

**CITY OF HACKENSACK
CITY CLERK'S OFFICE
65 Central Avenue
Hackensack, New Jersey 07601
201-646-3940**

DATE: July 15, 2026
FROM: Timothy Hoffman, Acting City Clerk
RE: Ordinance 13-2026

PLEASE NOTE, THE FOLLOWING IS TO BE PUBLISHED AS SOON AS POSSIBLE:

**CITY OF HACKENSACK
ORDINANCE NO. 13-2026**

NOTICE IS HEREBY GIVEN that Ordinance No. 13-2026 of the City of Hackensack, County of Bergen and State of New Jersey, entitled: **AN ORDINANCE TO AMEND CHAPTER 36 "RECREATION, DEPARTMENT OF"** was introduced and has passed its first reading at a meeting of the governing body of the City of Hackensack, in the County of Bergen, State of New Jersey, on July 14, 2026 It will be further considered for final passage after a public hearing thereon, at a meeting of the City Council to be held at City Hall, Council Chambers, 65 Central Avenue, on July 28, 2026 at 5:30 p.m., or as soon thereafter as the matter can be reached.

**CITY OF HACKENSACK
ORDINANCE NO. 13-2026**

**AN ORDINANCE TO AMEND CHAPTER 36
"RECREATION, DEPARTMENT OF"**

WHEREAS, pursuant to N.J.S.A. 40:48-2, the governing body of a municipality may make, amend, repeal, and enforce such other ordinances, regulations, rules and by-laws not contrary to the laws of this state or of the United States, as it may deem necessary and proper for the good of government, order and protection of person and property, and for the preservation of the public health, safety and welfare of the municipality and its inhabitants, and as may be necessary to carry into effect the powers and duties conferred and imposed by this subtitle, or by any law; and,

WHEREAS, the City Council of the City of Hackensack wishes to amend Chapter 36 of the Code of the City of Hackensack, entitled "Recreation, Department Of" to clarify duties assigned to the Superintendent of Recreation and the duties and structure of the Recreation Board.

WHEREAS, the City Council finds it is in the City's best interest to take this action.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HACKENSACK, as follows:

Section 1:

Chapter 36 of the Code of the City of Hackensack is hereby amended as follows [additions by underline, deletions by ~~striketrough~~]

§ 36-1. Establishment; organization.

- A. There shall be established in and for the City of Hackensack a Department of Recreation for the purpose of designing, coordinating and administrating ~~athletic and cultural programs~~ recreation programs for the youth, adult, and senior populations.
- B. This Department shall be headed by a ~~Director~~ Superintendent of Recreation and ~~assisted by a seven member~~ a nine-member Recreation Advisory Board shall serve as an advisory committee to the Department.

§ 36-2. ~~Director~~ Superintendent of Recreation.

The City Manager, after certification from the Civil Service Commission, is authorized to appoint a ~~Director~~ Superintendent of Recreation at an annual salary not to exceed that which is established in the City of Hackensack Salary Ordinance.

§ 36-3. Duties of ~~Director~~ Superintendent.

Under the supervision of the City Manager, the ~~Director~~ Superintendent of the Department of Recreation shall perform the following duties:

- A. Administer all programs recommended by the Recreation Advisory Board and approved by the City Manager consistent with the policies of the Mayor and Council.
- B. Supervise and train the staff of the Department of Recreation.

- C. Develop a comprehensive program to meet local recreational ~~and cultural~~ needs, utilizing existing resources of the community, and present this program to the Recreation Advisory Board for review and comment.
- D. Attend all meetings of the Recreation Advisory Board.
- E. Prepare a budget for ~~review by the Recreation Board and the City Manager to be presented to the City Council~~ the City Manager to present to the City Council, which may be furnished to the Recreation Advisory Board upon request.
- F. Submit on a monthly basis a financial statement to the Recreation Advisory Board and the City Manager of all income and expenditures for the preceding month.
- G. Maintain suitable and comprehensive reports for a monthly presentation to the Recreation Advisory Board and City Manager. Such report shall reflect program content, attendance and evaluation.
- H. Maintain an inventory of all equipment and property assigned to the Department of Recreation by the City Manager of the City of Hackensack.
- I. Develop reporting systems, which shall include financial and statistical data.
- J. Maintain an alert for available grants and aid programs and prepare for submission proposals to obtain such programs.
- K. Publicize, after obtaining the City Manager's approval of all notices, fliers and press releases, the various recreational ~~and cultural~~ activities through a planned year-round public relations program and utilize all appropriate communications to inform the residents of the facilities and services of the Department of Recreation.
- L. Establish a close liaison with other interested agencies and organizations involved in recreational ~~and cultural~~ activities.

