

**ORDINANCE NO. 566**

**AN ORDINANCE OF THE CITY OF LOVINGTON, NEW MEXICO CREATING TITLE 2 –  
ADMINISTRATION AND PERSONNEL, DIVISION II – MUNICIPAL OFFICERS, CHAPTER 2.40  
PARKS AND RECREATION DIRECTOR**

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LOVINGTON THAT TITLE 2, DIVISION II, CHAPTER 2.40, BE AND HEREBY IS AMENDED AS FOLLOWS:

2.40.010 Duties

- a. The Parks and Recreation Director shall be responsible for all matters relating to the management, operation, and maintenance of departments in the Parks and Recreation Division of the City and report directly to the City Manager. Duties will include:
  1. Planning, management, direction, supervision, and coordination of various recreation and special programs for the City.
  2. Plan, direct, and supervise the work of employees.
  3. Manage division and department budgets.
  4. Plan, develop, and implement improvements at various parks and recreation facilities.
  5. Coordinate assigned activities with other City departments, outside organizations, and the general public.
  6. Provide reports to the Parks and Recreation Board as needed.
  7. Provide reports to the City Commission as requested.
  8. Other tasks as assigned by the City Manager.
- b. Departments reporting to the Director include the Cemetery, Library, Parks and Recreation Department, Senior Citizens Center, Theatre, and Youth Center.
- c. The Parks and Recreation Director shall be employed by the City Manager, subject to the approval of the City Commission.

**PASSED, ADOPTED, AND APPROVED THIS 10<sup>TH</sup> DAY of DECEMBER, 2018.**

ATTEST:

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DAVID TRUJILLO, MAYOR

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ANNA JUAREZ, CITY CLERK