



**Teton  
Conservation  
District  
Est. 1946**

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**Teton Conservation District February 2020 Board Meeting**  
**March 18, 2020 at 1:00 p.m. | 420 W. Pearl Ave., Jackson, WY**

**Meeting Members:**

**Board Members:** Steve McDonald, Dave Adams, Nate Fuller, Bob Lucas, and Roby Hurley

**Associate Board Members:** Tom Breen, Sarah Hegg, Elizabeth Barczynski, and Bob Weiss

**Staff Members:** Emily Hagedorn, Robb Sgroi, Morgan Graham, Elyce Gosselin, Carlin Girard, Phoebe Coburn, and Tom Segerstrom

**Partners and Guests:** Luther Propst (Teton County Commissioner), Janessa Julson (Natural Resource Conservation Service), Brenda Ashworth (Integrated Solid Waste and Recycling), Aly Courtemanch (Wyoming Game and Fish Department)

**Agenda:**

**Minutes and Treasurer's Report:** 10 minutes  
 February 19, 2020 Regular Board Meeting Minutes  
 February 2020 Treasurer's Report

**Agency Reports, Guests, and Public Comment:** 30 minutes  
 Luther Propst (Teton County Commissioner)  
 Janessa Julson (Natural Resource Conservation Service)  
 Aly Courtemanch (Wyoming Game and Fish Department)

**Board Reports:** 10 minutes

**Staff Reports and Staff Action Items:** 60 minutes  
 Full Circle Education Funding Request  
 Game Creek Irrigation System Improvement Grant Agreement  
 Wildfire Risk Reduction Program Request for Proposals  
 Teton County Wastewater Planning Letter  
 TCD and Bridger-Teton National Forest Collection Agreement  
 TCD and Nelson Engineering Septic System Effluent Monitoring First Amended Agreement

**Old and New Business:** 10 minutes

**Executive Session:** 10 minutes

*(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 February 2020 Board Meeting Minutes**  
**February 19, 2020 | 420 W. Pearl Ave., Jackson, WY**

**Attendees:**

Teton Conservation District Board of Supervisors: Steve McDonald, Dave Adams, Roby Hurley, and Bob Lucas

Teton Conservation District Associate Board Members: Elizabeth Sack Barczynski, Sarah Hegg, Bob Weiss

Teton Conservation District Staff Members: Tom Segerstrom, Carlin Girard, Emily Hagedorn, Robb Sgroi, Morgan Graham, Phoebe Coburn, and Elyce Gosselin

Guests: Luther Propst (Teton County Board of County Commissioners), Janessa Julson (Natural Resources Conservation Service), Samuel Singer (Wyoming Stargazing), Frances Clark (Teton Plants), Zach Montes (Orijin Media), Mike Trumbower (J-W Subdivision), Laura Jones (Grand Teton National Park), Tim O'Donoghue (Riverwind Foundation)

**Call to Order:** Steve called the meeting to order at 1:02 p.m.

**Minutes from the previous meetings:** Dave moved to approve the January 15, 2020 Teton Conservation District (TCD) board meeting minutes. Roby seconded. All were in favor.

**Treasurer's Report from the previous months:** Dave reviewed the January 2020 Treasurer's Report and the board reviewed the cash reconciliation for the month of January 2020.

- Checks numbering #19228 through #19268 dated between January 1, 2020 and January 31, 2020: \$92,552.93
- Credit card charges: \$1,608.07
- Net credits for the month: \$273,710.94
- Operating Reserves Account Balance: \$500,926.00
- Committed Funds Savings Account: \$315,536.01
- Reconciled General Fund Checking Balance: \$888,974.31

**Roby moved to accept the January 2020 Treasurer's Reports. Steve seconded. All were in favor.**

**Dave made a motion to correct the December 2019 TCD Treasurer's Report to reflect the decimal point error; change \$590.00 to \$5.90. Roby seconded and all were in favor.**

**Agency Reports/Guests/Public Comment:**

Luther Propst (Teton County Board of County Commissioners (TCBCC)): Luther reported that the TCBCC will be participating in the Bank Stabilization Workshop on March 2, 2020. There is another workshop on the same day regarding the Snow King Draft Environmental Impact Statement. The county will begin their FY 2021 budgeting process at the commissioner level during the first or second week of April 2020. Luther said he felt that the majority of commissioners were interested in the prospect of hiring a natural resource staff member and talked about issues/priorities that would be supported by such a staff member. Roby commented that water quality should be emphasized as a budget priority. Tom commented that a water masterplan is a logical future step. Tom reiterated TCD's offer of funding for a county natural resources staff person. Luther talked about the proposed Tribal Trails road in relation to water

quality. Luther talked about a discussion of a Teton Pass Winter Recreation Management Plan. Luther met with Luke Rainer (WY Dept. of Transportation), Jim Webb (Lower Valley Energy), and Brian Nesvik (WY Game and Fish Department), all of which are planning on building, purchasing, or renting employee housing in Teton County. Carlin commented on the importance of protecting drinking water around proposed WY Dept. of Transportation housing development in southern Teton County. Teton County released a Request for Qualifications for a consultant to provide expertise on ownership or management options for Bureau of Land Management (BLM) parcels (about 1200 acres) along the Snake and Gros Ventre rivers. Luther requested a summary of water quality activities, initiatives, and issues to help the commissioners gain a better understanding of priorities. Luther also commented that Protect Our Water JH has committed \$250,000 for wastewater planning.

Janessa Julson (Natural Resources Conservation Service (NRCS)): Janessa reported that applications are being accepted for the FY 2020 Environmental Quality Incentives Program (EQIP). There is no application deadline set currently. She has been working on applications for irrigation infrastructure, livestock operation improvement, and streambank stabilization in Teton County. There may be a pipeline replacement project added in Alta. The National Association of Conservation Districts announced that water management entities are eligible to apply for assistance from NRCS. Janessa will be serving as the acting District Conservationist (DC) until the end of February 2020. Jennifer Hayward will serve as acting DC until the end of March 2020, at which point Adam Clark will take on the role of DC permanently.

**Board Reports:** Steve reported on his visit to Curtis Haderlie's farm with Roby, Tom, and Robb. Curtis is asking for assistance from TCD and Star Valley Conservation District for composting equipment. The board discussed how Curtis's business will relate with Teton County Integrated Solid Waste and Recycling once their composting operation expands.

**Partners in Conservation (PIC) Grant Decisions:** There were 23 grant requests. Steve noted that several board members heard presentations from all PIC applicants and had the opportunity to ask them questions on February 13, 2020. In addition, Steve stated that he discussed each grant request with each board member individually after the presentations.

To efficiently vote on the requests, Steve proposed that the board consider four projects for full funding approval: 1) Bridger Teton National Forest, BTNF Stream Trailer Construction (\$10,000 requested); 2) Wyoming Wildlife Advocates, Watch for Wildlife (\$2,000 requested); 3) Teton Plants, Teton County Native Plant List for Landscapes, Restoration, Highways (\$2870 requested); and 4) the University of Wyoming Monteith Shop, Western Wyoming Bighorn Sheep Nutrition and Disease (\$10,000 requested). Steve said he would entertain a motion to approve those four requests as a slate if the supervisors were in agreement. **Dave moved to award full funding (the amount requested) to the four projects listed by Steve. Roby seconded. All were in favor.**

Steve suggested that the board consider declining to fund five requests: 1) Category 6, Scirocco Heater Production and Integration with Turbines (\$25,000 requested); 2) MooseDar, MooseDar (\$7,000 requested); 3) National Park Service Air Resources Division, Understanding Long-Term Variations in Surface Ozone and its Impacts on Vegetation in the Greater Yellowstone Area

(\$5,000 requested); 4) Enviro-mates, Zero Waste Hauling (\$8,000 requested); and 5) Mike Merigliano, Documenting long-term ecological change in Northwest Wyoming (\$7,000 requested). Steve noted that staff will have a continued conversation with Mike Merigliano concerning future aspects of his project that TCD may be interested in funding. Steve said the board's decision to not fund the five listed projects does not indicate that the board is not supportive of the ideas. Steve said he would entertain discussion on any of the five listed projects, or a motion to decline funding for the five requests as a slate if the supervisors were in agreement. **Roby moved to decline to provide funding for the five projects listed by Steve. Dave seconded. All were in favor.**

Steve recommended that the board consider the remaining 14 grant applications individually:

Jackson Hole Public Art - Water Quality Public Art, Wild Walls, and Daylight Representation of Cache Creek (\$14,000 requested): Dave commented on concerns regarding augmented reality, cost of upkeep of the murals, and the temporary nature of some of the murals. Tom commented that this project presents a rare opportunity to promote water quality using a unique outreach avenue. Bob said that in terms of cost-effectiveness, he couldn't support the project. **Dave moved to support the project with \$7,000 from the Communications Cache Creek line item and \$3,000 from TAC funds, for a total of \$10,000. Roby seconded. Steve was in favor, Bob opposed. The motion carried three to one.**

J-W Subdivision - J-W Nitrate treatment- construction and operation (\$18,218.73 requested): Dave said he would support the operational trucking costs of the request with \$9,600. Roby expressed concerns regarding TCD's position if another subdivision were to present a similar request for ongoing waste disposal. Roby questioned whether the funds could be used more effectively by working to address nitrate issues. Steve said he would prefer to fund the capital costs, considering that TCD can't support the operational costs in perpetuity. Steve commented that J-W can't receive funding from the county currently. **Dave made a motion to grant \$8,618.73 for the capital costs outlined in the request. Roby seconded. All were in favor.**

Wyoming Stargazing - Next Generation Science Partners Website and Advertising (\$2,510 requested): Dave expressed support for the concept, but said he would have expected the request to come from an educational establishment, and emphasized the importance of strong reporting for the project. Steve agreed with Dave's comment. **Dave moved to support the project in full with \$2,510. Roby seconded. Dave amended the motion to fund the project with \$2,510 from TCD's Communications budget Education and Outreach line item. Roby seconded. Steve was in favor. Bob abstained. The motion passed.**

Orijin Media - Denizens of the Steep: A Backcountry Skiing and Conservation Film (\$10,000 requested): Morgan expressed support for the project and commented that it's a form of outreach that TCD hasn't explored before. **Dave moved to award \$10,000 for the project. Roby seconded.** Steve agreed with Morgan on the high-quality of Orijin's previous work and said he expected the project to have a positive impact. Dave asked that the video be made publicly available once it's finished with film festival submissions. Roby said that with the understanding that TCD's logo is included, he expressed support. **Dave, Roby, Steve were in favor, Bob opposed. The motion carried three to one.**

Veterinary Initiative for Endangered Wildlife (VIEW) - Mortality Investigation of the Sublette and Jackson Moose Herds (\$5,000 requested): Dave noted there are no animal captures involved. Bob asked where the moose carcasses are collected. Morgan responded anywhere in Teton County, often collected or called-in by WY Game and Fish Department (WGFD) or WY Department of Transportation. There was a discussion on the purpose and measures of success of the study. Carlin commented WGFD will collect carcasses on private land in Teton County if requested; moose carcasses in late spring are common in river bottom subdivisions. Morgan said the study will result in publications informing moose demography and a greater understanding of the species as whole. Roby asked that if the board chooses to fund the project, would a report with results be provided to TCD. Morgan responded yes. **Dave moved to grant \$5,000 for the project. Roby seconded. All were in favor.**

University of Wyoming/Katherine Gura - Using Recorders to Assess Population Trends for Great Gray Owls in Teton County (\$7859.99 requested): Dave commented that he liked that the data could support studies of other species. **Dave moved to award \$7,859.99 for the project. Steve seconded the motion.** Steve expressed support that the study does not involve disturbing the animals. Roby said he was also in support, but was concerned about the short duration of the study. Morgan said that Katherine will be pursuing a PhD, so he believes the study will be extended. Steve expects a report with results. Bob compared the request to Nature Mapping; Dave said there are statistical limitations to the Nature Mapping data but thought that Katherine also utilizes that data. **All were in favor.**

Grand Teton National Park Foundation - Vegetation Management: Phase 5 - Kelly Hayfields Restoration Project (\$10,000 requested): Steve commented that because this project has been supported by TCD for some time, it could be funded through a MOA in the future. **Dave moved to fund the project with \$10,000 from the Wildlife Habitat Improvement line item. Roby seconded and all were in favor.**

Bridger-Teton National Forest Blackrock Ranger District - Teton Wilderness Bear Pole Installation (\$7275.15 requested): Steve commented on the cost of labor. **Dave moved to fund the project with \$2,500 from the Wildlife Inventory Flights line item and \$4,775.15 with TAC funds, for a total of \$7275.15. Steve seconded.** Steve and Carlin spoke in support of the project. **All were in favor.**

Fox Creek Quarry/Dennis Parker - Reclamation of eastern Middle bench of Fox Creek Quarry (\$15,000): The board discussed that the value of the quarry was already monetized. Morgan said that a past owner, and not the current owner, monetized the material from this particular site. Steve said he was not in favor of funding in full, but commended the owner putting the land under a conservation easement. Dave suggested the board fund the project with \$5,000. Steve agreed. Bob commented that the owner purchased the land at a reduced value due to the necessary reclamation. Roby suggested that grant funds should be dedicated to establishing a buffer between the mine and creek. Carlin commented that the site could require stabilization in the future. Dave suggested that the owner look into federal funds for abandoned mines. **Dave moved to fund the project for \$3,000. Steve seconded.** Roby said he would not support the project unless the funding was for a stream buffer. **Roby, Dave and Bob opposed. The motion did not carry.** Morgan said he would inform the applicant that a future request for a riparian buffer would be considered.

Steve called for a five-minute break. The meeting resumed at 3:05 p.m.

