

**BOROUGH OF RED BANK
COUNTY OF MONMOUTH
STATE OF NEW JERSEY**

ORDINANCE NO. 2025-11

**ORDINANCE AMENDING CHAPTER 90: “OFFICERS AND EMPLOYEES” OF THE
BOROUGH’S REVISED GENERAL ORDINANCES TO CREATE THE POSITION OF
DIRECTOR OF RECREATION AND HUMAN SERVICES**

BE IT ORDAINED that, upon the recommendation of the Borough Manager, the Mayor and Council of the Borough of Red Bank, County of Monmouth, State of New Jersey, supplement Chapter 90: “Officers and Employees” of the Borough’s Revised General Ordinances with *new* Article XIV: “Director of Recreation and Human Services”, as follows:

CHAPTER 90: “OFFICERS AND EMPLOYEES”

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ARTICLE XIV: “DIRECTOR OF RECREATION AND HUMAN SERVICES”

§ 90-56 Established; Appointment; Department Head.

- A. There is hereby established a Director of Recreation and Human Services, who shall lead the Department of Recreation and Human Services within the Borough of Red Bank.
- B. The Director of Recreation and Human Services shall be appointed by the Borough Manager and shall report directly to the Borough Manager.

§ 90-57 Responsibilities; Organization; Duties.

- A. The Director of Recreation and Human Services shall be in charge of the Department of Recreation and Human Services, which shall be organized into three Divisions as follows:
 - (1) *Recreation Division* – Responsible for planning, organizing, and supervising Borough-sponsored recreational activities, youth and adult sports leagues, cultural events, and seasonal programming. The Recreation Division shall also manage the scheduling and public use of athletic fields and parks.
 - (2) *Human Services Division* – Responsible for developing and delivering programs, services, and resources to support the well-being, health, and inclusion of Red Bank’s senior citizens and other vulnerable residents with social support needs.
 - (3) *Community Engagement Division* – Responsible for promoting public awareness of Borough programs, coordinating volunteer and civic participation initiatives, and overseeing outreach and public information efforts, including implementation of the Mayor’s Wellness Campaign and similar public health campaigns.
- B. The Director of Recreation and Human Services shall:

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- (1) Supervise all Divisions within the Department and manage day-to-day operations;
- (2) Oversee staff, program development, and resident-facing services;
- (3) Administer the Department's budget and seek additional funding through grants and partnerships;
- (4) Serve as liaison to the Borough Manager and Governing Body;
- (5) Promote inclusive and equitable access to programs, services, and public spaces; and
- (6) Ensure that the Department of Recreation and Human Services is:
 - (a) Providing a diverse array of recreation and leisure opportunities to residents;
 - (b) Administering senior services, wellness programs, and social support resources;
 - (c) Managing scheduling and operations of Borough parks, fields, and recreational facilities;
 - (d) Promoting community participation through events, outreach, and civic engagement;
 - (e) Overseeing and implementing the Mayor's Wellness Campaign and other community health initiatives; and
 - (f) Supporting volunteer coordination and partnership development with local organizations.

BE IT FURTHER ORDAINED that any ordinances or portions thereof which are inconsistent with the provisions of this Ordinance are hereby repealed as of the effective date of this Ordinance.


BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application of such provision to any person or circumstance is declared invalid, such invalidity shall not affect

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the other provisions or applications of this Ordinance which can be given effect, and to this end, the provisions of this Ordinance are declared to be severable.

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon adoption and publication in accordance with the laws of the State of New Jersey.

INTRODUCTION						COUNCILMEMBER	FINAL ADOPTION					
Moved	Sec.	Aye	Nay	Abs.	NP		Moved	Sec.	Aye	Nay	Abs.	NP
X		X				KRISTINA BONATAKIS			X			
	X	X				DAVID CASSIDY			X			
		X				NANCY FACEY-BLACKWOOD		X	X			
		X				BEN FOREST			X			
		X				LAURA JANNONE			X			
		X				KATE TRIGGIANO	X		X			
		X				MAYOR WILLIAM PORTMAN			X			
Introduced: June 12, 2025					I hereby certify the above ordinance was adopted by the Borough Council of the Borough of Red Bank, County of Monmouth, State of New Jersey on the aforementioned date.  Mary Moss, RMC- Borough Clerk							
Final Adoption: June 26, 2025												