



**Teton  
Conservation  
District  
Est. 1946**

## February 15, 2023 Board Meeting Table of Contents

Page 3	TCD February 15, 2023 Board Meeting Agenda
Page 5	TCD January 18, 2023 Board Meeting Minutes
Page 9	TCD January 2023 Treasurer's Report

### *Staff Reports and Supplemental Materials:*

Page 21	Emily Hagedorn-Wegher Staff Report
Page 22	Conservation District Supervisor Training Agenda
Page 23	Robb Sgroi Staff Report
Page 25	Jackson Hole Fire/EMS Line-Item Request Grant Application
Page 31	Linn Ranch Line-Item Request Grant Application
Page 37	Foodterra Line-Item Request Grant Application
Page 53	Morgan Graham Staff Report
Page 55	Emily Smith Staff Report
Page 57	David Lee Staff Report
Page 59	Alder Environmental Agreement & Contract for Services
Page 71	Flat Creek Macroinvertebrate Data
Page 73	Phoebe Coburn Staff Report
Page 75	Carlin Girard Staff Report



**Teton Conservation District (TCD) February 2023 Board Meeting**  
**February 15, 2023 at 1:00 p.m. | Location: 420 W. Pearl Ave., Jackson**

*TCD Board and the public are invited to join the meeting in-person at our office at 420 W. Pearl Ave. or online.*

**VIDEO CONFERENCE INVITATION**

**If joining the meeting by computer or tablet, go to:** <https://us02web.zoom.us/j/89455197286>

**If joining the meeting by phone, dial one of the following phone numbers:** (669) 900-6833, (253) 215-8782

**If calling by phone, you will be prompted to enter this Meeting ID:** 894 5519 7286

**MEETING MEMBERS:**

**TCD Board Members:** Cate Watsabaugh, Dave Adams, Roby Hurley, Nate Fuller, Bob Lucas

**TCD Associate Board Members:** Steve McDonald, Elizabeth Barczynski, Bob Weiss

**TCD Staff:** Emily Hagedorn, Robb Sgroi, Morgan Graham, Emily Smith, David Lee, Phoebe Coburn, Carlin Girard

**Partners and Guests:** Todd Stiles (Bridger-Teton National Forest), Jonathan Schechter (Town of Jackson Town Council), Luther Propst (Teton County Board of County Commissioners), Adam Clark (Natural Resource Conservation Service), Olaus Linn (Linn Ranch), Arden Oksanen (Foodterra), Chief Steve Jellie (JH Fire/EMS), Joni Gore (Grand Teton National Park)

**AGENDA:**

<b>Agency Reports, Guests, and Public Comment</b>	40 minutes
<ul style="list-style-type: none"> <li>Todd Stiles (Bridger-Teton National Forest)</li> <li>Jonathan Schechter (Town of Jackson Town Council)</li> <li>Luther Propst (Teton County Board of County Commissioners)</li> <li>Adam Clark (Natural Resources Conservation Service)</li> </ul>	
<b>Minutes and Treasurer's Report</b>	10 minutes
<ul style="list-style-type: none"> <li>January 18, 2023 Minutes</li> <li>January 2023 Treasurer's Report</li> </ul>	
<b>Board Reports</b>	10 minutes
<b>Partners in Conservation (PIC) Grant Decisions</b>	60 minutes
<b>Staff Reports and Action Items</b>	60 minutes
<ul style="list-style-type: none"> <li>Jackson Hole Fire/EMS Line-Item Request Grant Application</li> <li>Linn Ranch Line-Item Request Grant Application</li> <li>Foodterra Line-Item Request Grant Application</li> <li>Alder Environmental Agreement for Fish Creek Watershed Management Plan</li> </ul>	
<b>Old and New Business</b>	10 minutes
<b>Executive Session:</b>	None

*(Move to enter into executive session under Wyoming State Statute 15-1-1-5 and 16-4-405 for the purpose of discussing one or more of the following: legal consultation and matters, appointment and personnel matters, national security, licensing or examinations, real estate transactions, donations, or other information classified as confidential by law.)*



**Teton Conservation District (TCD) January 2023 Board Meeting Minutes**  
**January 18, 2023 | 420 W. Pearl Ave., Jackson, Wyoming**

**Attendees:**

TCD Board Supervisors: Cate Watsabaugh, Dave Adams, Roby Hurley, Bob Lucas, Nate Fuller

TCD Associate Board Members: Steve McDonald, Bob Weiss, Liz Barczynski\*

TCD Staff: Emily Hagedorn-Wegher, Robb Sgroi, Morgan Graham, Emily Smith, David Lee, Phoebe Coburn, Carlin Girard

Guests: Adam Clark\* (Natural Resources Conservation Service), Tanya Anderson\* (Town of Jackson), Dave Wilkins (Bridger-Teton National Forest), Carrie Geraci (Jackson Hole Public Art), Brian Hager\* (Public) \*Online or phone attendee

**Call to Order:** Roby called the meeting to order at 1:00 p.m.

**Public Comment:** Roby called for public comment. There was none.

**Guest Reports and Public Comment:**

Dave Wilkins, Bridger-Teton National Forest (BTNF): Dave presented on behalf of Todd Stiles. 1) BTNF is moving forward with scoping for Curtis Canyon area road improvements and possible campground expansion using Bipartisan Infrastructure Law funding. 2) Dave reported that the Teton to Snake Fuels Management Program is in its third year and provided updates on the Phillips Ridge, Fish Creek Road, and Fall Creek Road areas. 3) Dave discussed the damage to the Astoria Bridge. BTNF has authorized use of the Johnny Counts Road as an alternative route and are working with Jackson Hole Fire/EMS and avalanche forecasters to allow safe access on that road. It's unknown when the Astoria Bridge will reopen.

Tanya Anderson, Town of Jackson (ToJ): 1) ToJ is working to inform town residents on updated bear-resistant trash can and wildlife feeding regulation changes, which go into effect April 1, 2023. 2) ToJ is working on Karns Meadow rezoning. Most of it will be rezoned as park. There will be public commenting opportunities in February and/or March. 3) ToJ and Integrated Solid Waste and Recycling are jointly pursuing climate change and sustainability funding opportunities through the Inflation Reduction Act. ToJ is also seeking funding opportunities for water quality and stormwater treatment and prevention projects.

Adam Clark, Natural Resources Conservation Services (NRCS): 1) Jackie Byam was hired as the new NRCS Wyoming State Conservationist. 2) Adam is working on three project applications in Teton County, which include stream, high tunnel, and pivot projects.

**December 14, 2022 Meeting Minutes:** Dave moved to approve the December 14, 2022 Board Meeting Minutes. Nate seconded. Roby asked a question regarding the last name of a guest at the meeting. Their last name was unknown. **The motion carried unanimously.** Robb provided three corrections to the minutes: 1) On page 6 in the board packet, Renee Seidler's name was misspelled, and she was an online attendee. 2) Under the board report section, the third to last line needs to be changed to \$7 per acre. 3) On page 7 on the fifth line from the bottom, the phrase needs to be changed from "livestock friendly fence" to "wildlife friendly fence."

**December 2022 Treasurer's Report:** Dave reviewed the December 2022 Treasurer's Report:

- Checks numbering 20855-20889 dated December 1-31, 2022: \$185,580.09
- Credit card charges: \$6,268.65
- Net credits for the month: \$519,073.74
- Operating Reserves Account Balance: \$501,194.14

- Committed Funds Savings Account: \$818,361.53
- Reconciled General Fund Checking Balance: \$808,457.58

Dave noted a formatting revision on the Treasurer's Report to better represent partnering funds and carry over funds. **Nate moved to approve the December 2022 Treasurer's Report. Bob seconded. The motion carried unanimously.**

Board Reports: 1) Dave reported he has been attending weekly calls with Kelli Little, Executive Director of Wyoming Association of Conservation Districts, to stay up to date on the current state legislative session. 2) Roby has been working on wildlife levee ramp permits with Morgan and streamflow topics with David. There are 15 more planned wildlife levee ramps that need permits.

Staff Reports: *Please refer to the previous month's board packet to find information items included in written staff reports that were not discussed during the meeting.*

Emily Hagedorn-Wegher (Administrative Manager): Information Items: 1) Emily has completed regular year-end tasks. She's working on W2 forms for employees, W3 forms for the Social Security Administration, and 1099 forms for contractors. 2) Emily noted important upcoming dates, including the joint meeting with the Flat Creek Water Improvement District on March 15, 2023.

Robb Sgroi (Land Resources Specialist): Robb discussed the memorandum included in the board packet regarding agricultural land classification. The goal of the discussion was to seek board direction on 1) if and how staff can help landowners better understand the agricultural land classification, 2) if and how staff should seek information on what qualifies as a 'bona fide conservation plan' as defined by the Wyoming Department of Revenue, and if TCD programs such as the Conservation Planting Program could qualify. The board expressed sympathy for the challenges agricultural producers face with the agricultural land classification. The board suggested the definition of agricultural land needed to be taken up with the state legislature, rather than TCD or the Teton County Assessor. There was discussion that even if TCD programming qualified as a 'bona fide conservation plan,' it would only create temporary property tax relief for agricultural producers. It was noted that Keith Gingery and Bailey Schreiber could be possible resources for information. Brian Hager, a local agricultural producer, encouraged TCD to be a voice at the state level by encouraging the state to widen their agriculture definition to include more regenerative agriculture practices. Nate said there is risk of losing agriculture properties to development without property tax relief for producers and therefore encouraged TCD to continue to play a role. The next steps for TCD board and staff include: 1) Dave will discuss the agricultural land classification with Kelli Little. 2) Carlin and Robb will reach out to Justin Caudill. 3) The staff and board will continue to explore how they can play a role in helping local agricultural producers with this matter.

Robb introduced a recommended action item regarding a Small Water Project Program (SWPP) project agreement. Robb provided detail on the cistern, which is a cylindrical buried tank with 10,000-gallon capacity. It's accessible from the roadway so that a fire engine can draft water from it. It meets county regulations for water supply and storage. **Nate moved to authorize the Chairman to sign the agreement titled 'Teton Conservation District / Blue Mountain Bench Small Water Project Program Agreement Project No. 2022-02'. Cate seconded. The motion carried with Nate, Bob, Roby, and Cate voting in favor.** Dave was temporarily absent from the meeting and did not vote.

Robb introduced a recommended action item regarding an agreement with U.S. Geological Survey (USGS) for snowpack chemistry monitoring. **Dave moved to authorize the Chairman to sign the Joint Funding Agreement, Agreement Number 23REJFACO041, between TCD and USGS, committing \$4,600.00 for snowpack chemistry sampling and analysis. Nate seconded. The motion carried unanimously.**

Information Items: 1) Robb discussed the memorandum included in the board packet regarding guidelines for contracting third-party service providers to conduct Wildfire Risk Overviews (WRO). There was discussion on the qualifications required of the contractor(s) and how they will be selected. Nate suggested the possibility of an unannounced audit of the contractor's work Robb for quality control. Robb agreed to that. Robb discussed that liability insurance has been required of contractors in the past, but because TCD would review and deliver the WRO to the client, TCD is responsible for the product. The board expressed they were comfortable proceeding with the proposed changes as outlined in the memo. 2) Robb reported to the board that two subdivisions that have Small Water Project Program (SWPP) projects underway inquired about additional SWPP funding to voluntarily build out their water storage infrastructure. The Wyoming Water Development Office responded that the projects would be eligible for SWPP funding. Nate suggested that funding be dedicated to neighborhoods that need financial assistance. Carlin noted that SWPP grants require significant staff time. There were concerns that TCD should not be actively involved with fire suppression as it is not in our mission, but rather the role of JH Fire/EMS. The board encouraged staff to continue to engage with JH Fire/EMS regarding that entity becoming the future SWPP sponsor for fire-related projects. Carlin will discuss this topic at an upcoming meeting with Fire Chief Stephen Jellie. The board agreed that TCD should limit funding for and sponsorship of fire related SWPP grants to one grant per subdivision, and only if that subdivision was developed previous to current regulations requiring fire water storage and supply. However, the board will entertain projects with unique and unanticipated circumstances.

Morgan Graham (GIS & Wildlife Specialist): Morgan introduced a recommend action item regarding a Line-Item Request grant application from Jackson Hole Public Art (JHPA) for a native pollinator garden. Carrie Geraci discussed a modification to the grant application to remove the garden from the proposal because the Jackson Hole Land Trust (JHLT) is planning a native garden at R Park and JHPA doesn't want to replicate JHLT's work. Rather, JHPA is refocusing their effort on public outreach through a large mural and other educational opportunities. Carrie stated she would like to modify the application before the board to include the following deliverables: a mural, education, event(s), and a garden at R Park. Native seed dispensaries are also being considered. Considering these proposed changes, the board suggested that JHPA submit a revised application. Bob expressed concerns about spending taxpayer dollars on a mural. Carrie responded that JHPA is also dedicated to producing educational content and advertising. Liz commented in support of education through creative methods, such as a mural. There was no motion made.

Information Items: Bob Weiss noted that Chip Jenkins sent an email to all Grand Teton National Park staff and volunteers that highlighted TCD's Winter Wildlife Closures Map. Carlin noted that the Winter Wildlife Closures webpage has had almost 10,000 visits in the last two months, which is far beyond the average visitation the TCD website receives. Carlin complimented Morgan on his administration of the project, especially across agencies.

Emily Smith (Natural Resources Technician): Information Items: The board complimented Emily on the summary of the Wildfire Risk Reduction Program (WRPP) included in the board packet. Robb noted that the rate for landowner labor rate was increased. There was consideration of raising the rate more to encourage more landowner work. Staff will consider pitching a story on the WRRP to local media.

David Lee (Water Resources Specialist): Information Items: 1) Staff received three proposals for Fish Creek Watershed Management Plan stakeholder facilitation. The board will consider a contract at the February 2023 board meeting. 2) David received a proposed scope of work from USGS for streamgage work. 3) Dave and Nate requested to see a draft of the Teton County Water Quality Master Plan Vulnerability Analysis. 4) There was brief clarifying discussion on the *E. coli* monitoring item included in David's written staff report. Protect Our Water Jackson Hole is exploring the possibility of contracting

with Alder Environmental to monitor *E. coli* in Flat and Fish Creeks. 5) David provided a brief update on the Snake River Watershed Group.

Phoebe Coburn (Communications Specialist): Information Items: 1) The board selected February 10, 2023 as the Partners in Conservation (PIC) presentation day. 2) The board discussed preferences for hardcopy and digital delivery of board packets and PIC applications. 3) The board discussed the upcoming Teton Conservation Visionary Award. 4) Phoebe provided an update on Mountain Neighbor Handbook reprint and distribution.

Carlin Girard (Executive Director): Information Items: 1) Carlin solicited board feedback on the draft letters to the Town of Jackson and Teton County to be reviewed at their upcoming planning retreats. The board suggested more specificity regarding suggested actions and a firmer tone to command more attention. The board suggested a few additional bullets to add to the letter, including suggested actions related to septic systems. Carlin will revise the letter and provide a final draft to Roby. 2) The board encouraged the presence of Town and County staff and elected officials at TCD board meetings. David noted that Tanya Anderson is gathering an informal natural resource stakeholder group. 3) Carlin is conducting annual meetings with Memorandum of Agreement (MOA) partners. Carlin asked for board support for a decreased level of funding for MOA partners in the context of TCD’s current budget. The board was in support. 4) Conservation District Supervisor Training is February 21-23, 2023. Carlin does not yet know if the training meets the new standards for Special District Board Members required by the State of Wyoming.