Teton Botanical Garden/National Museum of Wildlife Art - Rocky Mountain Native Plant Garden (\$10,000): Dave commented that the project demonstrated strong partner support, but thought project had minimal outreach potential for the cost. **Dave moved to fund the project in the amount of \$3,000. Steve seconded the motion.** Roby proposed funding the project in the amount of \$7,000. Dave said he didn't think TCD should be a prime funder of the project, but that TCD would entertain future requests for maintenance. **All were in favor. Roby opposed. The motion carried three to one.**

Montana State University - Butterflies as Bioindicators in the Greater Yellowstone Ecosystem (\$10,000): Dave commented on the value of studying insects and expressed support for the study. Sarah Hegg commented that there are very few insect studies in Teton County. Steve and Roby thought there was a lack of detail in the application regarding reporting, but supported the project. **Dave moved to fund the project with \$10,000. Roby seconded.** Steve asked if TCD would be willing to continue funding the project in future years. The board responded it would depend on the strength of reporting. **Dave amended the motion to support the project with \$980 from the Wildlife Research line item and \$4,020 with TAC funds, for a total grant of \$5,000. Roby seconded. All were in favor.**

Linn Ranch - Lily Lake Reservoir Permit and Infrastructure (\$4,500 requested): Dave said he could not justify paying for the costs associated with obtaining the permit, but would support the irrigation costs. Steve said he did not want to award the funding in advance of obtaining the permit. **Dave moved to award the funding for irrigation infrastructure after the permit(s) is acquired, not to exceed \$2,500 from the Agriculture Irrigation Infrastructure line item. Roby seconded. All were in favor.**

Huidekoper Ranch - Labor Saving Upgrades for Small-scale Vegetable Production (\$1,739 requested): There was a brief discussion on the items in the project budget. **Dave moved to fully fund the irrigation component of the project with \$1,739 with funds from the Agriculture Irrigation Infrastructure line item. Steve seconded. All were in favor.**

Riverwind Foundation - Community Outreach Green Matters in Jackson Hole (requested: \$6,000): Dave said he was not comfortable with TCD being the primary funding partner and suggested reducing the contribution to \$3,000. Roby noted that the other partners are funding at a lower level. Steve expressed concerns about the reach of the publication and measures of tangible results. Dave said there was a certain amount of knowledge of the publication among partner organizations and that he would support it for another year. **Dave made a motion to fund the project with \$3,000.** The motion died for lack of a second.

**Dave made a motion to move the remaining funds in the TAC funds to Partnering Funds. Steve seconded the motion. All were in favor.**

### **Staff Reports:**

Emily: Emily introduced an action item regarding dues to the WY Association of Special Districts (WASD). **Dave moved to pay dues to WASD for FY 2020 in the amount of \$1,000, to be paid out of Partnering Funds. Roby seconded. All were in favor.**

Emily noted the annual WY Association of Conservation Districts training is taking place on February 26 and 27, 2020. Steve said he did the training last year and thought it was worthwhile.

Tom asked if the board would be available for the joint TCD/Flat Creek Water Improvement District meeting on March 9, 2020 at 10:30 a.m. Steve said he is available. Roby said he will attend. Dave is not available to attend. There was a discussion on the possibility of the FCWID joining the TCD regular March 2020 meeting instead.

Items in Emily's written staff report that were not discussed included: the WASD meeting; meetings with Deb Baracatto, the new Administrative Manager for the FCWID; 2019 staff W2s, 1099 forms for contractors, and 1095-C forms; and important upcoming dates.

Robb: Robb introduced an action item for funding for annual snowpack chemistry monitoring in Teton County. **Dave moved to authorize the Chairman of the Board to sign the Joint Funding Agreement between the U.S. Geologic Survey and TCD, committing \$4,600 in TCD funds, and three days of TCD staff time to implement annual snowpack chemistry monitoring in Teton County. Roby seconded. All were in favor.**

Robb said that TCD staff is drafting an application for the development of a Level I Watershed Study in the Hoback River drainage, which will be submitted to the WY Water Development Commission at the end of the month. Robb provided the board with information on the costs and numbers of participants in the Wildfire Risk Reduction Program. Dave expressed support for shifting funds from Partnering Funds line item to help support the program. Robb said that the Teton Area Wildfire Protection Coalition is engaging with a wildfire research group called Wildfire Research (WiRe). Robb gave an overview of their work in Teton County.

Items in Robb's written staff report that were not discussed included: the range Challenge Cost-Share Agreement with Bridger-Teton National Forest; Jason McDannold, Supervisory Biologist and IPM Coordinator at Grand Teton National Park, moved to a position in Canyonlands National Park; AgTerra, the software developer for the WRRP's tablet-based data collection system; a comparison table of the International Code Council fire code and the National Fire Protection Association standards; the SPET measure to support apparatus for Fire/EMS received the highest voter support of any SPET measure in history.

Morgan: Roby asked Morgan about pathway tunnel mitigation. Morgan talked about options for visual screening human presence from animals and how Banff has constructed pathways with such wildlife considerations.

There was a discussion on TCD funding wildlife collaring studies. Dave commented that he didn't feel the issue was about wildlife captures—but rather his decision hinged on management results. Morgan asked if the board would be interested in a meeting or workshop with Kevin Monteith to gain more context surrounding wildlife captures and research. The board expressed interest. Roby said he would be reluctant to make a decision regarding types of research TCD chooses to fund. Steve commented that it's favorable for applicants to provide an explanation as to why capture methods may be necessary and how data collected will support management decisions. Tom said he would provide a summary of the outcomes of the Teton Range Bighorn Sheep Working Group public meetings to the board.

Items in Morgan's written staff report that were not discussed included: PIC grant requests; the Upper Snake River Basin Technical Team and Local Working Group; a Recreation and Wildlife meeting convened by Bridger-Teton National Forest; assessing ArcGIS Pro interface and workflow; the Hoback Level 1 Watershed Study Application; Surface Water Inventory outreach; and using Arc Collector to enter winter mule deer observations.

Elyce: Morgan provided background on the mule deer count methodology that Elyce has been assisting with. Given the increasing suspicion that mule deer populations are declining, TCD staff have been counting mule deer on a number of known winter range sites that have been monitored since the early 2000s.

Elizabeth asked Morgan to talk about the possibility of sage grouse translocation from Sublette County. Morgan provided background on the Local Working Group's work, decision process, and the complexities of the group's potential recommendation to translocate sage grouse.

Items in Elyce's written staff report that were not discussed included: her new computer; organization of the Grants folder on the server; the map of TCD-funded projects; wildlife-vehicle collisions data work; a comparison of the National Fire Protection Association standards and the International Wildland Urban Interface Code; and creation of a tool to estimate how much funding can be generated for a Hoback water project under different scenarios.

Carlin: Carlin presented an action item to send a letter of comment on the WY Department of Environmental Quality's (WDEQ) Draft 2020 Integrated Report, which that omitted important content regarding ongoing stream assessments. Carlin's goal with the letter is to encourage WDEQ to follow through with the work previously started. **Dave moved to authorize the staff to send the comment letter pertaining to the WDEQ Draft 2020 Integrated Report. Roby seconded. All were in favor.**

Carlin presented an action regarding the contract for facilitation service with Flitner Strategies pertaining to the Fish Creek Stakeholder Group. **Dave moved to authorize staff to communicate with Flitner Strategies and Protect Our Waters JH (formerly Friends of Fish Creek) that the contract for services with Flitner Strategies has expired and it is not intended to be renewed at this time. Bob seconded.** Carlin provided further detail regarding the reasoning for the Fish Creek Stakeholder Group's hiatus. No further FCSG meetings are planned at this time. **All were in favor.**

Carlin added that there was a letter sent from WY Outdoor Council and Protect Our Water JH requesting a formal investigation into two wastewater treatment systems in Hoback. The deviations from the original vision for Karns Meadow Park development were also discussed.

Items in Carlin's written staff report that were not discussed included: updates on the Hoback Drinking Water Stakeholder Group's activities; wastewater planning; septic effluent monitoring; the Bank Stabilization Workshops; and a course Carlin taught for Summit High School.

Phoebe: Phoebe discussed requesting PIC application and process feedback from the board.

Items in Phoebe's written staff report that were not discussed included: general brand awareness announcements on WY Public Radio; TCD promotional materials; meetings with Next

Generation Science Partners; distribution of the Backyards & Barnyards publication; an update on the Karns Meadow Sign; activities of the JH Clean Water Coalition, including the Trout Friendly Lawns Business Partner Program certification event, Trout Friendly Lawn signs, and a meeting with PAWS; a meeting with Deb Barracato to go over administrative duties between the FCWID and TCD; and promotion of the Bank Stabilization workshops.

**Tom:** Tom talked about the next step in strategic planning. **Dave moved to fund a facilitated meeting for TCD board and staff with Eriksen-Meier Consulting to finalize the draft implementation portion of the Strategic Plan, not to exceed \$2,000. Roby seconded. All were in favor.**

Roby asked if Tom gained any more information during his meeting with Teton County Integrated Solid Waste and Recycling on concerns regarding supporting a private food waste composting project that could compete with a public composting program.

There was a brief discussion on the technical components of the Yellowstone-Teton Clean Cities portion of Tom’s staff report.

Items in Tom’s written staff report that were not discussed included: the letter regarding hiring dedicated natural resource staff was submitted to the Town and County; the job description for the Natural Resource Technician position was finalized; the FY 2021 Budget Process; ISWR and declining recycled commodity prices; TCD’s MOA with Energy Conservation Works; and FCWID updates, including flooding, thaw well #2 is now automated, changes in board and staff responsibilities; potential sites for grading; and FCWID’s annual report.

**Dave moved to enter executive session at 4:34 p.m. for the purpose of discussing personnel matters. Roby seconded. All were in favor.**

**Dave moved to end the executive session and resume the regular TCD public meeting at 4:44 p.m. Roby seconded. All were in favor.**

**Dave moved to adjourn the meeting at 4:44 p.m. Roby seconded. All were in favor.**

Submitted by: \_\_\_\_\_  
Phoebe Coburn Date

Supervisor: \_\_\_\_\_  
Date

Supervisor: \_\_\_\_\_  
Date

Supervisor: \_\_\_\_\_  
Date

## Teton Conservation District - Monthly Treasurer's Report

Feb. 29, 2020

**Debits for the month:**Checks written between

February 1 and February 29, 2020	\$223,045.47
February credit card charges of	\$2,247.16

**Credits for the month:**regular income sources

Mill Levy from Teton County	\$48,079.24
General Fund Checking Interest from Wells Fargo Bank	\$21.92
Committed Funds Savings Interest - Wells Fargo Bank	\$6.78
Operating Reserve Account Income from First Interstate	\$76.85
Well Test Kit Sales (8 sales)	\$399.49

other income sources

Bridger-Teton National Forest - grant funds unspent reimb.	\$113.47
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**Total Credits for February** **\$48,697.75**

Investments and Maturity Dates	Initial Invested	% Income	% Return	
<u>Operating Reserves Account @ First Interstate Bank</u>				
Cash	\$0.00			\$0.00
Money Market	\$500,000.00	\$841.53	0.55%	\$501,003.45
total	\$500,000.00		<b>total</b>	<b>\$501,003.45</b>
<u>Committed Funds Saving Account @ Wells Fargo Bank</u>				
Previous Committed Balance				\$315,536.01
Transfers in or out	Transfer Committed Funds In			\$1,148.32
	Transfer Committed Funds Out			\$84,104.50
Interest Income, prev\$+new%			0.03%	\$6.78
			<b>total</b>	<b>\$232,586.61</b>
<b>Total Funds in Investments</b>				<b>\$733,590.06</b>

**Ending Summary and Following Month's Information to Date** as of 2/29/20

<b>General Fund Checking Account Balance</b>	0.01%	<b>\$847,144.35</b>
<b>Outstanding Checks</b>		<b>\$56,870.24</b>
<b>Reconcilled QuickBooks Balance</b>		<b>\$790,274.11</b>
<b>Mill Levy to be collected in March</b>		<b>\$19,516.40</b>
<b>Checks written so far for the month of March</b>		<b>\$1,330.61</b>

