Agenda Report

MEETING DATE: **Monday, May 3, 2021**

TO: **Parks and Recreation Commission**

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

SUBJECT: **APPOINT PRC LIAISONS FOR 2021**

STATEMENT OF ISSUES:
Appoint Commissioners to serve as liaisons to various Parks and Community Services Department program areas.

RECOMMENDED ACTION:
IT IS RECOMMENDED THAT THE PARKS AND RECREATION COMMISSION APPOINT COMMISSIONERS TO SERVE AS LIAISONS TO VARIOUS PROGRAM AREAS, AS DETERMINED BY THE PARKS AND RECREATION COMMISSION.

DISCUSSION:

Background
During its meeting on March 1, 2021, the PRC assigned new liaisons for 2021. As two Commissioners were not present, this item is presented to the PRC again so that absent Commissioners may be included.

PRC Liaisons
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 establish 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 be established for the following key service areas of the Department:

- Parks (2 Liaisons)
- Sports Programs (1 Liaison)
- Youth Development Programs (2 Liaisons)
- Special Events (1 Liaison)
- Facility Rentals and Recreation Facilities (1 Liaison)

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 2021 calendar year.

ATTACHMENTS AND/OR REFERENCES (If any):
- 2019 PRC Liaisons