

First Reading: February 19, 2015
Second Reading: Dispensed

RESOLUTION NO. 2015- 18

**A RESOLUTION ESTABLISHING A FESTIVAL IN SYCAMORE COMMITTEE AND
DISPENSING WITH THE SECOND READING**

WHEREAS, the Board of Township Trustees (the "Board") wishes to establish a committee to make decisions and take over the day to day operations of running the Festival in Sycamore; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Sycamore Township, State of Ohio:

SECTION 1. The attached document entitled "Festival in Sycamore Festival Committee" is hereby adopted by the Board as an official policy and by its adoption, the Board hereby establishes a new committee for Sycamore Township.


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

SECTION 3. This Resolution shall take effect immediately.

VOTE RECORD:

Mr. Bishop Aye Mr. Connor Aye Mr. Weidman ABSENT

PASSED at the meeting of the Board of Trustees this 19th day of February, 2015



Dennis W. Connor, President



Cliff W. Bishop, Vice President

Thomas J. Weidman, Trustee

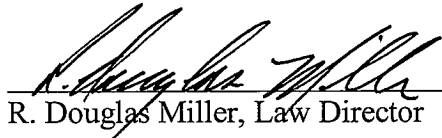
AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Sycamore Township Clerk, this 19th day of February, 2015.



Robert C. Porter, III, Clerk

APPROVED AS TO FORM:



R. Douglas Miller, Law Director

FESTIVAL IN SYCAMORE

FESTIVAL COMMITTEE

1. The Festival Committee shall be appointed by the Board of Township Trustees of Sycamore Township.
2. The Committee shall consist of residents of Sycamore Township except one seat on the Board may be filled by a non-resident.
3. The Festival Committee shall consist of three (3) members. Initially, the Board of Township Trustees shall establish the length of term of each member appointed to the Committee. After each appointed member of the committee has served that seat's initial term, each member of the Committee shall serve a term of three (3) years unless that member is no longer able to serve on the Committee or unless a member is removed by the Board of Township Trustees.
4. Upon the vacation of a seat of a member of the committee, the Board of Township Trustees shall appoint a new member to the Committee in order to keep the minimum number of seats on the Committee filled. A newly appointed member shall serve the remainder of the term of the seat to which he or she is appointed.
5. The Sycamore Township Parks and Recreation Director is the staff responsible to the Committee and shall be the liaison between the Committee and The Township Administrator and the Board of Township Trustees.
6. The Committee shall meet as needed upon the call of the Sycamore Township Administrator or the Sycamore Township Parks and Recreation Director. Meetings of the Committee shall be open to the public. The Committee shall establish rules for its operation and governance, shall keep a record of its proceedings, and shall establish a method for notifying the public or interested parties of the time and place of meetings of the Committee. All meetings shall be subject to Ohio Revised Code Section 121.22 (Ohio's Open Meetings or Sunshine Law) and all written records of the committee shall be subject to Ohio Revised Code Section 149.43 (Ohio's Public Records Law).
7. The Committee shall have the following duties:
 - a. Budget, appropriate and expend Township funds as such funds are appropriated and approved by the Board of Township Trustees. No funds may be expended by the Committee unless and until the Board of Township Trustees approves the funding;
 - b. Approve vendor booth space;
 - c. Coordinate the physical layout of the festival grounds with Township staff;

- d. Establish booth space rules, criteria, and the vendor selection process;
- e. Approve menu items and use of booth space;
- f. Establish booth locations;
- g. Determine vendor application procedures;
- h. Set fees for vendors;
- i. Designate points of contact for vendors and personnel;
- j. Other such duties as may be assigned by the Board of Township Trustees, the Sycamore Township Administrator, or the Sycamore Township Parks and Recreation Director.