**Executive Session: Dave moved to enter Executive Session at 3:38 p.m. under Wyoming State Statute 15-1-1-5 and 16-4-405 for the purpose of discussing appointment matters. Nate seconded. The motion carried unanimously.**

**Dave moved to adjourn Executive Session at 3:44 p.m. Nate seconded. The motion carried unanimously.**

**Adjournment: Dave moved to adjourn the meeting at 3:54 p.m. Nate seconded. The motion carried unanimously.**

Submitted by:	_____	_____
	Phoebe Coburn	Date
Supervisor:	_____	_____
		Date
Supervisor:	_____	_____
		Date
Supervisor:	_____	_____
		Date



<b>Debits for the month:</b>		
<u>Checks written between</u>		
January 1 and 31, 2023		\$204,826.77
January credit card charges of		\$4,890.70

<b>Credits for the month:</b>		
<u>regular income sources</u>		
Mill Levy from Teton County		\$248,530.55
General Fund Checking Interest from Wells Fargo Bank		\$60.09
Committed Funds Savings Interest - Wells Fargo Bank		\$90.96
Operating Reserve Account Income from First Interstate		\$263.64
Well Test Kit Sales (11 sales)		\$602.00
<u>other income sources</u>		
David Lee and Morgan Graham-Bond Duplicate Reimburse		\$700.00
Snake River Fund Hoback Reimbursement		\$10,692.00
Community Foundation Grant		\$6,345.35
State of Wyoming SWPP - 2 Projects		\$70,000.00
<b>Total Credits for January</b>		<b>\$337,284.59</b>

<b>Investments and Maturity Dates</b>	<b>Initial Invested</b>	<b>% Income</b>	<b>% Return</b>	
<u>Operating Reserves Account @ First Interstate Bank</u>				
Cash	\$0.00			\$0.00
Money Market	\$500,000.00	\$1,457.78	0.60%	\$501,457.78
<b>total</b>	<b>\$500,000.00</b>		<b>total</b>	<b>\$501,457.78</b>
<u>Committed Funds Saving Account @ Wells Fargo Bank</u>				
Previous Committed Balance				\$818,361.53
Transfers in or out	Transfer Committed Funds In			\$86,486.78
	Transfer Committed Funds Out			\$253,968.49
Interest Income			0.03%	\$60.09
			<b>total</b>	<b>\$650,939.91</b>
<b>Total Funds in Investments</b>				<b>\$1,152,397.69</b>

<b>Ending Summary and Following Month's Information to Date</b>			<b>as of 1/31/23</b>
<b>General Fund Checking Account Balance</b>		0.01%	<b>\$1,074,940.86</b>
<b>Outstanding Checks</b>			<b>\$57,709.71</b>
<b>Reconcilled QuickBooks Balance</b>			<b>\$1,017,231.15</b>

Addition to the Treasurer's Report:		FY23 Spent to Date & Income	1/31/2023	58% of FY	
<i>Income:</i>	<i>Budgeted:</i>	<i>Income to Date:</i>	<i>Receivables:</i>	<i>Received %</i>	
<b>Regular Income:</b>					
Mill Levy	\$1,860,000.00	\$1,416,334.19	\$443,665.81	76.1%	
Interest Income	\$1,000.00	\$1,831.12	-\$831.12	183.1%	
Well Test Kit Sales	\$7,800.00	\$4,808.59	\$2,991.41	61.6%	
WDA Base Funding + WACD WQ	\$8,823.50	\$8,823.50	\$0.00	100.0%	
Unanticipated Income/Reimb/Grants	\$7,500.00	\$1,375.85	\$6,124.15	18.3%	
<b>Project Grants &amp; Pass Thrus:</b>					
Gaging Station Reimbursements	\$55,524.00	\$29,312.00	\$26,212.00	52.8%	
WYDEQ 319: Fish Creek WS Plan	\$20,000.00	\$0.00	\$20,000.00	0.0%	
Good Neighbor Incoming Grants	\$20,000.00	\$10,000.00	\$10,000.00	50.0%	
Trout Friendly Lawns Reimb	\$4,000.00	\$6,345.35	-\$2,345.35	158.6%	
WY Water Development SWPP	\$408,490.38	\$105,000.00	\$303,490.38	25.7%	
<b>Total</b>	<b>\$2,393,137.88</b>	<b>\$1,583,830.60</b>	<b>\$809,307.28</b>	<b>66.2%</b>	
<b>Operations/Program Expenses:</b>					
<u>Land Ag. Assistance-Cropland</u>	\$616,790.38	\$110,628.15	\$506,162.23	17.9%	
<u>Land Ag. Assistance-Rangeland</u>	\$30,000.00	\$2,125.00	\$27,875.00	7.1%	
MOA Partner Funding	\$44,600.00	\$39,000.00	\$5,600.00	87.4%	
<u>Vegetation Program-Native Plants</u>	\$55,000.00	\$794.79	\$54,205.21	1.4%	
JH Weed Management Area MOA	\$45,000.00	\$45,000.00	\$0.00	100.0%	
TAWPC/WUI Program	\$215,400.00	\$60,408.34	\$154,991.66	28.0%	
<u>Mapping Resources &amp; GIS-TCD Projects</u>	\$3,000.00	\$703.70	\$2,296.30	23.5%	
LiDAR & County Imagery Support	\$122,000.00	\$49,750.00	\$72,250.00	40.8%	
<u>Sustainability Projects - Air Quality</u>	\$10,000.00	\$0.00	\$10,000.00	0.0%	
Sustainability MoA Grants	\$82,000.00	\$10,000.00	\$72,000.00	12.2%	
<u>PIC Grants and Partnering Funds</u>				<i>*grant totals and remaining funds below</i>	
PIC Grant \$ Available in FY 2023	\$80,000.00	\$0.00	\$80,000.00	0.0%	
PIC Grant Funds Committed	\$0.00	\$0.00	\$0.00	0.0%	
TCD Partnering \$ Available FY23	\$101,486.78	\$77,000.00	\$24,486.78	75.9%	
<u>Water Quality Program-WQ Projects</u>	\$245,500.00	\$95,698.66	\$149,801.34	39.0%	
Flat Crk Water Improvement Dist.	\$13,844.00	\$0.00	\$13,844.00	0.0%	
USGS Partnering Projects	\$107,800.00	\$36,805.00	\$70,995.00	34.1%	
MOA Partner Funding	\$255,500.00	\$9,118.00	\$246,382.00	3.6%	
<u>Wildlife Projects - General Program Exp.</u>	\$45,000.00	\$0.00	\$45,000.00	0.0%	
MOA Partner Funding	\$38,600.00	\$18,000.00	\$20,600.00	46.6%	
<b>Total</b>	<b>\$2,034,521.16</b>	<b>\$555,031.64</b>	<b>\$1,541,489.52</b>	<b>27.3%</b>	
TCD Partnering Funds Committed	\$77,000.00	\$62,000.00	\$15,000.00	80.5%	
Project Funds Carried Over from FY22	\$247,802.33	\$60,941.71	\$186,860.62	24.6%	
<b>Administrative Expenses:</b>					
<u>Communications</u>	\$102,000.00	\$57,209.72	\$44,790.28	56.1%	
<u>General Office Expense</u>	\$177,750.00	\$49,377.65	\$128,372.35	27.8%	
<u>Professional Expenses</u>	\$98,000.00	\$32,019.82	\$65,980.18	32.7%	
<u>Payroll Expenses</u>	\$915,000.00	\$481,815.14	\$433,184.86	52.7%	
<u>Meeting Expenses</u>	\$8,600.00	\$4,645.96	\$3,954.04	54.0%	
<b>Total</b>	<b>\$1,301,350.00</b>	<b>\$625,068.29</b>	<b>\$676,281.71</b>	<b>48.0%</b>	

FY 2023 Budget		Committed Funds Savings Account Items			
Grant Description		Budgeted	Paid Out	Check #	Remaining
<b>Small Water Project Program Projects</b>		<b>FY Approved</b>			
Blackrock Creek Irrigation Improvement	FY20	\$5,000.00	\$0.00		\$5,000.00
Lower Snake R. Ranch Bank & Fish Imp.	FY20	\$5,000.00	\$0.00		\$5,000.00
Spread Creek Project	FY20	\$5,000.00	\$0.00		\$5,000.00
Mill Creek Irrigation Project - Phase II	FY21	\$5,000.00	\$0.00		\$5,000.00
Owl Creek Subdivision - Fire Water Storage	FY21	\$5,000.00	\$0.00		\$5,000.00
	<i>subtotal</i>	<b>\$25,000.00</b>	<b>\$0.00</b>		<b>\$25,000.00</b>
<b>FY22 Budget Line Items</b>		<b>Fnl Report</b>			
GTNP - Canid Disease Genetic Testing	Jan 2/23	\$6,000.00	\$0.00		\$6,000.00
Pinto/Elk Ranch - Irrigation Demo Project	Feb 2/23	\$26,960.00	\$0.00		\$26,960.00
Biodiversity Institute - Loon Monitoring	PIC 2/23	\$6,300.00	\$0.00		\$6,300.00
WY Game & Fish - Moose Movements	PIC 2/23	\$5,000.00	\$0.00		\$5,000.00
Brian & Emily Hager - McCallister Pond Proj.	PIC 2/23	\$6,060.62	\$0.00		\$6,060.62
JH High School Native Plant Pilot Project	Mar 3/23	\$1,000.00	\$0.00		\$1,000.00
Trout Unlimited - S. Flat Creek (LockhartProj)	May 5/23	\$20,000.00	\$0.00		\$20,000.00
Hoback Clean Water Initiative (Lane Lamure)	May 5/23	\$60,000.00	\$0.00		\$60,000.00
	<i>subtotal</i>	<b>\$131,320.62</b>	<b>\$0.00</b>		<b>\$131,320.62</b>
<b>FY22 PIC Grants</b>					
K.M.Johnson Found - Flat Creek Stabilization	2/23	\$28,000.00	\$0.00		\$28,000.00
JH Conservation Alliance - Wildlife Report	2/23	\$500.00	\$0.00		\$500.00
WY Game & Fish - Big Horn Sheep Campaign	2/23	\$4,000.00	\$0.00		\$4,000.00
Nature Conservancy - Fire on the Mountain	2/23	\$17,000.00	\$0.00		\$17,000.00
Teton Bighorn Sheep Stewardship Campaign	3/23	\$9,000.00	\$0.00		\$9,000.00
Zack Montes - Day in the life of a Jxn Moose	6/23	\$4,000.00	\$0.00		\$4,000.00
	<i>subtotal</i>	<b>\$62,500.00</b>	<b>\$0.00</b>		<b>\$62,500.00</b>
<b>FY23 MOA Grants</b>					
Trout Unlimited	6/23	\$41,500.00	\$0.00		\$41,500.00
Friends of the Teton River	6/23	\$13,844.00	\$9,118.00	20795	\$4,726.00
Flat Creek Watershed Improvement Dist.	6/23	\$14,000.00	\$0.00		\$14,000.00
Mountain Roots Education	6/23	\$5,600.00	\$0.00		\$5,600.00
Grand Teton National Park Foundation	6/23	\$10,000.00	\$0.00		\$10,000.00
Jackson Hole Wildlife Foundation	6/23	\$26,600.00	\$18,000.00	20876	\$8,600.00
Integrated Solid Waste & Recycling	6/23	\$29,000.00	\$0.00		\$29,000.00
Energy Conservation Works	6/23	\$25,000.00	\$0.00		\$25,000.00
Yellowstone Teton Clean Cites	6/23	\$28,000.00	\$10,000.00	20768	\$18,000.00
Town of Jackson	6/23	\$200,000.00	\$0.00		\$200,000.00
	<i>subtotal</i>	<b>\$393,544.00</b>	<b>\$37,118.00</b>		<b>\$356,426.00</b>
<b>FY23 Budget Line Items</b>					
Leave Liability and Deductibles for FY23	tcd	\$10,000.00	\$0.00		\$10,000.00
Hereford-Bally Ranch Stockwater Project	7/23	\$22,103.00	\$0.00		\$22,103.00
Teton Raptor Center - Sporting Lead Free	8/23	\$7,650.00	\$0.00		\$7,650.00

WY G&F South Flat Creek Restoration	<b>10/23</b>	\$15,000.00	\$0.00	\$15,000.00
TU GV Road Stabilization Project	<b>8/23</b>	\$15,000.00	\$0.00	\$15,000.00
Karl M Johnson Flat Creek Restoration (Future Grants TBD)	<b>10/23</b>	\$5,750.00	\$0.00	\$5,750.00
<i>subtotal</i>		<b>\$75,503.00</b>	<b>\$0.00</b>	<b>\$75,503.00</b>
<b>Grand Total Funds in Committed Funds</b>				<b>\$650,749.62</b>

9:39 AM  
02/07/23

## Teton Conservation District Deposit Detail January 2023

Type	Num	Date	Name	Account	Amount
<b>Deposit</b>		<b>01/05/2023</b>		<b>Wells Fargo Ch...</b>	<b>88,139.35</b>
			Well Test Kit Pa...	Well Test Kit Sa...	-102.00
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
			Well Test Kit Pa...	Well Test Kit Sa...	-150.00
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
			David Lee	Unanticipated/S...	-350.00
			Morgan W Grah...	Unanticipated/S...	-350.00
			Snake River Fund	Cooperative Pro...	-10,692.00
			Community Fou...	Cooperative Pro...	-6,345.35
			State of Wyoming	Cooperative Pro...	-70,000.00
TOTAL					-88,139.35
<b>Deposit</b>		<b>01/09/2023</b>		<b>Wells Fargo Ch...</b>	<b>248,530.55</b>
			Teton County	Mill Levy	-248,530.55
TOTAL					-248,530.55
<b>Deposit</b>		<b>01/11/2023</b>		<b>Wells Fargo Ch...</b>	<b>50.00</b>
			Well Test Kit Pa...	Wells Fargo Sa...	-50.00
TOTAL					-50.00
<b>Deposit</b>		<b>01/24/2023</b>		<b>Wells Fargo Ch...</b>	<b>50.00</b>
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
TOTAL					-50.00
<b>Deposit</b>		<b>01/25/2023</b>		<b>Wells Fargo Ch...</b>	<b>50.00</b>
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
TOTAL					-50.00
<b>Deposit</b>		<b>01/27/2023</b>		<b>Wells Fargo Ch...</b>	<b>50.00</b>
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
TOTAL					-50.00
<b>Deposit</b>		<b>01/31/2023</b>		<b>First Interstate ...</b>	<b>263.64</b>
			First Interstate ...	Interest Income	-263.64
TOTAL					-263.64
<b>Deposit</b>		<b>01/31/2023</b>		<b>Wells Fargo Sa...</b>	<b>60.09</b>
			Wells Fargo Bank	Interest Income	-60.09
TOTAL					-60.09

9:39 AM  
02/07/23

**Teton Conservation District**  
**Deposit Detail**  
January 2023

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<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
Deposit		01/31/2023		Wells Fargo Ch...	90.96
			Wells Fargo Bank	Interest Income	-90.96
TOTAL					-90.96

Teton Conservation District

2/8/2023 12:13 PM

Register: Wells Fargo Checking

From 01/01/2023 through 01/31/2023

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/05/2023	20890	Wyoming Retirement System	WRS Retirement Liability	61	6,443.67	X		738,263.50
01/05/2023	20891	Paul Cluskey	Rent	Quarterly Rent Paym...	14,949.75	X		723,313.75
01/05/2023	20892	Wyoming Educators' Benefit ...	Payroll Expenses:Employer Me...	January Health Insur...	7,746.86	X		715,566.89
01/05/2023	20893	MasterCard	-split-	December Credit Car...	6,268.65	X		709,298.24
01/05/2023	20894	Teton Media Works, Inc.	-split-	Newspaper Advertisi...	2,400.41	X		706,897.83
01/05/2023	20895	Hess D'Amours & Krieger, L...	Legal & Accounting Services	Legal Counsel for De...	560.00	X		706,337.83
01/05/2023	20896	Taber Hersom	Project/Program Expenses:Proj...	Residential Conserva...	748.81	X		705,589.02
01/05/2023	20897	Tucker Ranch	Project/Program Expenses:Proj...	Neighborhood Scale ...	4,400.00	X		701,189.02
01/05/2023	20898	Carol Peck	Project/Program Expenses:Con...	Database changes & t...	680.00	X		700,509.02
01/05/2023	20899	Orijin	-split-	Video and	750.00	X		699,759.02
01/05/2023	20900	Mark Gross	Project/Program Expenses:Proj...	Wildfire Risk Reduct...	1,496.88	X		698,262.14
01/05/2023	20901	Teton County Solid Waste an...	Dues & Subscriptions	Business Leader Ann...	50.00	X		698,212.14
01/05/2023			-split-	Deposit		X	88,139.35	786,351.49
01/09/2023			Mill Levy	Deposit		X	248,530.55	1,034,882.04
01/10/2023	FY26 AGE#23		-split-	Lily Lake Grant canc...	2,000.00	X		1,032,882.04
01/10/2023	FY26 AGE#23		Wells Fargo Checking [split]	PIC Grant Funds co...		X	80,000.00	1,112,882.04
01/10/2023	FY26 AGE#23		Wells Fargo Checking [split]	JHWF partial grant p...		X	18,000.00	1,130,882.04
01/10/2023	FY26 AGE#23		Wells Fargo Checking [split]	JHWMA Total Grant...		X	45,000.00	1,175,882.04
01/10/2023	FY26 AGE#23		Wells Fargo Checking [split]	South park ditch part...		X	60,000.00	1,235,882.04
01/10/2023	FY26 AGE#23		Wells Fargo Checking [split]	Error South Park ditc...	60,000.00	X		1,175,882.04
01/10/2023	FY26 AGE#23		Wells Fargo Checking [split]	Partnering funds bala...		X	24,486.78	1,200,368.82
01/10/2023	FY26 AGE#23		Wells Fargo Checking [split]	Error Partnering fund...	24,486.78	X		1,175,882.04
01/10/2023	FY23 AGE#23		Bank Service Charges	Direct Deposit Fees	19.00	X		1,175,863.04
01/11/2023			Wells Fargo Savings	Deposit		X	50.00	1,175,913.04
01/11/2023	20909	Electronic Federal Tax Paym...	-split-	83-0247879	6,446.50	X		1,169,466.54
01/13/2023	20902	Carlin E Girard	-split-		3,736.15	X		1,165,730.39
01/13/2023	20903	David Lee	-split-		2,593.04	X		1,163,137.35
01/13/2023	20904	Emily E Hagedorn	-split-		2,812.25	X		1,160,325.10