Addition to the Treasurer's Report:		FY20 Spent to Date & Income	3/11/2020	70% 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	\$1,487,500.00	\$1,340,518.75	\$146,981.25	90.1%
Interest Income	\$2,500.00	\$1,179.17	\$1,320.83	47.2%
Well Test Kit Sales	\$7,200.00	\$4,204.02	\$2,995.98	58.4%
WDA Base Funding + WACD WQ	\$12,823.13	\$8,823.50	\$3,999.63	68.8%
Unanticipated Income	\$2,500.00	\$2,803.90	-\$303.90	112.2%
<b>Project Grants &amp; Pass Thrus:</b>				
FY20 GTNP Gaging Stations	\$18,070.00	\$0.00	\$18,070.00	0.0%
Fish Creek Sampling Partnership	\$44,000.00	\$17,866.87	\$26,133.13	40.6%
Rangeland Health Assessment	\$23,000.00	\$3,000.00	\$20,000.00	13.0%
Wyoming Water Development Proj.	\$297,613.00	\$48,340.00	\$249,273.00	16.2%
Unanticipated Grants/Reimb.	\$5,000.00	\$554.02	\$4,445.98	11.1%
<b>Total</b>	<b>\$1,900,206.13</b>	<b>\$1,427,290.23</b>	<b>\$472,915.90</b>	<b>75.1%</b>
<b>Program Expenses:</b>	<b>Budgeted:</b>	<b>Spent to Date:</b>	<b>Remaining:</b>	<b>Spent %</b>
<u>Agriculture Assistance-Cropland</u>	\$422,913.00	\$70,995.00	\$351,918.00	16.8%
<u>Agriculture Assistance-Rangeland</u>	\$67,000.00	\$5,905.00	\$61,095.00	8.8%
JHWMA Cooperative Project	\$55,000.00	\$35,000.00	\$20,000.00	63.6%
<u>Mapping Resources &amp; GIS</u>	\$15,500.00	\$7.74	\$15,492.26	0.0%
<u>Sustainability Projects</u> Air Quality	\$8,600.00	\$0.00	\$8,600.00	0.0%
TAWPC/WUI Program	\$86,500.00	\$56,649.14	\$29,850.86	65.5%
MOA Partner Funding	\$58,234.00	\$50,450.00	\$7,784.00	86.6%
<b>TAC Grants and Partnering Funds</b>				
TAC Grant \$ Available in FY 2020	\$100,000.00	\$0.00	\$100,000.00	0.0%
TAC Grant Funds Committed	\$19,834.57	\$17,014.57	\$2,820.00	85.8%
TCD Partnering \$ Available FY20	\$59,300.00	\$0.00	\$59,300.00	0.0%
TCD Partnering Funds Committed	\$102,688.49	\$38,532.69	\$64,155.80	37.5%
<u>Communications &amp; Outreach</u>	\$48,500.00	\$11,477.25	\$37,022.75	23.7%
<u>Water Quality Program</u> Monitoring	\$280,100.00	\$133,233.87	\$146,866.13	47.6%
Fish Creek WQ Projects	\$88,000.00	\$8,646.94	\$79,353.06	9.8%
Flat Creek WQ Projects	\$5,000.00	\$2,243.80	\$2,756.20	44.9%
Flat Crk Water Improvement Dist.	\$36,000.00	\$29,718.53	\$6,281.47	82.6%
USGS Partnering Projects	\$110,660.00	\$44,660.00	\$66,000.00	40.4%
MOA Partner Funding	\$40,811.00	\$7,873.00	\$32,938.00	19.3%
<u>Wildlife Projects</u>	\$62,500.00	\$30,595.00	\$31,905.00	49.0%
MOA Partner Funding	\$27,000.00	\$18,732.00	\$8,268.00	69.4%
<b>Total</b>	<b>\$1,694,141.06</b>	<b>\$561,734.53</b>	<b>\$1,132,406.53</b>	<b>33.2%</b>
<b>Operation Expenses:</b>	<b>Budgeted:</b>	<b>Spent to Date:</b>	<b>Remaining:</b>	<b>Spent %</b>
<u>General Office Expense</u>	\$80,000.00	\$49,724.35	\$30,275.65	62.2%
<u>Supplies &amp; Equipment</u>	\$32,000.00	\$16,782.88	\$15,217.12	52.4%
<u>Communications &amp; Travel</u>	\$16,500.00	\$5,755.08	\$10,744.92	34.9%
<u>Professional Expenses</u>	\$90,450.00	\$62,395.65	\$28,054.35	69.0%
<u>Payroll Expenses</u>	\$765,000.00	\$493,559.80	\$271,440.20	64.5%
<u>Meeting Expenses</u>	\$9,900.00	\$4,357.36	\$5,542.64	44.0%
<b>Total</b>	<b>\$993,850.00</b>	<b>\$632,575.12</b>	<b>\$361,274.88</b>	<b>63.6%</b>

FY 2020- Budget Line Items		Committed Funds Savings Account Items			as of 2/29/20
Line Item Description		Budgeted Amt.	Paid Out	Check #	Remaining
<b>Small Water Project Program Projects</b>					
Munger Mountain Project	FY17	\$5,000.00	\$0.00		\$5,000.00
Mill Creek Irrigation	FY18	\$5,000.00	\$0.00		\$5,000.00
Central Pipeline Irrigation	FY18	\$5,000.00	\$0.00		\$5,000.00
Fall Creek Ranch Water Supply Improve.	FY19	\$5,000.00	\$5,000.00	#19280	\$0.00
Game Creek Irrigation System Improve.	FY19	\$5,000.00	\$0.00		\$5,000.00
Jensen Canyon Headgate Rehabilitation	FY19	\$5,000.00	\$0.00		\$5,000.00
7 Mile Ranch Project	FY20	\$5,000.00	\$0.00		\$5,000.00
Blackrock Creek Irrigation Improvement	FY20	\$5,000.00	\$0.00		\$5,000.00
Granite Creek Supp. Ditch Headgate	FY20	\$5,000.00	\$0.00		\$5,000.00
Horse Creek Fish & Irrigation Improve.	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
S. Prk Wildlife Are & Wildlife Enhance.	FY20	\$5,000.00	\$0.00		\$5,000.00
	<b>subtotal</b>	<b>\$60,000.00</b>	<b>\$5,000.00</b>	<b>total</b>	<b>\$55,000.00</b>
<b>Approved for FY 2020 Budget</b>					
Backyards & Barnyards		\$750.00	\$0.00		\$750.00
Star Valley CD/Haderlie Farm		\$250.00	\$0.00		\$250.00
Energy Conservation Works		\$13,500.00	\$13,500.00	#19003	\$0.00
Yellowstone-Teton Clean Cities		\$19,884.00	\$12,100.00	multi	\$7,784.00
JHWMA Request		\$55,000.00	\$35,000.00	#19187	\$20,000.00
Jackson Hole Wildlife Foundation		\$27,000.00	\$18,732.00	#19245	\$8,268.00
Town of Jackson		\$96,500.00	\$0.00		\$96,500.00
Integrated Solid Waste & Recycling		\$24,850.00	\$24,850.00	#19219	\$0.00
Trout Unlimited		\$28,120.00	\$500.00	#19279	\$27,620.00
Friends of the Teton River		\$12,691.00	\$7,373.00	#19055	\$5,318.00
	<b>subtotal</b>	<b>\$278,545.00</b>	<b>\$112,055.00</b>	<b>total</b>	<b>\$166,490.00</b>
<b>Grand total committed for FY 20</b>		<b>\$338,545.00</b>	<b>\$117,055.00</b>	<b>total</b>	<b>\$221,490.00</b>
<b>Further Flexible Spending and Health Reimbursement Account Funds</b>					<b>as of 2/29/20</b>
<b>Beginning Balance</b>					<b>\$9,907.71</b>
<b>Claims and Fees Paid</b>					<b>\$22.50</b>
<b>Flexible \$, Medical \$ and Fee Deposits Made</b>					<b>\$1,148.32</b>
<b>Ending Balance</b>					<b>sub-total \$11,033.53</b>
		<b>FY20 Account Interest to Date</b>			<b>\$56.30</b>
		<b>Interest this period</b>			<b>\$6.78</b>
		<b>Ending Account Balance</b>			<b>\$232,586.61</b>
<i>Transferred budgeted committed funds in</i>		<b>Transfer from checking - in</b>			<b>\$0.00</b>
<i>Transferred accumulated interest or funds out</i>		<b>Transfer to checking - out</b>			<b>\$0.00</b>
		<b>Ending Project Balance</b>			<b>\$221,490.00</b>
		<b>FSA and HRA Account</b>			<b>\$11,033.53</b>
		<b>Interest Accumulated</b>			<b>\$63.08</b>
<b>Reconcilled Monthly Balance</b>		<b>Actual Balance 2-29-20</b>			<b>\$232,586.61</b>

Teton Conservation District

3/11/2020 10:18 AM

Register: Wells Fargo Checking  
 From 02/01/2020 through 02/29/2020  
 Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/03/2020			Well Test Kit Sales	Deposit		X	49.49	880,673.00
02/05/2020	19270	Wyoming Retirement System	WRS Retirement Liability	61	5,945.02	X		874,727.98
02/05/2020	19269	Emily E Hagedorn	-split-		396.07	X		874,331.91
02/05/2020	19271	W / S Holding #1, LLC	Rent	March Office Rent	4,560.38	X		869,771.53
02/05/2020	19272	MasterCard	-split-	January Credit Card ...	1,608.07	X		868,163.46
02/05/2020	19273	West Bank Sanitation	Cleaning Contract & Supplies	January Sanitation	34.89	X		868,128.57
02/05/2020	19274	Factory IT	Office Supplies:Computer Tech...	Monthly IT + Hardw...	1,449.57	X		866,679.00
02/05/2020	19275	Teton Media Works, Inc.	-split-	Advertising for January	1,111.05	X		865,567.95
02/05/2020	19276	Nelson Engineering	Project/Program Expenses:Con...	Invoice #51560	1,089.00	X		864,478.95
02/05/2020	19277	Lower Valley Energy	Electricity	Office Electricity for ...	128.16	X		864,350.79
02/05/2020	19278	Friends of the Bridger Teton	Project/Program Expenses:Proj...	Recreation- Wildlife ...	14,000.00			850,350.79
02/05/2020	19279	Jackson Hole Trout Unlimited	Project/Program Expenses:Proj...	TU MOA Kid's Fishi...	500.00			849,850.79
02/05/2020	19280	Carver Creek Ranch	-split-	Fall Crk Ranch Wate...	25,750.00			824,100.79
02/05/2020	19281	High Country RC & D, Inc.	Dues & Subscriptions	Annual High Countr...	150.00	X		823,950.79
02/06/2020			-split-	Deposit		X	150.00	824,100.79
02/10/2020			Mill Levy	Deposit		X	48,079.24	872,180.03
02/10/2020	AJE#25 FY21		Bank Service Charges		16.00	X		872,164.03
02/11/2020	19282	Silver Star Communications	-split-	Internet & Landline	258.03	X		871,906.00
02/11/2020	19283	Wyoming Public Media	Project/Program Expenses:Adv...	Invoice #141J3	3,230.00	X		868,676.00
02/11/2020	19284	Hess D'Amours & Krieger, L...	Legal & Accounting Services	January Legal Services	705.00	X		867,971.00
02/11/2020	19285	Beedee Ladd	Project/Program Expenses:Rei...	Wildfire Risk Reduct...	2,000.00	X		865,971.00
02/11/2020	19286	Valley Office Systems	Office Supplies	Copier Toner	163.71	X		865,807.29
02/11/2020	19287	Brilliantly Done, Inc.	Cleaning Contract & Supplies	January Office Clean...	250.00	X		865,557.29
02/11/2020	AJE#23 FY20		Wells Fargo Savings	January and February...	1,148.32	X		864,408.97
02/12/2020			Unanticipated/Sponsor/Registrat	Deposit		X	113.47	864,522.44
02/14/2020	19288	Carlin E Girard	-split-		2,872.13	X		861,650.31
02/14/2020	19289	Elyce N Gosselin	-split-		2,052.52	X		859,597.79
02/14/2020	19290	Emily E Hagedorn	-split-		2,187.68	X		857,410.11

Teton Conservation District

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Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
02/14/2020	19291	Morgan W Graham	-split-		2,062.84	X	855,347.27
02/14/2020	19292	Phoebe T Coburn	-split-		2,281.90	X	853,065.37
02/14/2020	19293	Robert M Sgroi	-split-		2,334.79	X	850,730.58
02/14/2020	19294	Tom Segerstrom	-split-		3,389.86	X	847,340.72
02/14/2020	19295	Electronic Federal Tax Paym...	-split-	83-0247879	5,511.12	X	841,829.60
02/14/2020	19296	Empower Retirement 457(b)	Empower Retirement 457(b)		890.00	X	840,939.60
02/14/2020		Well Test Kit Sales	Well Test Kit Sales	Deposit		X	840,989.60
02/19/2020	19306	Blue Cross Blue Shield of W...	Payroll Expenses:Employer Me...	March Health Insura...	5,480.50	X	835,509.10
02/19/2020	19307	VSP of Wyoming	Payroll Expenses:Employer Me...	March Vision Insura...	51.32	X	835,457.78
02/19/2020	19308	Jackson Curbside Inc.	Cleaning Contract & Supplies	Recycling for Mar/A...	165.00	X	835,292.78
02/19/2020	19309	Town of Jackson	Project/Program Expenses:Con...	Stormwater Project C...	96,500.00	X	738,792.78
02/19/2020	19310	AgTerra Technologies, Inc.	Project/Program Expenses:Sup...	Wildfire Software M...	60.00	X	738,732.78
02/19/2020	19311	Jim's Trophy Room	Project/Program Expenses:Distr...	New Name Tags	74.00	X	738,658.78
02/19/2020	19312	Lower Valley Energy	Project/Program Expenses:Fuel	CNG Fuel	18.81	X	738,639.97
02/19/2020	19313	Native Range Capture Servic...	Project/Program Expenses:Proj...	WGFD Fall Creek El...	1,500.00	X	737,139.97
02/19/2020	19314	Nelson Engineering	Project/Program Expenses:Con...	VOID: Septic System...		X	737,139.97
02/19/2020	AJE#26 FY20		Wells Fargo Savings		84,082.00	X	821,221.97
02/25/2020			Well Test Kit Sales	Deposit		X	821,271.97
02/26/2020	AJE#24 FY20		Wells Fargo Savings	Further Contribution...	574.16	X	820,697.81
02/26/2020			-split-	Deposit		X	820,797.81
02/26/2020	19324	Grand Teton National Park	Project/Program Expenses:TCD...	PX.DGRTE0111.001	6,250.00		814,547.81
02/26/2020	19325	Sublette County CD	Project/Program Expenses:Proj...	Level 1 Watershed A...	500.00		814,047.81
02/26/2020	19326	Toran Accounting, LLC	Legal & Accounting Services	Jan & Feb Cash Reco...	325.00		813,722.81
02/28/2020	19297	Carlin E Girard	-split-		2,872.13	X	810,850.68
02/28/2020	19298	Elyce N Gosselin	-split-		2,052.52	X	808,798.16
02/28/2020	19299	Emily E Hagedorn	-split-		2,187.68	X	806,610.48
02/28/2020	19300	Morgan W Graham	-split-		2,062.84	X	804,547.64
02/28/2020	19301	Phoebe T Coburn	-split-		2,281.90	X	802,265.74

