

## RESOLUTION 86 – 13

### THE TOWN OF FOREST HEIGHTS

#### **A POLICY DECLARING THE TOWN OF FOREST HEIGHTS INTENT TO TAKE A LEADERSHIP ROLE IN REDUCING TRANSPORTATION PETROLEUM CONSUMPTION IN AND BY THE CITY OF FOREST HEIGHTS, BY PARTNERING WITH THE MARYLAND ENERGY ADMINISTRATION AND ENROLLING AS A SMART ENERGY COMMUNITY.**

**WHEREAS**, by adhering to the Maryland Energy Administration’s Smart Energy Community Program the Town of Forest Heights has committed to being a socially responsible leader by reducing their local impact by better managing its transportation petroleum consumption; and

**WHEREAS**, the Town of Forest Heights recognizes that by smartly investing in alternative transportation uses, it can have significant monetary savings and create environmental benefits.

**NOW, THEREFORE, THE TOWN OF FOREST HEIGHTS COUNCIL RESOLVES TO ADOPT THE FOLLOWING GOALS AND COMPLETE THE FOLLOWING INITIATIVES LISTED BELOW:**

**Section 1: PURPOSE.** The purpose of this policy is:

- To become a Maryland Energy Administration Smart Energy Community by enrolling within the program and following the instructions provided by the State of Maryland.
- To reduce on-road vehicle petroleum consumption by Forest Heights fleet vehicles by 20% within five years of the established baseline year.
- To report petroleum consumption and reduction progress annually to the Maryland Energy Administration in order to assure that the Town of Forest Heights accomplishes said goals in a timely fashion.

**Section 2: DEFINITION.** For the purpose of this policy, the following terms shall have the meaning given:

- a) Fleet Vehicles – A vehicle designed to legally carry people or cargo on public roads and/or highways owned or leased by Forest Heights. Such vehicles include, but are not limited to: buses, cars, trucks, and vans. This would not include motor driven vehicles not approved for use on the road, such as lawnmowers, forklifts, or marine vehicles.
- b) Petroleum – Gasoline and diesel fuel used for on-road fleet vehicle consumption.
- c) Baseline – Gallons of gasoline and diesel fuel consumed by all fleet vehicles in the baseline year.
- d) Baseline Year – The Town of Forest Heights selects CY 20XX as its baseline year (2009 is the earliest allowed).
- e) Petroleum Consumption Reduction Plan – Provides details on the current fleet vehicle petroleum consumption, characteristics of the fleet including the make, model, year, purchase date, fuel type used, gallons consumed, and miles driven, estimates the required amount of petroleum needed to meet the minimum of a 20 percent reduction, and designs plans with detailed measures and timetables for reaching the reduction goal within five years (CY 20XX).

**Section 3: GUIDELINES.**

The Town of Forest Heights will maintain an annual petroleum consumption inventory for all local-government-owned vehicles and contracted-service vehicles. This annual inventory will include at a minimum the information presented in the table below. The results of which will be presented to the Maryland Energy Administration by no later than April 1<sup>st</sup> of each year until the completion of said goals are accomplished.

***Inventory Reporting***

The following information shall be included in an annual inventory of community fleet characteristics and petroleum consumption and provided to the Maryland Energy Administration:

<b>Make</b>	<b>Model</b>	<b>Model Year</b>	<b>Transmission Type</b>	<b>Purchase Date</b>	<b>Fuel Type Used</b>	<b>Gallons Consumed</b>	<b>Miles Driven</b>	<b>Vehicle Purpose</b>

***Plans and Implementation***

The Town of Forest Heights will additionally establish a Petroleum Consumption Reduction Plan. The plan will outline the process and include a timetable of execution by which the Town of Forest Heights will accomplish designated tasks in order to reach their goal. The town will update/amend Petroleum Consumption Reduction Plans on an on-going basis when necessary in order to meet the policy goals in the most efficient cost effective manner.

Finally, the town will implement the necessary projects laid out in their Petroleum Consumption Reduction Plan in order to ensure that a minimum of 20 percent reduction of local government petroleum consumption is met within five years of the established baseline.

***Questions/Enforcement***

All inquiries should be directed to the person responsible for implementing this policy. The Forest Heights Fleet Manager and/or their designee will implement this policy.

***Applicability***

This policy applies to all departments of the town with the exception of the exclusions outlined in the definitions above.

**Section 4: EFFECTIVE DATE**

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately upon passage.

PASSED this \_\_\_ day of December 2013.

**APPROVED:** By Resolution of the Town Council of The Town of Forest Heights, Maryland

ATTEST:

THE MAYOR AND COUNCIL OF THE TOWN OF FOREST HEIGHTS, MARYLAND

\_\_\_\_\_  
Bonita C. Anderson, Town Clerk

By: \_\_\_\_\_  
Jacqueline Goodall, Mayor

By: \_\_\_\_\_  
C. Lynn Smith-Barnes, Council President

ROLL CALL VOTE

YEA/NAY/ABSTAIN/ABSENT

GOODALL	_____
KENNEDY II	_____
STONER	_____
BARNES	_____
MUHAMMAD	_____
SMITH-BARNES	_____
MANN	_____

CERTIFICATION

I, hereby certify, as the duly appointed Town Clerk of the Town of Forest Heights, Maryland, that on the \_\_\_\_ day of December 2013 with \_\_\_\_ Aye votes and \_\_\_\_ Nay, constituting a majority of at least four (4) affirmative votes, the aforesaid Resolution 86-13 passed.

\_\_\_\_\_  
Bonita Anderson, Town Clerk