



Staff Liaison
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NOTICE OF CANCELLATION

REGULAR MEETING OF THE Parks and Recreation Commission

Wednesday, April 24, 2024 at 7 PM

City Hall Council Chambers
10890 San Pablo Ave

This Meeting Place is Wheelchair Accessible

THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION SCHEDULED FOR Wednesday, April 24, 2024 at 7 PM HAS BEEN CANCELLED

The next regular meeting of the Parks & Recreation Commission is scheduled for Wednesday, May 22, 2024 at 7 PM in the City Hall Council Chambers, 10890 San Pablo Ave

For additional information please contact Staff Liaison Christopher Jones at cjones@ci.el-cerrito.ca.us.

EL CERRITO

ADVISORY BODIES UPDATES

cityclerk@ci.el-cerrito.ca.us



Policy Changes

- Resolution 2024-16
 - Adopt Regulations Regarding City Boards, Commissions and Committees Including Member Requirements, Youth Participation, and Communications to City Council
- Ordinance 2024-01
 - Modifying Meeting Requirements and Concurrent Service on Boards, Commissions, and Committees

- No longer *required* to attend meetings prior to appointment, instead *strongly encouraged*
- Should demonstrate knowledge of current work for body applied for
- Priority give to those not already serving on another body

Application and Appointment

- Minimum meeting requirement *quarterly* (previously monthly)
 - Additional meeting ok IF:
 - Staff is available, AND
 - Membership supports the need
- Annual Report to Council on meetings held



Meeting Frequency

- Two-Year (Biennial) Workplan adopted no later than FY 2026
 - Advisory Bodies that are able to are encourage to complete by FY 2025
 - Content shall align with scope of responsibility and City's Strategic Plan
 - Shall use the Council approved template



Exempt: CSOC, CS, DRB, PC

2-Year Workplan

- No later than July 1st of applicable years shall:
 - Adopt the workplan
 - Post on the Advisory Body's website
 - Transmit to City Council on *consent*
 - Designee should be present to answer questions.
 - Requests for a *presentation* of the workplan will be reviewed/approved consistent with Council rules of order and Procedure



2-Year Workplan Cont.'d

- Accomplishment Section shall be updated annually by July 1st
 - Re-adopt workplan with updates
 - Post on the Advisory Body's Website
 - Transmit to Council on consent
 - Designee should be present to answer questions.
 - Requests for a presentation of the workplan will be reviewed/approved consistent with Council rules of order and Procedure



Exempt: CSOC, CS, DRB, PC

Annual Work Plan Accomplishments

- Must reference workplan item(s) and/or areas of Advisory Body Responsibility
 - Transmit to Council on Consent
- Recommendations in connection with staff requests to be included in staff report
- Any other recommendations, provided by way of general Public Comment



Recommendations

- Any Body may request the City Clerk to advertise interest in appointing a youth member.
- Enrolled in El Cerrito High or resident between ages of 14-18, with written consent
- Non-voting appointment
 - Can participate in discussion and cast a vote, but will not be counted toward quorum or determining vote outcome
 - Only attendance, orientation and Harassment training required



Youth Participation