§ 36-4. Recreation Advisory Board.

The Recreation Advisory Board shall consist of up to nine ~~seven~~ members who are citizens and residents of the City of Hackensack. The members of the Advisory Board shall be appointed by the Mayor of the City, with the advice and consent of the City Council.

§ 36-5. Term and compensation of Advisory Board members.

The Recreation Advisory Board members first appointed shall be appointed for the following terms: one member for five years, one member for four years, two members for three years, two members for two years and one member for one year. Following the initial appointments, all appointments shall be for terms of five years, and a vacancy shall be filled for the unexpired term only. Members shall serve until their respective successors are appointed and shall qualify. The members shall receive no compensation for their service. The term of office of each appointee shall commence on the first day of January and shall expire on the 31st day of December of the appropriate year. Any member of the Recreation Advisory Board who is absent from three (3) or more consecutive meetings shall be subject to removal from the Board. Upon the occurrence of such unexcused absences, the seat shall automatically be deemed vacant and a successor shall be appointed in accordance with the appointment procedures set forth in this Chapter.

§ 36-6. Organization and duties of Board.

- A. The Advisory Board shall annually organize and elect such officers and adopt such rules and regulations as it may deem necessary for the faithful discharge of its responsibility to the Department of Recreation.
- B. The Board shall report to the ~~Director~~ Superintendent of Recreation and shall perform the following duties:
 - (1) Conduct regular meetings once a month and report to the City Manager the names of inactive members to be replaced by the Mayor and Council.
 - (2) Review and comment on the objectives and goals of the Department of Recreation.
 - (3) Review and comment on the recreational ~~and cultural~~ program submitted by the ~~Director~~ Superintendent of Recreation.
 - (4) Review and comment on the annual budget proposal prepared by the ~~Director~~ Superintendent of Recreation.
 - (5) Entertain public proposals and suggestions and articulate same to the ~~Director~~ Superintendent of Recreation.

§ 36-7. Rules and regulations.

All participants in Department of Recreation programs and activities shall comply with the rules and regulations embodied in the Code of the City of Hackensack. Subject to review of the City Manager and the approval of the Mayor and Council, the ~~Director~~

Superintendent of Recreation may impose additional rules and regulations as safety and administrative needs require.

§ 36-8. Appointment of employees.

The City Manager, after certification from the Civil Service Commission and consultation with the ~~Director~~ Superintendent of Recreation, is authorized to appoint employees as the City Manager shall deem necessary to carry out the functions of the Department of Recreation.

§ 36-9. Appropriation of funds.

The City Council shall annually fix, determine and allocate moneys for the care, custody, policing and maintenance of the playgrounds and recreation places and for the expenses of the Department of Recreation, which sum shall be raised by taxation in the same manner as other taxes.

~~**§ 36-10. Moneys to become part of general fund.**~~

~~All moneys received by the Department of Recreation shall be paid over to the City Treasurer and shall become part of the general funds of the City of Hackensack.~~

Section 2:

All other provisions of Chapter 36 of the Code of the City of Hackensack shall remain unchanged.

Section 3:

Repeal of Inconsistent Provisions. All ordinances or parts thereof in conflict or inconsistent with this Ordinance are hereby repealed, but only however, to the extent of such conflict or inconsistency, it being the legislative intent that all ordinances or part of ordinances now existing or in effect unless the same being conflict or inconsistent with any provision of this Ordinance shall remain in effect.

Section 4:

Severability. The provisions of this Ordinance are declared to be severable and if any section, subsection, sentence, clause or phrase thereof for any reason is held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, subsections, sentences, clauses and phrases of this Ordinance, but shall remain in effect; it being the legislative intent this Ordinance shall stand notwithstanding the invalidity of any part.

Section 5:

Codification. This Ordinance shall be a part of the Code of the City of Hackensack as though codified and fully set forth therein. The City Clerk shall have this ordinance codified and incorporated in the official copies of the Code. The City Clerk and the City Attorney are authorized and directed to change any Chapter, Article and/or Section number of the Code of the City of Hackensack in the event that the codification of this Ordinance reveals that there is a conflict between the numbers and the existing Code, and in order to avoid confusion and possible accidental repealers of existing provisions not intended to be repealed.

Section 6:

This Ordinance shall take effect upon passage, adoption, and publication in the manner prescribed by law.

Timothy Hoffman, Acting City Clerk