



Performance Management Memo

Urgent Issues:

- N/a

Current Projects:

*On-track, At-risk, In peril, Complete

Project Name	Project Status*	Expected Completion
CAPRA Reaccreditation	In Progress	March 1; September 27
Event/Recreation Management Platform Discovery	In Progress	April 1

Discussion and Analysis

-Subconscious Operations: Park Maintenance and Central Mowing Processes

-Program Audit Update

* High, Medium, or Low

Suggested Projects for Improvement:

** Financial, Time, Frustration, Quality

Project Name	Project Priority*	Benefits**
Project #1: Mower Shop Work Orders in SharePoint	Medium	Time, Financial, Quality, Frustration
Project #2: Community Support Team	Medium	Time, Quality
Project #3: Code Enforcement Mowing Process Deep Dive	High	Time, Quality, Financial



SBStat Meeting Agenda

1. Welcome

- Opening Remarks (1 min) - CIO
- Opening Remarks (1 min) - Mayor
- Introduce New Director of Recreation (1min) - Aaron Perri

2. Current Department Projects

- Review Urgent Issues (2 mins)
- Event and Recreation Management Software Discovery (2mins)
- CAPRA Reaccreditation (10mins)

3. Analysis and Discussion

- Recreation Program Audit Update (10mins)
- Facilities and Grounds (35mins)
 - Division Services
 - Focus: Park Maintenance and Central Mowing
 - "Subconscious" Operations
 - Process Maps:
Park Maintenance, Central Mowing, Downtown + Smart Streets
 - Process Pain Points Discussion

4. Prospective Projects

- Project Proposal #1: Mower Shop Work Order Management in SharePoint (5mins)
- Project Proposal #2: Community Support Team (5mins)
- Project Proposal #3: Code Enforcement Mowing Process Deep Dive (5mins)

5. Celebrating Our Values