



# Agenda Item Report

**Legislative Board:**

Parks and Recreation  
Commission

**Date:**

May 20, 2026

**Contact:**

Anthony Host

**Agenda Item ID /**

**Number:**

2026-474- / H.3

**ITEM TITLE:** Deliberation and possible action to elect the Parks and Recreation Commission Vice Chair and receive an update on City Council action related to the appointment of the Commission Chair. (Tony Host Parks Director)

## 1. EXECUTIVE SUMMARY

The Parks and Recreation Commission will receive an update on the appointment of a Commission Chair by the City Council from their May 19 meeting and conduct the election of a Vice Chair for the upcoming term in accordance with Commission bylaws and City procedures.

The Chair serves as the presiding officer of the Commission and works closely with staff regarding meeting coordination, agenda development, and Commission priorities. The Vice Chair serves in the absence of the Chair and assists with Commission leadership responsibilities as needed.

## 2. BACKGROUND/HISTORY

Historically, the Parks and Recreation Commission would establish officer leadership positions annually to ensure the orderly conduct of meetings and continuity of Commission operations. This year, 2026, the City Council amended the bylaws for all Boards and Commissions and may appoint the chairs and vice chairs of all appointed bodies indefinitely. The Nominations Committee, a subcommittee of the City Council, has opted not to recommend Vice Chair appointments, but City Council will consider Chair appointments at their May 19 meeting. Staff will provide an update at the May 20 Parks Commission meeting related to any action taken by City Council.

### ***The Chair is responsible for:***

Presiding over Commission meetings;  
Coordinating with staff on meeting agendas and Commission priorities;  
Facilitating public meetings and discussions; and  
Representing the Commission when appropriate.

### ***The Vice Chair is responsible for:***

Serving in the absence of the Chair; and  
Assisting with Commission leadership and meeting facilitation as needed.

## 3. ANALYSIS

Establishing Commission leadership positions provides structure and continuity for Commission operations. Leadership appointments assist with maintaining effective communication between staff and the Commission while supporting long-term planning efforts, capital improvement projects, park development initiatives, and recreation programming discussions.

## 4. FINANCIAL IMPACT

N/A

**5. STRATEGIC PLAN/GOALS**

EXCEPTIONAL CITY SERVICES

**6. STRATEGIC PLAN OBJECTIVES**

Promoting effective governance, board and commission leadership, transparency, and community engagement through organized Commission operations and collaborative decision-making.

**7. PROS AND CONS**

N/A

**8. ALTERNATIVES**

N/A

**9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION**

Staff recommends the Commission elect a Vice Chair for the upcoming term.

**Attachments:**