Teton Conservation District

2/8/2023 12:13 PM

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From 01/01/2023 through 01/31/2023

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/13/2023	20905	Morgan W Graham	-split-		2,322.01	X		1,158,003.09
01/13/2023	20906	Phoebe T Coburn	-split-		2,503.50	X		1,155,499.59
01/13/2023	20907	Robert M Sgroi	-split-		2,932.15	X		1,152,567.44
01/13/2023	20908	Emily P Smith	-split-		2,264.90	X		1,150,302.54
01/13/2023	20910	Empower Retirement 457(b)	-split-		1,150.00	X		1,149,152.54
01/13/2023	FY28 AGE#23		Payroll Expenses:HSA Employ...	HSA Contributions f...	231.25	X		1,148,921.29
01/18/2023	FY27 AGE#23		Wells Fargo Savings [split]	Tavner Wilson - Pea ...		X	3,386.00	1,152,307.29
01/18/2023	FY27 AGE#23		Wells Fargo Savings [split]	FoP BTNF Trail Use ...		X	6,500.00	1,158,807.29
01/18/2023	FY27 AGE#23		Wells Fargo Savings [split]	Teton Pines - Pollina...		X	6,595.71	1,165,403.00
01/18/2023	FY27 AGE#23		Wells Fargo Savings [split]	S. Park Wildlife Area...		X	5,000.00	1,170,403.00
01/18/2023	20911	Kevin Avery	Project/Program Expenses:Proj...	TU Small Water Proj...	35,000.00	X		1,135,403.00
01/18/2023	20912	Ducks Unlimited Inc.	-split-	South Park Wildlife ...	40,000.00			1,095,403.00
01/18/2023	20913	Kimberly McMorrow	Project/Program Expenses:Proj...	Teton Pines Native P...	6,595.71	X		1,088,807.29
01/18/2023	20914	Friends of Pathways	Project/Program Expenses:Con...	BTNF Frontcountry ...	6,500.00			1,082,307.29
01/18/2023	20915	Tavner Wilson	Project/Program Expenses:Proj...	Pea Hay Rotation Gr...	3,386.00			1,078,921.29
01/18/2023	20916	Highland Park Estates HOA	Project/Program Expenses:Proj...	Neighborhood Scale ...	4,187.50			1,074,733.79
01/18/2023	20917	United States Geological Sur...	Project/Program Expenses:Con...	bill #91040386	10,155.00	X		1,064,578.79
01/18/2023	20918	United States Geological Sur...	Project/Program Expenses:Con...	Bill #91040387	22,050.00	X		1,042,528.79
01/18/2023	20919	Jim's Trophy Room	Project/Program Expenses:Distr...	Name Tags & Name ...	39.50	X		1,042,489.29
01/18/2023	20920	Valley Office Systems	Office Supplies:General Office ...	Copier Supplies	54.54	X		1,042,434.75
01/18/2023	20921	Lower Valley Energy	Vehicle Expense	CNG Fuel	51.91	X		1,042,382.84
01/18/2023	20922	HUB International	Liability Insurance & Bonds	Cate Watsabaugh Bond	350.00	X		1,042,032.84
01/18/2023	20923	CNA Surety	Liability Insurance & Bonds	Emily Hagedorn Bond	350.00	X		1,041,682.84
01/18/2023	20924	Hess D'Amours & Krieger, L...	Legal & Accounting Services	Legal Counsel for De...	755.00	X		1,040,927.84
01/18/2023	20925	Brilliantly Done, Inc.	Cleaning Contract & Supplies	December Office Cle...	375.00			1,040,552.84
01/18/2023	20926	WACD	Payroll Expenses:Employer Me...	Dental Insurance No...	1,470.90			1,039,081.94
01/24/2023		Well Test Kit Sales	Well Test Kit Sales	Deposit		X	50.00	1,039,131.94
01/25/2023	FY30 AGE#23	Wells Fargo Savings	Wells Fargo Savings	SWPP Granite Creek...		X	5,000.00	1,044,131.94



Teton Conservation District

2/8/2023 12:13 PM

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Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/25/2023			Well Test Kit Sales	Deposit		X	50.00	1,044,181.94
01/27/2023			Well Test Kit Sales	Deposit		X	50.00	1,044,231.94
01/31/2023	FY29 AGE#23		Payroll Expenses:HSA Employ...	HSA Contributions f...	231.25	X		1,044,000.69
01/31/2023	20927	Carlin E Girard	-split-		3,736.15	X		1,040,264.54
01/31/2023	20928	David Lee	-split-		2,593.04	X		1,037,671.50
01/31/2023	20929	Emily E Hagedorn	-split-		2,812.25	X		1,034,859.25
01/31/2023	20930	Emily P Smith	-split-		2,264.90	X		1,032,594.35
01/31/2023	20931	Morgan W Graham	-split-		2,322.01	X		1,030,272.34
01/31/2023	20932	Phoebe T Coburn	-split-		2,503.50	X		1,027,768.84
01/31/2023	20933	Robert M Sgroi	-split-		2,932.15	X		1,024,836.69
01/31/2023	20934	Electronic Federal Tax Paym...	-split-	83-0247879	6,446.50	X		1,018,390.19
01/31/2023	20935	Empower Retirement 457(b)	-split-		1,150.00	X		1,017,240.19
01/31/2023		Interest Income		Deposit		X	90.96	1,017,331.15

\$204,826.77

Credit Card Record Sheet for the month of January 2023

	date	item	vendor	project	ref#	\$
CG	1-13	Sponsorship	Wildlife Society	Comm: Events	2450	1000.00
EH	1-02	garbage	Westbank Sani	Office Sani	4048	43.56
	1-04	.	Staples	Office Supplie	0516	6.99
	1-14	Monthly IT	Factory IT	Computer Sys	9592	1567.20
	1-19	Electricity	Lower Valley E	Office Elec.	7719	143.23
	1-20	Land line	Silver Star	Office Phone	8557	274.82
PC	12.23	postage	USPS	post + ship	1724	3.60
	12.28	subscription	Zoom	Computer Sys	1431	158.90
	1-10	MNH ads	Teton Media	Communication	9727	700.00
	1-10	MNH ads	Teton Media	Communication	9735	700.00
RS	12.27	certification	ISA	training	4937	11.95
	12.28	certification	ISA	training	6887	11.95
	1.09	light bulbs	ACE Hardware	Office Supplies	3358	9.53
	1.09	light bulbs	Staples	Office Supplies	0237	36.03
MG	1.02	imagery hosting	Amazon Web	GIS/Map	6222	0.74
	1.10	software	Adobe	Computer Sys	8117	58.29
	1.13	software	Adobe	Computer Sys	1109	21.19
	1.13	meeting food	PS Bagels	sp topic mtng	0752	8.42
DL	1.09	Board mtng food	UPS Store	Board Mtng	2677	85.73
	1.18	supplies	Albertsons	WQ Supplies	0204	48.57

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\$ 4890.10

**BANK RECONCILIATION**

Name of Client: Teton Conservation District      Statement Date: 1.31.23      EH  
 Bank: Wells Fargo Bank      Account No: 000-0337175      1.31.23

Prior Month Reconciled Balance	\$ 808,457.58	Bank Statement Balance As of 1.31.23	\$ 1,074,940.86
Add Debits:	590,929.35	Add Deposits in Transit:	\$ -
Total Debits	\$ 590,929.35	Total Deposits	\$ -
Sub-Total	\$ 1,399,386.93	Sub-Total	\$ 1,074,940.86
Less Credits:	324,446.07	Less Checks Outstanding:	
Total Credits	\$ 324,446.07	(See List Below)	\$ 57,709.71
Bank Balance - Per General Ledger	\$ 1,074,940.86	Bank Balance - Per Reconciliation	\$ 1,017,231.15

Checks Outstanding		
Number	Amount	Name
20875	\$640.31	University of Wyoming - OSP
20912	\$40,000.00	Ducks Unlimited
20914	\$6,500.00	Friends of Pathways
20915	\$3,386.00	Tavner Wilson
20916	\$4,187.50	Highland Park Estates
20925	\$375.00	Birlliantly Done, Inc.
20926	\$1,470.90	WACD
20935	\$1,150.00	Empower Retirement 457 (b)
page 2 total		
page 3 total		
	\$ 57,709.71	

QuickBooks Reconciliation	
\$ 1,017,342.32	Month End QB Register Balance
Adjustments to be posted in QuickBooks:	
\$ 1,017,231.15	Adjusted QB Register Balance
\$ 1,017,231.15	Reconciled Balance
\$ -	Difference



## Emily Hagedorn-Wegher, Administrative Manager

Action Items: None

Information Items:

**Operations Area:** Administration

- 2023 WACD Supervisor and Staff Certification Training:** I have provided a copy of the annual Certification Training agenda in Supplemental Materials. While the training will take place February 21-23, 2023 in person in Cheyenne, the online training will be February 22 & 23. This training provides information specific to Conservation Districts and Watershed Districts. It always provides valuable information and important updates. This training does meet Wyoming’s new requirements for board members of special districts. It is unclear if taking this training previously also fulfills this requirement. There will be other opportunities for training that will fulfill this requirement. If you would like to attend online, please let me know and I’ll set up the registrations.
- Audits for FY23-25 Request for Proposals (RFP):** I will be updating our previous Annual Audit RFP for TCD’s annual audit for fiscal years 2023 through 2025. Carlin and I will review the advertising materials and any proposal submissions that we receive. We will be advertising the RFP in March and have a recommended provider at the April 19, 2023, Board Meeting for discussion and approval.
- Accounting – Reporting:** I was able to complete employee W2 forms by the January 31, 2023 deadline. The necessary W3 form and copies of the W2 forms were sent to the Social Security Administration prior to the deadline. We had 4 1099 NEC forms for contractors, and those, along with the IRS 1096 form, were completed and sent out prior to the reporting deadline. Our year end reporting requirements were completed with the submission of the IRS 4<sup>th</sup> Quarter Reporting, and the Worker’s Compensation and Unemployment Insurance Quarterly Reports. Those reports were completed by the January 31, 2023 deadline.
- FY2024 Budget and Plan of Work:** I’m working on the very initial stages of the budget for Fiscal Year 2024. I don’t expect much departure from the FY2023 budget with regard to the Administration portions of those reports.

### Upcoming 2023 TCD Calendar of Events:

Feb. 10	Partners in Conservation Grant Presentations	10am—via Zoom/Office
Feb.15	TCD Regular Board Meeting at TCD Office	1pm – via Zoom/Office
Feb. 20	TCD Office Closed for President’s Day Holiday	
Mar. 15	Quarterly Joint TCD/FCWID, followed by TCD Regular	12pm – via Zoom or in person at the TCD Office

**Conservation District Employee Certification  
Conservation District Supervisor Training  
Agenda**

**February 21-23, 2023**

*\*\*Please wear business attire all days\*\**

**Tuesday, February 21<sup>st</sup> – Legislative Training**

9 a.m. Introduction and Conservation District History – Justin Caudill

Legislative Training – Kelli Little

- Working with Legislators
- How a Bill becomes a Law
- Legislative Updates
- Capitol tour and session activities

5 p.m. or depending upon activities occurring at session – Adjourn

**Wednesday, February 22<sup>nd</sup>**

8 a.m. District Law –Kelli Little, WACD & Mike Henn, SCCD

Benefits & Insurance –Kelli Little, WACD & Mike Henn, SCCD

9:30 a.m. Break

9:45 a.m. Employment Law – Jason Delo, Department of Workforce Services

11 a.m. Local Government Liability Pool, Andrea Hixon, LGLP

12:15 a.m. Lunch

1:30 p.m. JD Sater, Attorney General’s Office

- Open Meetings Act
- Administrative Procedure Act
- Public Records Act
- Public Officials Ethics Act

3:30 p.m. Break

3:45 p.m. Nursery Stock Statute – Dale Heggem, WDA

4 p.m. Records Archive Requirements – Stephanie Gertken, WY State Archives

5:15 p.m. End of day wrap-up

**Thursday, February 23<sup>rd</sup>**

8 a.m. Uniform Municipal Procedures Act – Rich Cummings, Department of Audit

9 a.m. Elections/Special District Elections, Julie Freese, Fremont County Clerk

9:15 a.m. District Boundary Reporting – Chris Escobedo, Department of Revenue

10:15 a.m. Break

10:45 a.m. Subdivision Review – Justin Caudill, WDA

11:15 a.m. Procurement – Justin Caudill, WDA

12 p.m. Lunch (in)

12:30 p.m. Watershed Improvement Districts – Justin Caudill, WDA

1:15 p.m. District personnel complete open book Certification Test

3:15 p.m. Testing Complete / Adjourn

## Robb Sgroi, Land Resources Specialist

### Action Items:

#### **Program Area:** Vegetation

**Support of Jackson Hole Fire/EMS position:** TCD placed financial support for Jackson Hole Fire/EMS's (JHFEMS) Wildfire Prevention Specialist in FY2022 and FY2023. An agreement between TCD and JHFEMS was not finalized, resulting in the FY2022 budget line item not being spent. The current approach is having JHFEMS make a line item request, instead of entering into an agreement. Staff recommends funding the line item (see Supplemental Items) request to support the JHFEMS Wildfire Prevention Specialist position.

**Suggested Motion:** *Move to approve the line item grant request from Jackson Hole Fire/EMS, in the amount of \$45,000, to support their Wildfire Prevention Specialist, using the 'Vegetation: TCD Wildfire Risk Reduction: JH Fire/EMS WUI Coordinator line item'.*

**Small Agriculture, High Tunnel:** Linn Ranch Gardens is expanding their garden and requests support to construct a high tunnel, irrigation infrastructure, and garden beds (see Supplemental Items). Slow Food in the Tetons has committed financial support, and a NRCS grant is pending.

**Suggested Motion:** *Move to authorize the line item grant request from Linn Ranch Gardens in the amount of \$5,000, using the 'Land: Agricultural Cropland Projects: Small Agriculture' line item.*

**Small Agriculture, High Tunnel:** Foodterra is expanding their garden and requests support for the construction of a high tunnel (see Supplemental Items). Slow Food in the Tetons has committed financial support to the project.

