

ARTICLE 3-13: DEPARTMENT OF PARKS AND RECREATION

Section

3-13-1 Department established

3-13-2 Divisions of the Department

3-13-3 Powers and duties

3-13-4 Assignment and custody of physical properties

~~3-13-5 Banner placement and supervision~~

§ 3-13-1 DEPARTMENT ESTABLISHED.

There is hereby created the Department of Parks and Recreation, an executive department of the city. It shall consist of the Director of Parks and Recreation who shall be the head of the department and all officers and employees assigned thereto. All such officers and employees shall perform their duties subject to the supervision of the director, who shall operate solely under the guidance and direction of, and report directly to, the City Manager. The Director of Parks and Recreation shall supervise the department in accordance with the applicable personnel ordinances and Vol. I, Article 3-10 and shall exercise such powers and perform such duties as are customarily conferred and required by Vol. I, applicable ordinances, resolutions or lawful directives. The position of Director of Parks and Recreation is hereby declared as classified service, and the Director shall be appointed and removed by the City Manager subject to ratification of the Council and shall serve and receive such compensation as shall be determined in accordance with the applicable personnel ordinance.

(Prior Code, § 3-13-1)

§ 3-13-2 DIVISIONS OF THE DEPARTMENT.

There are hereby created within the Department of Parks and Recreation, the divisions of recreation, park development and maintenance; and other such divisions as the Director deems appropriate for the efficient and expeditious operation of the department. Division heads shall be appointed and removed by the Director of Parks and Recreation subject to ratification by the City Manager and the provisions of Vol. I, Article 3-10 as it now exists or may be hereafter amended.

(Prior Code, § 3-13-2)

§ 3-13-3 POWERS AND DUTIES.

The Director of Parks and Recreation shall:

(A) Administer and operate existing recreation and park areas, facilities and programs and plan for the acquisition, development and operation of proposed facilities and programs in accordance with policies set by the Director, by lawful directives, by the Council and, when possible, with the recommendations formulated by the Parks and Recreation Commission;

(B) Prepare an annual budget for presentation to the Council;

(C) Inform the general public of the services and facilities being provided by the Department of Parks and Recreation; address professional civic and lay groups on recreational subjects; solicit suggestions from the general public on increasing the effectiveness of the recreation programs; cooperate with governmental and voluntary organizations and agencies in the solving of recreation problems; provide, upon request, assistance of a technical nature to community agencies and organizations on problems related to recreation and park facilities and programs;

(D) Assist community organizations in the promotion of recreation services; conduct studies of local conditions and needs for recreation services; assist with the recruitment and training of professional recreation personnel and volunteer leaders;

(E) Upon request, advise the Council, the Parks and Recreation Commission and community organizations concerning the expenditure of public funds for recreation and parks; acquisition, design and development of recreation facilities and areas; and shall maintain effective and cooperative relations with all city officials, state and federal agencies and with local, state and national voluntary recreation organizations;

(F) With the approval of the Mayor and Council, post such rules and regulations as deemed necessary for the conduct of persons in the parks and other recreational facilities under his or her jurisdiction; and

(G) Assign the management and care of trees and plants in public spaces to trained staff and volunteers within the department; and maintain a process for removal and replacement as guided by the department's *Parks, Open Space, And Right Of Way Landscape Standards*, which are regularly updated and visited to ensure best practices.

(H) Create, update and follow routine inspection and maintenance schedules for all city parks and recreation facilities, including specialty amenities such as playgrounds, skate parks, and aquatic centers.

~~—(G) Supervise, process and approve all requests for placement of banners at designated public property locations currently and as established in the future, in accordance with Vol. I, § 3-13-5.~~

(Prior Code, § 3-13-3)

§ 3-13-4 ASSIGNMENT AND CUSTODY OF PHYSICAL PROPERTIES.

All parks, playgrounds, recreational facilities and open space properties of the city shall be and are hereby assigned to the Department of Parks and Recreation. The Director of Parks and Recreation shall be the custodian of all tools, equipment and other personal property assigned to the department of community services.

(Prior Code, § 3-13-4)

~~§ 3-13-5 BANNER PLACEMENT AND SUPERVISION.~~

~~—(A) Any person, partnership, association, company or corporation may request the placement of banner(s) on designated locations on city-owned property by filing with the Director of the Parks and Recreation Department or designee thereof (hereinafter "director") an installation fee as established in Vol. I, Article 4-1 Parks and Recreation Fee Schedule, and a completed application provided by the parks and recreation department stating the following: name of applicant, address, phone number, sponsoring organization, contact person, purpose of banner, complete description of activity being promoted and description of the message, artwork and logos to be displayed.~~

~~—(B) Permission to display a banner is subject to a "first-come, first-serve" basis, provided that the following is satisfied: the banner promotes an event or service available for or open to the general public which is of community-wide interest in the city; and the request for the display of the banner has been initiated at least 30 consecutive calendar days before the desired date of placement.~~

~~—(C) All banners may be displayed for a maximum of 14 consecutive calendar days once a year. All banners shall be made and supplied by applicant or its agent and shall be made of flame retardant heavy canvas (12-ounce minimum), 18-ounce vinyl or equivalent in strength and durability according to industry standards. All banners must have printing on both sides, with perimeter grommets spaced no further than 2 feet apart, with a minimum of eight 6-inch wind relief holes or baffles, and can be no larger than 3 feet tall and 30 feet long.~~

~~—(D) The Director shall supervise city personnel in actual removal and placement of banners at initial placement and at other times for maintenance and replacement as requested by applicant. However, applicant shall have the responsibility for informing the Director of the need for such replacement and maintenance based on a visual inspection. Applicant must deliver a new banner to the director in situations in which replacement is needed. If the Director observes at any time after the banner has been displayed that it is damaged, insecurely fastened or obstructs the view of any motorists or pedestrians, the Director may cause such banner to be removed without first notifying the applicant. In such case, the Director shall notify the applicant that the banner was removed and allow the applicant 48 hours to provide the Parks and Recreation Department with a new banner to be displayed. Any display interruption due to removal of the banner by the Director caused~~

~~by any of the 3 reasons set forth above will not toll the time limitations referenced in division (C) above.~~

~~—(E) Corporate and/or commercial sponsors and their logos may be listed on such banners, but the name and logo of the sponsor shall not exceed 1/3 the height and length of the name of the event, as printed on the banner. Banners cannot be used by political candidates or political committees for campaign purposes.~~

~~—(F) Permission to display banners may be revoked by the Director if applicant fails to follow any of the above-noted requirements. Once the 14-day display period has expired, city personnel shall remove the banner(s) and shall store the banner(s) for 14 additional days, and shall thereafter discard such banner(s) if directed to do so in writing by applicant or if applicant fails to claim the banner(s) at the end of the storage period.~~

~~—(G) Applicant agrees to hold harmless and indemnify the city, its officers, agents and employees for any and all suits relating to any injury or accident or property damage caused by the banners.~~

~~—(H) Any person aggrieved by any decision of the Director must file a written appeal with the City Manager, or designee thereof within 5 working days of the decision. The City Manager shall schedule a hearing and hold the hearing within 5 working days upon receiving the notification. The City Manager shall inform the appellant in writing of the decision to overrule, modify or sustain the Director's action within 3 working days after conclusion of the hearing. The decision of the City Manager shall be final and binding subject only to the civil appeal remedies under A.R.S. §§ 12-981 et seq.~~

~~{Prior Code, § 3-13-5}~~