TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER DEPARTMENT: COMMUNITY SERVICES

DATE: SEPTEMBER 15, 2008 CMR: 342:08

SUBJECT: ADOPTION OF AN ORDI NANCE AMENDING SECTION 2.08.210 OF CHAPTER 2.08 OF TITLE 2 [OFFICERS AND DEPARTMENTS], AND SECTION 22.04.035 OF CHAPTER 22.04 OF TITLE 22 [PARK AND RECREATION BUILDING USE AND REGULATIONS] OF THE PALO ALTO MUNICIPAL CODE TO AMEND EMPLOYEE TITLES AND NAMES OF DIVISIONS AND REFLECT THE TITLES OF EMPLOYEES WHO ARE AUTHORIZED TO ISSUE CITATIONS RESPECTIVELY

RECOMMENDATION
Staff recommends that the Council adopt the attached ordinance, to amend Section 2.08.210 of Chapter 2.08 of Title 2 of the Palo Alto Municipal Code, amending employee titles and organizational divisions, and amend Section 22.04.035 of Chapter 22.04 of Title 22 of the Palo Alto Municipal Code, amending designated employee positions authorized to issue citations for violation of this chapter.

BACKGROUND
Section 2.08.210 outlines the duties of the director of Community Services, including specifying the titles of the director’s directly-reporting subordinates and the names of divisions within the organization. Chapter 22.04 regulates the use of the parks, open space lands, and recreation buildings owned or controlled by the City in order that all persons may enjoy and make use of such parks, open space lands, and buildings and to protect the rights of those in the surrounding areas. Under Section 22.04.035, certain designated positions in the Community Services Department are authorized to issue citations for violations of Chapter 22.04 consistent with California Penal Code Section 836.5. The designated positions are: Open Space and Sciences Superintendent; Park Ranger; Senior Ranger; and Seasonal Ranger.

DISCUSSION
Community Services staff recently underwent a department-wide reorganization as well as a City-wide Human Resources study resulting in a revision of certain employee titles and a restructuring of divisions within the department. As a result, staff recommends that Section 2.08.210(a)(6) should be revised to include the following four amended division manager titles: Arts and Sciences Division Manager; Cubberley Center and Human Services Division Manager; Recreation and Golf Division Manager.
Manager; and Open Space and Parks Division Manager. Additionally, staff recommends that Section 2.08.210(b) should be revised to reflect the following four new divisions: Arts and Sciences; Cubberley Center and Human Services; Recreation and Golf; and Open Space and Parks.

Staff is also recommending that Section 22.04.035(a) be revised to reflect that the following designated employee positions, Open Space and Parks Division Manager and Community Services Operations Manager, are authorized to issue citations for violations of Chapter 22.04, and that the outdated title of Open Space and Sciences Superintendent should be removed.

**RESOURCE IMPACT**
There is no resource impact associated with the adoption of the attached revised regulations.

**POLICY IMPLICATIONS**
The proposed amendments are consistent with Policy C-26 of the Community Services element of the Comprehensive Plan that encourages maintaining park facilities as safe and healthy community assets.

**ENVIRONMENTAL ASSESSMENT**
This is not a project subject to California Environmental Quality Act (CEQA) requirements.

**ATTACHMENTS**
Attachment A: Draft Ordinance

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