**Suggested Motion:** *Move to authorize the line item grant request from Foodterra in the amount of \$5,000, using the 'Land: Agricultural Cropland Projects: Small Agriculture' line item.*

### Information Items:

#### **Program Area:** Land

- **Slow Food of the Tetons (SFT) Teton Farmer Fund (TFF):** I serve as a grants decision maker of Slow Food in the Teton's Teton Farmer Fund. SFT raised \$60,000 for the program this year, including a \$10,000 contribution from TCD. Funds were awarded to 9 of the 13 applicants. Most applications were for needs that have limited grant support like delivery vehicles, high tunnels, and sheds. Two high tunnel applicants from TFF were not fully funded and are applying to TCD funds this month.
- **Regenerative Agriculture Workshop:** Friends of Teton River and Teton Soil Conservation District hosted a regenerative agriculture workshop. TCD grantee Tavner Wilson presented his project to decrease chemical inputs and diversify plantings on cropland, and noted the project would have not taken place without TCD's financial support, which prevented him from operating at a deficit.
- **Community Garden Maintenance:** After years of deferred maintenance, in 2022 TCD and Slow Food of the Tetons effectively encouraged Teton County Parks and Recreation to rebuild the perimeter fences at Blair Garden.
- **Rangeland Management and Monitoring:** The Bridger Teton National Forest has a goal of contracting for analysis of existing range data prior to collection of additional data. Should the BTNF pursue a Rangeland Health Assessment Program (RHAP) grant to

contract a range analysis, it would not be until the next grant cycle in 2025. As a result, TCD range data collection on BTNF lands is on hold.

**Program Area: Vegetation**

- **TCD Wildfire Risk Reduction Program (WRRP):** 1) I presented wildfire and its management to 3<sup>rd</sup> graders at Munger Mountain Elementary School. Using a short video, a map, a Powerpoint, and storytelling, I believe no one dozed off and students had questions and many opinions! 2) I've communicated TCD's Board guidance to landowners in Butler Creek and Game Creek regarding support for water source development for fire suppression in subdivisions.

**Program Area: Administration**

- **WY Association of Conservation Districts (WACD):** David 'Tex' Taylor, retired UW professor, presented research at the WACD annual convention on the economic effects of removing federal lands grazing. Wyoming cattle ranches with federal grazing permits represent over \$532,400,000 of the State's annual economy. Figures are available in the context of Animal Unit Months, labor income, and projected economic impact over a 40 year period. Rural areas are more economically dependent on agriculture and have limited alternative job opportunities. Tex's papers are available [here](#) and upon request.
- **Memorandum of Agreement (MOA) partners:** Carlin and I met with Mountain Roots Education (MRE) and Slow Food in the Tetons, separately, to review our alignment with their upcoming plans of work and granting needs. MRE stated the placed based garden curriculum for grades K-6, which meets Wyoming science standards, is still being used at Alta Elementary School, and is also being used in Teton Valley schools. Curriculum development was partially funded by TCD.





**Teton  
Conservation  
District  
Est. 1946**

## Teton Conservation District Grant Application Narrative

### APPLICANT INFORMATION (Section 1 of 4)

**1. Applicant Representative:** *The name of the person responsible for the grant application, and final reporting if successfully awarded funds.*

Shannon Burns, Executive Assistant

**2. Applicant Entity:** *The name of the nonprofit, business, individual/landowner, government agency, university/school, or other entity on behalf of which the Applicant Representative is applying for the grant. The Applicant Entity may be the same as the Applicant Representative.*

Jackson Hole Fire/EMS

**3. Type of Applicant:** *Please select one or specify.*

Individual/Landowner       Government Agency       Nonprofit

Business       University/School       Other (specify):

**4. Phone Number:** (307) 733-4732

**5. Email:** sburns@tetoncountywy.gov

### PROJECT INFORMATION (Section 2 of 4)

**6. Project Title:** *Please enter a brief project title.*

Wildfire Prevention Specialist Position

**7. Total Project Budget (\$):** \$ 105,000.00

**8. Grant Funding Requested from TCD (\$):** \$ 45,000.00

**9. Anticipated Project Start Date:** 7/1/22      **10. Anticipated Project End Date:** 6/30/23

**11. Requested Funding Schedule:** *If your grant application is approved, grant funding can be distributed as a reimbursement after project completion (TCD's preference) or in-advance of your project start date. Please circle your preferred funding schedule.*

Reimbursement       In Advance

**12. Requested Final Report Deadline:** *If your grant application is approved, please select an appropriate deadline for grant completion and final reporting. You may only be given one option below. Your Final Report deadline will be confirmed in your grant award letter.*

June 1, 2023       February 1, 2024

**13. Grant Category:** *Which Teton Conservation District grant category does your proposed project primarily support? [Click here to read about the grant categories.](#) Please select one.*

Water       Land       Education  
 Wildlife       Sustainability       Geographic Information Systems (GIS)  
 Vegetation

**NARRATIVE (Section 3 of 4)****1. Please summarize your project in one to two sentences.**

The project serves to provide funds to support a Jackson Hole Fire/EMS staff position, the Wildfire Prevention Specialist.

**2. Provide a project overview and describe the overarching goals of your project.**

The overarching goal of is to employ a Wildfire Prevention Specialist who will increase public awareness and provide landowners with the tools to become fire adapted. Teton County has high vulnerability to wildfire. One way to support landowners is to cooperate with public land managers and support their fuels projects by helping with their outreach events.

The Wildfire Prevention Specialist will support the missions of both Jackson Hole Fire/EMS and Teton Area Wildfire Protection Coalition. These include revising the Community Wildfire Protection Plan (CWPP), increasing capacity for homeowner assessments, and enhancing public education and outreach.

**3. Please list (in numbered form) and describe the project deliverables that will be accomplished within the proposed grant time frame. Please describe the project deliverables in measurable terms that directly correspond to the project deliverables listed in the Project Budget. Note that when submitting a Final Grant Report, grantees will need to speak to the degree each project deliverable was completed and report on funds expended for each deliverable.**

1) Serve as point of contact for consultant that will revise the Community Wildfire Protection Plan (CWPP). A revised CWPP will make our community eligible for federal wildfire risk reduction grants.

2) Support Teton Conservation District's Wildfire Risk Reduction Program by performing Wildfire Risk Overviews, educational events and providing subject matter expertise.

3) Continue to serve as Jackson Hole Fire/EMS' code official for the International Wildland Urban Interface Code through plan reviews, site inspections, code opinions and public outreach.

Note: this position is actively conducting deliverables/tasks above over the course of employment. Deliverables within the reporting time-frame will be limited.

-The CWPP is anticipated to be completed in 2024.

-A small number of Wildfire Risk Overviews may be completed prior to the reporting timeline in June 2023. This will be an ongoing task into the future.

-Serving as the code official is a variable workload that is conducted based on unknown quantities of building projects, and will be offered as a service over time.

**4. How does your project support Teton Conservation District's mission and [2020-2025 Strategic & Long-Range Plans](#)? Provide specific references to the section(s) of the plan(s) that your project supports.**

This position supports the Vegetation Plan, specifically Wildfire Property Damage Reduction, through broad support of the Wildfire Risk Reduction Program. The Wildfire Prevention Specialist will provide Wildfire Risk Overviews, recommendations for mitigation and will organize public outreach events that support TAWPC's interests.

**5. Please consider or describe any opportunities for energy conservation while implementing this project.**

Energy conservation is not a specific objective of this position, however, the Specialist has been forming relationships with partner from the local energy company. A long range goal would be supporting Lower Valley Energy with their plan to bury all power lines in the region. This may be achieved through grant application support and seeking other funding opportunities. Buried power lines will reduce Teton County's vulnerability to wildfire.

**6. How will you evaluate if your project reached its goals and accomplished its deliverables?**

Metrics for determining if goals are met will include:

- 1) Adoption of the revised Community Wildfire Protection Plan. This is planned for 2024. This requires endorsement from the Mayor of Jackson, the Chair of the Board of County Commissioners, Wyoming State Forester, and Fire Chief.
- 2) Tracking and documenting how many landowners received Wildfire Risk Overviews.
- 3) Tracking and documenting Wildland Urban Interface (WUI) reviews for new construction permits and mapping determinations on a public facing ArcGIS site.

**7. Please list your partners and briefly describe the role they play in your project.**

The Teton Area Wildfire Protection Coalition is comprised of federal, state, and local partners. These include: Grand Teton National Park, Bridger-Teton National Forest, Teton County Emergency Management, Teton County Weed & Pest, The Nature Conservancy and local landowners. These partner are committed to collaborate on long range planning, public education and outreach, and seeking grant sources. The partners of TAWPC requested this position be created so there was a "point person" for organizing these endeavors.

**8. Additional information (Optional, 100 words max). Note that you may also attach supplemental materials (technical information, photos, maps, diagrams, letters of support, etc.).**

Thank you for your consideration and continued partnership.

**CERTIFICATION AND SIGNATURE** (Section 4 of 4)

**By checking the boxes and signing below, I certify the following:**

- I agree that I am authorized Applicant Representative of the Applicant Entity applying for this grant and that the information contained in this application is true to the best of my knowledge.
- I understand that information submitted as part of this Grant Application is public information subject to public requests for information; it is my responsibility to ensure compliance with the Wyoming Public Records Act.
- I understand that if grant funds are awarded, it is my responsibility to identify any permits that are needed to complete this project and I commit to obtaining all necessary permits prior to project implementation.
- I understand that if grant funds are awarded, further stipulations may be identified in the TCD Award Letter and must be adhered to in order to receive funding.
- I will submit an electronic copy of this Grant Application and the following required materials and optional materials as necessary by email to Phoebe Coburn, Communications Specialist, [phoebe@tetonconservation.org](mailto:phoebe@tetonconservation.org). I will save a copy of all these materials for my own records.
1. **Grant Application Cover Page & Narrative:** *Required.*
  2. **Application Budget:** *Required.*
  3. **Landowner Letter of Authorization:** *Required only if your project is taking place on private land and the landowner is not the applicant. If this applies to your project, include a signed letter from the landowner(s) authorizing the Applicant Representative to apply for a grant for work to be conducted on their land.*
  4. **Supplemental Materials:** *Optional.* You may attach supplemental materials such as additional technical or scientific information, photos, maps, diagrams, letters of support, or anything else that supports your application. Please compile your supplemental materials into *one* document if possible. Note that your supplemental materials will be printed multiple times; please consider the number of pages you attach.

**Signature:**

**Shannon Burns**

Digitally signed by Shannon Burns  
Date: 2023.01.25 10:29:43 -07'00'

**Date:**

1/25/23

**Teton Conservation District (TCD) Grant Application Budget**

Applicant Entity: <b>Jackson Hole Fire/EMS</b>	Date: <b>1/25/2023</b>
Project Name: <b>Wildfire Prevention Specialist</b>	Application ID: <b>FY23_VEG_003</b>

Project Deliverables	Requested TCD Grant Funds (\$)	Applicant (\$)	Applicant (In-Kind)	[Partner 1] Match (\$ or In-Kind)	Total
Yearly salary for position	\$45,000.00	\$ 60,000.00			\$ 105,000.00
					\$ -
					\$ -
					\$ -
					\$ -
<b>TOTAL</b>	\$ 45,000.00	\$ 60,000.00	\$ -	\$ -	\$ 105,000.00





**Teton  
Conservation  
District  
Est. 1946**

## Teton Conservation District Grant Application Narrative

### APPLICANT INFORMATION (Section 1 of 4)

**1. Applicant Representative:** *The name of the person responsible for the grant application, and final reporting if successfully awarded funds.*

Olaus Linn

**2. Applicant Entity:** *The name of the nonprofit, business, individual/landowner, government agency, university/school, or other entity on behalf of which the Applicant Representative is applying for the grant. The Applicant Entity may be the same as the Applicant Representative.*

Linn Ranch Gardens

**3. Type of Applicant:** *Please select one or specify.*

Individual/Landowner       Government Agency       Nonprofit

Business       University/School       Other (specify):

**4. Phone Number:** 307-690-3796

**5. Email:** linnranchgardens@gmail.com

### PROJECT INFORMATION (Section 2 of 4)

**6. Project Title:** *Please enter a brief project title.*

2023 Linn Ranch Gardens Hoop House

**7. Total Project Budget (\$):** \$ 21,455.00

**8. Grant Funding Requested from TCD (\$):** \$ 5,000.00

**9. Anticipated Project Start Date:** 4/1/23      **10. Anticipated Project End Date:** 6/30/23

**11. Requested Funding Schedule:** *If your grant application is approved, grant funding can be distributed as a reimbursement after project completion (TCD's preference) or in-advance of your project start date. Please circle your preferred funding schedule.*

Reimbursement       In Advance

**12. Requested Final Report Deadline:** *If your grant application is approved, please select an appropriate deadline for grant completion and final reporting. You may only be given one option below. Your Final Report deadline will be confirmed in your grant award letter.*

June 1, 2023       February 1, 2024

**13. Grant Category:** *Which Teton Conservation District grant category does your proposed project primarily support? [Click here to read about the grant categories.](#) Please select one.*

Water       Land       Education  
 Wildlife       Sustainability       Geographic Information Systems (GIS)  
 Vegetation

**NARRATIVE** (Section 3 of 4)**1. Please summarize your project in one to two sentences.**

We intend to build a 26'x48' Rimol Rolling Thunder hoop house (high tunnel) to cover two of our market garden plots throughout the year. This structure will add roughly 60 extra days to our growing season.

**2. Provide a project overview and describe the overarching goals of your project.**

We currently have approximately 5,000 square feet of outdoor land under cultivation, but only one small 12'x16' greenhouse to support those gardens. In order to maximize the production of our space and reach profitability we are intending to build a Hoop House (Poly High Tunnel) of sufficient size that we can utilize it for season extension in the spring and fall, and growing high-value warm weather crops like tomatoes and cucumbers in high volumes during the summer. This is a critical project for our farm to continue operations into the future.

We are planning to buy a professional building kit from Rimol that is 26'x48' and includes everything necessary for the building. The Rolling Thunder kit includes a set of tracks at the base of the building that allow it to be moved back and forth over two 26'x48' garden plots. The purchase price of the kit is \$16,055 and we also will have to pay for labor and machinery to prepare the site, prepare the new garden beds, and construct the building. We also need to extend our irrigation system to cover the 2nd 26'x48' garden plot, extend the outside system to 2 more new plots, and bury all our lines to help mitigate freezing.

**3. Please list (in numbered form) and describe the project deliverables that will be accomplished within the proposed grant time frame. Please describe the project deliverables in measurable terms that directly correspond to the project deliverables listed in the Project Budget. Note that when submitting a Final Grant Report, grantees will need to speak to the degree each project deliverable was completed and report on funds expended for each deliverable.**

1. Purchase 1x 26'x48' Rolling Thunder hoop house kit from Rimol Greenhouse Systems - \$16,055
2. Construct the hoop house and additional raised beds it will be covering - \$3,400 for machine rental & labor
3. Construct two additional outdoor garden plots south of the hoop house of equal size to the two covered plots - \$800 for labor
4. Extend our irrigation system to all the new garden plots, including buying 300' additional feet of 1" poly hose, buying 9 additional wobbler overhead sprinklers with risers, buying and setting up additional hose bibs and timers, adding junctions to existing lines, and burying lines to keep them insulated - \$2300 for parts, supplies, and labor.
5. Plant early season plant starts under the hoop house as soon as it is functional. These may include spinach, kale, arugula, mixed greens, sorrel, mizuna, pak choi, along with other cold weather greens. As soon as these plants are mature enough to survive outside we'll move the building over on top of the new garden plot and plant tomatoes, cucumbers and other warm-season crops. We expect to at least double last year's production (measured by total weight of all harvests).

**4. How does your project support Teton Conservation District's mission and [2020-2025 Strategic & Long-Range Plans](#)? Provide specific references to the section(s) of the plan(s) that your project supports.**

The Linns first arrived in Jackson Hole in 1904 and settled on the west bank of the Snake River. We still own and operate the Linn Ranch on the original 100 acres. 3 year ago I started an organic market garden on the ranch with the goals of increasing the health of our soil, making our entire operation more sustainable environmentally & financially, and increasing local food production. I call our farm Linn Ranch Gardens, and our mission is to provide this community with great food while also creating systems and practices that complete resource loops on our ranch. We ultimately aim to create a model for successful and profitable high-altitude sustainable agriculture in Jackson Hole, and hopefully inspire others to get started farming and growing food here.



**5. Please consider or describe any opportunities for energy conservation while implementing this project.**

Hoop houses are mostly passive systems: they are usually intended to be heated by the sun, and primarily cooled by rolling up the sides on hot days. Additional passive cooling can be added by using a shade cloth over the top of the building. The kit we are buying uses two layers of plastic for its skin that are kept inflated with a small electric blower. The inflated double-wall provides much more insulation than a single layer system. The building will also require at least 2 electric fans but we pay Lower Valley Energy extra on each kilowatt hour in order to get our power exclusively from renewable sources (mostly wind farms in southern Wyoming).

