Wildlife Management Annual Report Requirements

A wildlife management report for Medina Central Appraisal District (MCAD) must include:

1. Property owner's name and Property ID(s) as they appear on MCAD records

2. Property owner's signature, date signed, and contact phone number

3. Copies of photos documenting results of activities practiced last year

   - **Photos submitted should have been taken the prior year – do not use previously submitted pictures**

   - Original photos are accepted but photocopied photos are preferred - photos should be:

     - ➢ *Labeled (indicate which activity is being practiced)*

     - ➢ *Dated (date-stamp or hand-write the date the photo was taken)*

     - ➢ **A visual timeline** of activities practiced throughout the year

   - More than one photo can be copied on a page

   - A maximum of 5 copies of photos documenting each activity are needed

   - A maximum of 5 copies of game camera photos are accepted

4. Documentation of work – In addition to the report, submit a summary of:

   - Qualifying activities practiced and species targeted

   - Projects started - Continuing activities - Goals accomplished

   - Results seen from wildlife management activities practiced

   - Re-evaluation and adjustments to previously filed plan

   - Records on courses attended pertaining to wildlife management (if applicable)

   - Receipts for expenditures

5. Map identifying key locations of activities being practiced

PLEASE NOTE:

   - ❖ An annual report must be filed, even if your 5-year plan is current

   - ❖ Do not put annual reports in a binder as the reports are removed from the binder for scanning

   - ❖ USB thumb drives cannot be accepted

   - ❖ MCAD cannot accept reports via e-mail

   - ❖ Spin-cast feeders and feeding corn are non-qualifying activities

   - ❖ To qualify for census, a combination of methods and a minimum of 3 dates must be used

   - ❖ It is recommended that at least 4 -5 practices are in place

   - ❖ Nest box maintenance (activity and photos) must be documented and submitted with report – example on back

   - ❖ Report is due on or before February 28th of each year

NEST BOX LOG SHEET

Nest box inspection and maintenance (activity and photos) must be documented and submitted with your annual report to qualify for supplemental shelter.

Maintenance & Inspection

- Disassembly and inspection: when – how many times – what did you see
- Cleanout: when – what activity was present
- Installation of metal cladding for damaged entrance holes: how many repairs – what kind of damage

NEST BOX MAINTENANCE LOG SHEET

Date	#	Type	Bird Nest	Other Contents	Repair	Clean Out?
	01	Titmouse	Nest made		Entrance Hole	Yes
	02	Chickadee	None	Spider web	Entrance Hole	Yes
	03	Wren	Nest made	Wasp nest	Entrance Hole	Yes
	04	Warbler	Large Nest		Entrance Hole	Yes
	05	Warbler	N/A		Entrance Hole	Missing
	06	Chickadee	Nest made		Entrance Hole	Yes
	07	Titmouse	Nest started		Entrance Hole	Yes
	08	Wren	Large Nest		Entrance Hole	Yes
	09	Warbler	Nest started		Entrance Hole	Yes
	10	Titmouse	Nest started	Wasp nest	Entrance Hole	Yes
	11	Chickadee	Nest started	Wasp nest	Entrance Hole	Yes
	12	Wren	None	Wasp nest	Entrance Hole	Yes
	13	Wren	Large Nest		Entrance Hole	Yes
	14	Chickadee	Large Nest		Entrance Hole	Yes
	15	Wren	Nest with egg		Entrance Hole	Yes
	16	Chickadee	Large Nest	Wasp nest	Entrance Hole	Yes
	17	Titmouse	Small Nest		Entrance Hole	Needs replaced
	18	Warbler	Large Nest	Red wasps	Entrance Hole	Yes
	19	Titmouse	None		Entrance Hole	Yes
	20	Screech Owl	Screech owl flew out	Screech Owl	Left alone	No
	21	Barn Owl	None		Inspected only	Sawdust