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MEMORANDUM

TO: Thomas A. Golden, Jr., City Manager

FROM: Lisa Golden, Director of Health and Human Services

CC: Peter Faticanti, Program Director/Planner Lowell Recreation
Paul St Cyr, Commissioner of Public Works
Shannon Cohan, Superintendent of Parks

DATE: September 19, 2023

SUBJECT: MOTION RESPONSE – 3/28/2023 – C. Gitschier - Req. City Mgr. Explore the Potential and Benefits of Removing the Recreation Department From the Health Department Organizational Structure and Placing the Recreation Department Back into the Organizational Structure Under DPW in the Parks Department

In response to the City Council's request to explore moving the Recreation Department back to DPW there are a few different options available, from moving some clerical duties to moving the full department.

One option would be moving the duties of Board of Parks over to the Parks Department, this would be less disruptive but in the long term would help the issues of keeping track of money and permitting. Keeping the Recreation staff downtown would help with interviewing for summer help as the majority of the staff are High School aged and can interview after school. Also, the proximity of City Hall will help with turning in paperwork and helping direct workers to the Human Relations office when they have questions regarding paperwork.

A second option would be moving all of the staff to DPW but that would require finding room for the staff at DPW and a location for Recreation's athletic equipment. If the staff remained at Merrimack St but reported to the Parks Department it would still have a disconnect with the reporting structure. In the past Recreation was in City Hall and not located with the Parks department.