**6. How will you evaluate if your project reached its goals and accomplished its deliverables?**

If we are able to purchase, construct, and plant the hoop house this spring we will have accomplished our goals. The extra production we are expecting from that will absolutely happen if we get it done in a timely fashion.

**7. Please list your partners and briefly describe the role they play in your project.**

We have applied for a High Tunnel grant through the NRCS but we do not know at this time if we will receive funding from that source or not. We have been chosen to receive \$5,000 in grant funding from Slow Food In The Tetons and their Teton Farmer Fund grant. We will provide any additional funding required for the project ourselves (including covering the shortfall if our NRCS grant application is denied).

**8. Additional information (Optional, 100 words max). Note that you may also attach supplemental materials (technical information, photos, maps, diagrams, letters of support, etc.).**

In the spring of 2022 the staff at the Teton Conservation District successfully petitioned the Teton County Board of County Commissioners to alter the building codes in order to expressly allow hoop houses to be built. As a family we were proud to lend our voice as landowners and growers to that effort, and we're really excited to see the change get made. It opens up a lot of doors for folks without a plot of land anywhere as large as ours to also get into farming and gardening. The future looks bright for local food in Jackson Hole! Thank you all for everything you do - my hats off to you.

**CERTIFICATION AND SIGNATURE** (Section 4 of 4)

**By checking the boxes and signing below, I certify the following:**

- I agree that I am authorized Applicant Representative of the Applicant Entity applying for this grant and that the information contained in this application is true to the best of my knowledge.
- I understand that information submitted as part of this Grant Application is public information subject to public requests for information; it is my responsibility to ensure compliance with the Wyoming Public Records Act.
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- I understand that if grant funds are awarded, further stipulations may be identified in the TCD Award Letter and must be adhered to in order to receive funding.
- I will submit an electronic copy of this Grant Application and the following required materials and optional materials as necessary by email to Phoebe Coburn, Communications Specialist, [phoebe@tetonconservation.org](mailto:phoebe@tetonconservation.org). I will save a copy of all these materials for my own records.
1. **Grant Application Cover Page & Narrative:** *Required.*
  2. **Application Budget:** *Required.*
  3. **Landowner Letter of Authorization:** *Required only if your project is taking place on private land and the landowner is not the applicant. If this applies to your project, include a signed letter from the landowner(s) authorizing the Applicant Representative to apply for a grant for work to be conducted on their land.*
  4. **Supplemental Materials:** *Optional.* You may attach supplemental materials such as additional technical or scientific information, photos, maps, diagrams, letters of support, or anything else that supports your application. Please compile your supplemental materials into *one* document if possible. Note that your supplemental materials will be printed multiple times; please consider the number of pages you attach.

**Signature:**

Olaus Linn

Digitally signed by Olaus Linn  
Date: 2023.02.03 02:45:38 -07'00'

**Date:**

2/3/23

**Teton Conservation District (TCD) Grant Application Budget**

Applicant Entity: **Olaus Linn - Linn Ranch Gardens**

Date: **February 3, 2023**

Project Name: **2023 Linn Ranch Gardens Hoop House**

Application ID: **FY23\_LND\_005**

<b>Project Deliverables</b>	<b>Requested TCD Grant Funds (\$)</b>	<b>Applicant (\$)</b>	<b>Applicant (In-Kind)</b>	<b>NRCS Grant Match (\$ or In-Kind)</b>	<b>Slow Food Grant Match (\$ or In-Kind)</b>	<b>Total</b>
Rimol Rolling Thunder 26'x48' Kit	\$ 3,000.00	\$ 55.00		\$ 10,000.00	\$ 3,000.00	\$ 16,055.00
20 Site Prep Backhoe Rental Hours	\$ 500.00	\$ 400.00	\$ -		\$ 500.00	\$ 1,400.00
32 Site Prep Labor Hours	\$ 300.00	\$ 200.00	\$ -		\$ 300.00	\$ 800.00
128 Hoop House Construction Labor Hours	\$ 1,200.00	\$ 800.00			\$ 1,200.00	\$ 3,200.00
<b>TOTAL</b>	\$ 5,000.00	\$ 1,455.00	\$ -	\$ 10,000.00	\$ 5,000.00	\$ 21,455.00



NEW IRRIGATION  
DITCH PATH

HOOP HOUSE  
48' X 96'

0.35 ac, 15,212 sq ft

MAIN HOUSE

Linn Ranch Rd

50 FT.



**Teton  
Conservation  
District  
Est. 1946**

## Teton Conservation District Grant Application Narrative

### APPLICANT INFORMATION (Section 1 of 4)

**1. Applicant Representative:** *The name of the person responsible for the grant application, and final reporting if successfully awarded funds.*

Arden Oksanen

**2. Applicant Entity:** *The name of the nonprofit, business, individual/landowner, government agency, university/school, or other entity on behalf of which the Applicant Representative is applying for the grant. The Applicant Entity may be the same as the Applicant Representative.*

Arden Oksanen, Foodterra, The Bright Side Acres

**3. Type of Applicant:** *Please select one or specify.*

Individual/Landowner       Government Agency       Nonprofit

Business       University/School       Other (specify):

**4. Phone Number:** 307.203.7698

**5. Email:** ardeno@foodterra.com

### PROJECT INFORMATION (Section 2 of 4)

**6. Project Title:** *Please enter a brief project title.*

High Tunnel and Irrigation

**7. Total Project Budget (\$):** \$ 23,540.00

**8. Grant Funding Requested from TCD (\$):** \$ 5,000.00

**9. Anticipated Project Start Date:** 5.1.2023      **10. Anticipated Project End Date:** 7.31.2023

**11. Requested Funding Schedule:** *If your grant application is approved, grant funding can be distributed as a reimbursement after project completion (TCD's preference) or in-advance of your project start date. Please circle your preferred funding schedule.*

Reimbursement       In Advance

**12. Requested Final Report Deadline:** *If your grant application is approved, please select an appropriate deadline for grant completion and final reporting. You may only be given one option below. Your Final Report deadline will be confirmed in your grant award letter.*

June 1, 2023       February 1, 2024

**13. Grant Category:** *Which Teton Conservation District grant category does your proposed project primarily support? [Click here to read about the grant categories.](#) Please select one.*

Water       Land       Education  
 Wildlife       Sustainability       Geographic Information Systems (GIS)  
 Vegetation

**NARRATIVE (Section 3 of 4)****1. Please summarize your project in one to two sentences.**

Our need for a high tunnel and irrigation system is the next step in developing our farm. We live in a harsh environment for food production so any season extension and growing advantage is vital.

**2. Provide a project overview and describe the overarching goals of your project.**

Many are disconnected from crops, food purveyors, and their relationship with our tables. Foodterra and The Bright Side Acres focus on local producers, the importance of eating and cooking seasonally and the impact food choices have on health, communities and the environment. We are rehabilitating our land from a horse property with depleted biodiversity, compacted soils and chemical weed management. Last year 63 pasture raised broilers and 20 egg layers started the revitalization by scratching soils, eating weeds and depositing nitrogen. To cultivate the high tunnel location we will trench in pipe from our well to provide higher pressure water. A perennial creek will supplement and back up the irrigation. A pump will fill storage tanks providing low pressure gravity fed irrigation. The high tunnel will be a winter house for egg layers, supplying winter eggs. Hens will scratch and till manure into the bedding, crops and mulch inside the high tunnel. All will be cleaned in spring and stockpiled as compost. Funds will be used for infrastructure to create a closed loop farm system. Yields of meat, eggs and produce will be sold to our community, and we will document the process through videos, photos and on our website, foodterra.com. By sharing our journey we hope to inspire and educate with a look at our process, and the importance of being part of our food community.

**3. Please list (in numbered form) and describe the project deliverables that will be accomplished within the proposed grant time frame. Please describe the project deliverables in measurable terms that directly correspond to the project deliverables listed in the Project Budget. Note that when submitting a Final Grant Report, grantees will need to speak to the degree each project deliverable was completed and report on funds expended for each deliverable.**

1. High Tunnel (≈18'-30' x 48')- site prep and installation
2. Trench irrigation line- heavy equipment to dig a trench below frost line from our well to several frost free hydrant locations.
3. Irrigation Pipe & fixtures- 500'+ of 2" 200 PSI Poly Pipe, 3-5 frost free hydrants, connections and additional materials
4. Water storage tank- install at least one 1000 gallon tank to store water and use gravity to irrigate and water animals rather than running the well pump all the time.
5. Drip irrigation system- Components= valves, filters, backflow preventer, pressure regulator (25 PSI), poly tubing, drip tubing, drip tubes/ pipes, drip emitters, (non pressure-compensating drippers and or pressure-compensating drippers), adjustable sprayers, tubing adapters, end caps, timers.
6. Hydraulic Ram Pump system- Our preferred method of source water delivery to storage tank as it uses gravity and pressure to pump water up to 24 hrs a day while eliminating the need for a power source. We have 10 ft of drop in the length of the creek but this method might prove difficult as it's not a straight line drop.
7. Solar water pump system- a more expensive but reliable water pump system that uses solar with battery backup power to pump water from source to storage tank.

**4. How does your project support Teton Conservation District's mission and [2020-2025 Strategic & Long-Range Plans](#)? Provide specific references to the section(s) of the plan(s) that your project supports.**

Land & ag-. Food choices impact on health, communities and environment. Seeing our work on the plate is fulfilling and a reason we support local food purveyors.

Vegetation- A regenerative farm is our goal. Using garden waste to feed livestock and soil supports a closed loop system. Sourcing & planting local seed ensures consistent harvest and builds organic matter.

Sustainability- waste reduction is built into operations by using one items yields to feed another items needs. Ex- using food scraps, garden waste to feed animals or compost. Using rainwater collection.

Communications- We are combining media creation with our journey to becoming a local food purveyor by releasing weekly content, telling distinct and interconnecting stories. Content will be shared across networks and drive participation through local and online food communities. Our enterprise was documented from day 1-receiving chicks in the mail. building chicken tractors. struggles raising broilers on pasture. and harvest.

**5. Please consider or describe any opportunities for energy conservation while implementing this project.**

Just like we support local purveyors when it comes to our food we will do the same with every possible project requirement to keep our money and energy local. Installing systems that not only increase efficiency but require less outside inputs to produce positive outputs for our health, community and the environment for years to come.

**6. How will you evaluate if your project reached its goals and accomplished its deliverables?**

Measuring the success of our work will be seen in the completion of a high tunnel, the surrounding productive growing area and the steady delivery of water through the installed irrigation system. The biggest indicator of a successful installation will be the ability to grow crops in the new garden areas and the validation of an end of season soil test confirming nutrient and organic matter improvement. Using animals to help transform the land and prosper from the newly installed infrastructure is an added bonus that will continually provide positive farm impacts and vital inputs to support successive growing seasons.

**7. Please list your partners and briefly describe the role they play in your project.**

Our family will be the main partners as we plan to do as much of the work as possible while teaching our kids along the way. A heavy equipment operator and irrigation installer is a key partner for which we already have two great recommendations. From my time filming and working on local farms I've collected an amazing group of friends and mentors that have already been helping us along our journey. They will continue to help with greenhouse construction, property design, garden layout and general advisory. We are also honored to be a Slow Food in the Tetons, 2023 Teton Farmer Fund grant recipient. They awarded us \$5000 towards the completion of our greenhouse project.

**8. Additional information (Optional, 100 words max). Note that you may also attach supplemental materials (technical information, photos, maps, diagrams, letters of support, etc.).**

Please see attached pages.

**CERTIFICATION AND SIGNATURE** (Section 4 of 4)

**By checking the boxes and signing below, I certify the following:**

- I agree that I am authorized Applicant Representative of the Applicant Entity applying for this grant and that the information contained in this application is true to the best of my knowledge.
- I understand that information submitted as part of this Grant Application is public information subject to public requests for information; it is my responsibility to ensure compliance with the Wyoming Public Records Act.
- I understand that if grant funds are awarded, it is my responsibility to identify any permits that are needed to complete this project and I commit to obtaining all necessary permits prior to project implementation.
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1. **Grant Application Cover Page & Narrative:** *Required.*
  2. **Application Budget:** *Required.*
  3. **Landowner Letter of Authorization:** *Required only if your project is taking place on private land and the landowner is not the applicant. If this applies to your project, include a signed letter from the landowner(s) authorizing the Applicant Representative to apply for a grant for work to be conducted on their land.*
  4. **Supplemental Materials:** *Optional.* You may attach supplemental materials such as additional technical or scientific information, photos, maps, diagrams, letters of support, or anything else that supports your application. Please compile your supplemental materials into *one* document if possible. Note that your supplemental materials will be printed multiple times; please consider the number of pages you attach.

**Signature:**



**Date:**

2.3.23



**Teton Conservation District (TCD) Grant Application Budget**

Applicant Entity: **Arden Oksanen, Foodterra, The Bright Side Acres**

Date: **1.31.2023**

Project Name: **High tunnel & irrigation**

Application ID: **FY23\_LND\_004**

<b>Project Deliverables</b>	<b>Requested TCD Grant Funds (\$)</b>	<b>Applicant (\$)</b>	<b>Applicant (In-Kind)</b>	<b>Slow Food in the Tetons-Farmer Fund (\$)</b>	<b>[Partner 2] Match (\$ or In-Kind)</b>	<b>Total</b>
High tunnel ≈18'-30' x 48'	\$ 5,000.00	\$ 5,000.00	Labor, tools	\$ 5,000.00		\$ 15,000.00
Trench irrigation line		\$ 2,000.00	Help if I can			\$ 2,000.00
Irrigation Pipe & fixtures		\$ 1,840.00	Labor, tools			\$ 1,840.00
Water storage tank		\$ 1,000.00	Labor, tools			\$ 1,000.00
Drip irrigation system		\$ 600.00	Labor, tools			\$ 600.00
Hydraulic Ram Pump system		\$ 600.00	Labor, tools			\$ 600.00
Solar water pump system		\$ 2,500.00	Labor, tools			\$ 2,500.00
<b>TOTAL</b>	<b>\$ 5,000.00</b>	<b>\$ 13,540.00</b>	<b>\$ -</b>	<b>\$ 5,000.00</b>	<b>\$ -</b>	<b>\$ 23,540.00</b>



# THE BRIGHT SIDE ACRES

The Beginings Of A Future Farm

# ABOUT FOODTERRA

43

*Our quick story begins with resolving my wife's health challenges by simply focusing on nutritious whole foods and diet changes. The best way for us to do this was to eat local and organic—little of which is reflected in today's cooking television shows and media. Inspired by the power of food, I decided to parlay my award-winning career in action sports and adventure filmmaking into creating Foodterra, Just Picked and a multi media food movement. Foodterra focuses on the importance of knowing your food, supporting local and connecting the nutritional and environmental rewards of organic and regenerative food choices.*

*-Arden Oksanen*



# ABOUT THE BRIGHT SIDE ACRES

44

Our dream of actually becoming a local food purveyor started with building a green house and raised beds in our suburban backyard. As life progressed we expanded the dream to having acreage and a holistic farm system that included animals. After two years of successful backyard growing we took the leap, sold our house and in November of 2021 we moved to our new property in Alta Wyoming. It's a blank canvas with a year round creek and fenced in pastures. We have begun to rehabilitate the land away from a horse property with depleted biodiversity, compacted soils and a chemical focused weed management practice. This past year, sixty-one pasture raised broilers and twenty egg layers helped kickstart the revitalization during their daily moves by scratching up the soil surface, eating weeds and their glorious nitrogen deposits. Letting the land rest has also been an important step and allowed us the time to observe and enroll in a permaculture design course, to develop the land in a regenerative manor that supports, people care, earth care, and future care.



# FARM YIELDS

45

The next few years of the farm will continue to be a building process. Developing systems and learning from our mentors as we go. This spring will bring soil tests, amending cover crops, several rounds of pasture raised broiler chickens, pastured egg layers, and a few rototillers in the form of pigs, raised by our daughter for her 4H project. The rotation and concentration of these animals will continue to prepare the ground and improve the organic matter available within the soil in our key growing locations.



