201.1 SUBJECT: ORGANIZATION AND POLICY

:1 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.

:2 AUTHORITY:
This procedure amended by City Council April 23, 2007 Item A5.

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

:4 FUNCTIONS:
A. Provides operational guidance and direction to the Divisions and programs of the Families, Parks & Recreation Department:
   1. Parks Division
   2. Recreation Division
   3. Dubsdread Golf Course
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.

:5 FORMS:
None.

:6 COMMITTEE RESPONSIBILITIES:
Families, Parks & Recreation Board, City Operations Committee.

:7 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...
This procedure effective April 23, 2007.