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Teton Conservation District

3/11/2020 10:18 AM

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 From 02/01/2020 through 02/29/2020  
 Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/28/2020	19302	Robert M Sgroi	-split-		2,334.79	X		799,930.95
02/28/2020	19303	Tom Segerstrom	-split-		3,389.86	X		796,541.09
02/28/2020	19304	Electronic Federal Tax Paym...	-split-	83-0247879	5,398.86	X		791,142.23
02/28/2020	19305	Empower Retirement 457(b)	Empower Retirement 457(b)		890.00			790,252.23
02/28/2020			Interest Income	Deposit			21.92	790,274.15

\$ 223,045.47

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**Teton Conservation District**  
**Deposit Detail**  
 February 2020

Type	Num	Date	Name	Account	Amount
Deposit		02/03/2020		Wells Fargo Ch...	49.49
			Well Test Kit Pa...	Well Test Kit Sa...	-49.49
TOTAL					-49.49
Deposit		02/06/2020		Wells Fargo Ch...	150.00
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
TOTAL					-150.00
Deposit		02/10/2020		Wells Fargo Ch...	48,079.24
			Teton County	Mill Levy	-48,079.24
TOTAL					-48,079.24
Deposit		02/12/2020		Wells Fargo Ch...	113.47
			USDA Bridger-T...	Unanticipated/S...	-113.47
TOTAL					-113.47
Deposit		02/14/2020		Wells Fargo Ch...	50.00
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
TOTAL					-50.00
Deposit		02/25/2020		Wells Fargo Ch...	50.00
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
TOTAL					-50.00
Deposit		02/26/2020		Wells Fargo Ch...	100.00
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
			Well Test Kit Pa...	Well Test Kit Sa...	-50.00
TOTAL					-100.00
Deposit		02/28/2020		Wells Fargo Sa...	6.78
			Wells Fargo Bank	Interest Income	-6.78
TOTAL					-6.78
Deposit		02/28/2020		Wells Fargo Ch...	21.92
			Wells Fargo Bank	Interest Income	-21.92
TOTAL					-21.92

# Teton Conservation District

## Deposit Detail

February 2020

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Type	Num	Date	Name	Account	Amount
Deposit		02/28/2020		First Interstate ...	76.85
			First Interstate ...	Interest Income	-76.85
TOTAL					-76.85

Credit Card Record Sheet for the month of February 2020

	date	item	vendor	project	ref#	\$
TS	1.28	Interagency Breakfast	Silver Dollar	Sp. meeting	0117	21.49
PC	1.21	stickers	Smartpress	TCO Promo	1754	20.49
↓	1.29	printing	Smartpress	Communication	9668	1295.05
	2.07	postage	USPS	post+ship	5046	27.15
	2.11	job ad (tech)	JH News	advertising	7403	396.00
	2.13	meeting food	Smith's	Sp. meeting	8081	67.65
	2.14	postage	USPS	post+ship	6626	26.35
EH	1.22	Soap refill	Staples	cleaning	6001	11.99
↓	1.23	coffee + filters	Albertsons	office supplies	0212	12.31
	2.03	11x17 paper	Staples	office supplies	5246	24.99
	2.03	paper products	Albertsons	cleaning	0695	43.40
	2.06	address number plate	Amazon	office supplies	1355	21.19
	2.12	certification registration	WACB	Training	0681	60.00
CG	2.10	meeting food	Smith's	Hoback WQ	0459	77.27
RS	2.05	meeting food	Bulla's BBQ	Sp. meeting	2956	30.00
↓	2.12	postage	USPS	post+ship	8480	3.40
	2.8	meeting food	Yankee Doodle	Sp. meeting	0411	51.48
MG	2.3	GIS Hosting	Amazon web	GIS/Map	7960	0.78
↓	2.11	software sub.	Adobe	Subscription	8543	56.17

\$ 2247.16







Teton County – NRCS Report  
March Report  
Mar 18<sup>th</sup>, 2020 Meeting

*Confidential Information – Please do not release*



United States Department of Agriculture

**NRCS Update:**

**Program Status Update:**

- NRCS is currently accepting applications for the FY20 EQIP program, application deadline March 27<sup>th</sup>, 2020.
- Applications for all Farm Bill programs accepted on a continuous basis.
- Staff is in the process of completing planning for applications received.

**Other items:**

- Jennifer Hayward is serving as Acting DC until March 28<sup>th</sup>.
- Adam Clark selected as Afton District Conservationist. Adam's official start date will be March 30<sup>th</sup>.
- Annual Local Work Group meeting scheduled for Teton County on April 21<sup>st</sup> at 1pm.
  - Assembled by the conservation district
  - Open to the public
  - Partners encouraged to attend
  - Roles of the Local Work Group
    1. Develop and utilize a conservation needs statement
    2. Identify resource concerns and priorities
    3. Recommend application and funding criteria, eligible practices, and payment rates
    4. Identify priority areas such as watersheds
    5. Assist NRCS with public outreach
    6. Recommend state and national program policy to the State Technical Committee
    7. Adhere to the standard operating procedure in Title 440, M\_440\_530 - Part 530 – Working Lands Conservation Programs Manual (see eDirectives document)

Respectfully submitted,

A handwritten signature in cursive script that reads "Janessa Julson". The signature is written in black ink on a light-colored background.

Janessa Julson  
Rangeland Management Specialist  
USDA-NRCS, PO Box 1606, Afton, WY 83110  
janessa.julson@usda.gov



## Emily Hagedorn, Administrative Manager

### Information Items:

**Program Area:** Administration

**Wyoming Association of Conservation Districts (WACD):** I attended the 2020 WACD certification training (day 1) remotely. As always, the information was excellent and made several notes to follow up on. One item to report is that it seems like WACD is anticipating a 9% increase in health insurance premiums. The premiums did not increase last year, so this is to be expected.

**Draft FY 2021 Budget:** I've reported the spent to date for the current budget (as of 2-26-20) and worked up preliminary numbers for the FY 2021 Draft TCD Budget. Numbers will be refined as we get closer to the end of the FY 2020 Fiscal Year.

**System for Award Management (SAM) Renewal:** I completed the annual renewal for TCD in the SAM system. We receive funds from Grand Teton National Park through this application for the reimbursement for the gaging station pass through. I will be seeking the reimbursement in the next month, though it will take several months for us to receive the funds.

**WACD Legislative Updates/Senate File 108:** Senate File 108 pertains to potential changes in the rules that the Wyoming Retirement System (WRS) follows. The WRS is proposing changing their rules to address the unfunded liability in the pension system. The unfunded liability is required to be reported in our annual audit as an acknowledgement that TCD understands the financial liability that it has with regard to its participation in the WRS pension system. The changes that are proposed that will increase contribution rates in the future, increase the age at which new participants can seek full retirement benefits, as well as additional language to try to address the potential future shortfall in the system. Kelly Leichnam (WRS Representative) will be in the TCD office on Monday, March 16, 2020 to answer general questions and update us on any legislation that will go into effect in late 2020.

**Vacation:** I was out of the office for a few days, as my family took a trip to Las Vegas, NV.

### **Upcoming TCD Calendar of Events:**

<b>March 2020</b>		
March 18	Regular Board Meeting	1pm TCD Office
<b>April 2020</b>		
April 15	Regular Board Meeting	1pm TCD Office
April 21	NRCS Local Working Group	1pm 4H Building



## **Robb Sgroi, Land Resources Specialist**

### Action Items:

#### **Program Area:** Agriculture

**Small Acreage Agriculture:** Full Circle Education prepared an application requesting financial support for programming. The programming generally includes teaching gardening, raising and processing chickens, and utilization of game meat. The request is similar to activities previously funded by TCD.

**Recommended Motion:** *Move to authorize funding for Full Circle Education's budget line item request in the amount of \$2,705.00, from the FY2020 line item titled 'Indoor Agriculture,' from the TCD Agriculture Program Area.*

#### **Program Area:** Agriculture

**Small Water Project Program (SWPP):** An agreement for the SWPP project titled 'Game Creek Irrigation System Improvement' was prepared in cooperation with Nicole Krieger (see Supplemental Materials for the agreement, and electronic links to Appendix A (SWPP application) and Appendix B (WWDC-TCD agreement) are hyperlinked [here](#) and [here](#)). The agreement describes the roles and responsibilities of the Agency (Wyoming Game and Fish Commission) and TCD in the administration of the project. This agreement had a higher degree of complexity as both local and state governments needed to address elements, such as their respective immunities. This extended process included information sharing with Nicole Krieger, then Nicole working directly with the Assistant Attorney General to draft the agreement.

**Recommended Motion:** *Move to authorize the Board Chair to sign the agreement titled 'Game Creek Irrigation System Improvement,' Grant Agreement No. R00934.*

#### **Program Area:** Restoration and Sustainability

**Wildfire Risk Reduction Program (WRRP):** A Request for Proposals (see Supplemental Materials) was drafted to solicit bids to contract the development of Wildfire Risk Overviews under the WRRP. The contract would span FY2020 and FY2021. It is recommended that any costs in FY2020, in the amount not to exceed \$4,500.00, be spent from the TCD Partnering Funds line item.

**Recommended Motion:** *Move to authorize TCD staff to 1) release the Request for Proposals through Public Purchase and direct contacts, 2) select a bidder, and 3) develop a draft contract for TCD Board review at the April 15, 2020 regular meeting.*

### Information Items:

#### **Program Area:** Agriculture

**Small Water Project Program (SWPP):** I am continuously working with project proponents to advance elements of their project and grant administration, including contract development and acquiring landowner permissions for projects. Six projects are in progress.

This year the statewide SWPP program received more applications (120) than the Wyoming Water Development Office can fund. Due to the competitive position of TCD's five pending grant proposals, I will attend the Wyoming Water Development Commission's grant decision-making meeting to advocate for their support.

Sublette County Conservation District (SCCD) submitted the application for a Level I Watershed Study in the Hoback River drainage area, on behalf of Teton Conservation District and Star Valley Conservation District. At the eleventh hour, SCCD added the Greys River watershed area

to the application, based on advice from Wyoming Water Development Office staff. TCD staff is taking steps to understand implications of this change.

**Agriculture:** TCD is working with the University of Wyoming's (UW) Haub School, including their faculty mentor and four students, in their Environmental Solutions program. The program's goals are to engage students in environmental and sustainability problem solving in the Jackson Hole area. Tom and I cooperated in the initial handshake with UW to identify TCD's areas of interest and if the program would be a fit. We developed a project scope that prioritizes 1) identifying constraints and opportunities for agriculture across all land ownership in Teton County and 2) secondarily will look at meat processing capacity and need in the immediate region. I have been reaching out directly to stakeholders, including producers, to affirm their interest in the results this project would produce, and I believe we are on a good path.

The NRCS is holding its annual Local Work Group meeting on April 21, 2020, from 1:00-3:00 PM, at the UW Extension building. Janessa Julson, NRCS acting District Conservationist, will report on this in greater detail (see Supplemental Materials).

**Invasive Species, Rangeland Monitoring and Management:** TCD and the Bridger-Teton National Forest (BTNF) developed, then TCD submitted, a monitoring plan to Wyoming Department of Agriculture. This is a required component of our Rangeland Health Assessment Program grant. Bringing that monitoring plan to stakeholders, including grazing permittees, as well as the annual Jackson Hole Weed Management Association (JHWMA) MOA meeting, brought up perspectives of responsibility for management of noxious weeds on active allotments. Noxious weed treatment is not a requirement of active BTNF allotments within our district. The BTNF sees weed problems on several allotments and has asked permittees to voluntarily increase their role in weed management. TCD is considering what role we may have with these stakeholders, or through the JHWMA, to identify and address issues. The intersection of agriculture and invasive species management seems an area where we can have a supporting role.

**Program Area:** Restoration and Sustainability

**Wildfire Risk Reduction Program (WRRP):** Outreach, consisting of a survey to stakeholders, and interviews with TAWPC agencies, produced the following findings. Industry: At least 24 clients of industry received Overviews, industry reads those, the WRRP is useful, there is moderate to high familiarity with our recommended practices, 'firewise' practices have been built into their business practices, recommends more focus on educating homeowners and supports more cost-share for reducing wildfire risk, and industry has had positive, professional interactions with TCD. Agencies: Grand Teton National Park, Bridger-Teton National Forest, and Jackson Hole Fire/EMS all agreed that: 1) the level of cost-share provided to landowners is appropriate, 2) staffing should be increased to provide service to more landowners, 3) providing service to all areas of the county, instead of limiting service to highest priority areas, is desirable, and 4) support for the program and its services. Other comments pointing towards continuing existing programming included the importance of proactive education as a tool that will bring success, having flexibility in prescriptions is positive, having TAWPC partnering on this program is important, and the mapping and tracking are effective. Constructive criticism included the recommendations to allow eligibility of vacant lands for program support, consider ways to incentivize structural improvements that will reduce wildfire risk, continue to invite partners in conducting Overviews, further develop the process of revisiting sites, and continuing

to engage with landowners.

Per the advice of Nicole Krieger, and following industry recommendations, a legal disclaimer has been incorporated into numerous elements of the WRRP.

I am refining the information found in Wildfire Risk Overviews. I met with Jim Tucker, the longest serving volunteer with Jackson Hole Fire/EMS and owner of Jackson Paint & Glass, who sells windows and screens. We discussed the product he sells, standards for screens that we have been using, and his insight into our recommendations.

TCD and Jackson Hole Fire/EMS have received requests to review and edit covenants which do not support Firewise practices. TCD is taking steps to strategically understand the extent of the issue, and alternatives to address the challenges created by having covenants that limit vegetation management and building elements that can be used.

**Program Area:** Planning and Development

**Development Reviews:** TCD, as a member of Teton County Planning's Planning Review Committee (PRC), received no requests for development reviews since the February 2020 regular meeting.





