

**ORDINANCE #04-26**

**ORDINANCE ESTABLISHING THE BOROUGH CULTURAL ARTS  
COUNCIL IN COLLABORATION WITH THE RECREATION  
ADVISORY BOARD AND AMENDING THE TERMS OF  
THE RECREATION ADVISORY BOARD**

**WHEREAS**, the Borough of Sayreville has an active Cultural Arts Council, which organizes loved events and activities throughout the year that celebrates the diversity of the residents of the Borough; and

**WHEREAS**, upon research and review of the Borough's archives, it appears that the Council was never established by Resolution or Ordinance; and

**WHEREAS**, the Mayor and Borough Council find it to be in the best interests of the Borough and its citizens to formally establish the Cultural Arts Council within the Recreation Advisory Board.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Sayreville, County of Middlesex, State of New Jersey, that the Code of the Borough of Sayreville, is hereinafter supplemented and amended as follows:

**SECTION ONE.** Section 2-62 entitled "Recreation Advisory Board" of Chapter II entitled "Administration" of the Sayreville Borough Code of Ordinances is hereby supplemented and amended to read as follows: [New language in **bold and underlined**; deleted language in ~~double strikethrough~~.]

**2-62 – RECREATION ADVISORY BOARD.**

**2-62.1 Intent and Purpose.** The purpose of this section is to establish a Recreation Advisory Board. The Recreation Advisory Board is established in order to foster and enhance the recreational opportunities for the residents of the Borough of Sayreville by cooperating with the Recreation Department and providing guidance and feedback for the development and provision of quality, meaningful and diversified recreational programs for all segments of the community.

The Recreation Advisory Board shall foster such cooperation among all interested parties and provide assistance and recommendations to the Borough Council on all matters of recreation and recreation facilities. The Recreation Advisory Board shall create subcommittees whenever necessary for the purpose of developing programs and special events.

**2-62.2 Composition of the Recreation Advisory Board.** The Recreation Advisory Board shall consist of **twenty-five (25)** ~~thirty-five (35)~~ members, ~~two (2)~~ of whom shall be boat owners, ~~six (6)~~ will be members of the ~~Municipally Sponsored Youth Sports Organizations~~, ~~one (1)~~ of whom shall be a representative of the ~~Sayreville Association of Brain Injured Children (SABIC)~~, ~~two (2)~~ of whom will be residents under the age of ~~eighteen (18)~~ and shall include the Chair of the Borough's Recreation Committee.

**2-62.3 Appointment and Term of Service.** The Mayor with the advice and consent of the Borough Council shall appoint ~~thirty-three (33)~~ **twenty-five (25)** residents ~~and/or property owners~~ of the Borough of Sayreville, each to serve as a member of the Board for a term of ~~three (3)~~ **two (2)** years. All terms shall be deemed to have commenced on the first day of January in the year of appointment. A vacancy in the Board shall be filled by the Mayor with the advice and consent of the Borough Council for the remainder of the unexpired term. **All members must pass a background check prior to the start of their term.**

**2-62.4 Organization and Executive Committee.** The Executive Committee shall consist of the following three (3) positions:

- a. Chairperson: who shall be selected at the first meeting of the year by a majority vote of the Advisory Board.
- b. Vice-Chair: who shall be selected at the first meeting of the year by a majority vote of the Advisory Board. The Vice-Chair shall assist the Chairperson in organizational and procedural matters having to do with the Advisory Committee. The Vice-Chair shall act in the capacity of the Chairperson in the Chairperson's absence at any meeting or function.
- c. Secretary: who shall be selected at the first meeting of the year by a majority vote of the Advisory Committee. The Secretary shall take attendance at meetings, coordinate correspondence and record and transcribe the minutes of all meetings. The Chair shall appoint an Acting Secretary in the absence of the Secretary for the purpose of recording and transcribing the minutes of meetings.