# FARM YIELDS

46

The creation of garden beds, high tunnel construction and irrigation system installation will follow on the freshly prepared ground. We plan to focus on producing for the often neglected shoulder and winter seasons when most farmers are winding down but the demand is still present. A peak season focus will be on growing tomatoes and peppers varieties primarily used for sauces and salsas. We will use this bounty to produce value added products like spaghetti sauces, salsas and pastes. This is a great way to ensure any unsold items never go unused.



# FUNDING REQUEST

47

We have been investing in and converting our conventionally managed farm towards organic since the snow melted away last April. Building two mobile chicken tractors, a Chickshaw (mobile chicken coop), electric fencing, a complete chicken harvesting set up, freezer storage, weekly small repairs and countless weeds pulled by hand. The journey is the destination and everyday brings more improvement. We are requesting a Teton Conservation District PIC Grant of \$5,000 to jumpstart this next season with the purchase of major farm infrastructure in the form of a high tunnel and irrigation system. These improvements will provide controlled and vital growing advantages in our harsh environment for decades to come.



# ARDEN OKSANEN CO-FOUNDER

Born and raised in Jackson Hole Wyoming, Arden Oksanen enjoys living largely on the “Buy the ticket, take the ride” philosophy of Hunter S. Thompson. He has been producing, directing, shooting, and editing action/adventure sports films and HDTV programming for over 20 years. Arden specializes in adventure storytelling in extreme environments, whether it's from the deck of a Volvo 70 sailboat racing across the ocean, on a remote stretch of river in Madagascar, or on snow covered peaks alongside the Line Of Control in Kashmir. In addition to producing several award winning action sports and adventure films his work has been seen on National Geographic Channel, NBC, Fuel TV, Rush HD, and Showtime and he has done projects for companies including Nike, JanSport, Apple, Red Bull, Puma and Teton Gravity Research to name a few. An adventure and a camera have been his passport to explore, travel, and document experiences few people ever get to see.





# ELLIE OKSANEN CO-FOUNDER

Ellie worked for 15 years as an art teacher in Teton County, WY. In recent years she has been raising their two children and homeschooling. Ellie has always been into health and wellness but it was her autoimmune diagnosis that really changed her food trajectory. This is when she learned the power of food as medicine and became dedicated to the local food economy. She is passionate about sharing her knowledge about food and cooking with her children and her community.





**LET'S START A MOVEMENT!**  
Regardless of which comes first



# Thank You

Arden Oksanen  
307.203.7698

[FOODTERRA.COM](https://www.foodterra.com)  
[ardeno@foodterra.com](mailto:ardeno@foodterra.com)



## Morgan Graham, GIS & Wildlife Specialist

Action Items: None

Information Items:

**Program Area:** Administration

- **Grants:** Like other TCD staff, I have been reviewing final reports, FY23 Partners in Conservation applications, and FY24 Memorandum of Agreement requests.

**Program Area:** Wildlife

- **Greater Sage-grouse:** As Chair of the Upper Snake River Basin Local Working Group (LWG), I coordinated the advertisement, review, and award of Sage Grouse Conservation Project funding made available by the Wyoming Game and Fish Commission. By consensus recommendation, our LWG awarded \$45,500 to Teton County Weed and Pest for Phase 2 of Teton Cheatgrass Treatments and \$23,000 to The Nature Conservancy for Assessment of Cheatgrass Treatments and Restoration for Sage-Grouse Habitat
- **Breeding Bird Survey:** The United States Geological Survey confirmed processing and receipt of our 2022 Moose, WY Breeding Bird Survey route data.
- **Wildlife Levee Ramps:** I assisted Roby and Jackson Hole Wildlife Foundation with review of proposals to permit unbuilt wildlife ramps.

**Program Area:** Vegetation

- **Town of Jackson:** I assisted Town of Jackson Ecosystem Stewardship Administrator Tanya Anderson with approximate costs and options for native plant landscaping. She is interested alternatives to traditional sod for several large upcoming projects.
- **Jackson Hole Public Art:** Following the January Board Meeting, Jackson Hole Public Art notified us that they would be removing their line-item request from consideration.

**Program Area:** Geographic Information Systems/Information Technology

- **Winter Wildlife Closures:** I coordinated with Grand Teton National Park staff to amend the TCD Interagency Wildlife Closure layer to include new zones on Blacktail Butte and Wolff Ridge.
- **Lidar:** Provisional Quality Level 1 data contracted by TCD have been posted publicly on the USGS National Map. There are at least four different mechanisms for acquiring data. Staff at the US Forest Service Geospatial Technology and Application Center have expressed interest in the dataset. There is potential for them to generate derived products such as contours and Digital Surface Models.



## Emily Smith, Natural Resources Technician

### Information Items:

#### **Program Area:** Vegetation

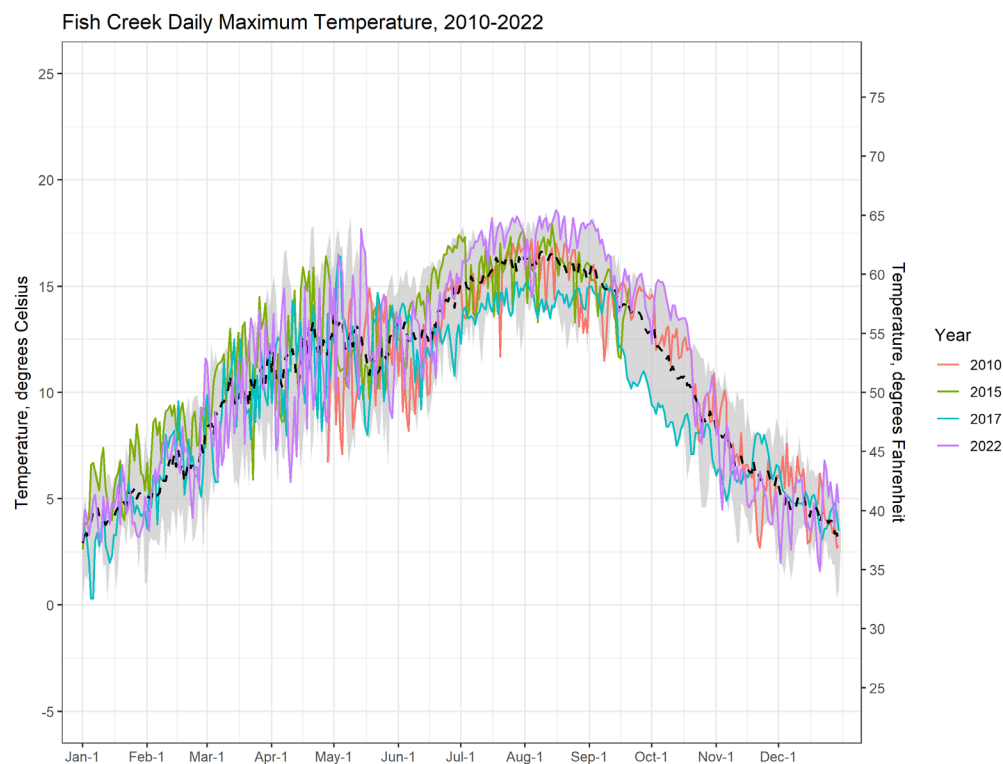
- **Wildfire Risk Reduction Program (WRRP):** The ArcGIS shapefile and GoogleEarth .kmz file, which illustrate the properties that participated in WRRP, were updated to include the Wildfire Risk Overviews and partially or fully completed Wildfire Risk Reduction Projects for 2022. This information is used to visually track locations that have participated in WRRP and to what degree.

#### **Program Area:** Administrative

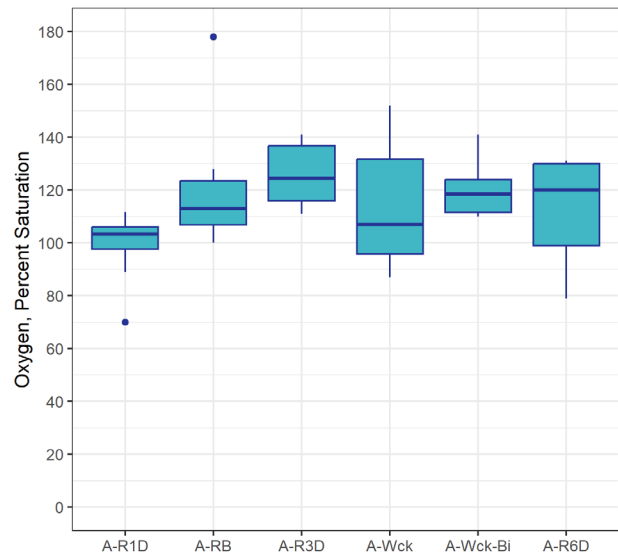
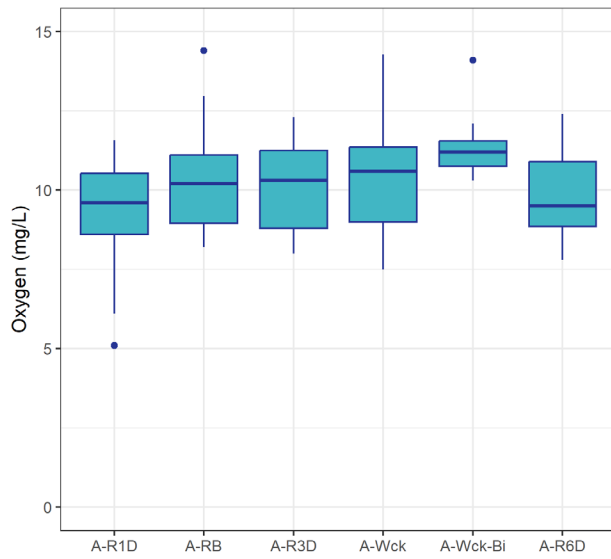
- **Office Organization:** Over the last few months I have been organizing the items and information stored in the technician office, leading to the donation of 26 poster boards to the Jackson Hole Elementary School.

#### **Program Area:** Water Resources

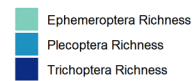
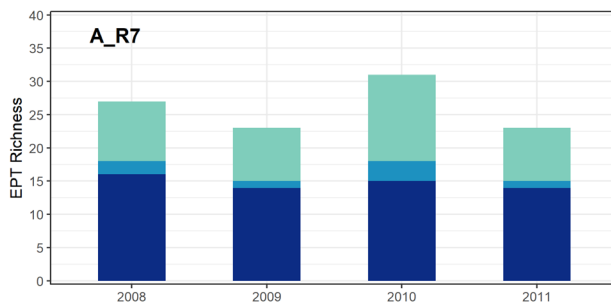
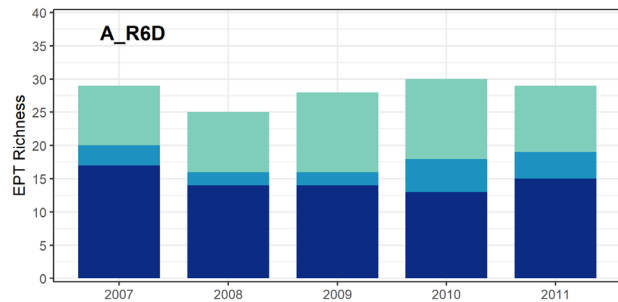
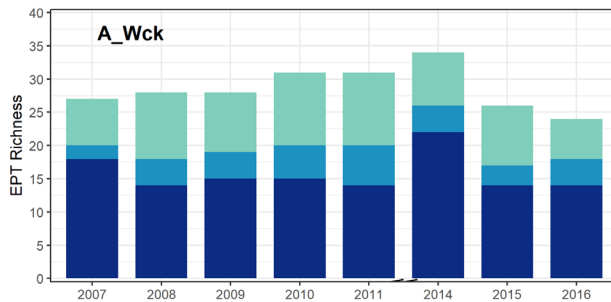
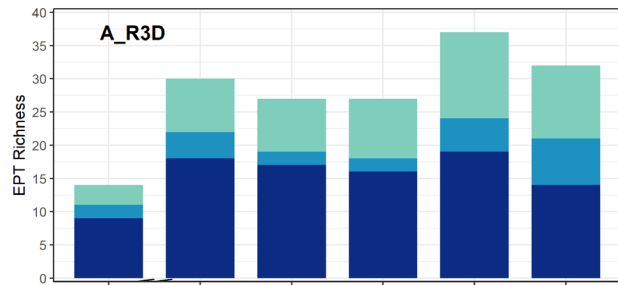
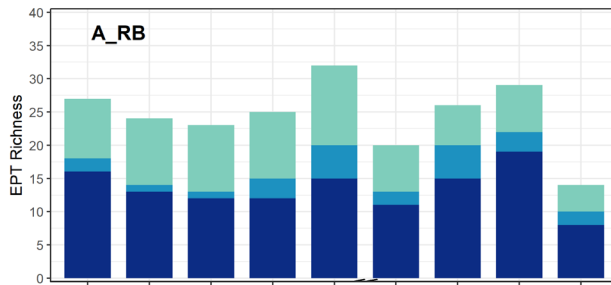
- **Fish Creek Summary Data:** David and I have compiled a packet of summary plots on Fish Creek for Wyoming Game & Fish Department. The summary plots are based on past data collected by Teton Conservation District and USGS gages on Fish Creek and Snake River. The dates align with fish sampling events, as possible, and the parameters were chosen based on their potential to affect fish. The packet includes plots that highlight discharge, water temperature, dissolved oxygen, ammonia (NH<sub>3</sub>) and macroinvertebrates as EPT Richness. I have included a few of the plots here to highlight the findings.



**Oxygen Levels in Fish Creek (2007-2017)**



**EPT Richness in Fish Creek (1995-2017)**





## David Lee, Water Resources Specialist

### Action Items:

#### **Program Area:** Water

**Fish Creek Watershed Plan:** TCD received three proposals for Fish Creek Watershed Plan stakeholder facilitation and background narrative formation. Upon review of proposals, we have recommended Alder Environmental, LLC to perform the scope of work that was outlined in the Request for Proposals. A draft contract is brought forward for the TCD Board review and includes a budget table and revised proposal (see Supplemental Materials).

**Suggested Motion:** *Authorize the TCD Board Chair to sign the contract between TCD and Alder Environmental, with minor revisions, to provide consulting services for the Fish Creek Watershed Plan effort with total costs not to exceed \$37,000.*

### Information Items:

#### **Program Area:** Water

- **Water Quality Master Plan:** I attended several stakeholder meetings hosted by Trihydro for the Teton County Water Quality Master Plan. I provided feedback on presentations to Trihydro beforehand and fielded questions from the public on sediment sampling in snow storage piles and Fish Creek Watershed Planning.
- **Flat Creek Macroinvertebrates:** The macroinvertebrate data from last year's fall sampling effort have been delivered to TCD (see Supplemental Materials). The 2022 data at High School Road reflect a slight decrease in overall mayfly, stonefly, and caddisfly taxa richness. Mayfly richness is the most variable component to this metric in Flat Creek over the past several years.
- **Town of Jackson – Flat Creek sampling:** I met with representatives from the Town of Jackson to discuss their priorities for storm sampling for sediment, hydrocarbons, and metals in Flat Creek and Town of Jackson stormwater outfalls.
- **Grand Teton National Park Agreements:** I have worked with Emily Hagedorn to produce final reports for the previous five-year streamgage agreement with Grand Teton National Park, as part of their federal reporting requirements. I have listed myself as the primary contact for the new five-year streamgage agreement.
- **Teton County Water Update:** I have continued to provide email updates for water-related data every two weeks to a large number of recipients in Teton County. These updates include drought conditions, streamflows, groundwater levels, soil moistures, reservoir storage, and snowpack. Recent webinars have referred to resources that track the [median peak snow water equivalent \(SWE\) and meltout rates in the Snake River Headwaters](#), which will be included in future deliveries.
- **Septic Effluent Monitoring Project:** Carlin and I attended a lunch meeting with Jorgensen Engineering, where we reviewed the project background and results and fielded questions from Jorgensen staff on design recommendations made in the final report.