**Teton  
Conservation  
District  
Est. 1946**

## Teton Conservation District Grant Application

Project Title: **Sustainable Living Workshop Series**

Date submitted: **03/04/2020** Application ID: **FY20\_AGR\_004**

### **Applicant Information:**

Applicant Representative: **Haley Slone**

Applicant Entity: **Full Circle Education**

Type of applicant: **Nonprofit**

Mailing address: **5115 Country Club Dr., Victor, ID, 83455**

Phone: **(703) 431-1955**

Email: **haley@tetonfullcircle.org**

### **Project Information:**

Total Project Budget: **\$5,410**

Funding Requested: **\$2,705**

Project Start Date: **04/18/2020**

Anticipated Project End Date: **10/31/2020**

Program Area(s): **Agriculture, Restoration & Sustainability, Wildlife, Education**

### **Grant Information:**

Grant Type: **Line Item Request**

Requested Funding Schedule: **In advance**

Requested Final Report Deadline: **February 1, 2021**

Assigned Staff Member(s): **Robb Sgroi**

### **Applicant Signature:**

Name: **Haley Slone**

Date: **03/04/2020**

## Teton Conservation District Grant Application Narrative

**Applicant Entity:** Full Circle Education

**Project Title:** ReWilding Workshop Series

**Date:** 2/28/20 **Application ID:** FY20\_AGR\_004

**Please Note:** Strong grant application narratives will speak to Teton Conservation District's mission, and present a cohesive set of goals and deliverables that must clearly relate to your budget components. Teton Conservation District's mission is to work with the community in the conservation of natural resources for the health and benefit of people and the environment.

1. **Please outline the primary goals of your project in bullet form. You may add bullets as necessary. (200 words max.)**
  - To provide workshops for our mountain community that will build life-long skills that promote health, self-sufficiency, and principles of conservation, including stewardship of the land and natural resources
  - To provide opportunities for community members to learn how to “live more lightly” on the land and utilize local resources as our ancestors did for making soap from animal fat, foraging for wild edible plants, maintaining healthy soil, field dressing and butchering wild game and domesticated animals
2. **Describe how Teton Conservation District funding would support the goals of the project. (200 words max.)**

Receiving funds from Teton Conservation District would greatly support the goals of this project by allowing us to provide these workshops at an affordable cost to local community members in Teton County, WY and Teton Country, ID (\$10 to \$35). These funds would help subsidise the costs for participants equitably. Additionally, they would help pay educators a competitive rate for their high-level instruction during workshops. Finally, these funds will allow Full Circle Education to purchase the perfect animal for the field dressing and butchering portions of this project: an organic adult sheep that will simulate a deer.
3. **Provide a project overview, including specific bulleted deliverables described in measurable terms. (400 words max.)**

This project will be a series of Sustainable Living Workshops called the “ReWilding Series.” Five of the eleven workshops will be taught by the knowledgeable and loved, Kevin Taylor, of Jackson, WY, who has taught these popular workshops for Full Circle Education in the past. Other knowledgeable educators are small farmers located in Alta, WY, and Victor, ID. Here is a list of the workshops in this series that will be assisted by this grant, along with deliverables in measurable terms:

Workshops with Kevin Taylor:

- **Soap Making:** Community members will learn how to make their own soap with naturally occurring ingredients. They will be able to walk away with

## Teton Conservation District Grant Application Narrative

**Applicant Entity:** Full Circle Education

**Project Title:** ReWilding Workshop Series

**Date:** 2/28/20 **Application ID:** FY20\_AGR\_004

soap to take home and the skills of how to make it again, on their own, in the future.

- **Wild Edible Plant Walk:** Community members will gain local knowledge on what plants they can forage in their yard (disturbed soil), in the woods (undisturbed soil), and in between. They will be able to taste plants on-site, while taking notes and specimens in order to remember and identify plants on their own in the future. These skills will allow people to use wild and edible plants as food and medicine in their lives to come.
- **Hide Tanning:** Community members will learn how to tan animal hides with traditional methods and modern tools at Kevin Taylor's home in Jackson, WY. Participants will learn how to use all parts of the animal to make for an ethical hunt and humane slaughter. No toxic chemicals will be used.
- **Field Dressing:** Community members will walk away from this workshop feeling confident in proper field dressing etiquette. Participants will learn how to field dress wild and domesticated animals by working alongside professional Kevin Taylor while he dresses an adult sheep. Participants will walk away with knowledge of how to skin the animals, remove the internal organs, and quarter a recently killed animal, as well as safely dispose of the "gut"
- **Butchering:** Community members will learn how to butcher the same animal that was killed for the field dressing workshop: it will be an adult sheep to simulate what it would be like to do these steps on a deer. These skills will be transferable to multiple different species. When participants go out and hunt on their own, they will know how to take care of the animal hunted in the most ethical and sustainable manner without anxiety or fear.

### Additional Workshops:

- **Garden Beds:** Community members of Teton County WY, and ID, will learn to access and build different models of garden beds, based on location of the bed, kind of soil and land features on their property. Participants will learn about: double dug beds, mechanically shaped beds and raised beds. Participants will gain knowledge and mentorship for their future garden projects. This workshop will be taught by Derek and Kamise of "Roots of the Past Farm" in Victor, ID.
- **Soil Prep:** Ken & Erica of Full Circle Farm in Victor, ID will educate community members of Teton County, WY and ID, about what it takes to cultivate healthy soil, including: how much and what kind of compost to add to your soil, proper soil aeration, adding manure and the fundamentals of biodynamic preps. Participants will get to take part in stirring and spreading a biodynamic prep first hand, and will be able to take some home to spread in their own gardens.

## Teton Conservation District Grant Application Narrative

**Applicant Entity:** Full Circle Education

**Project Title:** ReWilding Workshop Series

**Date:** 2/28/20 **Application ID:** FY20\_AGR\_004

- **Raising Backyard Laying Chickens:** Community members of Teton County, WY and ID, will have the opportunity to tour “Forging Farmers” chicken coop in Victor, ID. These small scale farmers will create great mentorship for anyone interested in raising backyard chickens for fresh and wholesome eggs.
- **Raising Backyard Meat Chickens:** Community members of Teton County, WY and ID, will have the opportunity to tour “Purely By Chance Farm” in Alta, WY, to learn about how to raise backyard meat chickens.
- **Processing Meat Chickens:** Community members of Teton County, WY and ID, will have the opportunity to visit “Purely by Chance Farm” in Alta, WY, again (if they attended the previous workshop), to learn about processing meat chickens. Participants can choose whether they want to be hands-on in this process, or not. Purely by Chance farmers will educate participants about ethical and humane meat chicken processing, and allow them the opportunity to process 20 meat chickens for hands-on learning in a safe environment.
- **“No Till” Gardening:** Community members of Teton County, WY and ID, will have the opportunity to learn about the “No Till” gardening method: improve soil health and create an underground network to prevent weeds and pests. Participants will be able to peel up the layers of soil with their hands, to uncover what this method looks like in a working garden. This workshop will be taught by the “Forging Farmers” in Victor, ID.

**4. *How will you evaluate how well you reached your goals and accomplished your deliverables? (200 words max.)***

We will know if and how we accomplished our deliverables when we receive feedback from participants. Feedback will be received the moment the workshop comes to a close and will continue to be solicited when participants use these skills in the real world and report back to us on their experiences.

**5. *Please list your partners and briefly describe the role they play in your project. (200 words max.)***

- Kevin Taylor- hosting the hide-tanning workshop at his home in Jackson, WY
- Forging Farmers- hosting and teaching from their farm in Victor, ID
- Purely by Chance Farmers- hosting and teaching from their farm in Alta, WY
- Roots of the Past Farmers- hosting and teaching from their farm in Victor, ID
- Seniors West of the Tetons- hosting FCE in their kitchen for the Soap Making workshop with a rental fee
- Cane Water and Snowdrift Farm in Victor- hosting us for the edible plant walk
- Kevin Taylor- hosting the hide tanning workshop in his home

## Teton Conservation District Grant Application Narrative

**Applicant Entity:** Full Circle Education

**Project Title:** ReWilding Workshop Series

**Date:** 2/28/20 **Application ID:** FY20\_AGR\_004

- Full Circle Farm- hosting and teaching the soil workshop, and hosting the field dressing workshop- hosting the animal before it is slaughtered, and letting us store the carcass in their walk-in refrigerator
- Wildwood Room in Victor- letting us rent their commercial kitchen for the butchering workshop

**6. Additional information. (Optional, 200 words max.)**

This is a project that Teton Conservation District has funded before, with great success. Full Circle Education is eternally appreciative of Teton Conservation District's historical generosity and support. In 2018, Teton Conservation District wrote Full Circle Education a grant for \$3,500 for a series of 9 different workshops similar to the ones described here.

It is of Full Circle Education's mission to deliver top notch educational opportunities to our community, which spans both sides of the Tetons, at an affordable rate. Over the years, Kevin Taylor has proven himself to lead the most sought after, organized, educationally dense, hands-on, place-based workshops. We hope to be able to offer his services year-after-year to as many people as we can. We also understand that there are many diverse farmers and educators surrounding the Tetons, and we want to expand our educational pursuits by including new and diverse educators. Our workshop expansion is important for the collaboration of sustainable teachers and learners on all sides of the Tetons. We plan to market our workshops heavily to the greater Jackson Hole area to make sure everyone in the area has the opportunity to engage in these workshops. More attendance and engagement from the Jackson area, like Kevin Taylor, will help us expand our programming to offer more workshops on both sides of the Tetons year after year.

**Teton Conservation District Grant Application - Project Budget Worksheet**

**Applicant Entity:** Full Circle Education **Project title:** ReWilding Workshop Sustainable Living Workshop Series

**Date:** 03/03/20 **Project ID:** FY20\_AGR\_004

<b>Project Component/Activity Description</b>	<b>Project Component/Activity Description</b>	<b>Applicant Matching Funds (Cash)</b>	<b>Total</b>
Coordination: Full Circle Education will coordinate the spaces and educators for this workshop series. We will market the workshops to reach the broadest audience, register participants, and provide basic supplies and/or refreshments for every workshop in the series. Each workshop requires about 10 hours of coordination (before, during, and after). Coordination: \$20/hr for 110 hours totals \$2,200	\$ 1,100.00	\$ 1,100.00	\$ 2,200.00
Workshop Education: Full Circle Education will hire all instructors for the workshops to provide a high quality program for our participants. Education: \$200 per workshop (with the exception of Full Circle Farm who requests only \$60), totaling \$2,060	\$ 1,030.00	\$ 1,030.00	\$ 2,060.00
Materials: Full Circle Education will provide a \$100 material budget for Kevin Taylor's workshops, with an additional \$300 for purchasing the adult sheep for the butchering workshop. Any additional material costs, for Kevin's workshops or any other workshop will be covered by Full Circle Education in program fees. Materials: \$100 for 5 workshops, plus \$300 for sheep, totals \$800	\$ 400.00	\$ 400.00	\$ 800.00
Rented Educational Space: We will be renting Seniors West of the Tetons community space and kitchen for the soap making workshop (\$150) and the Wildwood Room's commercial kitchen (\$200) for the Butchering workshop	\$ 175.00	\$ 175.00	\$ 350.00
<b>TOTAL</b>	<b>\$ 2,705.00</b>	<b>\$ 2,705.00</b>	<b>\$ 5,410.00</b>

**GRANT RECIPIENT AGREEMENT BETWEEN  
THE WYOMING GAME AND FISH COMMISSION  
AND  
TETON CONSERVATION DISTRICT**

**Grant Agreement No.:** R00934  
**Grantor Project No.:** 2020-01  
**Project Title:** Game Creek Irrigation System Improvement  
**Grant Amount:** \$28,200.00  
**Performance Period:** October 17, 2019 through November 1, 2021

**Agency Project Coordinator:** Anna Senecal, 307-249-5815 / Anna.Senecal@wyo.gov  
**Grantor Project Coordinator:** Robb Sgroi, 307-733-2110 / Robb@Tetonconservation.org

1. **Parties.** The parties to this Grant Recipient Agreement (Agreement) are the Wyoming Game and Fish Commission, by and through the Wyoming Game and Fish Department (Agency), whose address is: 5400 Bishop Boulevard, Cheyenne, WY 82006 and the Teton Conservation District (Grantor), whose address is: P.O. Box 1070/420 W. Pearl Avenue, Jackson, Wyoming, 83001.
2. **Purpose of Agreement.** The purpose of this Agreement is to set forth the terms and conditions under which the Grantor shall provide grant funds to the Agency to use for projects described herein.
3. **Term of Agreement.** This Agreement is effective when all parties have executed it (Effective Date). The Performance Period of the Agreement is from October 17, 2019 through November 1, 2021 (Performance Period). All services shall be completed during this term.
4. **Payment.**
  - A. In accordance with Wyo. Stat. §§ 23-1-302 (a)(x) and (a)(xi), and 23-1-501, the Grantor hereby grants an amount not to exceed twenty-eight thousand, two hundred dollars and zero cents (\$28,200.00) to the Agency to perform the activities directly related to the project described herein during the term of this Agreement.
  - B. Of these total funds, twenty-three thousand, two hundred dollars and zero cents (\$23,200.00) originate from the Wyoming Water Development Commission (Commission) Small Water Project Program, administered by the Grantor. Distribution of these funds shall be up to twenty-three thousand, two hundred dollars and zero cents (\$23,200.00), or fifty percent (50%) of total project costs, whichever is less.

