

February 1, 2007



**CITY OF SACRAMENTO  
PARKS AND RECREATION COMMISSION  
PROPOSED PLANNING SESSION**

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The Parks and Recreation Commission was established nearly two years ago. In that time, the Commission has developed various structures and rules of procedure. Staff recommends the Commission discuss having a planning session to enhance team work. Agenda items could include:

- Review and discuss procedures
- Clarify roles and responsibilities of the Chair, Vice Chair, Commissioners and staff
- Discuss communication methods
- Team building

If the Commission determines to have a planning session, staff recommends it be held in March or April, after the Council's reappointment process is complete. The Commission may want to request the Chair, Vice Chair, and any volunteers develop goals and objectives, parameters, and an agenda. Staff can secure a consultant to facilitate the session, and follow up with the City's Training and Development Unit for any additional guidance or suggestions.

It is further recommended that in Summer or Fall, after a new director is on board, the Commission and staff review progress on the goals and objectives contained in the Implementation Chapter of the *Parks and Recreation Master Plan 2005 – 2010* and discuss strategies and activities for the next year.

Respectfully Submitted:

*Lori Harder*

Lori Harder, Support Services Manager