

# CITY OF WILLARD, MISSOURI

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## Background:

As part of our continued efforts to strengthen the governance and strategic direction of the City's Parks and Recreation Department, the attached discussion items outline some areas to help us focus on evaluating whether to, and how we might, transition the Parks Board from an advisory to a more formal oversight role.

Currently, the Parks Board operates primarily in an advisory capacity. However, recent discussions, including feedback from both the Parks Board Chair and members of the Board of Aldermen, suggest a growing interest in enhancing the board's responsibilities in a manner consistent with the Planning & Zoning model. Specifically, there is agreement that a clearly defined structure and role, improved communication, and a greater role in long-term planning, program review and input, and budget oversight could increase the department's accountability, responsiveness, and alignment with community needs.

This part of the work study session will provide a forum for collaborative discussion between city leadership and the Parks Board to explore what such a transition would look like and what structural, legal, and practical steps would be required to support it.

## Purpose of the Session:

- Explore and clarify the intended benefits of a more engaged and empowered Parks Board
- Define the board's potential responsibilities and authority
- Assess alignment with models already working well in the city, such as Planning & Zoning
- Strengthen communication protocols between staff and board members
- Identify necessary policy updates, ordinance amendments, and training or support to facilitate the transition

## Next Steps:

Following this session, feedback will be incorporated into a formal proposal, including any recommended changes to the governing ordinance, bylaws, or policies. The proposal will be brought before the Board of Aldermen for consideration. The Parks Board will also be engaged directly in this process to ensure buy-in and clarity of expectations.

Please let me know if further clarification or additional information is needed.

Sincerely,

Wesley Young, MPA, CPM  
City Administrator  
City of Willard