- C. In addition to the funds received from the Commission, the Grantor agrees to reimburse the Agency with Grantor funding of five thousand dollars (\$5,000.00), or ten percent (10%) of actual costs, whichever is less.
  - D. Payment of funds from the Grantor to the Agency shall be made following receipt by the Grantor of proper documentation of expenditures, and within thirty (30) days of the Grantor's receipt of funds from the Commission, as more particularly set forth in Paragraph 6.J below.
  - E. Each payment obligation of the Grantor is conditioned upon the availability and payment of funds from the Commission, as appropriated or allocated for the payment of this obligation. If funds from the Commission are not allocated and available for the project, or if funds from the Commission are otherwise discontinued, the Agreement may be terminated by the Grantor at the end of the period for which the funds are available. The Grantor shall notify the Agency at the earliest possible date if funds are not going to be available, and of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Grantor in the event this provision is exercised, and the Grantor shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section. This provision shall not be construed to permit the Grantor to terminate this Agreement in order to provide similar services to another party or landowner.
  - F. No payment shall be made for work performed or materials purchased before both:
    - (i) The Grantor provides the Agency with a copy of the "Notice to Proceed" letter from the Wyoming Water Development Office; and
    - (ii) The Effective Date of this Agreement, unless approval for such expenditures was issued in advance.
  - G. Any unused portion of funds will be returned from the Agency to the Grantor no later than ninety (90) days after this Agreement expires or the project is complete, whichever is earlier. In addition, the Agency specifically agrees that in the event it fails to complete the project under the terms of this Agreement, the Agency will refund all monies received for the project from the Grantor. All refunded monies received by the Grantor that were obtained from the Commission will be returned to the Commission.
5. **Project Activities.** The project activities to be performed by the Agency are:
- A. Implement Game Creek irrigation system improvements pursuant to guidelines described in Exhibit A, Game Creek Irrigation System Improvement Project

Application, a copy of which is attached to and incorporated into this Agreement by this reference.

**6. Responsibilities of Agency.** The Agency agrees to:

- A.** Use grant funds only for the activities specified in this Agreement. No other use is authorized.
- B.** Maintain adequate accounting records that properly disclose the source and application of grant funds, and make records available for audit by the Grantor upon request.
- C.** In instances where the land on which the project is being conducted is not owned by the Agency, provide a copy of the agreement between the landowner and the Agency demonstrating that the landowner has approved the project.
- D.** Acquire and submit to the Grantor for approval all public access agreements, permits, plans and specifications, funding participation agreements, and construction budgets requested by the Grantor.
- E.** Acquire or otherwise meet a series of prerequisites, which may include but not necessarily be limited to:
  - (i)** Substantiation of the public benefit that will be derived from the project;
  - (ii)** Certification by an appropriate land management or resource management entity that the project will meet expectations and that appropriate engineering standards, as approved by the Grantor, will be adhered to;
  - (iii)** Right-of way, public access agreements and option agreements;
  - (iv)** Easements on public lands, if required;
  - (v)** Environmental assessments;
  - (vi)** Section 401, Clean Water Act, Certification;
  - (vii)** Section 404, Clean Water Act, Permit;
  - (viii)** DEQ Permit to Construct;
  - (ix)** Final Plans and Specifications approved by the Grantor;
  - (x)** Incidental work required to prepare the project for construction;

- (xi) Approval by the Grantor of final plans specifications and construction budgets, which shall include revisions, deletions, or mitigation resulting from meeting items (i) through (x) above.
- F. The Agency shall not initiate implementation of or commence construction on the project prior to receipt of the written approval of the Grantor.
  - G. In instances where the land on which the project is being conducted is not owned by the Agency, the Agency shall, with assistance from the Grantor if requested, secure permission from the landowner allowing the Grantor and the Grantor's representatives, as well as the Commission and the Commission's representatives, access onto project site for inspection and to collect necessary resource data, defined by Wyo. Stat. § 6-3-414. The Agency shall assist in any logistics/planning necessary to ensure the above access is available.
  - H. The Agency shall have settled all claims, paid all project expenses, and submitted for all reimbursement funds by September 1, 2021. No funds will be paid by the Grantor for expenditures made after the end-date specified, and the Agency shall be solely responsible for payment of any expenses incurred or claims received after the end-date.
  - I. The Agency shall ensure the continued operation and maintenance of the Project via a plan with the landowner and/or infrastructure owner or otherwise, which plan shall delineate responsibilities for all costs, including labor, for all operation, maintenance and repairs.
  - J. Remit the following information prior to final reimbursement:
    - (i) Final inspection and certification of completion by Agency and Agency's Professional Engineer or Professional Geologist.
    - (ii) Before, during, and after photographs of the project.
    - (iii) A copy of an operation and maintenance plan for the project, which shall be developed in accordance with accepted engineering practices.
    - (iv) Signed contractor invoices.
    - (v) Any applicable finalized State Engineer's Office paperwork
    - (vi) As built drawings.
7. **Responsibilities of Grantor.** The Grantor agrees to:

- A. Make grant funds available to the Agency as specified above and in Exhibit B, Wyoming Water Development Commission Agreement, a copy of which is attached to and incorporated into this Agreement by this reference. Grant funds will be disbursed by the Grantor to the Agency upon approval of this Agreement by all parties.
- B. Review materials, permits, documents, and other materials submitted by the Agency in a timely manner.

**8. General Provisions.**

- A. **Amendments.** Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed by all parties to this Agreement.
- B. **Audit and Access to Records.** The Grantor and its representatives shall have access to any books, documents, papers, and records of the Agency related to this Agreement or the project.
- C. **Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms “hereof,” “hereunder,” “herein,” and words of similar import, are intended to refer to this Agreement as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- D. **Counterparts.** This Agreement may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Agreement. Delivery by the Grantor of an originally signed counterpart of this Agreement by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.
- E. **Entirety of Agreement.** This Agreement, consisting of seven (7) pages; Exhibit A, Game Creek Irrigation System Improvement Project Application, consisting of ten (10) pages; and Exhibit B, Wyoming Water Development Commission Agreement, consisting of six (6) pages; represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Agreement and the language of any attachment or document incorporated by reference, the language of this Agreement shall control.

- F. Notices.** All reports, forms, notices and communications arising out of, or from, the provisions of this Agreement shall be in writing and directed to the attention of the Agency's or Grantor's contact person either by regular mail or delivery in person at the addresses provided under this Agreement.
- G. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming, the Commission, and Agency expressly reserve sovereign immunity by entering into this Agreement and the Grantor expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Agreement 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.
- H. Termination of Agreement.** This Agreement may be terminated upon written notification delivered in person or by regular mail, if either party fails to perform in accordance with the terms of this Agreement.
- I. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement. The provisions of this Agreement are intended only to assist the parties in determining and performing their obligations under this Agreement.

**THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.**

9. **Signatures.** The parties to this Agreement, either personally or through their duly authorized representatives, have executed this Agreement on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Agreement.

The Effective Date of this Agreement is the date of signature last affixed to this page.

**WYOMING GAME AND FISH COMMISSION:**

\_\_\_\_\_  
John Kennedy, Deputy Director  
Wyoming Game and Fish Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Meredith Wood, Chief Fiscal Officer

\_\_\_\_\_  
Date

**GRANTOR:**

Teton Conservation District

\_\_\_\_\_  
Steve McDonald, Chair, Board of Supervisors  
Authorized Signatory for Grantor

\_\_\_\_\_  
Date

**ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM**

\_\_\_\_\_  
Tyler M. Renner, Assistant Attorney General

\_\_\_\_\_  
Date

<p>GF37 AG Rev 12/10/2018 Contract # 188779</p>
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**REQUEST FOR PROPOSALS  
TO CONDUCT WILDFIRE RISK OVERVIEWS  
ON BEHALF OF TETON CONSERVATION DISTRICT**

MARCH 05, 2020

Teton Conservation District (TCD) requests proposals for a professional firefighter, International Society of Arboriculture (ISA) Certified Arborist, National Fire Protection Association (NFPA) Certified Wildfire Mitigation Specialist, or forester to conduct Wildfire Risk Overviews for private lands in Teton County, WY on behalf of Teton Conservation District. The purpose of this activity is to inform landowners of conditions of vegetation and infrastructure on their property, and to provide voluntary recommendations to reduce risk from wildfire, utilizing NFPA standards and the International Wildland-Urban Interface (IWUI) Code.

TCD reserves the right to reject any or all proposals and to waive informalities and irregularities in proposals.

**I. Background and Overview of Work/Services:** TCD, in cooperation with willing landowners in Teton County, WY, and the Teton Area Wildfire Protection Coalition (TAWPC), provides Wildfire Risk Overviews (Overviews) to private landowners in Teton County, WY as a component of TCD's Wildfire Risk Reduction Program.

**A. Overall Scope**

1. Conduct Overviews(s) to properties on an on-call basis as directed by TCD.
2. Overviews will take place from May 01, 2020 – November 15, 2020 and May 01, 2021 – June 15, 2021, excluding dates when snow is covering any portion of a roof.
3. Site work will take place between 8:00 AM and 8:00 PM daily, with landowner permission.
4. The scope of the project will consist of Not To Exceed fifty (50) Overviews.
5. Contractor will conduct Overviews only as directed by TCD.
6. Overviews will be developed utilizing the following:
  - a. NFPA 1144 'Standard for Reducing Structure Ignition Hazards from Wildland Fire 2018 Edition'
  - b. NFPA 1141 'Standard for Fire Protection Infrastructure for Land Development in Wildland, Rural, and Suburban Areas 2017 Edition'
  - c. NFPA Student Handout 'Assessing Wildfire Hazards in the Home Ignition Zone,' supplied at the NFPA 'Assessing Structure Ignition Potential from Wildfire' training
  - d. International Code Council's 'International Wildland-Urban Interface Code 2018 Edition'

**B. Deliverable Products**

1. Contractor will communicate directly with the landowner who requested an Overview to schedule an Overview when the landowner is preferably able to be

- physically present at the time the Overview is conducted. Contractor will set up a time and date when access to the property and data collection will be allowed, and will conduct the on-site Overview according to the above described standards.
2. Contractor will produce an electronic .pdf document for each property receiving an Overview. The data collection during the Overview will take place utilizing AgTerra MapItFast software and the TCD electronic form within the AgTerra MapItFast software. TCD will be responsible for maintenance and quality control of the form utilized within the AgTerra software. A blank template of the written report produced using the AgTerra software is included in Appendix A. Additional populated and redacted examples of Overviews demonstrating the required detail and quality are available from TCD upon request.
  3. Contractor will produce Overviews based solely in the Home Ignition Zone area (between 100-200 feet distal from main walls of the subject structure) and the routes of ingress and egress (i.e. driveways). The Contractor will not conduct Overviews for remaining acreage of the property. Contractor will not be responsible for marking or flagging trees being recommended for removal. However, if the landowner requests this service, and with verbal approval from TCD to the contractor, the contractor may provide this service and invoice TCD at an hourly rate.
  4. Contractor will utilize an electronic device, loaned by TCD, that is capable of operating AgTerra's MapItFast software for the development of Overviews.
  5. All reports shall be completed and submitted electronically to TCD within twenty-one (21) days of receipt of a request for service from TCD.
  6. Contractor shall produce a monthly invoice during months when Overviews are completed, which should include dates worked and sites that received an Overview. These shall be submitted to TCD on the closest working weekday to the 15<sup>th</sup> day of the month, subsequent to the month in which work was completed.

TCD shall be responsible for marketing the program to the public, serving as the initial point of contact for landowners interested in the Wildfire Risk Reduction Program, and delegating requests for service to the Contractor. Contractor-generated Overviews will be reviewed and approved by TCD prior to TCD providing the Overview to the landowner. TCD shall be responsible for the cost of the AgTerra software license being utilized by the Contractor, during the contract period.

## **II. Required Qualifications**

- A. A bidder, in submitting a proposal, thereby represents that he or she is fully qualified, properly licensed, insured, staffed, and equipped to properly perform the work in accordance with all applicable laws and local ordinances having jurisdiction. Each proposal must contain evidence of the bidder's qualifications, licensures, liability insurance, etc. to conduct the work and complete the project prior to award of contract.
- B. The bidder shall have completed the NFPA 'Assessing Wildfire Hazards in the Home Ignition Zone' training, the NFPA's 'Assessing Structure Ignition Potential from Wildfire' training, or an equivalent training.

### **III. Estimated Cost of Services**

- A. Contractor shall provide a bid for services based on a cost per Overview, including completion of tasks (Deliverable Products) and associated conditions listed above.

### **IV. Insurance Requirements**

- A. Contractor shall provide at its own expense the following insurance for business entity and its employees in connection with the work required under this contract.
  1. Worker's Compensation: Statutory
  2. General Public and Auto Liability: \$1,000,000 each occurrence and aggregate
- B. Contractor shall indemnify and hold harmless TCD against all forms of liability, claims, damages, demands or cost including attorney fees, of every kind and nature and attributable to bodily injury, sickness, disease or death or to damage or destruction of property resulting from or in any manner arising out of or in connection with the performance of work under this contract.

### **V. Proposal Content**

- A. Qualifications of the Contractor
- B. Fee for services with breakdown by hourly rate for additional tree marking, mileage, and cost per Overview
- C. Timetable for work
- D. Insurance coverage (general public and auto liability)
- E. Specific contract and performance conditions, including payment terms, and hourly rates for additional services
- F. Any exceptions to the requirements of this Request for Proposals

### **VI. Special Provisions**

- A. Proposal Delivery

Proposals must be received at the Teton Conservation District office by:  
**4:00 PM, Monday, April 06, 2020.** Email, deliver, or mail the proposal to:

*Postal mailing address:*

Teton Conservation District c/o Robb Sgroi  
 P.O. Box 1070  
 Jackson, WY 83001

*Physical address:*

420 W. Pearl Avenue, Jackson, WY 83001

*Email:*

[robb@tetonconservation.org](mailto:robb@tetonconservation.org)

B. Schedule

Request for Proposals issued: March 23, 2020

Proposals due: April 06, 2020, 5:00 PM

Notification/award: April 16, 2020

Project completion: July 07, 2021

Please direct any questions regarding this Request for Proposal to Robb Sgroi, Land Resources Specialist, at Teton Conservation District, (307) 733-2110 or [robb@tetonconservation.org](mailto:robb@tetonconservation.org).

