

ADMINISTRATIVE CODE
BOARD OF COUNTY COMMISSIONERS

CATEGORY: Committees/Boards/Commissions/Examiners	CODENUMBER: AC-2-11
TITLE: Guidelines for the Lee County Eagle Technical Advisory Committee	ADOPTED: 7/9/86
	AMENDED: 8/31/94 11/15/95
	ORIGINATING DEPARTMENT: County Attorney

PURPOSE/SCOPE:

To provide rules of procedure for the Eagle Technical Advisory Committee (ETAC.)

POLICY/PROCEDURE:

SECTION I: PURPOSE

The purpose of the ETAC is to make informed recommendations to the Board of County Commissioners, Department of Community Development and the general public regarding the various aspects of Southern Bald Eagle nesting habitat in unincorporated Lee County. ETAC is also responsible for revisions to the "Southern Bald Eagle Nesting Site Map".

SECTION II: GOVERNING RULES

Except as otherwise provided, all meetings of the ETAC will be governed by Robert's Rules of Order.

SECTION III: MEMBERSHIP AND OFFICERS

The ETAC will consist of five residents of Lee County appointed by the Board of County Commissioners. Each ETAC member should have extensive technical and practical knowledge of the Southern Bald Eagle biology and must be qualified by either training or experience to render advice regarding the protection of critical Southern Bald Eagle nesting habitat.

Appointments will be for a term of two years to commence as stated in LDC §14-116(b). Vacancies will be filled by appointment for the unexpired term. The unexcused absence of any member for three consecutive meetings may be construed as a voluntary resignation and a new member may be appointed.

A chairman and vice-chairman will be elected by the ETAC to serve a term of one year commencing the first regularly scheduled meeting in September. Officers will be eligible for re-election.

SECTION IV. MEETINGS /QUORUM

Three members of the ETAC will constitute a quorum. A motion of the Committee will be adopted only if the motion is presented to a quorum and receives an affirmative vote of a majority of the members present. An affirmative majority vote must consist of at least two affirmative votes.

Meetings will be at regularly scheduled times to be established by the Chairman. In any case, ETAC will meet at least four times each year. A member of ETAC may not vote on any matter that may materially

or apparently affect a property or business interest of that member. All meetings of ETAC are open to the public.

SECTION V RECORD OF THE PROCEEDINGS

The ~~Director of the Division of Environmental Sciences~~ or his ~~designee~~ will ~~act~~ as *ex officio* secretary of the ETAC and will keep minutes of each committee meeting that include:

1. A record of the members in attendance, including whether any member was excused by the Chairman.
2. A copy of any documents submitted to the ETAC for review.
3. A brief overview of the issues presented to the ETAC and the committee's decision regarding those issues.

SECTION VI APPLICATIONS FOR COMMITTEE REVIEW

ETAC advice and guidance is available to all property owners or their representatives concerning the nesting habitat of the Southern Bald Eagle located on or near the owner's property. In order to obtain committee review, the property owner must contact the Division of Environmental Sciences (DES) and request that they be put on the ETAC agenda. Along with the request the applicant should supply DES with an explanation of the issues to be presented to the ETAC and sufficient back up materials to enable the committee to provide meaningful guidance.

SECTION VII DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the ETAC include the following:

1. To assist in the administration of LDC Ch. 14, Div. 3.
2. To determine occupancy of Southern Bald Eagle nests not included on the Florida Game and Fresh Water Fish Commission's annual Southern Bald Eagle Nesting Survey.
3. To review management plans and make recommendations to the Board of County Commissioners in accordance with LDC §14-119.
4. To act in an advisory capacity for the protection of eagle nesting **sites** including management of acquired conservation easements, critical habitat purchases, land donations etc.
5. To review all pertinent or **current eagle technical documents** and **provide** expert advice to the Board of County Commissioners, Department of Community Development and the general public.
6. To increase public awareness and involvement concerning the need to protect Southern Bald Eagle Nesting Sites by holding programs, seminars and other similar activities.
7. To maintain and update a list or map of occupied bald eagle nests with the assistance of appropriate staff.'
8. To monitor nest sites on a regular basis, with the permission of the property owner, if necessary.