



# Agenda Report

**MEETING DATE:** Monday, May 1, 2023

**TO:** Parks and Recreation Commission

**FROM:** Parks & Community Services Director Calubaquib

**SUBJECT:** APPOINT PRC LIAISONS FOR 2023

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## **RECOMMENDED ACTION:**

That the Parks and Recreation Commission appoint Commissioners as Liaisons to specific service areas, as determined by the Parks and Recreation Commission.

## **BACKGROUND**

For the past few years, the PRC has appointed Commissioners as Liaisons to select service areas. Liaison assignments are reviewed annually and periodically when new Commissioners are appointed.

## **DISCUSSION**

During most Parks and Recreation Commission meetings, Department staff strive to provide the Commission with an update on one or several key service areas. Although staff strive to provide comprehensive reports, it is difficult to convey the impact and experience from both the customer and staff perspective in a succinct report. Having a more in-depth understanding of the operations of these key areas will empower Commissioners to provide informed and relevant feedback and policy recommendations for the Department's services.

It is recommended that the Commission appoint Commissioner Program Liaisons for certain service areas of the Department and appoint Commissioners as Program Liaisons on an annual basis. Each member of the Commission would be assigned a service area and would be responsible for:

1. Learning about their assigned service area by visiting facilities and/or program sites
2. Engaging with staff and community members at facilities and/or program sites on a regular basis
3. Reporting updates on assigned service area to the Parks and Recreation Commission during a designated time on each meeting agenda

It is recommended that Liaisons (more than one Commissioner could be appointed to each service area) be established for the following key service areas of the Department:

- Parks

- Sports Programs
- Youth Development
- Older Adults
- Special Events
- Facility Rentals and Recreation Facilities

**STRATEGIC PLAN:**

03-Infrastructure & Environment, 05-Community Engagement & Well-Being, 06-Public Safety – PRC Liaisons assist PCS teammates with routine operations and projects.

**FINANCIAL IMPACT:**

None.

**ALTERNATIVE ACTION:**

The PRC could elect to not assign PRC Liaisons for the 2023 calendar year.

**ATTACHMENTS AND/OR REFERENCES (If any):**