APPENDIX A

Blank Template of a Wildfire Risk Overview, produced with AgTerra MapItFast software



## Wildfire Risk Reduction Program

### Wildfire Risk Overview

Landowner Name: March 05 2020 test

Date: 3/5/2020

Landowner Address: \_\_\_\_\_

Name of Examiner: Robb Sgroi, Certified Wildfire Mitigation Specialist, Certified Arborist

Enclosed are the findings of the study the District conducted on your property.

Implementation of any or all of the recommendations contained herein does not in any way guarantee any result or outcome, nor does it provide any assurance of risk mitigation.

The following legal disclaimer (the same disclaimer described in your online application) continues to apply.



© Florence McCall Photography  
Little Horsethief Fire, Jackson, WY, 2012



#### LEGAL DISCLAIMER

Teton Conservation District (the "District") provides limited services to Teton County, Wyoming, landowners as part of its Wildfire Risk Reduction Program (the "Program"). The intent of these services is to support landowners in wildfire risk reduction planning and project implementation. **Participation in the Program is voluntary.** In no event shall the District or its supervisors, employees, or volunteers be liable for any personal injury (including death), property damage, or any other damage whatsoever which may be incurred or suffered as a direct or indirect result of participation in the Program. This disclaimer of liability applies whether such damages are special, indirect, consequential or compensatory, and whether they are based on warranty, contract, tort, or any other legal theory. The District, to the fullest extent permitted by law, disclaims all warranties, express or implied, statutory or otherwise.

STRUCTURAL ASSESSMENT		
Overview of Surroundings		
Criteria	Results	Recommendations
<b>How is the structure positioned relative to fire behavior?</b>	Slope angle >30% Heavy fuels/vegetation in surrounding area	<ul style="list-style-type: none"> <li>There is potential for increased fire behavior based on steeper slopes in the surrounding area.</li> <li>Improving ignition resistance of the structure, and managing vegetation, will reduce wildfire risk.</li> <li>There is potential for increased fire behavior based on quantity of fuels/vegetation in the surrounding area.</li> </ul>
<b>Type of Construction:</b>	Stick frame (Type 5/ Wood-framed)	<ul style="list-style-type: none"> <li>This building material does not meet applicable standards (ANSI, ASTM) for ignition-resistant materials. Use ignition resistant materials if remodeling. Manage condition (seal cracks, gaps) of existing materials.</li> <li></li> </ul>

Chimney to Eaves		
Criteria	Results	Recommendations
<b>Roof Type:</b>	Wood shake shingles	<ul style="list-style-type: none"> <li>Untreated wood roofing is easily ignited and a major hazard. The only acceptable wood roof coverings are wood shakes or shingles treated at the factory by a pressure-impregnation fire-</li> </ul>

		retardant process, tested for fire resistance, and certified with a fire-resistant roofing classification of Class A, B, or C.
<b>Roof Condition:</b>	Missing shingles.	<ul style="list-style-type: none"> <li>Repair/replace areas where damage, missing roofing/shingles, or cupping/lifting is present, to eliminate areas where embers could ignite materials under roofing.</li> </ul>
<b>Is leaf/needle litter on roof?</b>	Yes	<ul style="list-style-type: none"> <li>Remove existing litter on roof surfaces.</li> </ul>
<b>Are gutters present?</b>	Yes	
<b>Gutter material type and combustibility:</b>	Wood	<ul style="list-style-type: none"> <li>Vinyl and wood gutters are combustible. Remove, or replace gutters, downspouts, and connectors with non-combustible materials.</li> </ul>
<b>Is leaf/needle litter in gutters?</b>	Yes	<ul style="list-style-type: none"> <li>Remove existing litter in gutters.</li> </ul>

<b>Top of the Exterior Wall to the Foundation</b>		
Criteria	Results	Recommendations
<b>Are Attic Vents Present?</b>	Yes	<ul style="list-style-type: none"> <li></li> </ul>
<b>Do attic vents meet National Fire Protection Association (NFPA) standards?</b>	No	<ul style="list-style-type: none"> <li>Add screen that is 1) metal, 2) non-corrosive, 3) 1/8" or smaller openings</li> </ul>
<b>Are soffit vents present?</b>	Yes	<ul style="list-style-type: none"> <li></li> </ul>
<b>Do soffit vents meet NFPA standards?</b>	No	<ul style="list-style-type: none"> <li>Add screen that is 1) metal, 2) non-corrosive, 3) 1/8" or smaller openings</li> </ul>
<b>Are crawl space vents present?</b>	Yes	<ul style="list-style-type: none"> <li></li> </ul>
<b>Do crawl space vents meet NFPA standards?</b>	No	<ul style="list-style-type: none"> <li>Add screen that is 1) metal, 2) non-corrosive, 3) 1/8" or smaller openings</li> </ul>
<b>Are roof eaves boxed in?</b>	No	<ul style="list-style-type: none"> <li>Box in eaves, to prevent embers from entering small spaces.</li> </ul>
<b>Are windows single-pane</b>	Single-pane	<ul style="list-style-type: none"> <li>Windows should be multi-paned, to resist fracture from intense heat.</li> </ul>

or multi-pane?		
Are windows tempered?	No	<ul style="list-style-type: none"> <li>Tempered windows offer further resistance to heat. Consider this when windows are replaced.</li> </ul>
Are screens present?	No	<ul style="list-style-type: none"> <li></li> </ul>
Walls and attachments material type and combustibility:	Wood Siding	<ul style="list-style-type: none"> <li>This building material does not meet applicable standards (ANSI, ASTM) for ignition-resistant materials.</li> <li></li> </ul>
Will walls and attachments collect litter?	No	<ul style="list-style-type: none"> <li>No immediate recommendations. Periodically inspect and remove combustible material such as needle/leaf litter.</li> </ul>
Deck material type and combustibility:	Wood	<ul style="list-style-type: none"> <li>The decking is combustible, and attaches to the residence. Look at manufacturer's specifications for fire-resistance. If decking is replaced, use a rated fire resistive wood or rated fire resistive composite.</li> </ul>
Are fences present?	Yes	<ul style="list-style-type: none"> <li></li> </ul>
Fence material and combustibility:		<ul style="list-style-type: none"> <li>Wood fencing material is combustible, and a source of fuel.</li> <li>Remove the section of wood fence that currently connects with the house, or replace with non-combustible fencing material.</li> </ul>
Is combustible material next to or under the structure?	Yes	<ul style="list-style-type: none"> <li>Place combustible material (ex. firewood stacks) &gt;30 feet from main walls.</li> <li>Remove combustible material (ex. leaf/needle litter).</li> </ul>
Foundation condition:	Non-combustible poured concrete, cinder blocks, or rock. No gaps, damage, or points where embers could access area under house, out of sight.	<ul style="list-style-type: none"> <li>No recommendations.</li> </ul>

#### Foundation to the Immediate Landscaped Area

Criteria	Results	Recommendations
Are propane tanks present?	Present, Above Ground, < 30 Feet From Main Wall.	<ul style="list-style-type: none"> <li>Bury the tank, or move tank to meet the NFPA standard for above ground tanks (placement &gt;30 feet from main walls of the residence).</li> </ul>

Are vehicles, RVs, lawnmowers, etc. used and parked in this area?	No	<ul style="list-style-type: none"> <li>No recommendations.</li> </ul>
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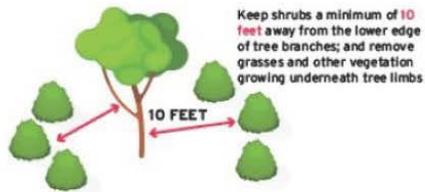
VEGETATION ASSESSMENT		
<b>Delineate the Home Ignition Zone</b> (100-200 feet outward from main walls)	The zone is a radius between 100 and 200 feet, and increases when heavy fuels and steep slopes exist.  This is where vegetation management is recommended.	<b>150 feet</b>
<b>0-5 feet from main walls</b>		
Criteria	Results	Recommendations
Are any trees present?	Yes	<ul style="list-style-type: none"> <li>Recommend removal of trees in this area that have a main stem within five feet of the main walls of the structure.</li> </ul>
<b>0-30 feet from main walls - IMMEDIATE ZONE</b>		
Criteria	Results	Recommendations
Are high flammability plants present?	Yes	<ul style="list-style-type: none"> <li>High flammability plants such as junipers and ornamental conifers should be REMOVED, or trimmed and maintained to be ignition resistant. They tend to have 1) volatile resins, oils, waxes, 2) narrow leaves or needles, 3) waxy or fuzzy leaves, 4) accumulate fine, twiggy, dry, or dead material on the plant or on the ground under the plant, 5) loose, papery, or thick bark</li> </ul>
Is landscaped vegetation present within 30 feet of structures?	Yes	<ul style="list-style-type: none"> <li>This vegetation should be irrigated as needed, cleared of dead vegetation, and/or planted with low flammability plants.</li> <li>The planting bed around main walls should be noncombustible (stone, gravel, bare ground) or irrigated if combustible materials (e.g. bark mulch) are used.</li> </ul>
Are branches and limbs within 10 feet of wall and roof surfaces?	Yes	<ul style="list-style-type: none"> <li>Trim vegetation so the tree canopy is no closer than 10 feet from the structure (roof, walls, decks).</li> </ul>
Are branches and limbs within 10 feet of the chimney outlet?	Yes	<ul style="list-style-type: none"> <li>Trim vegetation so the tree canopy is no closer than 10 feet from the chimney outlet.</li> </ul>
Is tree crown spacing less than 18 feet?	Yes	<ul style="list-style-type: none"> <li>Live, healthy aspens can remain in this zone in their existing configuration. Aspen have relatively high moisture content.</li> <li>Remove coniferous trees to create 18 feet of crown spacing, to prevent structural ignition from wildland fire radiant heat. Small groups of trees may be acceptable under circumstances such as tree health and stability, with separation of 18 feet between groups.</li> </ul>

## TREE SPACING



Is dead and down vegetation present?	Yes	<ul style="list-style-type: none"> <li>Remove dead and down vegetation (limbs, slash, etc.).</li> </ul>
Are standing dead (snag) trees present?	Yes	<ul style="list-style-type: none"> <li>Remove standing dead trees. Up to two trees per acre can remain, for wildlife habitat.</li> </ul>
Are ladder fuels present under trees?	Yes	<ul style="list-style-type: none"> <li>Remove lower limbs of mature conifers, to a height of 6 feet on flat ground, and to 8 feet on slopes. This reduces fire spread from the surface into the canopy.</li> <li>Limb up the bottom 1/3 of limbs of immature (&lt;20 feet in height) conifers.</li> </ul>

## TREE PRUNING



Ladder fuels are created when vegetation of different heights is close enough to allow a surface fire to become a crown fire.

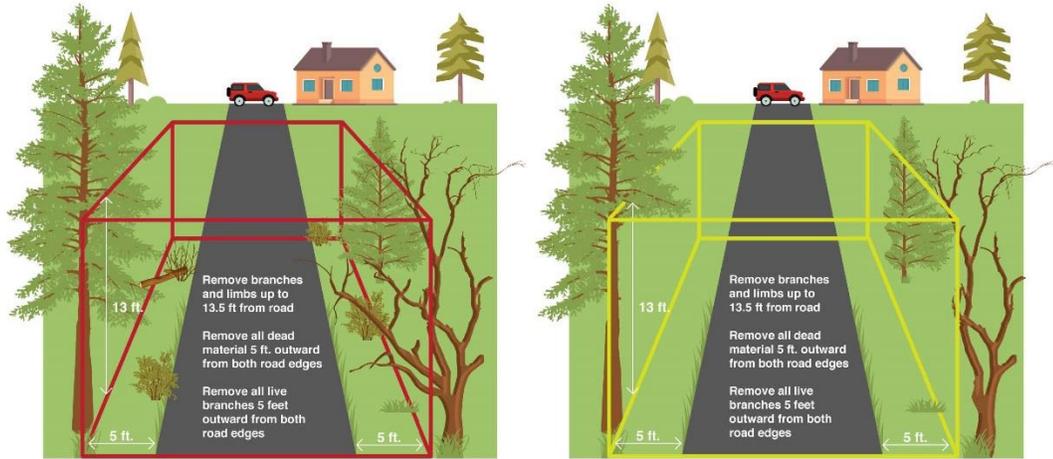
30-60 feet from main walls- INTERMEDIATE ZONE		
Criteria	Results	Recommendations
Is tree crown spacing less than 12 feet?	No	<ul style="list-style-type: none"> <li>No recommendations.</li> </ul>
Are groups of lodgepole pine present?	Yes	<ul style="list-style-type: none"> <li>Retain clusters (ex. 4-6 trees) of lodgepole pine, and create 10 foot crown spacing (remove all conifers) between clusters. This reduces canopy fire spread between groups of lodgepole, and reduces potential for windthrow of shallowly rooted lodgepole.</li> </ul>
Is dead and down vegetation present?	No	<ul style="list-style-type: none"> <li>No recommendations. No dead and down vegetation is present.</li> </ul>
Are standing dead (snag) trees present?	No	<ul style="list-style-type: none"> <li>No recommendations. No snags are present.</li> </ul>
Are ladder fuels present under trees?	Yes	<ul style="list-style-type: none"> <li>Remove vegetation to remove smaller trees growing up under the larger tree's dripline, or within the canopy of larger, live trees.</li> </ul>

60-150 feet from main walls- EXTENDED ZONE		
Criteria	Results	Recommendations
Is tree crown spacing less than 6 feet?	No	<ul style="list-style-type: none"> <li>No recommendations.</li> </ul>
Are groups of lodgepole pine present?	No	<ul style="list-style-type: none"> <li>No recommendations</li> </ul>
Is dead and down vegetation present?	No	<ul style="list-style-type: none"> <li>No recommendations. No dead and down vegetation is present.</li> </ul>
Are standing dead (snag) trees present?	No	<ul style="list-style-type: none"> <li>No recommendations. No snags are present.</li> </ul>
Are ladder fuels present under trees?	No	<ul style="list-style-type: none"> <li>No recommendations</li> </ul>

Road and Driveway Corridors		
Criteria	Results	Recommendations
Is vegetation encroaching into the driveway or road	Yes	<ul style="list-style-type: none"> <li>For road width, remove dead and dying trees and shrubs, and live tree and shrub limbs, 5 feet off the edge of road shoulders. This will improve ingress/egress.</li> </ul>

corridor?

