



# ***Agenda Report***

## ***Fullerton City Council***

**MEETING DATE:** MARCH 3, 2025

**TO:** CITY COUNCIL / SUCCESSOR AGENCY

**SUBMITTED BY:** LUCINDA WILLIAMS, CITY CLERK

**PREPARED BY:** LUCINDA WILLIAMS, CITY CLERK

**SUBJECT:** COMMISSION AND COMMITTEE MEETING SCHEDULES

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### SUMMARY

Parks and Recreation Commission request to change Parks and Recreation Commission meeting time and staff request to change Senior Advisory Committee and Youth Advisory Committee meeting schedule.

### PROPOSED MOTION

Adopt the following resolutions:

RESOLUTION NO. 2026-XXX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, CHANGING THE PARKS AND RECREATION COMMISSION MEETING START TIME

RESOLUTION NO. 2026-XXX - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, REVISING THE YOUTH ADVISORY COMMITTEE MEETING SCHEDULE AND RESCINDING RESOLUTION NO. 2025-046

RESOLUTION NO. 2026-XXX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, ADJUSTING THE SENIOR ADVISORY COMMITTEE MEETING SCHEDULE AND REPEALING RESOLUTION NO. 2025-036

### ALTERNATIVE OPTIONS

- Approve the Proposed Motion
- Other options brought by City Council.

## STAFF RECOMMENDATIONS

Staff recommends the Proposed Motion.

## CITY MANAGER REMARKS

None.

## PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statement:

- Fiscal and Organizational Stability.

## FISCAL IMPACT

No direct fiscal impact. However, this item would generate staff overtime savings due to more efficient meeting schedules.

## BACKGROUND AND DISCUSSION

The Parks and Recreation Commission met on February 9, 2026 and voted unanimously (one seat vacant) to recommend City Council change the Commission meeting time from 6:30 p.m. to 6:00 p.m. to better accommodate Commissioner availability. Staff included a draft resolution with this report for City Council consideration to grant this request.

The Youth Advisory Committee scheduled ten meetings since its inception in 2024 and cancelled eight of those meetings due to lack of quorum. Staff recommends reducing the Committee meeting frequency to quarterly to address quorum issues and allow staff time to work more effectively with the Committee. Staff included a draft resolution for City Council consideration to change the Youth Advisory Committee meeting schedule to quarterly meetings.

City Council changed the Senior Advisory Committee meetings to every other month starting July 2025. However, this schedule has not provided enough time between meetings for staff or committee work groups to complete work and report back to the Committee. Staff recommends returning the Senior Advisory Committee meeting schedule to quarterly meetings which would allow time for committee members and staff to complete work assignments and report back to the full Committee. Staff included a draft resolution for City Council consideration to return to quarterly Committee meetings.

### Attachments:

- Attachment 1 – Draft Resolution No. 2026-XXX Parks and Recreation
- Attachment 2 – Draft Resolution No. 2026-XXX Youth Advisory Committee (redline)
- Attachment 3 – Draft Resolution No. 2026-XXX Senior Advisory Committee

cc: Interim City Manager Eddie Manfro