



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Diana Boone, City Secretary

Commission Meeting Date: November 20, 2024

Agenda Item Wording: **Discuss and consider approval of the 2025 Parks & Recreation Commission meeting calendar.**

Agenda Item Requestor: Diana Boone, City Secretary

Summary/Background: Each year the City Secretary prepares the next year's meeting calendar for approval by the commission. Meeting dates are scheduled using the frequency as stated in the commission ordinance. The Parks & Recreation Commission ordinance calls for meetings on a regular basis but not less than once every two months. Meetings are currently scheduled for 6:00 p.m., the 3rd Wednesday of each month.

Attached for review is the proposed 2025 meeting calendar with approved city holidays; PRC meetings are highlighted in green. There is a conflict with DSISD calendar in March. Please consider the following suggestions:

- March 19th DSISD Spring Break, recommended date **March 12, 2024.**

Commission Recommendations: Staff recommends approval of the calendar as presented. Should there be any changes to meeting dates, please provide for those changes in a motion. Meetings may be rescheduled throughout the year as the Commission sees fit.

Attachments: 1. PRC 2025 Proposed Calendar

Next Steps/Schedule:

1. Update calendar if any changes
2. Add meetings to calendars:
 - a. Commission, Staff and City Council Member liaison(s)
 - b. City website main calendar
 - c. Municode Agenda (automatically populates Agendas and Minutes webpage with upcoming meetings)
3. Provide final calendar to Commission, Staff and City Council Members