

**ORDINANCE 2023-03**  
**INTRODUCTION DATE: 05-15-2023**  
**PUBLIC HEARING DATE: 06-19-2023**

**AN ORDINANCE AMENDING CHAPTER 2 “ADMINISTRATION”, ARTICLE VII:  
“ADMINISTRATIVE FEES”, SUBSECTION 2-59 BOROUGH HALL RENTAL**

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C/ \_\_\_\_\_ offered the following Ordinance and moved its introduction, which was seconded by C/ \_\_\_\_\_.

**WHEREAS**, the Borough of Roosevelt (the “Borough”), as a municipal corporation, is empowered by Title 40 of the New Jersey Revised Statutes to issue and administer certain licenses and approvals, and to regulate and license certain activities within its limits; and

**WHEREAS**, the Borough charges certain fees for the provision of municipal services and the administration of its duties under New Jersey law and the Borough Code; and

**WHEREAS**, from time-to-time, pursuant to its authority under New Jersey law, it is necessary for the Borough to amend certain administrative fees to reflect changed circumstances and/or the cost(s) to the Borough of administering the applicable service or regulation;

**NOW, THEREFORE, BE IT ORDAINED** by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey, hereby amends Chapter 2 “Administration, Article VII: “Administrative Fees”, Subsection 2-59 as follows: (~~stricken text~~ indicates deletions, underlined text indicates additions):

**§2-59 BOROUGH HALL RENTAL.**

- A. ~~Availability. The Borough Hall Council Meeting Room, together with its Kitchen and Restrooms, shall be available for event rental at such times as may be designated and upon such conditions as may be imposed by the Borough in its sole discretion.~~ Eligibility. Rental is limited to all Roosevelt residents (21 years of age and older), Roosevelt-based community organizations, and former Roosevelt residents.
- B. ~~Rental Application. Any person or entity seeking to schedule an event rental shall make such request upon an Application to be provided by the Borough, which shall be accompanied by the Security Deposit, and if applicable, the Rental Fee.~~ Availability. The Borough Hall Council Meeting Room, together with its Kitchen and Restrooms, shall be available for event rental at such times as may be designated and upon such conditions as may be imposed by the Borough in its sole discretion.
- C. ~~Security Deposit. All Applications shall be accompanied by a Refundable Security Deposit in the amount of \$300.00. The Borough shall have the right to retain the Security Deposit, and charge the applicant for any sum in excess of the deposit, to clean, repair, and/or restore~~

~~the premises to its original condition, including cleaning and sanitizing the Borough Hall Council Meeting Room, and its attendant Kitchen and Restrooms, following the event.~~  
Rental Application. Any person or entity seeking to schedule an event rental shall make such request upon an Application to be provided by the Borough, which shall be accompanied by the Security Deposit. All applications must be approved by the Borough Council prior to the requested event date. All applicants shall make application at least 3 weeks prior to their event.

D. ~~Rental Fee.~~ All Roosevelt residents and Roosevelt based community organizations shall be exempt from the Rental Fee. All other Applications shall be submitted with a non-refundable Rental Fee in the amount of \$150.00 to cover the Borough's administrative and janitorial costs. Security Deposit. All Applications shall be accompanied by a Refundable Security Deposit in the amount of \$300.00. The Borough shall have the right to retain the Security Deposit, and charge the applicant for any sum in excess of the deposit, to clean, repair, and/or restore the premises to its original condition, including cleaning the Borough Hall Council Meeting Room, Kitchen and Restroom.

E. Alcohol Prohibited. No alcohol is permitted within Borough Hall during any event rental.

F. Insurance. All Applications shall be accompanied by proof of insurance for the event rental, with named insured(s), provisions, and limits acceptable to the Borough's insurer(s) as may be revised from time-to-time. The Borough's current insurance requirements for event rentals are available by contacting Borough Hall during regular business hours.

**BE IT FURTHER ORDAINED** that a copy of this Ordinance, upon introduction, shall be provided to all appropriate municipal agencies for their review and comment pursuant to applicable New Jersey Statutes; and

**BE IT FURTHER ORDAINED** that any ordinances or portions thereof which are inconsistent with the provisions of this Ordinance are hereby repealed as of the effective date of this Ordinance. All other provisions of the Revised General Ordinances are ratified and remain in full force and effect; and

**BE IT FURTHER ORDAINED** that, if any provision of this Ordinance or the application of such provision to any person or circumstance is declared invalid, such invalidity shall not affect the other provisions or applications of this Ordinance which can be given effect, and to this end, the provisions of this Ordinance are declared to be severable; and

**BE IT FURTHER ORDAINED** that this ordinance shall be in full force and take effect immediately upon final passage and publication.

ATTEST:

APPROVED

\_\_\_\_\_  
Kathleen Hart, Borough Clerk

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Peggy Malkin, Mayor