



Exhibit F

## AGENDA ITEM STAFF ANALYSIS

**Project/Issue Name:** Bill No. 07-60 An Ordinance Creating the Position of and Adopting the Job Description for Recreation Specialist/ Aquatic Director for the City of Republic, Missouri.

**Submitted By:** Jared Keeling, Parks & Recreation Director

**Date:** September 24, 2007

### Issue Statement

Bill #07-60 will officially create the position of and adopt the job description for Recreation Specialist/ Aquatic Director within the Parks & Recreation Department.

### Discussion and/or Analysis

The Parks & Recreation Department is requesting approval to add a full-time salaried position of Recreation Specialist/ Aquatic Director. There are two major reasons for the creation of the position:

Melanie Jones, our Aquatic Director for the first three years of operation at the RAC, has informed me she will not be returning for the 2008 season. I don't think it would be wise to take our chances with another seasonal/part-time employee in charge of a \$4.4 million facility, the 45+ employees that work there and the 50,000 + people who visit the facility annually. We have been very fortunate with Mrs. Jones and I don't know if we could be as lucky with another seasonal/part-time Aquatic Director.

Our full-time athletic staff is stretched beyond their limits now and we continue to grow at a somewhat alarming rate. Our two full-time athletic staff members are currently working two to three nights per week and we are still relying on seasonal/part-time employees to supervise approximately 50% of our nighttime activities. For instance, this fall we have six athletic programs going on at one time and are using seasonal/part-time employees to supervise much of the activities. While we have been fortunate to have reliable and trustworthy seasonal/part-time staff to help out in supervisory roles, I would feel much more comfortable having a full-time staff member on hand if at all possible. The additional staff member would also be placed in charge of creating new athletic program offerings (sport camps, additional tournaments, etc.).

Although this particular position was not approved as part of the 2007 budget, the funds to pay the salary and benefits are available due to the vacancy in our Community Program Supervisor position. I plan to advertise for the vacant Community Program Supervisor position at the beginning of January 2008. This also fits well on the community program side of things as October - December is fairly slow.

**Recommended Action**

Jared Keeling, Parks & Recreation Director, respectfully recommends approval of Bill #07-60.