

201.1 SUBJECT: ORGANIZATION AND POLICY

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OBJECTIVE:

- A. Administer the affairs of the Families, Parks & Recreation Department.
- B. Design, develop, maintain and efficiently operate quality parks, open spaces, recreational/educational facilities, programs, and similar services for a culturally diverse population.
- C. Serve as the City's Director of Children and Education
- D. Perform other functions as directed by the Mayor and/or City Council.

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AUTHORITY:

This procedure amended by City Council January 13, 2020, Item A-4.

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DIRECTION:

Director, as an appointed official, serves at the pleasure of, and receives direction from the Mayor or designee.

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FUNCTIONS:

- A. Provides operational guidance and direction to the Divisions and programs of the Families, Parks & Recreation Department and for establishing and enforcing rules, regulations, policy and procedures governing its operations:
 - 1. Parks Division
 - 2. Recreation Division
 - 3. Children's Affairs Division
- B. Serves as technical advisor to the Chief Administrative Officer, Mayor and City Council on all matters within the scope of authority of the Families, Parks & Recreation Department and Office of Children and Education.
- C. Serves as direct line administrator for all divisions and programs listed above.
- D. Performs other duties and responsibilities as may be directed by the Mayor and/or City Council.

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FORMS:

None.

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COMMITTEE RESPONSIBILITIES:

Families, Parks & Recreation Board, City Operations Committee.

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REFERENCE:

City Code, Chapter 2, Section 2.131. City Council Minutes of November 2, 1959; October 16, 1972, Item 40; November 20, 1972; February 18, 1974, Item 11 (Doc. No. 11386A amending FY 1973-74 Budget of City of Orlando). Procedure amended May 20, 1974, Item 30; amended October 13, 1975, Item 19; reviewed and found current

January 17, 1977, Item 28; amended July 25, 1977, Item 4; amended February 19, 1979, Item 16; amended August 20, 1979, Item 14; amended July 19, 2004, Item A6; amended November 15, 2004, Item A1; amended April 23, 2007, Item A5; amended January 13, 2020, Item A-4.

:8 EFFECTIVE DATE:

This procedure effective January 13, 2020.
