

Parks and Recreation Advisory Board

2024 Annual Work Plan

January

- 1 **New Year's Day- City Hall Closed**
- 11 5:30 pm Board meeting
- Vendor application review
 - Fee waiver summary report 2023
- 15 **Martin Luther King Jr - City Hall Closed**

February

- 8 5:30 pm Board meeting
- Vendor application review
 - Public Hearing: Parks, Recreation & Culture Programs – Municipal Code Section 17-2-7-h
- 19 **President's Day - City Hall Closed**

March

- 14 5:30 pm Board meeting
- Vendor application approval
 - Annual Report 2023

April

- 11 5:30 pm Board meeting
- Manager's updates

May

- 9 7:00 pm Board meeting
- 3:00 pm Park/Project site tour
 - 2025 CIP Discussion/ Preview of public hearing
 - Program usage summary
- 27 **Memorial Day- City Hall Closed**

June

- 13 5:30 pm Board meeting
- Election of officers
 - Public Hearing: CIP
 - 2025 Budget Development discussion

July

- 4 **Independence Day- City Hall Closed**
- 11 5:30 pm Board meeting
- Playbook Annual Review
 - 2025 CIP Recommendations
 - 2025 Budget/ Review

August

- 8 5:30 pm Board meeting
- User Fee Policy Review and Update
 - 2025 Budget Recommendations

September

- 2 **Labor Day - City Hall Closed**
- 12 5:30 pm Board meeting
- Program usage summary
 - 2025 Fee Schedule / Recommendations

October

- 10 5:30 pm Board meeting
- Manager's updates

November

- 14 5:30 pm Board meeting
- Review vending policy
- 11 **Veteran's Day - City Hall Closed**
- 28 **Thanksgiving - City Hall/ Rec Center**
- 29 **Thanksgiving - City Hall Closed**

December

- 12 5:30 pm Board meeting
- 25 **Christmas - Recreation Center / Theatre Closed**