

Montgomery City Council
AGENDA REPORT

Meeting Date: September 09, 2025	Budgeted Amount: Pay Grade 106
Department: Administration	Prepared By: Ruby Beaven

Subject

Consideration and possible action on the request for the creation of a full-time new position for a Parks & Recreation Program Coordinator & Event Organizer.

Recommendation

Staff recommend approval of the creation of a full-time Parks & Recreation Program Coordinator & Event Organizer position within Parks and Recreation Division to strategically plan, manage, and expand city events and quality of life programs.

Discussion

The City of Montgomery continues to experience growth in both population and community expectations for programs and events that foster civic pride, community engagement, and an enhanced quality of life. The City is increasingly tasked with organizing city-wide events, supporting community programming, and developing initiatives that connect residents, businesses, and visitors.

Currently, the Parks & Recreation Division does not have a dedicated staff member responsible for the planning, coordination, and execution of special events and quality of life programs. This responsibility has been allocated to MEDC. With MEDC requesting a full-time staff member for support of their economic development programs and much of their funding including promotion and advertising being utilized for new programs and video advertisement, etc. it will be necessary for the City to support events and quality of life programs through the Parks and Recreation Division with a proposed new Parks & Recreation Program Coordinator & Event Organizer.

The addition of a dedicated Parks & Recreation Program Coordinator & Event Organizer would provide the following benefits:

1. Centralized Event Management: Ensure consistent planning, promotion, and execution of city events such as festivals, holiday celebrations, concerts, and cultural activities.
2. Expanded Quality of Life Programs: Develop recreational, cultural, and wellness programs tailored to Montgomery residents of all ages.
3. Community Engagement & Partnerships: Build stronger relationships with local organizations, businesses, and volunteers to enhance program offerings and secure sponsorships.
4. Tourism & Economic Impact: Strengthen Montgomery's reputation as a destination city by offering high-quality, well-organized events that attract visitors and support local businesses.
5. Promote and Enhance City Parks: Promoting events and activities that will showcase our parks.

This new position directly supports City Council's goals of improving quality of life, fostering community engagement, and supporting economic development through well-managed public events. Establishing this role ensures that the City of Montgomery can continue to provide high-value programming that reflects the community's character and enhances resident satisfaction.

Approved By

City Administrator

Brent Walker

Date: 09/02/2025