

**AN ORDINANCE OF THE TOWNSHIP OF WOOLWICH, COUNTY OF
GLOUCESTER, STATE OF NEW JERSEY ESTABLISHING A
PARKS AND RECREATION COMMITTEE**

Ordinance 2017-15

§ _____ -1 Creation.

There is hereby created a Joint Parks and Recreation Committee consisting of members from the Township of Woolwich and the Borough of Swedesboro. The Committee has long existed without legal enactment, and its continuing purpose is to oversee the activities and property maintenance at the parks and to render advice to the governing body as appropriate.

§ _____ - 2 Membership.

The Parks and Recreation Committee shall be made up of fourteen (14) members with seven (7) appointed by the Swedesboro Borough Council, and seven (7) appointed by the Woolwich Township Committee in addition to up to four alternate members with two (2) appointed by the Swedesboro Borough Council and two (2) appointed by the Woolwich Township Committee. Alternate members may fill the seats of only regular members, not in attendance, appointed from the same Municipality/Borough. All members appointed from the Township of Woolwich will be appointed by the Mayor. The Township and the Borough shall each designate one representative of its governing body as a non-voting member of the Committee to serve as a liaison. Each member shall be a resident of the town of the appointing governing body. No member shall receive any compensation for his/her service. The officers of the Commission shall be as follows: Chair, Vice Chair, and Secretary who shall annually be appointed from among the membership by a majority vote of the members present at the first meeting of each year. The Woolwich Township Park Director shall be a non-voting member of the Parks and Recreation Committee.

§ _____ - 3 Member and Terms; Removal and Filling Vacancies.

Appointments initially will be made on staggered year terms of one, two, three, and four years. Two members initially will be appointed for one, two, and three year terms. The seventh members shall be appointed for a four year term. Thereafter, all appointments shall be for the term of three years. The initial terms for the two (2) alternates each from Woolwich Township

and Swedesboro shall be staggered for one and two year terms. Thereafter, each alternate shall be appointed for a two (2) year term.

Members of the Committee may be removed at any time, for good cause, by vote of the majority of the members of the governing body which initially appointed the member. In the event of a vacancy caused by the death, inability to serve, resignation or removal of any member, the Mayor shall appoint another person to fill the unexpired term of such vacancy.

§ _____ -4 **Organizational meeting; Election of Officers .**

The Committee shall conduct an annual organizational meeting within fifteen (15) days of the governing bodies' Reorganization meeting, at which time the Committee shall elect its Officers.

§ _____ - 5 **Powers and Duties of Chair.**

The powers and duties of the Chair shall be as follows:

A.

To preside over all meetings of the Parks and Recreation Committee subject to any By-Laws that may be enacted and in compliance with Robert's Rules of Order.

B.

To appoint such subcommittees as may be authorized by the Parks and Recreation Committee to carry out the objectives and purposes of the Committee.

§ _____ 6 **Powers and duties of Parks and Recreation Committee; restrictions on concessions and privileges.**

A.

The Parks and Recreation Committee shall have the power to organize and oversee any form of recreational, celebratory and/or cultural activity at the Parks that will benefit the health, education and general welfare of the residents of the Township and Borough. Such powers shall be exercised only with the approval of Township Committee.

B.

The Parks and Recreation Committee shall have no power to acquire, develop, regulate, improve or manage land or real property. Real property shall be titled in the name of Woolwich Township and/or the Borough of Swedesboro.

7. Fund Raising

A.

In order to provide the funds, in whole or in part, necessary to further its activities, the Parks and Recreation Committee may use and employ the Parks, when available, for such purposes. Fundraising and the expenditure of funds shall be done only with the advance authority of the Township Committee.

B.

The Parks and Recreation Committee may charge and collect reasonable fees from each person, group or vendor participating in the events conducted at the Parks.

C.

All money received by the Parks and Recreation Committee shall be paid over to the Woolwich Township CFO and be kept by him/her in a separate fund to be used only for Park related matters.

To the extent the Parks and Recreation Committee is to be funded from the Municipal budgets, the Borough of Swedesboro shall provide a contribution at a percentage as agreed to by both participants.

The Borough of Swedesboro may request the Woolwich Township CFO provide an annual reporting of revenue generated and expenses paid from said Parks and Recreation Fund.

~~§ 8 SECTION VII. Submission of annual budget.~~

~~The Parks and Recreation Committee shall review and approve the annual budget request created by the Woolwich Township Park Director at its first meeting in November prior to said budget request being provided to the Woolwich Township CFO.~~

SECTION VIII. Meetings; quorum.

Regular meetings of the Parks and Recreation Committee shall be held on a monthly basis with a schedule to be set at the annual organizational meeting. At all meetings a *quorum* shall consist of a majority of the filled membership positions of the Parks and Recreation Committee. By way of example, if ten (10) members have been appointed, then six (6) members must be present to conduct business.

§ 9. BYLAWS.

| A. The powers and authority of the Parks and Recreation Committee are fully set forth
| herein. The Parks and Recreation Committee is authorized to adopt a set of By-laws,
| which shall not be inconsistent herewith.

| A.B. In the event of any inconsistencies between said By-laws and these provisions,
| this Ordinance shall control.

TOWNSHIP OF WOOLWICH

Alan Schwager, Mayor

ATTEST:

Jane DiBella, Clerk

CERTIFICATION

The foregoing Ordinance was introduced upon first reading by the Township Committee of the Township of Woolwich at a meeting held on the 17TH day of July, 2017. It will be further considered for final adoption upon a second reading and subsequent to a public hearing to be held on such ordinance at which time any interested person(s) may be heard. Said meeting is to be conducted on the 7th day of August, 2017 at the Woolwich Township Building, 120 Village Green Drive, Woolwich Township, New Jersey, beginning at 7:00 p.m.

Jane DiBella, Clerk

CERTIFICATION OF ADOPTION

The foregoing Ordinance was adopted upon second reading and subsequent to a public hearing at a meeting of the Woolwich Township Committee on the 7th day of August, 2017.

Jane DiBella, Clerk