

Garfield County Trails Committee Guidelines for Operation

1. **NAME** - The name of this organization shall be the **Garfield County Trails Committee**.

1. **PURPOSE** - The purpose of this Committee shall be to advise the Garfield County Commission in the following areas:

Promoting, developing and mapping a system of ATV, Biking, Cross Country Skiing, Equestrian, Four Wheel Drive, Hiking, Snowmobile and Multi-use trails in Garfield County.

Educating the public to wise stewardship of trails and how to mitigate the impact on outdoor areas through which they pass.

Working with federal, state, county, local agencies, landowners and other organizations to develop and promote trails while recognizing and conserving natural resources.

Assisting and coordinating with public land management agencies in the identification and prioritization of maintenance and improvement projects for the trail systems.

Applying for available grants and encouraging partnerships to support committee objectives.

Providing opportunity for the enjoyment of trails.

1. **MEMBERSHIP** -
 - A) **General Membership** – Any individual showing a willingness to participate and interested in advancing the purpose of this Committee may become a member.

 - A) **Voting Membership** – Residents or Property Owners of Garfield County over the age of 18 who have submitted an information application to be used for verification purposes and accepted by the majority of the existing members.

1. **MEETINGS AND VOTING** –
 - A) Meetings of the members shall be as needed, but not less than quarterly. The meetings will be held on a rotational basis between the Panguitch, Bryce Valley, and Escalante/Boulder areas. Where practical, meetings may be conducted by electronic conferencing/email.

 - A) Majority vote of the Voting Members present at the meeting, or responding to a vote by email, shall elect officers, consider grants and make recommendations on other actions to the Trails Executive Committee and to the Garfield County Commission.

1. **EXECUTIVE COMMITTEE** – The business of the Trails Committee shall be conducted by the Executive Committee Officers and Area Representatives. Additionally non-voting representatives from the Travel Council and the land management agencies will be invited and encouraged to attend Executive Committee meetings.

- A) The Officers shall consist of a Chairman, a Vice Chairman and Secretary.

The Vice Chairman and Secretary shall be elected annually. The Chairman, Vice Chairman, and the Secretary serve one year terms with the Vice Chairman automatically advancing to the Chairman position each year. The Secretary may serve for two terms at the will of the members. Additionally upon completion of his/her term, the Chairman may remain on the Executive Committee for an additional year as a non-voting, ex-officio member at his/her discretion.

Elections shall generally take place at the last meeting of the calendar year, with the newly elected officer's term beginning on January 1st. An individual may serve in more than one capacity, but he/she will have only one vote on the executive committee.

Any Officer may be removed at anytime by a 2/3 majority vote of the Voting Committee Membership subject to the approval of the Garfield County Commission.

Duties of the Officers shall include, but not be limited to:

- a) Chairman – Provide guidance and direction to the Executive Committee and to the General Membership
 1. By being responsible for developing an agenda.
 2. By ensuring the Guidelines are followed and properly amended.
 3. By ensuring that the Purpose of the Committee is being carried out.
 4. By ensuring that the interests and concerns of the Committee Members are represented.
 - a) Vice Chairman – Assists the Chairman and Secretary, assumes the Chairman’s duties in case of his/her absence, and assumes the Secretary’s duties in case of his/her absence.
 - a) Secretary – Notification of members and the public of meeting times and locations, keeping the minutes for each meeting, distributing the minutes and agenda to Committee members, and completing general paperwork and correspondence as needed.
- A) The Area Representatives shall consist of once representative from the “West”, “Middle” and “East” areas of the County. The Area Representative will seve for one year with the option to serve up to three years at the will of the members. The boundaries for each of these areas is:

West – from the west Garfield County line to the top of Red Canyon
Middle – from the top of Red Canyon to the Henrieville Creek
East – from Henrieville Creek to the east Garfield County line.

The Area Representatives shall be elected by the voting members from that area at the last meeting of the year. Area Representative’s duties include:

- 1) representative for that area of the County
- 2) contact person for the committee
- 3) public relations
- 4) “team leader” for identifying and organizing project activities in his/her area

The Officers along with the Area Representatives make up the voting membership of the Executive Committee.

- A) Ex-Officio members may consist of one representative from the Garfield County Travel Council and representatives from the BLM, USFS, NRA and State Parks. While attendance at Executive Committee meetings is not mandatory by ex-officio members, attendance will be encouraged through meeting notices and invitations. The inclusion of representation from the land agencies is intended to create a more comprehensive approach to the purpose of the Trails Committee.

6. FUNDING – The Garfield County Trails Committee is a recommending body to the Garfield County Commission. Available funding will be provided by the County through the normal budget process. Additional funding may be acquired from cooperative agreements with federal, state, local and private entities, from grants, and other available sources. The Garfield County Staff may be available to assist the Garfield County Trails Committee subject to approval by the Garfield County Commission.

These Guidelines may be amended at any time by the Garfield County Commission after consideration in a public meeting.

Adopted on this _____ day of _____, 2007

Garfield County Commission Chairman