

COUNTY OF SAN MATEO
Parks Department

DATE: December 3, 2020

TO: Parks and Recreation Commission
FROM: Nicholas J. Calderon, Parks Director
SUBJECT: Parks and Recreation Commission's 2021 Meeting Schedule

RECOMMENDATION:

Adopt a Resolution Establishing the Parks and Recreation Commission's Regular Meeting Schedule for Calendar Year 2021

BACKGROUND:

Pursuant to the Commission's bylaws, the Commission is required to adopt a resolution setting the 2021 Meeting Schedule. The resolution shall establish the date, time, and location of each meeting.

At the December 5, 2019 Parks and Recreation Commission meeting, the Commission agreed to change the location of 2020 meetings from the Board of Supervisors' Chambers to facilities within the parks. Due to the COVID-19 pandemic, only the February 2020 meeting was held in a park and all others were virtual. At this time, it is unknown when Commission meetings will be able to be held in person again.

DISCUSSION:

The Department recommends that the 2021 Commission meetings be scheduled for facilities within the parks. While all Commission meetings will be virtual for the foreseeable future, for transparency and planning purposes, the Department proposes that physical locations be set by the resolution. This will allow for a more efficient transition from virtual meetings to in-person meetings.

To ensure all meetings are accessible and have the infrastructure necessary to accommodate meeting needs, it is proposed that the meetings be held at the Captain's House in the Coyote Point Recreation Area, Carriage House in Wunderlich Park, and Visitor Center in San Pedro Valley Park.

FISCAL IMPACT:

No impact to net county cost.