**2-62.5 Duties and Responsibilities.**

- a. Advise and work in coordination with the Recreation Director and all of his/her staff;
- b. Keep informed of any current trends in recreation services and/or administration;
- c. Study the growth of the Borough and that of surrounding communities with respect to the ongoing need for park and recreation services;
- d. Develop short- and long-term goals for parks and recreational services and facilities that are consistent with Borough priorities;
- e. Recommend methods for marketing recreation services. Recommend different types of parks;
- f. Research sources for the funding of parks and recreational facilities;
- g. Recommend policies and procedures for the acceptance and use of donations for parks and recreational purposes;
- h. Evaluate the fees and rates for Borough recreational services and make recommendations for changes to the Recreation Director;

- i. Review the Recreation Department's existing policies and procedures and make recommendations for policy changes to improve and implement efficient operation;
- j. Review park and recreation contracts with other public agencies and make recommendations concerning the terms of those contracts and working relationships with those entities;
- k. Encourage Borough-wide public support for use of the Borough's parks and recreational facilities;
- l. Assist in the preparation of the monthly Recreation Department reports to the Borough Council's Recreation Committee along with the development of a comprehensive annual summary;
- m. Upon request, advise the Borough's Planning Board and Open Space Committee regarding dedications, park planning issues and any related matters identified in the Park Master Plan and Park Acquisition Plan;
- n. Assist in the planning and implementation of special programs or events;
- o. Work with the Cultural Arts Council to expand the delivery of programs and events to the residents of the Borough;
- p. Perform and/or assist in any matter as authorized by the Borough Council and/or required by the Recreation Director;
- q. All of the rights, duties and responsibilities formerly of the Boat Launch Commission, as set forth in Sections 17-4 and 17-4A of this Code, are transferred to the Borough Recreation Advisory Board.

**2-62.6 Meetings.** Meetings shall be held on the first Thursday of each month at 7:00 p.m. at the Mickey Sedlak Recreation Center on Dolan Street, unless otherwise noticed. The meetings shall be open to the public.

- a. Meeting Agenda. The meeting agenda shall be as follows:
  - 1. Roll call;
  - 2. Adoption of minutes;
  - 3. Committee reports;
  - 4. Director's report;
  - 5. Council liaison report;
  - 6. New business;
  - 7. Old business;
  - 8. Public comment;
  - 9. Adjourn.
- b. Attendance at Meetings. Attendance at meetings shall be governed by Section 2-65, "Absence from Meetings," of the Revised General Ordinances of the Borough of Sayreville. In addition, all members are required to attend at least fifty (50%) percent of all activities held or sponsored by the Recreation Advisory Board. Activities shall be defined as parades, festivals

and any other public functions scheduled by the Recreation Advisory Board. Failure to observe the foregoing requirements authorizes the Board by way of a two-third ( $\frac{2}{3}$ ) majority vote to dismiss that member from further service on the Board. The vacated seat shall be filled in accordance with this section.

- c. Vacancies. Any vacancy shall be filled by the Mayor with the advice and consent of the Council for the remaining term of any vacated position.

#### **2-62.7 Cultural Arts Council.**

- a. **The Sayreville Cultural Arts Council is hereby established for the support of the cultural arts events and activities that are planned for in collaboration with the Recreation Department for the celebration of the diversity of the citizens of the Borough of Sayreville.**

- b. **Mission Statement of the Cultural Arts Council**

**The Cultural Arts Council enhances the quality of life for the residents of Sayreville by providing accessible cultural and creative experiences that bring residents together, celebrate creativity and shared culture, and present diverse artistic programs and performances to the community.**

- c. **Composition & Appointment.**

**(1) The Cultural Arts Council shall consist of nine (9) residents of the Borough of Sayreville, to be appointed by the Mayor with consent of council, with three who shall serve for three (3) year terms, four who shall serve for two (2) year terms and two who shall serve for one (1) year terms.**

**(2) Any vacancy on the Cultural Arts Council occurring otherwise than by expiration of a term shall be filled for the unexpired terms in the same manner as the original appointment.**

**(3) Members of the Cultural Arts Council are volunteers and shall not be compensated for their service on the Council and must pass a background check prior to the start of their term.**

