


COUNCIL COMMUNICATION

	Number:	20-532	Meeting:	December 7, 2020
	Agenda Item:	10	Roll Call:	20-1999
	Submitted by:	Benjamin R. Page, Park and Recreation Director		

AGENDA HEADING:

Approval of Parks and Recreation Board Rules Amendment.

SYNOPSIS:

Recommend approval of the proposed revision to the Des Moines Parks and Recreation Board procedural rules.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

- Des Moines Parks and Recreation Board Procedural Rules govern the conduct of the Parks and Recreation Board.
- These rules state that regular meetings of the Board shall be held on the fourth Tuesday of each month at a time to be designated by the Executive Committee in a place accessible to the general public and that meetings shall be held on a date and a time as determined by the Executive Committee.
- Per these rules, the full Board may, by resolution, continue or postpone any regular meeting to another date and time, or may cancel a meeting. As such, canceling a meeting must be considered and approved at a monthly Board meeting, thus at least one (1) month in advance.
- Staff proposes inserting the following into Part II Rule 5, “The Executive Committee may by a unanimous vote of three (3) members at an in-person or electronic meeting cancel a meeting if there are no agenda items for Board action at such meeting.”
- This revision will allow for more nimble and efficient operations of the Board, and in times such as the current pandemic, modify a meeting date less than one(1) month in advance without the requirement of convening the full Board.
- The location of meetings is also being updated to the Richard A. Clark Municipal Service Center to reflect where the Board has been meeting since the City Hall renovations began in June 2016.

PREVIOUS COUNCIL ACTION(S):

Date: January 10, 2005

Roll Call Number: [05-0045](#)

Action: Approving revised operating rules and regulations for the Park and Recreation Board. Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S):

Board: Parks and Recreation Board

Date: November 24, 2020

Resolution Number: 20-066

Action: Motion by Woodard to approve the revision of the Parks and Recreation Board by-laws. Second by Bollard. Motion carried.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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