



Agenda Item Report

Legislative Board:

Parks and Recreation
Commission

Date:

April 15, 2026

Contact:

Anthony Host

Agenda Item ID /

Number:

2026-352- / H.1

ITEM TITLE: Deliberation and possible action on a recommendation to City Council regarding the appointment of Chair and Vice Chair of the Parks and Recreation Commission. (Tony Host Parks Director)
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1. EXECUTIVE SUMMARY

The Parks and Recreation Commission is responsible for advising City Council on matters related to parks, recreation programs, and community services. In accordance with City procedures, the Commission annually recommends the appointment of a Chair and Vice Chair to City Council for formal approval.

The Chair serves as the presiding officer, ensuring meetings are conducted efficiently and in compliance with applicable regulations, while the Vice Chair fulfills these duties in the absence of the Chair. Establishing leadership for the Commission supports effective governance, continuity, and alignment with City priorities.

2. BACKGROUND/HISTORY

The Parks and Recreation Commission operates under City ordinance and bylaws that provide for the annual selection of a Chair and Vice Chair. These roles are critical for maintaining structure during meetings, facilitating discussion, and serving as a liaison between the Commission, staff, and City Council. Traditionally, appointments are based on experience, tenure on the Commission, leadership ability, and willingness to serve. The current Chair and Vice Chair positions are either expiring or up for annual reaffirmation, prompting the need for Commission discussion and recommendation.

Once the Commission takes action, the recommendation is forwarded to City Council for consideration and final appointment.

3. ANALYSIS

N/A

4. FINANCIAL IMPACT

N/A

5. STRATEGIC PLAN/GOALS

FUN EXPERIENCES FOR ALL

6. STRATEGIC PLAN OBJECTIVES

Collaborative boards and commissions

7. PROS AND CONS

Pros:

Establishes clear leadership and accountability within the Commission

Ensures efficient and organized meetings in compliance with Open Meetings Act requirements

Promotes continuity in Commission operations and long-term planning efforts

Provides a formal communication structure between Commission, staff, and City Council
Encourages leadership development among Commission members

Cons:

Limited pool of experienced members may impact leadership selection
Potential for differing opinions among Commissioners during selection process
Annual turnover may create short-term disruptions in continuity if new leadership is selected

8. ALTERNATIVES

Not recommend and let council choose.

9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

Staff recommends that the Parks and Recreation Commission deliberate and provide a formal recommendation to City Council for the appointment of a Chair and Vice Chair. Consideration should be given to members' experience, leadership capabilities, attendance, and commitment to advancing the goals of the Parks and Recreation system.

Attachments: