



STAFF REPORT

DATE: 05/20/2025

Discussion

TO: PARKS COMMISSION

FROM: Assistant Public Works Director – Adam Swanepoel

REVIEWED BY: Public Works Director - Marty Powers

AGENDA ITEM: Parks Service Level and Staffing

CORE STRATEGIES:

- | | |
|----------------------------------------------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Vibrant, inclusive, connected community | <input type="checkbox"/> Efficient, reliable, innovative services |
| <input checked="" type="checkbox"/> Responsive, transparent, adaptive governance | <input type="checkbox"/> Balanced Finances now and future |
| <input checked="" type="checkbox"/> Managed Growth | <input type="checkbox"/> Resilient Infrastructure |

BACKGROUND:

City staff is following up with the recommendations made by Bolton & Menk along with the Parks Commissions to add a full time Parks Director.

The parks master plan was completed in 2024 with the first priority being, add a Parks Director Position. As part of the 2025 work plan, the Parks Commission added it as an item to review and implement in 2025. This workplan was presented and reviewed with City Council at a joint workshop and the workplan was approved in February 2025.

ISSUE BEFORE PARKS COMMISSION:

What park related-service levels need more attention or are being missed that should be relayed to City Council for consideration in improving our park system?

PROPOSAL DETAILS/ANALYSIS:

An upcoming joint workshop between the Parks Commission and City Council is planned to discuss the service level expectations of our city parks. Each Park Commissioner is being asked to bring a list of six park-related shortfalls to the June meeting for discussion. The Commission would then select and prioritize 8-10 shortfall priorities to share with the council to determine if additional staffing needs should be considered to resolve them.

FISCAL IMPACT:

There is no financial obligation, commissions should take into consideration the annual cost of their items for budgeting purposes.