



George Latimer
County Executive

Department of Parks,
Recreation & Conservation
Kathleen M. O'Connor
Commissioner

Parks Division Meeting Agenda
Thursday September 14, 2023 10am – 1pm

- Summer Season Overview (Heat wave discussion)
 - Staff
 - Annual
 - Vacation Time
 - Seasonal
 - Evaluations – Should all be submitted to the appropriate team member
 - Lifeguards
 - Recreation Attendants
 - Maintenance Laborers
 - SPR's (Discuss Duties)
 - Picnic Reservations/Rec Trac
 - Special Events
 - Winterization Completion Dates
 - Pools
 - Bathhouses and other buildings
 - Public Restrooms – Last day for non-portable restrooms - Sunday, October 15th (Weather permitting)
 - Pool and Beach Records
 - Health Inspections – Filter Rooms
 - Department Goals and Objectives Discussion (Please bring your facility goals and objectives for prep to present to senior management)
 - Fall – Winter 2023-2024
 - Deadlines – Information Needed
 - E-mail and Cell phone responses
 - Budgets
 - Project Lists – Fall and Winter
 - Winter Wonderland Staff (Names needed)
 - Next Meeting – Thursday, October 5, 2023