

ORDINANCE NO. 21-5

ORDINANCE OF THE TOWNSHIP OF HARMONY, COUNTY OF WARREN, STATE OF NEW JERSEY TO REVISE CHAPTER 122 “PARKS AND RECREATION,” SECTION 5.1 “RECREATION SITE RENTAL,” OF THE CODE OF THE TOWNSHIP OF HARMONY TO REVISE THE FEES FOR RENTAL OF THE RECREATION SITE AND ATHLETIC FIELDS.

WHEREAS, the Township of Harmony wishes to revise the fees charged for rental of the recreations site and athletic fields; and

NOW THEREFORE IT BE ORDAINED by the Committee of the Township of Harmony, County of Warren, State of New Jersey that Chapter 122, “Parks and Recreation,” Section 5.1 “Recreation Site Rental shall be amended as follows:

Section 1:

§122-5.1 shall be deleted in its entirety and replaced with the following:

§122-5.1 RECREATION SITE AND ATHLETIC FIELD RENTALS

1. Purpose:

The purpose of this section is to highlight the policies governing our township parks. It is our conviction that township facilities are for the enjoyment of the residents of Harmony Township and guests. It is our philosophy that usage of the facilities should be free except for extra ordinary reasons for reserving. These extra ordinary reasons are reserved picnic area, reserving of fields, and usage of lighted areas.

2. Types of groups:

There are many types of groups within our township. The groups have been split into classifications. The following are classification groups.

Classification	Definition
I	Department of Municipal Government
II	Schools, Community Non-Profit, Emergency Groups, Other Governmental Agencies

III	Religious and Political Organizations
IV	Profit Organizations
V	Individuals
VI	Athletic Organizations

3. Definition for In-Town:

The recreation site will be used by many different individuals and organizations. Preference will be given to “In Town” groups as it regards to fees. The following is the definition for each classification of the “In Town” designation. Any group that is using the facility for athletic leagues or practices, are classified as athletics. For example, if a church is running a soccer league, they are classified as athletics and not a religious organization. However, if a group is holding a fundraiser which is a soccer game for the benefit of a Non-Profit Organization, they would be classified as a Non-Profit organization.

Group Types and In Town designation

Classification	Definition	
I	Department of Municipal Government	All township departments and committees.
II	Schools	50% +1 of the students are from the Township
	Community Non-Profit	The Offices are within the Township
	Emergency Groups	Harmony Volunteer Fire and First Aid Squads serving the Township
	Other Governmental Agencies	Government Agency Benefiting Harmony Township
III	Religious	Places of Worship within the Township
	Political Organizations	Harmony Township Political Organizations

IV	Profit Organizations	Businesses that are located within the township with more than 4 employees
V	Individuals	Harmony Township Residents
VI	Athletic Organizations	50% +1 of the participants live within Township

4. How to Reserve:

- A. A person or organization wishing to reserve the pavilion or fields, will contact the Clerk’s office and submit a reservation form with the appropriate reservation fee and usage fee. Check will be made out to “HARMONY TOWNSHIP”.
- B. A Refundable Damage deposit will be submitted on a separate check made out to “HARMONY TOWNSHIP”.
- C. Organizations need to provide a certificate of insurance showing that Harmony Township as additional insured.
- D. Payment of the fee must be received within 48 hours of reservation and is nonrefundable. Nonpayment will result in cancellation of reservation. The fees listed in Section 6 below are subject to change annually by resolution of the Township Committee. A copy of this resolution is kept on file in the Township Clerk's office and is available for review during regular business hours.
- E. The rental of the pavilion shall include use of the pavilion and bathroom facilities. The athletic fields may also be used if they are not already in use. This rental does not include the snack bar or any food preparation areas. Rules and regulations will be provided to the user by the Municipal Clerk's office.
- F. The rental of the soccer/hockey or baseball fields shall include use of the bathroom facilities. The rental does not include the pavilion, snack bar or any food preparation areas. Rules and Regulations will be provided to the user by the Municipal Clerk’s Office.
- F. Any person(s)/organization wishing to use the pavilion or athletic fields shall pay a refundable security deposit of \$200 through the Township Clerk’s office. This deposit shall be held by the

Township and returned upon confirmation that the site and its facilities are left in a satisfactory condition following a reservation. If the site is left in an unsatisfactory condition, the renter will be notified, in writing, of the reason all or a portion of his/her deposit is not being returned. Deposits are due at least seven days prior to the reservation.

5. How is the application processed:

- A. The form will be submitted to the Township Clerks office.
- B. The Township Clerk will review form for completeness and appropriate fees. It will be submitted for the Township’s designated scheduler to schedule.
- C. The Clerk’s office will maintain the current calendar. All requests will be processed by the Municipal Clerk’s office.
- E. Applications will be reviewed with preference to “In town” residents and organizations and out of town returning organizations in good standing in accordance with the classification chart in Section 3. The Harmony Township Athletic Association shall have priority over all other individuals and organizations. There will be a schedule grid created so all people will have a chance of using the facility. Prime Time hours are defined as 6-9PM Monday through Friday and 8am to noon on Saturdays.

6. 2021-2022 Usage Fees:

A. Township Rate:

Facility	Reservation	Rate
Pavilion	10am to 7pm	\$25
Soccer/Field Hockey Fields	Fall Season Practices	\$50/season per team
Soccer/Field Hockey Fields	Spring Season Practices	\$50/season per team
Soccer/Field Hockey Fields	Spring/Fall Season Games	\$25/game date
Baseball	Spring Season practices	\$50/season per team
Baseball	Spring Season Games	\$25/game date

B. All fees/deposits will be waived for the Harmony Township Athletic Association in exchange for their in-kind services.

C. Out of Township Rate:

Facility	Reservation	Rate
Pavilion	10am to 7pm	\$35
Soccer/ Field Hockey Fields	Fall Season Practices	\$100/season per team
Soccer/Field Hockey Fields	Spring Season Practices	\$100/season per team
Soccer/Field Hockey Fields	Spring/Fall Season Games	\$50/game date
Baseball	Spring Season practices	\$100/season per team
Baseball	Spring Season Games	\$50/game date

D. Fees are subject to change annually by resolution of the Township Committee. A copy of this resolution is kept on file in the Township Clerk's office and is available for review during regular business hours.

Section 2:

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

Section 3:

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Section 4:

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

NOTICE

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Committee of the Township of Harmony held on April 6, 2021 and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on May 4, 2021 at 6 p.m. or as soon thereafter as the Township Council may hear this Ordinance at

the Municipal Building, 3003 Belvidere Road, Phillipsburg, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

Kelley D. Smith
Township Clerk

Adopted: May 4, 2021