




## MEMORANDUM

**TO:** Mayor and Council

**FROM:** Kimberly A. McNeeley, CPRP, Acting Director, Parks and Recreation Department 

**DATE:** December 12, 2018

**SUBJECT:** Clarification Memo for Item #18 – Application for Grant Funding from the Texas Parks and Wildlife Department

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The December 13<sup>th</sup> City Council agenda includes an item for the Mayor and Council's consideration to approve a resolution authorizing the City Manager to apply for up to \$50,000 in grant funding from the Texas Parks and Wildlife Department's Community Outdoor Outreach Program for the outdoor outreach and programming that includes underserved youth, teens, adults, and seniors at the Camacho Activity Center.

In the Additional Backup Information section, it states the following:

*"The grant application requires the City to hold a public hearing that complies with the Texas Open Meeting Act before the application can be submitted to the TPWD. At this hearing, the governing body must pass the resolution authorizing application submission. Also required, is an opportunity for public comment. This Resolution is therefore posted on the Council's non-consent agenda to ensure the hearing and the opportunity for public comment. Council action on the Resolution will allow PARD to proceed with the TPWD application process."*

PARD reached out to the Grantor, Texas Parks and Wildlife Department, and explained that listing the item on the consent agenda allows the opportunity for public input/comment. The Grantor agreed that listing the item on the consent agenda meets the grant application requirement and that it is not necessary to include it on the non-consent agenda as originally planned and stated in the Request for Council Action. The above mentioned section should be deleted from the Request for Council Action.

To clarify, Grantor has stated that including the item on Consent agenda will satisfy the requirement for public comment.

xc: Spencer Cronk, City Manager  
Jannette Goodall, City Clerk  
Anne Morgan, City Attorney