# U.S. Department of the Interior
# National Park Service

## Wekiva River System Advisory Management Committee
## Charter

1. **DESIGNATION**. The official designation of the committee is the Wekiva River System Advisory Management Committee (Committee).

2. **AUTHORITY.** The Committee is established under Section 5 of Wekiva River Wild and Scenic River Act of 2000 (16 U.S.C. § 1274), and in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix 2.

3. **OBJECTIVES AND SCOPE OF ACTIVITIES.** The Committee shall assist in the development of the comprehensive management plan for the Wekiva River System and provide advice to the Secretary in carrying out the management responsibilities of the Secretary under the Wild and Scenic Rivers Act (Act) (16 U.S.C. 1274). The Committee shall have an advisory role only, it will not have regulatory or land acquisition authority.

4. **DESCRIPTION OF DUTIES.** The duties of the Committee are solely advisory and are stated in paragraph 3 above.

5. **AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS.** The Committee reports to the Secretary through the Designated Federal Officer (DFO).

6. **SUPPORT.** Administrative support and funding for activities of the Committee will be provided by the National Park Service.

7. **ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS.** The annual operating costs associated with supporting the Committee's functions are estimated to be $75,000, including all direct and indirect expenses and .25 of a work year of support.

8. **DESIGNATED FEDERAL OFFICER.** The DFO is a full-time Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all Committee and subcommittee meetings, prepare and approve all meeting agendas, attend all Committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Secretary.

9. **ESTIMATED NUMBER AND FREQUENCY OF MEETINGS.** The Committee will meet approximately two to four times annually, and at such other times as designated by the DFO.

10. **DURATION.** Continuing.

11. **TERMINATION.** The Committee will be inactive 2 years from the date the Charter is filed, unless prior to that date, it is renewed in accordance with the provisions of Section 14 of the FACA. The Committee will not meet or take any action without a valid current charter.

12. **MEMBERSHIP AND DESIGNATION.**

a. The Committee is composed of a representative of each of the following agencies or organizations.

1) The Department of the Interior, represented by the Director of the National Park Service or the Director's designee;

2) The East Central Florida Regional Planning Council;

3) The Florida Department of Environmental Protection, Division of Recreation and Parks;

4) The Florida Department of Environmental Protection, Wekiva River Aquatic Preserve;

5) The Florida Department of Agriculture and Consumer Service, Division of Forestry, Seminole State Forest;

6) The Florida Audubon Society;

7) The nonprofit organization known as the Friends of the Wekiva;

8) The Lake County Water Authority;

9) The Lake County Planning Department;

10) The Orange County Parks and Recreation Department, Kelly Park;

11) The Seminole County Planning Department;

12) The St. Johns River Water Management District;

13) The Florida Fish and Wildlife Conservation Commission;

14) The City of Altamonte Springs;

15) The City of Longwood;

16) The City of Apopka;

17) The Florida Farm Bureau Federation;

18) The Florida Forestry Association; and

b. Other interested parties may be added to the Committee by request to the Secretary and unanimous consent of the existing members.

19) The Nature Conservancy.

c. Representatives and alternates to the Committee will be appointed as follows:

1) State agency representatives, by the head of the Agency;

2) County representatives, by the Boards of County Commissioners;

3) Water management district, by the Governing Board;

4) Department of the Interior representative, by the Southeast Regional Director, National Park Service;

5) East Central Florida Regional Planning Council, by the Governing Board; and

6) Other organizations, by the Southeast Regional Director, National Park Service.

d. Each member agency, agency division, or organization referred to in the Act shall have one vote and provide one member and alternate. Committee decisions and actions will be made with consent of three-fourths of all voting members.

e. Members will be appointed for 4-year terms. Any vacancy on the Committee will be filled in the same manner in which the original appointment was made. All members serve at the pleasure of the Secretary.

f. Additional necessary Committee procedures will be developed as a part of the comprehensive management plan.

g. Members of the Committee serve without compensation. However, while away from their homes or regular places of business, Committee and subcommittee members engaged in Committee, or subcommittee business, approved by the DFO, may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under Section 5703 of Title 5 of the United States Code.

13. **ETHICS RESPONSIBILITIES OF MEMBERS.** No committee or subcommittee member will participate in any specific party matter including a lease, license, permit, contract, claim, agreement, or related litigation with the Department in which the member has a direct financial interest.

14. **SUBCOMMITTEES.** Subject to the DFO's approval, subcommittees may be formed for the purposes of compiling information or conducting research. However, such subcommittees must act only under direction of the DFO and must report their recommendations to the full Committee for consideration. Subcommittees must not provide advice or work products directly to the Department. The Committee Chair, with the approval of the DFO, will appoint subcommittee members. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.

15. **RECORDKEEPING.** The records of the Committee, and formally or informally established subcommittees of the Committee, shall be handled in accordance with General Records Schedule 26, Item 2 and other approved Agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, U.S.C. 552.

Sally Jewell

Secretary of the Interior

MAR 2 7 2014

Date

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Date Filed