



**STAFF REPORT**  
**City of Dripping Springs**  
**PO Box 384**  
**511 Mercer Street**  
**Dripping Springs, TX 78602**

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**Submitted By:** Kelly Schmidt, Parks & Community Services Director

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**Parks & Recreation Commission Meeting Date:** January 4, 2021

**Agenda Item Wording:** **Discuss and consider recommendation for the creation of a Parks & Community Services Programs & Aquatics Manager position.**

**Agenda Item Requestor:** Kelly Schmidt

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**Summary/Background:** Notification that the Founders Memorial Pool full-time seasonal pool manager would not be returning for the 2021 pool season inspired an opportunity to reassess the recruitment objectives and scope of the position. At the conclusion of the very irregular 2020 swim season it was made abundantly clear by the Founders Pool swim community that a desire existed to have the season extended from a traditional Memorial Day to Labor Day to something more seasonally appropriate that aligns with Texas weather, like March – November (closed December, January & February for maintenance and upkeep).

With that said, Founders Memorial Pool and Park are on the verge of becoming a major community resource with provisions and amenities that serve the recreation and health and wellness needs of a multitude, year-round. In order to achieve the objective of meeting the desires of the community and providing a public aquatic facility and park that meet high standards and align with industry best practices it is time for the city to invest in on-site professional consistency and facility management.

The current budgeted payroll for aquatics/pool staff will cover the position's hourly rate of \$25/hr from April 1, 2022 – September 30, 2022 plus staffing needs. Annual salary in FY 2022 will equate 52,000/Annually + benefits. The hourly rate was derived after reviewing similarly posted positions on the Texas Recreation and Park Society's job bank and contrasting against existing department payscale and scope.

- City of McKinney, TX: Aquatics Supervisor \$46,075 - \$67,730/Annually
- City of Baytown, TX: Aquatics Coordinator \$57,406 - \$71,758/Annually
- City of Marble Falls, TX: Recreation Coordinator \$22.06 - \$31.76/Hr
- City of Pflugerville, TX: Recreation Programs Supervisor \$46,342/Annually

**Staff Recommendation:** Staff is requesting that the scope and title of the seasonal, full-time Pool Manager position change to seasonal, full-time Programs & Aquatics Manager and approve the position transition to Full-time, Exempt on October 1, 2022.

**Attachments:**

- Proposed PCS Department Re-Org Chart for FY2022
- Draft Programs and Aquatics Manager Job Description

**Next Steps/Schedule:** Place on City Council January 19, 2021 Agenda