



CITY OF MARTINEZ

PARKS, RECREATION, MARINA & CULTURAL
COMMISSION

DATE: April 6, 2010
TO: Parks, Recreation, Marina & Cultural Commission
FROM: Karen L. Majors, Assistant City Manager
Michelle Wierschem, Recreation Manager
SUBJECT: PRMCC Meeting Date and Time Change

RECOMMENDATION

Recommend changing the regular meeting day of the PRMCC to the second Wednesday of the month.

BACKGROUND

The formulation of new bylaws along with changes in staff resources has prompted and opportunity to revisit the regular meeting date of the PRMCC. Staff has noticed a bottle neck in work load due occurring at the end of the month due to the fact that the City Council meeting is the day after the PRMCC meeting. This means staff reports to both the Council and Commission are due at the same time. Moving the regular meeting to a Wednesday would:

- Even out work flow
- Allow more time for formulation of reports
- Give more space between PRMCC & City Council meeting for recommendations to be shared and made

Therefore staff is recommend that the Commission consider moving the PRMCC meeting opposite the Council meetings either on the 2nd or 4th Wednesday of the Month or possibly the 4th Tuesday is Wednesdays are not feasible. This change would be included with the PRMCC bylaws going to the City Council for approval on May 5th and would become effective for the June PRMCC meeting.