

Action Item  \_\_\_\_\_  
 Discussion Item \_\_\_\_\_  
 Executive Session \_\_\_\_\_  
 Clerks Report \_\_\_\_\_  
 Supervisor's Report \_\_\_\_\_  
 Treasurer's Report \_\_\_\_\_  
 Township Mgr's Report \_\_\_\_\_

**PROPOSED ACTION**

Board Meeting Date Monday September Sept 12, 2011

From Clifford R. St Pierre Chair Open Space Greenways Committee Revised June 16 2011

Name and Title \_\_\_\_\_ Date Submitted \_\_\_\_\_

SUBJECT: Open Space / Greenways Committee Organization, Authority, Charges

I Recommended Action/Proposed Motion: Moved \_\_\_\_\_ Second \_\_\_\_\_

To approve a revised purpose, membership, and charges of the Open Space / Greenways Committee.

**II. History, Purpose, & Explanation**

The Open Space/Greenways Committee, after receiving input from residents at the January 2011 Forum and subsequent discussions by committee members in study sessions, has concluded that a clear, concise yet comprehensive document, approved by the Township Board, is necessary to clarify the Open Space Program and to outline the operation of the Committee so they can effectively carry out their responsibilities.

The Committee reviewed and consensed the draft of the proposed document at a study session. The document was presented at the subsequent Township Board meeting. The Board directed that the document be formally approved by the Committee in an open Meeting and brought back to the Township Board for formal approval.

The Committee subsequently reviewed the draft of the document at the June 14<sup>th</sup> Open Space Meeting and approved its submission to the Board. Attached are the following documents which support this action.

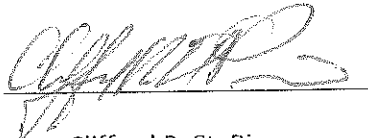
Exhibit A Draft Copy of the original Greenways Plan ,31 pages, dated October 14<sup>th</sup> 1994

Exhibit B Resolution by the Township Board to Create the Committee November 14<sup>th</sup> 1994

Exhibit C. A listing of Charges prepared in 2004, Author Unknown

**III. Implementation Schedule** When approved by Township Board.

**IV. Fiscal Impact** None

  
 \_\_\_\_\_  
 Clifford R. St. Pierre

## **Grosse Ile Open Space/Greenways Committee**

Therefore be it resolved by the Board of Trustees of the Township of Grosse Ile as follows

### Program Purpose

To protect the community's quality of life through the acquisition, maintenance, and enhancement of the Island's natural resources. By preserving the quiet peaceful and semi-rural ambience of Grosse Ile, the program will benefit both current and future residents.

### Committee Purpose

To maintain and enhance the natural character of the Open Spaces by maintaining their natural character via surveillance practices and to remediate issues that may endanger their natural beauty or create risks to people or private property .

To prepare and provide analyses and information as requested by the Township Board and / or Manager regarding specific property acquisitions for Open Space use , long range plans , and other analyses that may be requested related to the Open Space Program.

### Committee Membership

The committee shall have 7 members consisting of 1 Township Board Member and 6 Members at Large.

Members will be appointed by the Township Board for 3 year terms expiring on March 31<sup>st</sup>. Prospective members will be selected per established Township procedures from a list of volunteers who submit written applications for appointment. Members will not be compensated for their services. The chairperson will be selected by the committee for a one year term and submitted to the Township Board for approval.

Resignations from the committee must be forwarded to the Township Board who will then appoint a replacement for the unexpired term. Removal from the committee will be governed by Township policies and procedures.

The Township Manager will assign the necessary staff employees to support the committee's work . The assigned staff employees shall be invited to all meetings and receive copies of minutes and agendas.

### Meetings

Regular meetings will be held once a month if a quorum is present or whenever a special meeting is called by the chairperson. The chairperson shall be responsible to ensure that all meetings, publication of minutes, and agendas conform to the State of Michigan Open Meetings Act.

### Budget and Expenditures

The dedicated Open Space Maintenance Millage is used to fund the maintenance cost of Open Space properties and administrative cost of committee operations and programs. The Committee will develop yearly operating budgets for maintaining the Open Space Properties and submit same to the Finance Director for approval by the Township Board. The committee shall have the authority to spend funds for budgeted items, with written notification to the Finance Director with his, her oversight and in compliance to Township approval procedures . Expenditures for items not in the budget must be approved by the Township Board.

### Committee Charges

1. Provide an overseer program to effectively monitor the Open Space Properties.
2. Remediate issues on Open Space properties in conjunction with assigned Township Staff.
3. Ensure that any project to improve use of, or remediate issues on Open Space property enhance their character, do not compromise their natural beauty, protects fragile ecosystems, and respects the safety, peace, and tranquility of all residents.
4. Conduct and support community service projects relating to the Open Space Program which maintain and enhance the natural beauty of Grosse Ile.
5. Communicate activities of the Open Space Committee and Program to the community and collaborate with other commissions and committees .
6. Provide evaluations of proposed acquisitions of Open Space properties when requested by the Township Manager and / or Board. Such evaluations shall be conducted in closed sessions and kept confidential in compliance with the Open Meetings Act. No member of the committee shall enter into any negotiations of such proposed acquisitions.
7. Prepare and update long range plans each year and present to the Township Board for their review and /or actions.
8. Prepare other analyses that may be requested by the Township Board or Manager relating to the Open Space Program.

### Authority

1. The committee may develop written internal operating procedures and / or instructions within the scope of the above charges to provide consistent methods of oversight, and management of committee responsibilities.
2. The committee shall provide information to the Township Board as requested by the Board or their management staff.

Upon adoption by the Board of Trustees, this resolution supersedes Exhibit C dated October 2004 in governing the Open Space /Greenways Committee

**Adoption**

At a regular meeting of the Grosse Ile Board of Trustees held on September 12, 2011

Present : Peter Kantz, Pam Frucci, Ted Van Oz, Brian Loftus, Ute O Conner, Eric Ranka

Absent: Tom Malvesto

The following g resolution was offered by Pam Frucci and supported by \_\_\_\_\_

And adopted by the following vote.

Ayes 6

Nays

I, the undersigned Clerk of the Township of Grosse Ile, do hereby certify that the following is a true and complete copy of certain proceedings taken by the board of Trustees of Grosse Ile Township at its regular meeting held on Sept 12, 2011

Ute O'Connor

Township Clerk