

RESOLUTION 2022- 035

RESOLUTION CREATING A SPECIAL EVENTS COMMITTEE
AND ESTABLISHING BYLAWS

WHEREAS, the Sycamore Township Board of Trustees desires to create a Special Events Committee, and

WHEREAS, the Special Events Committee shall be a volunteer advisory committee to the Board of Trustees and shall function in accordance with the By-laws which are attached hereto and incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Sycamore Township, Hamilton County, Ohio by authority of its Limited Home Rule authority, that:

SECTION 1. The Board hereby creates a Special Events Committee and establishes the attached Bylaws.

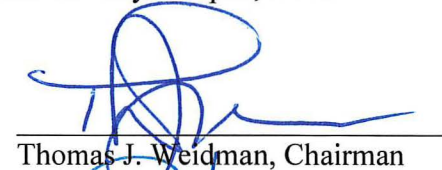
SECTION 2. The Trustees of Sycamore Township upon majority vote do hereby dispense with any requirements that this resolution be read on two separate days, and hereby authorize adoption of this resolution upon its first reading.

SECTION 3. This Resolution shall take effect on the earliest date allowed by law.

VOTE RECORD:

Mr. James Aye Ms. Schwegmann Aye Mr. Weidman Aye

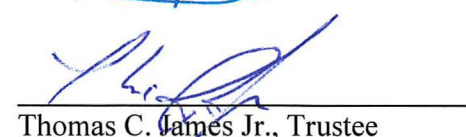
Approved at the meeting of the Board of Trustees this 19th day of April, 2022.



Thomas J. Weidman, Chairman



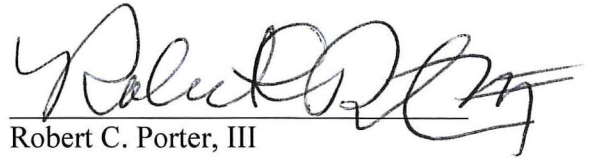
Tracy Schwegmann, Vice Chairman



Thomas C. James Jr., Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Sycamore Township Fiscal Officer, this 19th day of April, 2022.



Robert C. Porter, III
Fiscal Officer, Sycamore Township

APPROVED AS TO FORM:


Lawrence E. Barbieri, Interim Law Director

SYCAMORE TOWNSHIP SPECIAL EVENTS COMMITTEE

1) ESTABLISHMENT; COMPOSITION; TERMS; CHAIRPERSON; MEETINGS.

- (a) There is hereby established a Sycamore Township Special Events Committee. This committee is a volunteer advisory committee to the Sycamore Township Board of Trustees.
- (b) The STSEC shall consist of six members, five Sycamore Township Residents as well as the Parks and Public Spaces Supervisor. The committee members shall represent multiple areas of Sycamore Township. All members shall be nominated by the Township Administrator and appointed by the Township Board of Trustees.
- (c) The initial terms of committee members will be as follows, two members will serve a two-year term, three members shall serve a three-year term. Subsequent terms shall be three years thereafter. Members may be reappointed; however, no committee member shall serve more than two-three-year terms. Terms shall commence at the initial meeting of the STSEC and expire on December 31st of the expiration year.
- (d) Resignations of Committee members shall be accepted at any time, and the vacancy shall be filled by appointment by the Board of Trustees for the remainder of the unexpired term.
- (e) Members may be removed from the Committee by the Board of Trustees at any time and for any reason, without notice, including but not limited to habitual absence from meetings or moving out of the Township.
- (f) The Parks and Public Spaces Supervisor shall officiate over the STSEC meetings as the Chairperson but will not be a voting member of the Committee, except for the reason of being a tie-breaker. A Special Events Coordinator/Vice Chairperson shall be appointed by the Parks Supervisor.
- (g) The STSEC shall hold monthly meetings as it may require to conduct its business. Meetings may be called by the Township Board of Trustees, the Township Administrator or the Committee Chair. Committee meetings will normally be held in the Trustee meeting room. The Chairperson of the Committee will preside over the meetings of the Committee and shall establish an agenda for the Committee meeting. To conduct business, a quorum of four will be required. Notice for all meetings shall be given in accordance with O.R.C Section 121.22 and minutes will be taken by a designated member of the Committee.

2) DUTIES

- (a) The duties of the STSEC are to assist the Parks and Public Spaces Supervisor to make recommendations to the Township Board of Trustees in the preparation and plans concerning Special Events in the Township as well as assisting in the running of the event.
- (b) The STSEC shall also make advisory recommendations to the Board of Trustees in other recreational matters as determined necessary by the Board of Trustees or Township Administrator.
- (c) The STSEC hereby adopts the Sycamore Township Public Records Policy.