#### **Program Area:** Geographic Information Systems/Information Technology

- **Wyoming Game and Fish Department:** I provided information to Wyoming Game and Fish Department regarding the new Lidar data that is available through the USGS National Map, courtesy of the work by Morgan Graham to administer TCD funds for this effort. [The map viewer](#) has proven a powerful tool to overview the dataset, and many opportunities exist for utilizing the toolset further for analysis.



## AGREEMENT & CONTRACT FOR SERVICES

**Date:** February 6, 2023

**Project Name/Location:** Fish Creek Watershed Management Plan, Teton County, WY

**Collaborators:** Teton Conservation District and WY Department of Environmental Quality

**Client Name/Contact:** Teton Conservation District, Jackson, WY/ David Lee

**Alder Environmental LLC agrees to perform the following services for the above-named Client:**

Alder Environmental LLC is responsible for the stakeholder coordination and certain components of the Plan Narrative for Fish Creek Watershed Management Plan as described in the Teton Conservation District *Request for Proposals (RFP): Fish Creek Watershed Management Plan (12/1/2022)* and the Alder Environmental *Proposal - Fish Creek Watershed Management Plan (v2, 1/24/2023)* attached hereto as Appendix A of this Contract, which is attached to and incorporated herein by this reference. The 2008 EPA *Handbook for Developing Watershed Plans to Restore and Protect Our Waters* and 2013 EPA *A Quick Guide to Developing Watershed Plans to Restore and Protect Our Waters* will be adhered to by Alder to ensure topics, procedures, and content of the relevant Fish Creek Watershed Plan sections are accepted by WY Department of Environmental Quality.

This “Not to Exceed” Contract is for anticipated services as follows and described in Appendix B, Scope of Services, Budget and Timeline, of this contract, which is attached to and incorporated herein by this reference:

- |                                                                                                         |          |
|---------------------------------------------------------------------------------------------------------|----------|
| TASK [1] Stakeholder Group Facilitation (Feb - Oct 2023):                                               | \$20,740 |
| • Organize and facilitate two public meetings, collaboration with stakeholders, documentation of input. |          |
| • Establish and coordinate an online mechanism for public input.                                        |          |
| TASK [2] Watershed Plan Narrative (Nov 2023 - March 2024):                                              | \$16,260 |
| • Generate background narrative.                                                                        |          |
| • Compile and summarize existing background information, e. coli & nutrient focused.                    |          |
| • Compile and summarize Best Management Practices, e. coli & nutrient focused.                          |          |
| • Record stakeholder and public input for incorporation into the Watershed Plan                         |          |
| • Deliverable reviews and edits, two rounds                                                             |          |

**Not to Exceed Fee for Services: \$37,000**

**Conditions:**

1. Total payment will be paid out in four equal increments of \$9,250, payable on May 31, August 31, December 31, 2023, and after final deliverables in 2024, as approved by the Client.
2. Total payment shall not exceed \$37,000.

**Acceptance & Authorization**

- Acceptance: To accept this agreement, please sign and return this form via email to [brian@alderenv.com](mailto:brian@alderenv.com) or mail to P.O. Box 6519, Jackson, WY 83002.

- Services in addition to those described in this proposal either requested by the Client or necessitated by a change in requirements of any governmental agency shall be considered as additional work and shall be paid by the Client. The Client understands and agrees that all work not specifically delineated within the services described herein shall be billed on a time and materials basis in accordance with our 2023 rate schedule shown in Attachment A. This payment shall be in addition to any budget, bid, or maximum price agreement for the above-described scope of work. Changes, additions, or modifications to the scope of work shall be authorized in advance of the work performed by a change request signed by both Alder Environmental and Client.
- In the event that all or any portion of the work prepared or partially prepared by Alder Environmental LLC is suspended, abandoned, or terminated by the Client, the client shall pay Alder Environmental, LLC for work performed, plus any required project documentation, and all work completed to date by Alder Environmental, LLC shall be provided to the Client.
- Alder Environmental LLC shall not be responsible for delays in completing the work described herein which cannot reasonably be foreseen on the date of this proposal, or for delays which are caused by factors beyond its control, or delays resulting from the action or inaction of any governmental agency. However, in the event of delays to agreed-upon timeframes, Alder Environmental, LLC shall provide notice to the Teton Conservation District of the nature and expected length of the delay.
- To the fullest extent permissible by law, Alder Environmental LLC hereby indemnifies and holds harmless the Teton Conservation District, its officers, directors, affiliates, agents, and employees, from any damage, claims, liens, liabilities, costs, and losses, including but not limited to reasonable attorney's fees and costs of court or arbitration or other dispute resolution, caused solely by the negligent acts or omissions of Alder Environmental LLC, its agents, directors, partners, employees, subcontractors or consultants in performance and furnishing of the services under this Agreement. Alder Environmental, LLC will cooperate with the Teton Conservation District and provide reasonable assistance in defending any such claim.
- The Teton Conservation District does not waive governmental immunity by entering into this Contract and specifically retains all immunities and defenses available to it as a governmental entity pursuant to Wyo. Stat. § 1-39-104 *et seq.* and all other applicable law. The parties agree that any ambiguity in this Contract shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.
- The construction, interpretation, and enforcement of this Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the Ninth Judicial District, Teton County, Wyoming.
- This Contract, consisting of three (3) pages; Appendix A, Proposal- Fish Creek Watershed Management Plan, consisting of seven (7) pages; and Appendix B, Scope of Services, Budget and Timeline, consisting of one (1) page, represent the entire and integrated Contract between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral.
- This Contract may be terminated, without cause, by the Teton Conservation District upon thirty (30) days written notice. This Contract may be terminated by the Teton Conservation District immediately for cause if Alder Environmental LLC fails to perform in accordance with the terms of this Contract. In the event of termination by the Teton Conservation District, the District shall be responsible for all costs incurred up until the date of termination and all documents, reports, data, etc. shall be delivered immediately to the District.
- All written work completed pursuant to the terms of this Contract shall belong solely to the District and shall not be further distributed without the District's approval.
- The waiver of any breach of any term or condition in this Contract shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.

\_\_\_\_\_  
President, Board of Supervisors  
Teton Conservation District

\_\_\_\_\_  
Manager/Member, Alder Environmental, LLC

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## APPENDIX A (Contract) PROPOSAL

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# FISH CREEK WATERSHED MANAGEMENT PLAN

February 6, 2024



**Submitted to:**

Teton Conservation District  
David Lee, Water Resources Specialist  
david@tetonconservation.org

**Submitted by:**

**ALDER**ENVIRONMENTAL  
water | wetlands | ecological consulting

Brian Remlinger, Principal  
P.O. Box 6519, Jackson, Wyoming 83002  
(307) 733-5031, brian@alderenv.com

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February 6, 2023

**Teton Conservation District**  
**David Lee, Water Resources Specialist**  
**david@tetonconservation.org**

Dear Mr. Lee,

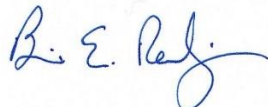
We are pleased to see Teton Conservation District once again taking the lead in the water quality management for the Fish Creek watershed. Alder Environmental LLC and senior staff have been involved with water quality assessments and watershed planning related to Fish Creek for the past 24 years. Alder has been regularly collaborating with stakeholders on potential water quality improvements to the watershed that would enhance aquatic and riparian habitat. Alder has extensive experience and qualifications to facilitate and prepare the requested scope for the Fish Creek Watershed Management Plan. We have worked extensively in the watershed and have successfully completed Watershed Plans in Teton County, Wyoming with TCD, WDEQ, and local stakeholders. Alder's watershed specific experience, knowledge, and local relationships distinguish us as a highly qualified candidate to succeed in completing the requested scope of work for the Watershed Plan.

The scope of work, deliverables, and budget TCD has proposed have been adhered to in this proposal and are appropriate for the WDEQ Watershed Plan approach. The following narrative demonstrates Alder's professional qualifications and capabilities to successfully complete the requested scope of services. We work and recreate in the Fish Creek watershed and have formed lasting relationships with the Stakeholders listed in the RFP. If selected to prepare the Watershed Plan, Alder's primary responsibilities would be the following:

- ensure all stakeholders and interested public are given a fair opportunity to participate, and their input and ideas would be considered and accurately documented
- prepare the requested scope of the Watershed Plan with attention to detail and reflect the stakeholders' proposed watershed improvements and best management practices (BMPs)
- incorporate realistic, small-scale BMPs that are feasible to implement
- collaborate closely with TCD and WDEQ, while not relying on them to complete the scope of services

Thank you for the opportunity to submit this proposal to TCD. We look forward to your questions regarding our proposal. Thanks.

Sincerely,



**Brian E. Remling**  
*Principal*



**Brooke S. Humphrey**  
*Project Manager/Senior Water Resources Consultant*

## 1. EXPERIENCE & ABILITIES

### WATERSHED PLANNING & IMPLEMENTATION

Brian Remlinger, Principal at Alder Environmental LLC, facilitated the Fish Creek Watershed Committee in 2001 and initiated rigorous water quality assessments with the US Geological Survey (USGS) as a result. Mr. Remlinger was the lead author for the 2006 Flat Creek Watershed Management Plan (FCWMP, Plan) and co-author of the 2019 Revision. His experiences coordinating meetings, collaborating with landowners and regulatory agencies, and preparing the content of the Plan make him ideally suited to lead the requested scope of the Fish Creek Watershed Plan process. Mr. Remlinger has 24 years of experience in the Fish Creek watershed conducting water quality assessments, developing best management practices (BMPs) for water quality improvement and aquatic and riparian habitat enhancements, as well as assessing the effectiveness of wastewater treatment systems.



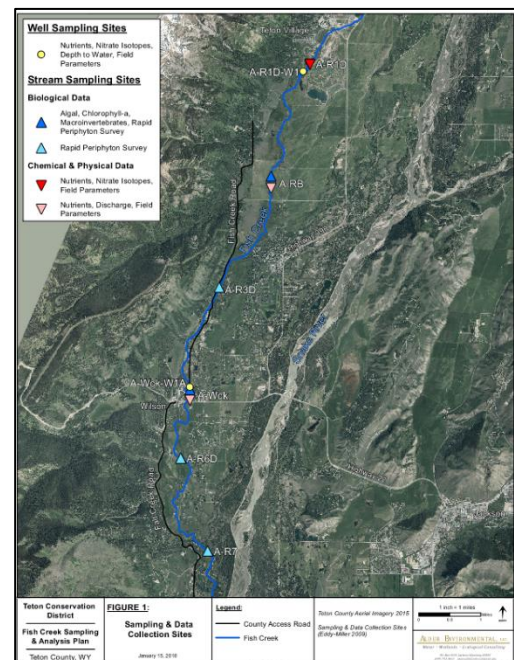
Brooke S. Humphrey, Senior Water Resources Scientist at Alder, will be managing the Watershed Plan project for Alder. Ms. Humphrey has a Professional Science Master's degree in Ecohydrological Science and Management, with an emphasis in water resources, watershed management, and restoration planning. Through her master's degree coursework, she developed a portfolio on watershed planning and management, focusing on strategies for engaging communities and stakeholders in discussion around water resource management. Ms. Humphrey was the lead consultant at Alder for the Flat Creek Watershed Plan revision in 2019.



Dan Leaman, Natural Resources Specialist at Alder, will assist the project as support staff and project analyst. Mr. Leaman has a degree in Geology and extensive experience in water quality sampling and fisheries work.

### FISH CREEK STAKEHOLDER COLLABORATION

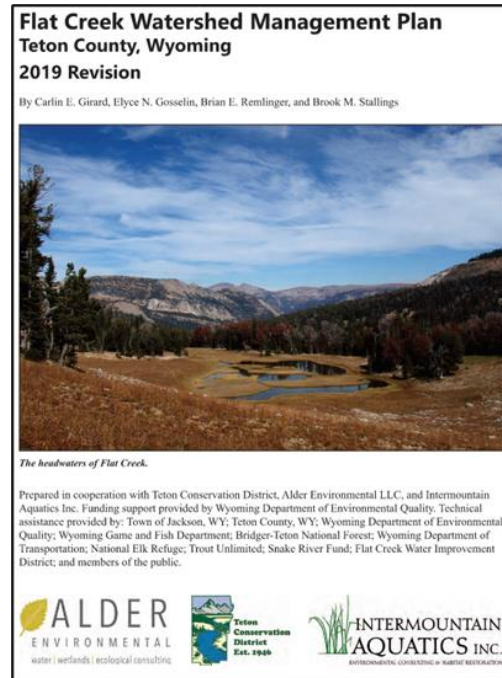
Mr. Remlinger has been working with Fish Creek Watershed Stakeholders since 2001 when employed by Teton Conservation District. He has organized and facilitated dozens of public meetings and collaborated directly with individual Stakeholders. The Fish Creek Watershed has a diversity of interest groups, landownership, and land uses; Alder and Mr. Remlinger have collaborated with and/or provided consulting services for many of these Stakeholders in the past and has good working relationships with all.





## WATERSHED PLANNING ACCORDING TO EPA GUIDANCE AND REQUIREMENTS

Alder understands that TCD will be submitting the Watershed Plan to WDEQ for approval as a nine-element watershed-based plan and may also be submitted as a proposed alternative to a Total Maximum Daily Load (TMDL). The 2008 EPA *Handbook for Developing Watershed Plans to Restore and Protect Our Waters* and 2013 EPA *A Quick Guide to Developing Watershed Plans to Restore and Protect Our Waters* will be adhered to by Alder to ensure topics, procedures, and content of the relevant Fish Creek Watershed Plan sections are accepted by WDEQ. Alder used this same nine-element planning process when completing the Flat Creek Watershed Management Plan in 2019.

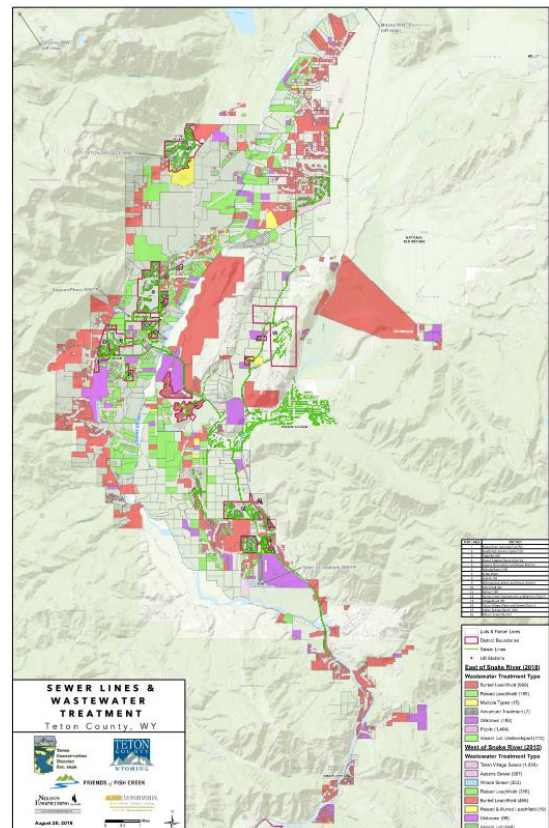


## TCD/ALDER COLLABORATION

Alder Staff, including Mr. Remlinger and Ms. Humphrey, have worked collaboratively with Teton Conservation District on multiple projects and planning documents. The collaborative process included initial planning meetings, sampling coordination, equipment sharing, report editing and revisions, and final presentations and workshops to discuss findings.

### Relevant Collaborative Projects

- Flat Creek Watershed Management Plan, 2006*
- Fish Creek Sampling and Analysis Plan, 2016*
- Teton County Wastewater Mapping Project, 2018*
- Flat Creek Watershed Management Plan Revision, 2019*
- Teton County Septic System Assessment, 2022*



## 2. STAKEHOLDER MEETING TOPICS & SCHEDULE

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Alder Environmental will seek out participation from Stakeholders throughout the community to help restore the surface water within the watershed so that it meets water quality standards and fully supports its designated uses. To achieve this, local Stakeholders will be asked to participate through public involvement at two (2) Stakeholder Group meetings: May 2023 (Old Wilson Schoolhouse) and July 2023 (Teton County Library). Separate meetings with individual stakeholders or groups may be required to accurately capture comments and participation. Individuals will also be able to participate through a public comment period and online survey from August 2023 through October 2023. Potential meetings and survey topics include:

### 1. INTRODUCTION/REVIEW

- a) Meet & greet, introductions, and purpose of Stakeholder meetings
- b) Introduction to watershed planning and purpose within Fish Creek Watershed
- c) Review of background information and data
- d) Review of watershed plan process, goals, objectives, and proposed actions
- e) Summary of implemented management practices and measurements of progress

### 2. SOLICIT STAKEHOLDER INPUT

- a) Future potential projects, data collection, and relevant happenings within the watershed
- b) Identification of causes and sources of pollution affecting water quality that need to be controlled or critical areas in need of assessment
- c) Potential management practices to improve water quality and aquatic/riparian habitat (stay focused on realistic, small-scale management practices that are feasible to implement)
- d) Potential data collection needs to identify pollutants or causes of degradation or data necessary to implement management practices
- e) Potential partnerships and sources of funding to implement identified management practices and data collection activities

Stakeholder meetings will be audio recorded and transcripts provided with the Plan deliverables. All stakeholder comments and public input surveys will be comprehensively compiled and documented in the Plan.

