



PARK AND RECREATION BOARD MEMORANDUM

FROM: The Office of the City Manager **DATE:** February 4, 2019
SUBJECT: Approval of Minutes of the December 3, 2018 Park and Recreation Board Meeting.
PRESENTER: Vickie Loftice, Managing Director

SUMMARY:

The minutes are approved by a majority vote of the Board at the Park and Recreation Board meetings.

GENERAL DESCRIPTION:

The Parks and Recreation Office prepares action minutes for each Park and Recreation Board meeting. The minutes from each meeting are placed on a later agenda for review and approval by the Board. Upon approval of the minutes, an electronic copy will be uploaded to the city's website.

RECOMMENDATION:

Approve Minutes of the December 3, 2018 Park and Recreation Board meeting.