

City of Culver City, California
Agenda Item Report

Meeting Date: <u>07/08/10</u>		Item Number: <u>A-2</u>	
PRCS COMMISSION AGENDA ITEM: Confirm the Schedule of Remaining 2010 Parks, Recreation and Community Services Commission Meetings and Approve the 2011 Meeting Calendar.			
Contact Person/Dept, Pam Robinson, Acting PRCS Director		Phone Number: (310) 253-6655	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☒ Attachments: ☒	
Public Notification: (Email) Meetings and Agendas – Parks, Recreation and Community Services Commission (07/01/10).			
Department Approval: Pam Robinson (06/29/10) (by P. Mooney).		City Attorney Approval: N/A	
Chief Financial Officer Approval: N/A		City Manager Approval: N/A	

RECOMMENDATION:

Staff recommends that the Parks, Recreation and Community Services Commission confirm the schedule of remaining 2010 Parks, Recreation and Community Services Commission meetings and approve the 2011 meeting calendar.

BACKGROUND:

It is customary for the Parks, Recreation and Community Services Commission to set the meeting schedule for the next calendar year at its July meeting and to review that schedule once again during the first meeting of the New Year.

At the July 7, 2009 Parks, Recreation and Community Services Commission meeting, staff presented the Commission with proposed meeting dates for the remainder of 2009 and all of 2010, taking into account holidays and election dates. In reviewing the dates, the originally proposed meeting date of Thursday, April 8, 2010 was changed to the preferred first Tuesday of the month, April 6, 2010, upon confirmation that April 6, 2010 was not an election date. This was the only adjustment made to the meeting calendar at that time.

At the January 5, 2010 Commission meeting, the 2010 meeting calendar was once again reviewed and confirmed

DISCUSSION:

The meeting schedule for the remainder of 2010 is as follows:

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DATE	DAY	TYPE	LOCATION
August 3, 2010	Tuesday	Regular	Council Chambers
September 2, 2010	Thursday	Adjusted	Council Chambers
October 5, 2010	Tuesday	Regular	Council Chambers
November 4, 2010	Thursday	Adjusted	Council Chambers
December 7, 2010	Tuesday	Regular	Council Chambers

In looking ahead to 2011, it seems that there are conflicts with legal holidays that could affect the Commission's regular schedule of meetings on the first Tuesday of each month. In addition, there may be a conflict if the City decides to schedule a ballot measure on Tuesday, April 5th. To avoid this potential conflict the Commission may wish to consider meeting on Thursday, April 7th.

Since the July 4th celebration falls on a Monday in 2011, the City Council may move its meeting to Tuesday, July 5th, displacing the Commission meeting. Staff is recommending that the July meeting be moved to Thursday, July 7, 2010. Similarly, Labor Day falls on Monday, September 5th and the City Council may hold a meeting on Tuesday, September 6th, giving the Commission the option of meeting on either Thursday, the 1st (as recommended by staff below) or Thursday the 8th. It is important to note that the Cultural Affairs Commission regularly meets on the 2nd Tuesday of the month, which eliminates September 13th as a possible Commission meeting date.

According to the Los Angeles County Registrar's Calendar of 2011 Election Schedules, the November election date is Tuesday the 8th. This allows the Commission to keep its regular meeting date of the first Tuesday of November, which is the 1st.

Staff recommends the following Parks, Recreation and Community Services meeting schedule for calendar year 2011, which contains three (3) adjusted dates in **bold** below:

DATE	DAY	TYPE	LOCATION
January 4, 2011	Tuesday	Regular	Council Chambers
February 1, 201	Tuesday	Regular	Council Chambers
March 1, 2011	Tuesday	Regular	Council Chambers
April 7, 2011	Thursday	Adjusted	Council Chambers
May 3, 2011	Tuesday	Regular	Council Chambers
June 7, 2011	Tuesday	Regular	Council Chambers
July 7, 2011	Thursday	Adjusted	Council Chambers
August 2, 2011	Tuesday	Regular	Council Chambers
September 1, 2011	Thursday	Adjusted	Council Chambers
October 4, 2011	Tuesday	Regular	Council Chambers
November 1, 2011	Tuesday	Regular	Council Chambers
December 6, 2011	Tuesday	Regular	Council Chambers

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FISCAL IMPACT:

There is no fiscal impact associated with the discussion of this Agenda Item.

ATTACHMENTS:

2011 Calendar from www.TimeAndDate.com.

MOTION:

That the Parks, Recreation and Community Services Commission:

1. Confirm the schedule of remaining 2010 Parks, Recreation and Community Services Commission meetings; and
2. Approve the 2011 meeting calendar;

OR

3. Propose and approve alternate dates.