

Introduced: Mr. Putens
1st Reading: November 24, 2003
Passed: December 15, 2003
Posted: December 16, 2003
Effective: December 25, 2003

RESOLUTION NUMBER 967

A RESOLUTION TO ESTABLISH A FOREST PRESERVE TASK FORCE

WHEREAS, the Greenbelt City Council has adopted an ordinance to amend Chapter 12 of the City Code to establish a Forest Preserve Program; and

WHEREAS, the ordinance requires that the City Council adopt a management and maintenance policy to govern approved activities within designated forest preserve areas; and

WHEREAS, the preparation of a management and maintenance policy should include the involvement of existing City Council advisory boards and committees, as well as incorporating the expertise and talents of other interested citizens from the public at large. NOW, THEREFORE

BE IT RESOLVED by the Council of the City of Greenbelt, Maryland, that a Forest Preserve Task Force be established to provide guidance and assistance in the preparation of required policy documents as defined in the Forest Preserve Ordinance, and be organized and directed as follows:

FOREST PRESERVE TASK FORCE

I. Purpose.

The Forest Preserve Task Force (hereafter the "Task Force") shall provide advisory guidance to the City Council in the formulation of required management and maintenance policy documents, as well as recommendations for the designation of Forest Preserve areas, as set forth in Chapter 12, Article VIII, of the City Code, and all other matters so directed by the City Council.

II. Membership.

- a. Membership of the Forest Preserve Task Force shall be appointed and approved by majority vote of Council.
- b. The Council shall appoint eleven (11) members to the Task Force.
- c. One (1) member shall be appointed from the Park & Recreation Advisory Board.
- d. One (1) member shall be appointed from the Advisory Planning Board.
- e. One (1) member shall be appointed from the Advisory Committee on Trees.
- f. One (1) member shall be appointed from the Recycling & Environment Advisory Committee.

- g. One (1) member shall be appointed from the Youth Advisory Committee.
- h. Six (6) members shall be at-large appointments. Members must be residents of the City and may not currently be serving on any City Council advisory board or committee, except as provided in subsections c through g, above.
- i. The membership shall elect a chairperson and vice-chairperson by majority vote who shall serve for the term of the Task Force.
- j. Members may be removed from the Task Force by the City Council for cause. Repeated absence from regularly scheduled Task Force meetings may provide justification for removal of a Task Force member.
- k. Vacancies on the Task Force shall be filled according to the membership composition set forth in subsections c through h, above.

III. Duties.

- a. The Task Force shall be charged with the responsibility to draft a management and maintenance policy (hereafter “the Policy”) for the Forest Preserve.
- b. The Policy shall be drafted to be in conformance with the requirements for the management and maintenance of all forest preserve areas, as set forth in Chapter 12, Article VIII of the City Code (hereafter “Forest Preserve article”).
- c. The Policy may include standards, specifications, details, drawings, maps and text as necessary to convey the substantive elements and requirements of the Policy. Specific policy recommendations may be proposed for individual Forest Preserve areas.
- d. The Policy may include a report on the condition of forest preserve areas and activities within those areas.
- e. The Task Force may provide comment and recommendations to the City Council in the designation of forest preserve areas and/or revisions to the Forest Preserve article.
- f. The Task Force shall submit a draft management and maintenance policy to the City Council within 18 months of the final appointment to the Task Force. The draft Policy shall be approved by majority vote of the task force.
- g. Following submission of the Policy to the City Council, the Task Force shall submit a Final Report of the Forest Preserve Task Force to the City Council. This report shall summarize the efforts and conclusions of the Task Force, include an inventory and assessment of City parkland, and contain any recommendations for Council consideration, including possible changes to the Forest Preserve article, additions of Forest Preserve areas, and the need for or desirability of the continuation of the Task Force as a permanent board or committee.

IV. Meetings.

- a. The Task Force shall establish a regular date and time for meetings, which shall be scheduled no less frequently than monthly.
- b. Meetings of the Task Force shall be held in a public meeting place and shall be open to the public.
- c. Notification of the place and time for each meeting of the Task Force shall be published in a periodical of general circulation, pursuant to current practices for the advertisement of meetings of City Council advisory boards and committees.
- d. The Task Force shall keep minutes of all meetings. Minutes shall be approved by majority vote of the Task Force.
- e. The Task Force may communicate with the City Council through reports adopted by majority vote of the Task Force.

V. Staff Liaison.

The City Manager shall designate a staff liaison to the Task Force.

VI. City Council Liaison.

The City Council may designate a Council liaison to the Task Force.

VII. Term.

The Task Force shall be discharged from its duties two years from the date of the final appointment to the Task Force or upon adoption of the Policy and Final Report by the City Council, whichever shall occur first.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage.

PASSED by the Council of the City of Greenbelt, Maryland, at its Regular Meeting of December 15, 2003.

Judith F. Davis, Mayor

ATTEST:

Kathleen Gallagher, City Clerk