



**WILDLIFE COMMITTEE**

**ROLES & RESPONSIBILITIES**

**September 1, 2023**

# Wildlife – Roles and Responsibilities

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## Wildlife Committee – Roles & Responsibilities

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Purpose: Established per sections 5.9.1 and 5.9.2 of the Declaration for Eagle Ranch for the purpose of protecting and managing wildlife within, affecting, or affected by Eagle Ranch.

### 1.1 Structure

The Wildlife Committee shall be comprised of five (5) members, one (1) member shall be a member appointed by the Division of Wildlife, one (1) member shall be appointed by the Town of Eagle, and three (3) members appointed by the Eagle Ranch Executive Board.

The Wildlife Committee shall appoint a coordinator to assist with the management of meetings, Committee projects, and liaison between the Committee and the Executive Board.

#### 1.1.1 Wildlife Committee Coordinator

- Coordinate quarterly committee meetings
- Prepare agenda & minutes for each meeting
- Prepare Requests for Proposals for Wildlife Committee projects
- Act as liaison between the Committee & wildlife project coordinators
- Act as liaison between the Committee and the Executive Board
- Act as liaison between the Committee and the public

Wildlife Committee shall reimburse Eagle Ranch Association for an agreed upon rate for all work performed for the Committee by the Coordinator. The rate shall be agreed upon annually and presented with the annual budget for adoption.

### 1.2 Terms

The Committee shall operate in a manner similar to the Design Review Board. Each member's term will be one year, commencing January 1 of each year, and continuing until a successor shall have been appointed.

Members may serve more than one consecutive term and appointments shall be certified by the Executive Board annually.

Members are required to re-apply for their appointment at the conclusion of three consecutive terms. Applications for appointments will be made available in August annually for any person interested in serving on the Board. Interviews with the Executive Board will be scheduled for the last regular quarterly meeting of each year. Members of the Wildlife Committee need not be members of the Eagle Ranch Association.

Members of the Wildlife Committee may be removed from the board for any other reasons the Executive Board deems appropriate.

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### 1.3 Chairperson

The Wildlife Committee shall appoint a chairperson, annually from among the members of the Wildlife Committee by a majority vote of such members. A co-chair may be designated to assist in the management of meetings in the event the chairperson is unable to attend. Additionally, if both the chair and co-chair are absent from a meeting, the Committee member with the greatest tenure will be assigned to oversee the meeting.

### 1.4 Meetings

Meetings of the Wildlife Board shall be held the third Tuesday of the month, quarterly, (January, April, July, October) and noticed at least 24 hours in advance on the Eagle Ranch website, or such other method as is reasonably likely to provide notice to Association members. Meetings shall take place within Eagle Ranch. Quarterly financials will be provided to the board at each meeting.

### 1.5 Role

The Wildlife Committee's role is to:

- Manage distribution of funds to be applied to a wide variety of wildlife and habitat enhancement projects, including, but not limited to, stream, riparian, wetland fisheries, winter range compensation/enhancement, purchases of additional open space with important wildlife values, and wildlife related education.
- Ensure the distribution of funds is done in accordance with the Eagle Ranch Wildlife Mitigation and Enhancement Plan.
- Ensure Eagle Ranch Design Guidelines are written in accordance with the Eagle Ranch Mitigation and Enhancement Plan.

### 1.6 Responsibilities

- Adopt annual budget for presentation to the Executive Board at its last regular meeting.
- Review funding requests of projects pertaining to wildlife improvements.
- Oversight of projects funded by the Wildlife Committee