



**MEMORANDUM**  
Community Services Department

**DATE:** September 8, 2021  
**TO:** Parks and Recreation Commission  
**FROM:** John R. Marchant, Community Services Director  
**SUBJECT:** 2021 Parks and Recreation Commission Meeting Schedule

---

**RECOMMENDATION**

Approve the proposed 2021 Parks and Recreation Commission meeting schedule.

**BACKGROUND**

City Council Policy K-2, Council Advisory Bodies (Attachment 1) was updated on June 22, 2021. The update included a new requirement that Council Advisory Bodies adopt an annual schedule of meetings.

**ANALYSIS**

The Parks and Recreation Commission (PRC) meets the second Wednesday of the month from September through June. Below is the proposed PRC meeting schedule for the remainder of 2021.

- October 13, 2021
- November 10, 2021
- December 8, 2021

**PUBLIC NOTICING** – Agenda posting.

JRM/AF/1/CSD  
247-09-08-21M

Attachment: 1. Council Policy K-2