



# Memorandum

**TO:** RULES AND OPEN  
GOVERNMENT COMMITTEE

**FROM:** Jon Cicirelli

**SUBJECT:** SEE BELOW

**DATE:** August 18, 2020

Approved

Date

8/19/2020

**SUBJECT: UPDATE TO THE AUGUST – DECEMBER 2020 NEIGHBORHOOD SERVICES AND EDUCATION COMMITTEE WORKPLAN**

## RECOMMENDATION

Approve the following update to the August–December 2020 Neighborhood Services and Education Committee Workplan to drop the following from the September 10, 2020 meeting:

**Neighborhoods Commission 2019-2020 Annual Report and 2020-2021 Workplan.**  
(Parks, Recreation and Neighborhood Services)

**Purpose:** Review and approve the Neighborhoods Commission’s 2019-2020 Annual Report and 2020-2021 Workplan.

## BACKGROUND

Staff requests to drop the Neighborhoods Commission 2019-2020 Annual Report and 2020-2021 Workplan item from the September 10, 2020 Neighborhood Services and Education Committee meeting. The Neighborhoods Commission held its last meeting in January 2020, the February 2020 and March 2020 meetings were cancelled due to lack of quorum. Additionally, meetings were not held April 2020 through July 2020 due to COVID-19. All meetings are being placed on hold (due to lack of quorum) until the Parks, Recreation and Neighborhoods Services Department moves forward with a restructuring proposal of the Commission in late fall 2020. The Neighborhoods Commission Workplan is scheduled for spring 2021 and will be included in the January - June 2021 Neighborhood Services and Education Committee Work Plan.

/s/  
JON CICIRELLI  
Director of Parks, Recreation  
and Neighborhood Services