U.S. Department of the Interior
National Park Service

Gateway National Recreation Area Fort Hancock 21st Century Advisory Committee

Charter

1. **COMMITTEE'S OFFICIAL DESIGNATION**. The official designation of the committee is the Gateway National Recreation Area Fort Hancock 21st Century Advisory Committee (Committee).

2. **AUTHORITY.** The Committee is established by authority of the Secretary of the Interior 16 U.S.C. 1a-2(c), 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 provides advice to the Secretary of the Interior (Secretary), through the Director of the National Park Service (Director), on the development of a reuse plan and on matters relating to future uses of the Fort Hancock Historic District of Gateway National Recreation area.

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

5. **OFFICIAL TO WHOM THE COMMITTEE REPORTS.** The Committee will report to the Secretary through the Director or 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 are estimated to be $60,000, including all direct and indirect expenses and .25 Federal staff years support.

8. **DESIGNATED FEDERAL OFFICER.** The DFO is the Superintendent, Gateway National Recreation Area, National Park Service, who 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 4-6 times per year, and at such time as designated by the DFO.

10. **DURATION.** Continuing.

11. **TERMINATION.** The Committee will terminate 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.** The Committee will consist of representatives from among, but not limited to, the following interest groups to represent a range of interests concerned with the management of Fort Hancock within the Park and its impact on the local area:

- Natural resource community
- Business community
- Cultural resource community
- Real estate community
- Recreation community
- Education community
- Scientific community
- Hospitality organizations

The Committee will also include representatives from the following municipalities:

- Borough of Highlands
- Borough of Sea Bright
- Middletown Township
- Borough of Rumson
- Monmouth County Freeholders

Members will be appointed for 2 or 3 year terms. The Committee will not exceed 20 members. Members serve at the discretion of the Secretary. A vacancy on the Committee will be filled in the same manner in which the original appointment was made.

Members of the Committee serve without compensation. However, while away from their homes or regular places of business, members engaged in Committee business approved by the DFO will 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 the 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 Agency. 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 and 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 will be available for public inspection and copying subject to the Freedom of Information Act, 5 U.S.C. 552.

Sally Jewell

Secretary of the Interior

APR 0 8 2014

Date

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Date Filed