: 10/28/19
Verified by: <i>Jamie Newman</i>

**CITY COUNCIL INFORMATIONAL MEMORANDUM**

**IM No. 19-11: Parks And Recreation Commission Meeting Date Change; Moving From Meeting Quarterly To Meeting Every Other Month.**

Originator: Jamie Newman, City Clerk

Date: 10/1/2019

Agenda of: 10/28/2019

Route to:	Department Head	Signature	Date
X	Public Works Director	<i>[Signature]</i>	10/4/19
X	Recreation Services Director	<i>[Signature]</i>	10/15/19
X	Finance Director	<i>[Signature]</i>	10/2/19
X	Deputy Administrator	<i>[Signature]</i>	10/8/19
X	City Clerk	<i>[Signature]</i>	10/2/19

Reviewed by Mayor Bert L. Cottle: *[Signature]* 10/16/2019

**Attachments:** None

**Summary Statement:** On August 14, 2019, the Parks and Recreation Commission unanimously approved a motion to change their regular meeting schedule from quarterly to every other month for the purpose of “continuity and to uphold the Parks and Recreation mission for the community.”

WMC 2.64.030, provides that the commission shall meet at least once per month or less often, as deemed necessary by the commission. Effective November 13, 2019, the Parks and Recreation Commission will meet bi-monthly on the second Wednesday of the month at 6:00 p.m. at the Menard Center.

2020 Meetings

- January 8
- March 11
- May 13
- July 8
- September 9
- November 4 (Rescheduled from November 11, due to Veterans Day holiday)

Commissioners earn \$75 per meeting attended. The increase in meetings will cost the City \$750 and will be absorbed within the adopted fiscal year 2020 budget.