- d. **Meetings.**

**(1) The Cultural Arts Council shall hold regular meetings prior to the Recreation Advisory Board Meeting, at least once a month, and shall be open to the public.**

**(2) Attendance at meetings shall be governed by Section 2-65, "Absence from Meetings" of the Borough Code.**

**(3) All members are required to attend at least fifty (50%) percent of all activities and events held or sponsored by the Cultural Arts Council. Failure to observe the foregoing requirements**

**authorizes the Council by way of a two-third (2/3) majority vote to dismiss that member from further service on the Council. The vacated seat shall be filled in accordance with this Section.**

- e. **The Cultural Arts Council shall not have the authority to expend public funds without the prior approval of the Borough Council if such expenditure was previously budgeted for and approved by the Borough Council.**
- f. **The Cultural Arts Council shall report to the Mayor and Borough Council on a quarterly basis.**

**SECTION TWO.** Section 17-4A entitled "Borough Recreation Advisory Board" of Chapter XVII entitled "Parks and Recreation Areas" of the Sayreville Borough Code of Ordinances is hereby supplemented and amended to read as follows: [New language in **bold and underlined**; deleted language in ~~double strikethrough~~.]

~~**17-4A — BOROUGH RECREATION ADVISORY BOARD. RESERVED.**~~

~~**17-4A.1 — Rights, Duties and Responsibilities.**~~

- ~~a. — All of the rights, duties and responsibilities formerly of the Boat Launch Commission, as set forth in this section and Section 17-4, are transferred to the Borough Recreation Advisory Board.~~
- ~~b. — Two (2) seats have been added to the Borough Recreation Advisory Board to be filled by persons who shall be Borough of Sayreville boat owners and whose appointment shall be made in the same manner as the other member of the Recreation Advisory Board.~~

~~**17-4A.2 — Purpose.** The Borough Recreation Advisory Board shall monitor the use of the Borough's boat launching facilities and recommend to the Mayor and Council, through the Recreation Department, such rules and regulations as the Borough Recreation Advisory Board deems reasonably necessary for the protection of the health, safety and welfare of the public and for the proper use of the boat launch facilities. The Borough Recreation Advisory Board shall also enforce the Borough's Municipal Boat Launch Facilities Ordinance (Section 17-4) as it relates to the requirement of permits for use of such facilities.~~

**SECTION THREE. Severability Clause.**

If any article, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance and they shall remain in full force and effect, and to this end the provisions of this Ordinance are hereby declared severable.

**SECTION FOUR. Repealer.**

All ordinances and resolutions, and parts of ordinances and resolutions which are inconsistent with provisions of this Ordinance shall be, and are hereby, repealed to the extent of any such inconsistency.

**SECTION FIVE. Mayor Approval.**

Within five (5) days after its adoption by the Council, this Ordinance shall be presented to the Mayor for his approval and signature, which approval shall be granted or denied within ten (10) days of receipt of same, pursuant to N.J.S.A. 40A:60-5(d). If the Mayor fails to return this Ordinance with either his approval or objection to same within ten (10) days after it has been presented to him, then this Ordinance shall be deemed approved

**SECTION SIX. Effective Date.**

This Ordinance shall take effect upon final adoption and publication in accordance with law; and approval by the Mayor pursuant to N.J.S.A. 40A:60-5(d).

**INTRODUCED/APPROVED ON FIRST READING**

DATED: January 29, 2026

\_\_\_\_\_  
Jessica Morelos, R.M.C.  
Clerk of the Borough of Sayreville

\_\_\_\_\_  
(Recreation Committee)

**ADOPTED ON SECOND READING**

DATED: February 9, 2026

\_\_\_\_\_  
Jessica Morelos, R.M.C.  
Clerk of the Borough of Sayreville

\_\_\_\_\_  
(Recreation Committee)

**APPROVAL BY THE MAYOR ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.**

\_\_\_\_\_  
Kennedy O'Brien, Mayor  
Borough of Sayreville

APPROVED AS TO FORM:

\_\_\_\_\_  
Borough Attorney