

THE CITY COUNCIL OF NORTH ROYALTON, OHIO

ORDINANCE NO. 22-138

INTRODUCED BY: Mayor Antoskiewicz

AN ORDINANCE AMENDING THE CODIFIED ORDINANCE OF THE CITY OF NORTH ROYALTON PART 2 ADMINISTRATION CODE CHAPTER 252 DIVISION OF MUNICIPAL PARKS, PROPERTIES, CEMETERIES AND RECREATION, SECTION 252.01, AMENDING ORDINANCE 10-103 STAFFING AND CLASSIFICATION PLAN FOR THE VARIOUS DEPARTMENTS OF THE CITY OF NORTH ROYALTON SECTION 9 RECREATION DEPARTMENT, AND AMENDING ORDINANCE 03-139 ESTABLISHING THE SALARY RANGES OF VARIOUS DEPARTMENT HEADS OF THE CITY OF NORTH ROYALTON, AND DECLARING AN EMERGENCY

WHEREAS: Ordinance 14-27 created the position of Recreation Director/Parks, Cemetery and Recreation Foreman; and

WHEREAS: It is now therefore necessary to amend the Codified Ordinances of the City of North Royalton, Part 2 Administration Code, Chapter 252 Division of Municipal Parks, Properties, Cemeteries and Recreation, Section 252.01, Ordinance 10-103 Staffing and Classification Plan and Ordinance 03-139 establishing the salary ranges of various Department Heads of the City of North Royalton to hereby change the title of this position to Parks, Cemetery and Recreation Director; and

WHEREAS: Council desires to provide for these amendments.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH ROYALTON, COUNTY OF CUYAHOGA AND STATE OF OHIO, THAT:

Section 1. Part 2 Administration Code, Chapter 252 Division of Municipal Parks, Properties, Cemeteries and Recreation, Section 252.01 of the Codified Ordinances of the City of North Royalton is hereby amended to hereinafter read as follows:

252.01 ~~RECREATION DIRECTOR/PARKS, CEMETERY AND RECREATION FOREMAN.~~
PARKS, CEMETERY AND RECREATION DIRECTOR.

There is hereby established the Position of ~~Recreation Director/Parks, Cemetery and Recreation Foreman~~ **Parks, Cemetery and Recreation Director.**

a) Job Summary. The ~~Recreation Director/Foreman~~ **Parks, Cemetery and Recreation Director** is a full time appointed position, serving at the discretion of the Mayor, and responsible for the day to day operation of the Parks, Cemetery and Recreation Division and such other duties as may from time to time be required by the Mayor, Director of Public Service and Properties and/or Council. ~~This position is not classified as Civil Service.~~

(b) Essential Job Functions. The following list of essential job functions is not exclusive or all-inclusive. Other duties may be required and assigned.

- 1) Prepares the annual budget for the Recreation Department; assists in preparation of Division budgets;
- 2) Attends all regular or special meetings of the Recreation Board;
- 3) Works with all agents of the city such as soccer club, baseball club and such other clubs as may be created from time to time;
- 4) Helps coordinate scheduling of sports fields;
- 5) Creates, operates and supervises various sports related or recreation related programs for the youth and adult residents of the city;
- 6) Operates the divisions within the appropriation budget of the city;
- 7) Consults with the Planning Commission and other department heads concerning future recreation lands for the city;
- 8) Monitors the condition and maintenance of city recreation facilities, cemetery and parks;
- 9) Train employees as to tasks and use of departmental equipment;
- 10) Supervise, assign and assist employees in day to day duties in the cemetery, parks and recreation division, including but not limited to: burials; snow plowing; grass cutting; sports field maintenance and other related property maintenance duties;
- 11) Maintain Division reports and records.
- 12) Perform any other duties as directed by the Mayor and/or Director of Public Service and Properties.

(c) Only those duties directly related to Recreation shall fall under the jurisdiction of the Recreation Board. All other duties shall fall under the supervision and direction of the Mayor and/or Director of Public Service and Properties.

Section 2. Council hereby amends Ordinance No. 10-103, Staffing and Classification Plan, Section 9 Recreation Department, which shall hereinafter read as follows:

Section 9. The **Recreation Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Recreation Director/Parks, Cemetery, and Recreation Foreman Parks, Cemetery and Recreation Director	One (1)
2) Tractor/Truck Operator (part time)	Three (3)
3) Laborer	Three (3)
4) Laborer (part time)	Five (5)
5) Summer Help Laborer (part time)	Eight (8)
6) Laborer I (part time)	Two (2)

Section 3. Council hereby amends Ordinance 03-139 to hereinafter read as follows:

Recreation Department
~~Recreation Director/Parks, Cemetery~~
~~and Recreation Foreman~~
Parks, Cemetery and Recreation Director

Section 6. Chapter 252, Ordinance 10-103, and Ordinance 03-139 are hereby amended as provided for herein and all other provisions of each ordinance shall remain in full force and effect.

Section 7. This Ordinance shall supersede all previously adopted Ordinances in direct conflict herewith.

Section 8. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 9. This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of the city, and for the further reason that Council has determined that it is immediately necessary to provide for these amendments.

/s/ Paul F. Marnecheck
PRESIDENT OF COUNCIL

APPROVED: /s/ Larry Antoskiewicz
MAYOR

DATE PASSED: September 6, 2022

DATE APPROVED: September 8, 2022

ATTEST: /s/ Dana A. Schroeder
DIRECTOR OF LEGISLATIVE SERVICES

First reading suspended
Second reading suspended
Third reading September 6, 2022

YEAS: Marnecheck, Nickell, Barath, Krejci,
Carbone-McDonald, Wos

NAYS: none

ABSENT: Dietrich