## 3. FORESEEABLE PROBLEMS & SOLUTIONS

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Two foreseeable problems are (1) possible lack of participation to develop meaningful Plan updates and (2) that a particular group may feel they are being left out and/or not being heard.

In order to ensure all Stakeholders have the opportunity to participate, two Stakeholder meetings will be held and a public comment period with online survey will be made available. Both of these participation opportunities will be advertised in traditional media formats such as the newspaper, as well as appropriate Social Media outlets. The 2006/2019 Flat Creek process and other public participation projects we have been involved in revealed that each individual/Stakeholder group prefers providing input in different formats. Not everyone is comfortable voicing their opinions in a public meeting, which makes it important to provide a variety of outlets for public comment.

There will be challenges with any collaborative project where multiple organizations and individuals are involved, and their participation and input are an integral part of the process. During the 2000 Fish Creek and 2006/2018 Flat Creek Stakeholder Group process, there were four very well attended public

forum type meetings. At times, there were a few passionate individuals who felt their concerns, however irrelevant, should be included in the final Plan. The solution and compromise were to ensure them that all written comment would be considered and included as part of the Plan.

#### 4. REFERENCES

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Alder Environmental LLC has successfully completed work for the following references:

**Dan Leemon, Executive Director (retired)**

**Friends of Fish Creek/Protect Our Waters JH, Wilson, WY**

(307) 413-5264

dan@fishcreekfriends.org

Projects:           2006 Flat Creek Watershed Management Plan  
                           2008 – 2010 Karns Meadow Stormwater Treatment Wetland  
                           2014 – 2015 Fish Creek Water & Biological Sampling  
                           2017 – 2018 Teton Pines Golf Course Surface & Groundwater Sampling

**Brenda Ashworth, Superintendent**

**Teton County Integrated Solid Waste and Recycling, Jackson, WY**

(307) 733-7678

bashworth@tetoncountywy.gov

Projects:           2010-2022 Environmental Monitoring Program implementation and  
                           management; Stormwater Pollution Best Management Practice Assessment;  
                           Groundwater Sampling and Analysis Plan

## 5. SCOPE OF SERVICES, TIMELINE & BUDGET

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# ALDER ENVIRONMENTAL

water | wetlands | ecological consulting

## APPENDIX B: Scope of Services, Budget and Timeline

### Fish Creek Watershed Management Plan 2/6/2023

SCOPE OF WORK	TIMELINE	Principal (B. Remlinger)	Project Manager (B. Humphrey)	Support Staff (D. Leaman)	Expenses	Cost
<b>TASK [1] Stakeholder Group Facilitation</b>		\$165	\$145	\$120		
<b>A) Preparation for Stakeholder Meetings (February-April 2023)</b>						
Collaboration with TCD & WDEQ on plan and work scope	3	5	2			\$ 1,460
Prepare outreach material & advertising; Stakeholder networking	2	8	8			\$ 2,450
Gather, list, and summarize existing water resources data (e. coli & nutrient focus)	2	8	8			\$ 2,450
Collaboration with TCD & WDEQ on meeting agendas and prepare presentation	3	12	10			\$ 3,435
Post advertisements, reserve meeting space, and materials preparation	2	4	4			\$ 1,390
<b>B) Stakeholder Meeting 1 - Wilson Schoolhouse (May 2023)</b>						
Facilitate Stakeholder Meeting (includes day of preparation, recording and post mtng)	8	8	4			\$ 2,960
Advertisement (JHN&G 1 week prior, Social Media 2 weeks) and meeting expenses					\$ 1,000	\$ 1,000
<b>C) Stakeholder Meeting 2 - Teton County Library (July 2023)</b>						
Facilitate Stakeholder Meeting (includes day of preparation, recording and post mtng)	8	8	4			\$ 2,960
Advertisement (1 week prior, Social Media 2 weeks) and meeting expenses					\$ 765	\$ 765
<b>D) General Public Input - Online (Aug-Oct 2023)</b>						
Prepare and set up online survey/questionnaire; Content TBD after Stakeholder Mtgs	2	4	8			\$ 1,870
					<b>Subtotal</b>	<b>\$ 20,740</b>
<b>TASK [2] Watershed Plan Narrative</b>						
<b>A) Generate Background Narrative (Dec 2023)</b>						
Characterize the climate, geology, hydrology, vegetation, wildlife, land use, etc	2	8	12			\$ 2,930
<b>B) Existing Background Information (March 2023 - Jan 2024), e. coli &amp; nutrient focused</b>						
Compile and summarize from sources including WDEQ, USGS, and other stakeholders	3	6	12			\$ 2,805
List existing data in tabular form and summarize primary findings of previous data	2	4	6			\$ 1,630
<b>C) Best Management Practices (March 2023 - Jan 2024), e. coli &amp; nutrient focused</b>						
Summarize, in tabular form, completed BMPs and future BMPs with priorities	3	8	18			\$ 3,815
<b>D) Stakeholder &amp; Public Input (March 2023 - Jan 2024)</b>						
Record stakeholder and public input for incorporation into the Watershed Plan	2	4	12			\$ 2,350
<b>D) Reviews and Edits (2 rounds, Feb - March 2024)</b>						
Submit draft of document to TCD & WDEQ for review	2	2	2			\$ 860
Make edits and finalize document per TCD & WDEQ review	2	4	8			\$ 1,870
					<b>Subtotal</b>	<b>\$ 16,260</b>

**TOTAL \$ 37,000**

**ATTACHMENT A - 2023 Schedule of Rates & Fees**

**LABOR**

<b><u>Category</u></b>	<b><u>Hourly Rate</u></b>
Principal/Lead Scientist ( <i>Professional Wetland Scientist</i> )	\$170
Senior Consultant/Project Manager ( <i>Professional Wetland Scientist</i> )	\$145
Consultant/Project Specialist	\$130
Analyst/Project Support	\$120
Technician/Field Support	\$110
Administrative Support	\$80
Expert Witness/Preparation and Court	150% hourly rate

**EXPENSES**

<b><u>Equipment &amp; Vehicles</u></b>	<b><u>Rate</u></b>
Vehicle Mileage (4-wheel drive)	\$0.75 per mile
GPS/Mapping Unit (resource grade)	\$55 per day
Water Quality Meter	\$55 per day
Sampling Pump & Controller	\$55 per day
Water Velocity Meter	\$55 per day
Equipment Rental	Cost plus 10%
<b><u>Printing &amp; Mailing</u></b>	
Large Format Plots	Cost plus 10%
Black and White Prints and Copies (8.5x11)	\$0.30 per page
Black and White Prints and Copies (11x17)	\$0.45 per page
Color Prints and Copies (8.5x11)	\$2.00 per page
Color Prints and Copies (11x17)	\$4.00 per page
Mailing, Shipping and Fax	Cost plus 10%
<b><u>Other</u></b>	
Laboratory Analysis Fees	Cost plus 10%
Permit Fees Paid on Client's Behalf	Cost plus 5%
Field Supplies	Cost plus 10%
Sub-Consultants/Subcontractors	Cost plus 5%
<b><u>Travel</u></b>	
Commercial Travel	Cost
Lodging	Cost
Meals	Cost

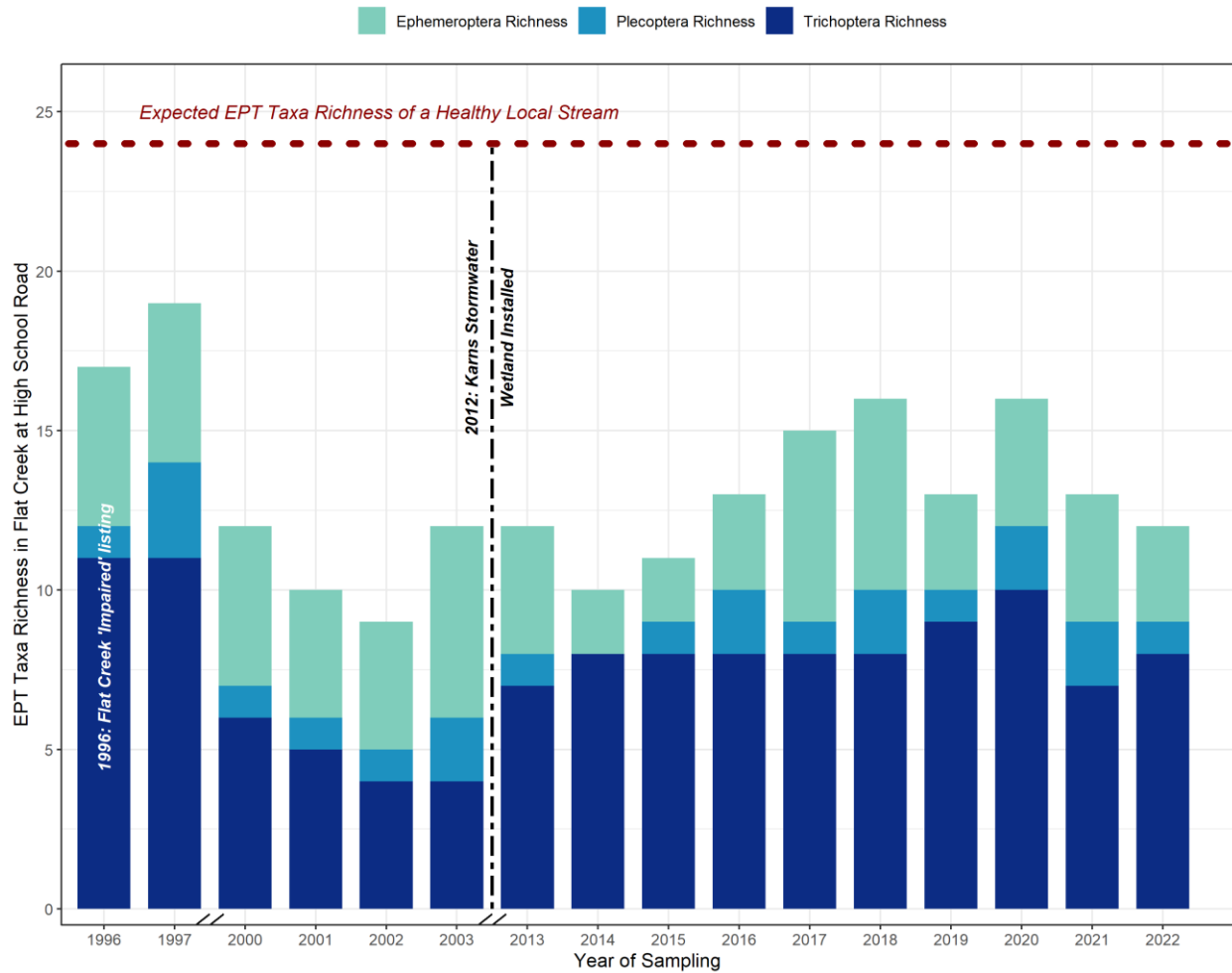
Updated December 31, 2022

This Schedule of Rates is subject to change without notice after 12/31/2023.

Work done on Saturdays, Sundays, or holidays to meet the Client's schedule will be charged at 1½ times the above rates for services.

Charges for travel to out-of-office meetings, site visits and court appearances begin on departure from office and end on return to office.

**Flat Creek Macroinvertebrates:** Teton Conservation District collects macroinvertebrate data in Flat Creek at six sites annually. The plot below represents the EPT richness, or the total number of *Ephemeroptera* (mayfly), *Plecoptera* (stonefly), and *Trichoptera* (caddisfly) taxa in Flat Creek at the site at High School Road.







## Phoebe Coburn, Communications Specialist

Action Items: None

Information Items:

**Operations Area:** Communications

- **Radio:** I did a live interview on “This is Our Town” (KJAX 93.5) on January 11, 2023. Listen to the recording at [bit.ly/3J56wmi](https://bit.ly/3J56wmi).
- **Mountain Neighbor Handbook:** Carlin and I worked together to write a blog post on the Mountain Neighbor Handbook requested by a program of Utah State University called the Gateway & Natural Amenity Region (GNAR) Initiative. Read the post [The Mountain Neighbor Handbook: A Local's Guide to Stewardship in the Tetons | USU](#).
- **Social Media & Blog:** Posts over the last month included info on Snake River levee wildlife ramps, avian influenza, and more.

**Operations Area:** Grants

- **PIC Grants:** My focus this month has been on incoming PIC applications and final reports. We received 13 new applications. We had 13 of the 16 final reports due on February 1, 2023 were submitted on time. The three grantees that missed the deadline have been communicating with us and those reports are expected soon.

**Program Area:** Water

- **Jackson Hole Clean Water Coalition:** Carlin, David, and I attend a JHCWC meeting. Planning has begun for the annual Trout Friendly Landscaper & Business Certification. It will be held in person at the Teton County Library on April 13, 2023. Talks will run from 10 to 12, followed by an optional light lunch/social hour from 12 to 1.



## Carlin Girard, Executive Director

### Action Items:

### Information Items:

#### **Operations Area: Administration**

- **Legislative Updates:** Wyoming Association of Conservation District Executive Director, Kelli Little, has been in regular communication regarding Wyoming State Legislative actions. There are many tax relief bills being discussed that would affect entities with property tax authority. SF0136 has headed out of the State Senate to the House and is notable in that it decreases the property tax assessment rate from 9.5% to 8.5%. I am happy to take input on any role you would like me to play.
- **Memorandum of Agreement (MOA) Partner Meetings:** Program staff and I have met with most of the MOA partners. Administratively, things are going well.
- **Teton County Commissioners Area of Focus Retreat:** Roby and I attended the Teton County Board of County Commission's Area of Focus Retreat. At this meeting, the Commissioners discuss areas to prioritize that aren't already receiving staff focus. Natural resources were not prioritized to a great extent, with the exception of how the Scenic Preserve Trust and the new Special Purpose Excise Tax for Land Conservation Opportunities will be administered.
- **JH Fire and EMS:** I met with the new Chief of JH Fire and EMS, Chief Jellie. We discussed a strategy to move forward with TCD cost-share on the Wildland Fire Mitigation Specialist position, as was envisioned at the creation of this position. Robb's staff report has additional information. We also discussed the County's potential role in administering Water Development Office Small Water Project Grants. No specific commitments were made, and while hesitancy from Chief Jellie was conveyed, they are looking into the details of playing a larger role.
- **TCD Staff Wage and Compensation Study:** I plan to submit a Request for Qualifications to solicit consultants to complete an assessment of TCD staff wages and compensation. I plan to enlist the help of TCD Supervisors to help evaluate consultant proposals.
- **Town of Jackson Ecosystem Stewardship Administrator:** I met with Tanya Anderson to discuss alignment of Town and TCD goals in the coming fiscal year.

#### **Operations Area: Communications**

- **Grants:** Most of my time lately has been spent reviewing final grant reports and reviewing incoming Partner in Conservation grants. Things are going smoothly. The overlapping time period for reporting on old grants and receiving new ones requires a lot of staff bandwidth in a quick burst but is efficient.
- **Responsible Tourism Panel Presentation:** I was part of a panel discussion about responsible tourism and recreation with local natural resources professionals, which was held at an outdoor gear and press summit. I was invited to discuss the Mountain Neighbor Handbook.

#### **Program Area: Water**

- **Water Quality Master Plan:** I attended Stakeholder Group meetings, as availability allowed, and heard mostly positive feedback about how outside entities thought stakeholder engagement was going.