



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

ORDINANCE NO. 06-2020

**AN ORDINANCE AMENDING CHAPTER 68
(DEPARTMENT OF RECREATION)
OF THE CODE OF THE TOWN OF DOVER
TO UPDATE THE ADMINISTRATION OF
THE RECREATION DEPARTMENT**

WHEREAS, the governing body of a municipality may make, amend, repeal, and enforce ordinances to adopt policies and procedures for the protection of public health, safety and welfare; and

WHEREAS, the Recreation Department has undergone changes which have reduced personnel within the Department; and

WHEREAS, such personnel changes have streamlined the operations of the Recreation Department, which allows for the elimination of supervisory staff within the Department that can be incorporated into another position within the Town's Administration; and

WHEREAS, the Town desires to amend the Code of the Town of Dover to update the administration of the Recreation Department to eliminate the position of Recreation Director / Director of Economic Development and Community Affairs; and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey, that Chapter 68 of the Town Code entitled, "Department of Recreation" is hereby added to read as follows:

SECTION 1.

Chapter 68, Section 2 (Establishment; general duties) of the Dover Code shall be amended to read in its entirety as follows:

§68-2. Establishment; general duties

The Department of Recreation shall:

- A. Administer, operate and formulate programs for indoor and outdoor recreational programs and activities for children and adults
- B. Administer and operate facilities, functions and activities relating to public recreation
- C. Use Town and public school property and buildings by agreement with the Dover Board of Education, to the extent that such property and building may be adaptable and available for the use in recreational programs and purposes.
- D. Plan and develop public recreational areas and facilities.

E. (Deleted in its entirety).

SECTION 2.

Chapter 68, Section 3

§68-3. Director of Recreation of the Dover Code shall be amended to delete all references to the “Recreation Director” and “Director of Economic Development and Community Affairs”.

§68-3 Shall be amended to read in its entirety as follows:

§68-3. Management of Recreation Department. The Recreation Department staff shall report to the Deputy Town Administrator who shall supervise all full-time and part-time employees in the Recreation Department as such employees may be appointed by the Mayor and Board of Alderman.

SECTION 3.

Chapter 63, Section 4

§68-4 Power and Duties of Director of Recreation of the Dover Code shall be amended to read in its entirety as follows:

§68-4 Administration of the Recreation Department; powers and duties. The Deputy Town Administrator shall carry out the policies established by the Mayor and Board of Aldermen and Town Administrator for community recreation; plan, promote, organize and administer a comprehensive recreation service for the entire community; establish administrative procedures to assure maximum service provided at a reasonable cost; check the effectiveness of the recreation service; study community recreation needs to develop immediate and long-range plans to meet these needs; interpret the recreation organization, its philosophy, and objective; establish and maintain cooperative planning and working relationships with all other local community agencies and interested individuals; organize, train, and supervise subordinates and provide them with needed advice and assistance when difficult and unusual problems arise; recommend budget estimates to the Mayor and Board of Aldermen and Towns Administrator and keep appropriate records of receipts and expenditures; recommend the acquisition, design and construction of facilities; direct the operation of recreation facilities in areas and arrange for their proper maintenance and operation; prepare suitable and comprehensive reports; interpret and stimulate public interest in recreation activities; direct the establishment and maintenance of complete records of recreation activities and services, correspondence, personnel and property; and perform such other duties as may be assigned by the Mayor and Board of Aldermen and/or Town Administrator.

SECTION 4.

§68-5 through §68-7 shall remain unchanged.

SECTION 5. If any Chapter, Article, Section or Subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court of competent jurisdiction such decisions shall not effect the remaining portions of this Ordinance.

SECTION 6: All ordinances or rules or regulations of the Town of Dover, which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

SECTION 7: This ordinance shall take effect upon passage and publication according to law.

Carolyn Blackman, Mayor

Attest:

John P. Schmidt, Acting Municipal Clerk

INTRODUCED: 1-28-2020

ADOPTED: _____