- Remove limbs to a height of 13.5 feet, over the full width of the roadway, to improve ingress/egress.



Teton Conservation District  
Est. 1946

**General recommendations for Risk Reduction:**

- Tree removal decisions are recommended to be based on individual tree health and condition, tree species, and tree canopy spacing distances.

## Subpart B - Local Working Groups

### 501.10 Purpose

In accordance with 7 CFR Part 610, Subpart C, local working groups are subcommittees of the State Technical Committee and provide recommendations to USDA on local and state natural resource priorities and criteria for conservation activities and programs.

### 501.11 Responsibilities of the Local Working Group

It is the responsibility of the local working group to -

- (1) Ensure that a conservation needs assessment is developed using community stakeholder input.
- (2) Utilize the conservation needs assessment to help identify program funding needs and conservation practices.
- (3) Identify priority resource concerns and identify, as appropriate, high-priority areas needing assistance.
- (4) Recommend USDA conservation program application and funding criteria, eligible practices (including limits on practice payments or units), and payment rates.
- (5) Participate in multicounty coordination where program funding and priority area proposals cross county boundaries.
- (6) Assist NRCS and the conservation district with public outreach and information efforts and identify educational and producers' training needs.
- (7) Recommend State and national program policy to the State Technical Committee based on resource data.
- (8) Utilize the conservation needs assessment to identify priority resource concerns that can be addressed by USDA programs.
- (9) Forward recommendations to the NRCS designated conservationist or Farm Service Agency (FSA) County Executive Director, as appropriate.
- (10) Adhere to standard operating procedures identified in Title 440, Conservation Programs Manual (CPM), Part 501, Subpart B, Section 501.14.

### 501.12 Local Working Group Membership

A. Local working group membership should be diverse and focus on agricultural interests and natural resource issues existing in the local community. Membership should include agricultural producers representing the variety of crops, livestock, and poultry raised within the local area; owners of nonindustrial private forest land, as appropriate; representatives of agricultural and environmental organizations; and representatives of governmental agencies carrying out agricultural and natural resource conservation programs and activities.

B. Membership of the USDA local working group may include but is not limited to Federal, State, county, Tribal, or local government representatives. Examples of potential members include—

- (1) NRCS designated conservationist.
- (2) Members of conservation district boards or equivalent.
- (3) Members of the county FSA committee.
- (4) FSA county executive director or designee.
- (5) Cooperative extension (board members or manager).
- (6) State or local elected or appointed officials.
- (7) Other Federal and State government representatives.
- (8) Representatives of American Indian and Alaskan Native governments.

C. To ensure that recommendations of the local working group take into account the needs of diverse groups served by USDA, membership must include, to the extent practicable, individuals with demonstrated ability to represent the conservation and related technical concerns of particular historically underserved groups and individuals including but not limited to women, persons with disabilities, socially disadvantaged and limited resource groups.

D. Individuals or groups wanting to become members of a local working group may submit a request that explains their interest and outlines their credentials for becoming a member of the local working group to the local working group chairperson and the NRCS district conservationist (or designated conservationist). The district conservationist (or designated conservationist) will assist the soil and water conservation district in making decisions concerning membership of the group.

### 501.13 Responsibilities of Conservation Districts and NRCS

A. Conservation District

It is the responsibility of the conservation district to—

- (i) Develop the conservation needs assessment as outlined in 440-CPM, Part 500, Subpart A.
- (ii) Assemble the USDA local working group.

- (iii) Set the agenda.
- (iv) Conduct the USDA local working group meetings.
- (v) Transmit the USDA local working group's priority area and funding requests to the NRCS designated conservationist or the State Technical Committee, as appropriate.

Note: Where a conservation district is not present or chooses not to fulfill the responsibilities outlined in 440-CPM, Part 501, Subpart A, Section 501.13, the NRCS designated conservationist will have these responsibilities.

#### B. NRCS Designated Conservationist

It is the NRCS designated conservationist's responsibility to participate in the USDA local working group and to—

- (i) Encourage and assist other USDA agencies to participate in the locally led conservation and working group efforts, as feasible.
- (ii) Assist with identifying members for the local working group.
- (iii) Help identify program priorities and resources available.
- (iv) Assist in the development of program priority area proposals.
- (v) Comply with the National Environmental Policy Act, nondiscrimination statement, and other environmental, civil rights, and cultural resource requirements.
- (vi) Support and advise the local working group concerning technical issues, program policies and procedures, and other matters relating to conservation program delivery.
- (vii) Ensure that populations are—
  - Provided the opportunity to comment before decisions are rendered.
  - Allowed to share the benefits of, not excluded from, and not affected in a disproportionately high and adverse manner by Government programs and activities affecting human health or the environment.
- (viii) Analyze performance indicators and reports.
- (ix) Report the conservation programs' impacts on resources.
- (x) Perform the responsibilities of the conservation district where a conservation district is not present or chooses not to fulfill the responsibilities outlined in 440-CPM, Part 501, Subpart A, Section 501.6A.
- (xi) Give strong consideration to the local working group's recommendations on NRCS programs, initiatives, and activities.
- (xii) Ensure that recommendations, when adopted, address natural resource concerns.

### 501.14 Standard Operating Procedures for Local Working Groups

#### A. Organization and Function

Local working groups provide recommendations on local natural resource priorities and criteria for USDA conservation activities and programs. Local working groups are normally chaired by the appropriate soil and water conservation district (SWCD). In the event the SWCD is unable or unwilling to chair the local working group, NRCS district conservationist (or designated conservationist) is responsible for those duties.

#### B. Meeting Scheduling

The local working group should meet at least once each year at a time and place designated by the chairperson, unless otherwise agreed to by the members of the local working group. Other meetings may be held at the discretion of the chairperson. Meetings will be called by the chairperson whenever there is business that should be brought before the local working group.

#### C. Public Notification

- (1) Local working group meetings are open to the public and notification must be published in one or more newspapers, including recommended Tribal publications, to attain the appropriate circulation.
- (2) Public notice of local working group meetings should be provided at least 14 calendar days prior to the meeting. Notification will need to exceed the 14-calendar-day minimum where State open meeting laws require a longer notification period. The minimum 14-calendar-day notice requirement may be waived in the case of exceptional conditions, as determined by the chairperson or NRCS district conservationist (or designated conservationist).
- (3) The public notice of local working group meetings will include the time, place, and agenda items for the meeting.

#### D. Meeting Information

Agendas and information must be provided to the local working group members at least 14 calendar days prior to the scheduled meeting. The district conservationist (or designated conservationist) will assist the local working group chairperson, as requested, in preparing meeting agendas and necessary background information for meetings. The minimum 14-calendar-day notice requirement may be waived in the case of exceptional conditions, as determined by the chairperson or NRCS district conservationist (or designated conservationist).

#### E. Public Participation

Individuals attending the local working group meetings will be given the opportunity to address the local working group. Opportunity to address nonagenda items will be provided if time allows at the

local working group. Opportunity to address nonagenda items will be provided if time allows at the end of the meeting. Presenters are encouraged to provide written records of their comments to the chairperson at the time of the presentation, but are not required to do so. Written comments may be accepted if provided to the chairperson no later than 14 calendar days after a meeting.

#### F. Conducting Business

(1) The meetings will be conducted as an open discussion among members. Discussion will focus on identifying local natural resource concerns that can be treated using programs and activities identified in 440-CPM, Part 501, Subpart A, Section 501.0C. All recommendations will be considered.

(2) The following guidelines will govern meeting discussions:

(i) The chairperson will lead the discussion.

(ii) Only one person may speak at a time. Every participant should have an opportunity to speak. The chairperson or his or her designee is responsible for recognizing speakers.

(iii) The chairperson, in consultation with those members present, may establish time limits for discussion on individual agenda items.

(iv) State Technical Committees are advisory in nature and all recommendations are considered.

(v) Members may be polled, but voting on issues is not appropriate.

(vi) The chairperson will defer those agenda items not covered because of time limits to the next meeting.

#### G. Record of Meetings

Summaries for all local working group meetings will be available within 30 calendar days of the meeting and will be filed at the appropriate local NRCS office.

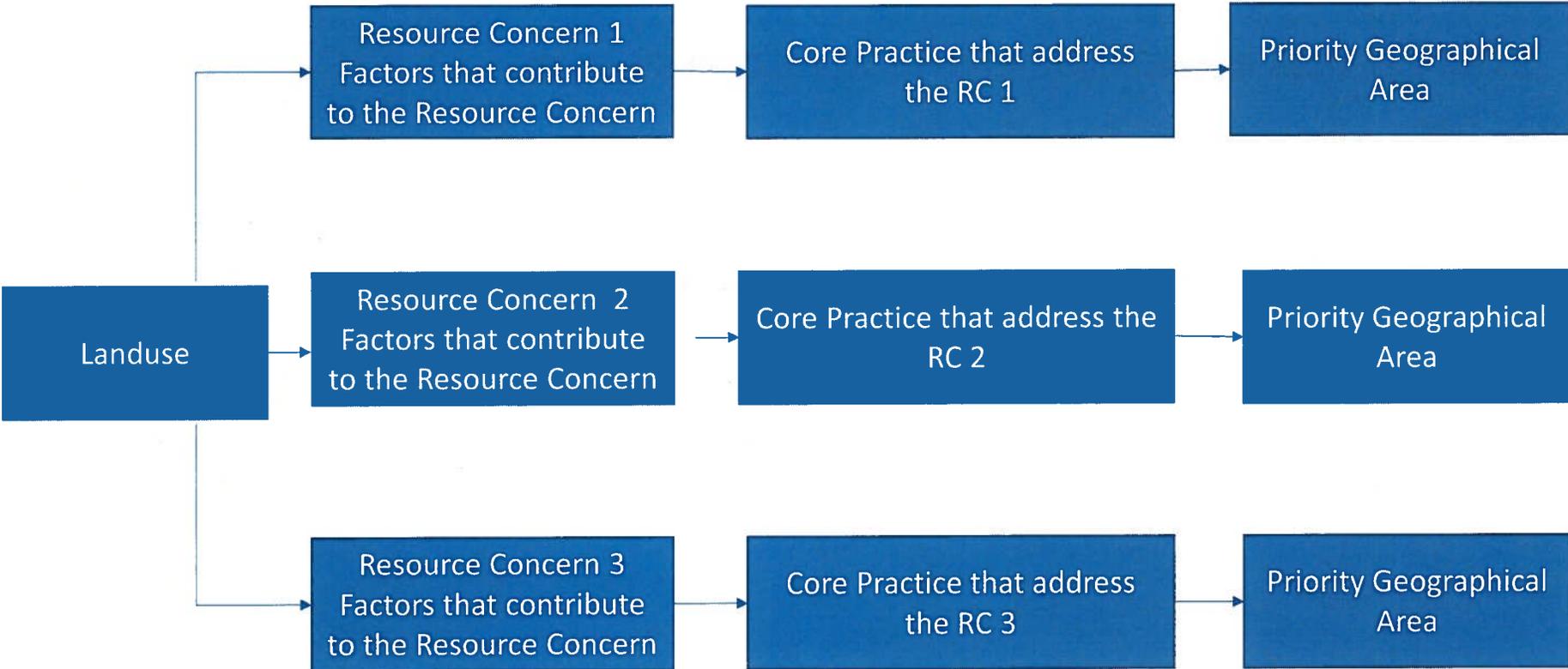
#### H. Input to State Technical Committee

Local working group recommendations are to be submitted to State Technical Committee chairperson, the district conservationist (or designated conservationist), or both (as appropriate) within 14 calendar days after a meeting.

#### I. Response to Local Working Group Recommendations

The designated conservationist will inform the local working group as to the decisions made in response to all local working group recommendations within 90 days. This notification will be made in writing to all local working groups members and made available for the public at the appropriate local NRCS office.





- **10 Practices Recommended to Increase Cost Share On**
- **Recommendations on how to outreach Young, Beginning, Small, Veteran and Historically Underserved Farmers and Ranchers?**
- **What irrigation districts does the LWG see as a priority and if there is alternative funding than can be pursued ?**

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Notes

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**10 Practices Recommended to Increase Cost Share On**

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**What irrigation districts does the LWG see as a priority and if there is alternative funding than can be pursued ?**

**Recommendations on how to outreach Young, Beginning, Small, Veteran and Historically Underserved Farmers and Ranchers?**

**Land Use Designations**

Crop  
Forest  
Range  
Pasture  
Farmstead  
Developed  
Water  
Associated Agriculture  
Other

**Land Use Modifier**

Irrigated  
Wildlife  
Grazed  
Hayes  
Drained  
Organic  
Water Feature  
Protected

## Resource Concerns

Sheet and rill erosion Wind erosion Ephemeral gully erosion Classic gully erosion Bank erosion from streams, shorelines, or water conveyance channels Subsidence Compaction Organic matter depletion Concentration of salts or other chemicals Soil organism habitat loss or degradation Aggregate instability	SOIL
Ponding and flooding Seasonal high water table Seeps Drifted snow Surface water depletion Ground water depletion Naturally available moisture use Inefficient irrigation water use Nutrients transported to surface water Nutrients transported to ground water Pesticides transported to surface water Pesticides transported to ground water Pathogens and chemicals from manure, biosolids, or compost applications transported to surface water Pathogens and chemicals from manure, biosolids, or compost applications transported to ground water Salts transported to surface water Salts transported to ground water Petroleum, heavy metals, and other pollutants transported to surface water Petroleum, heavy metals, and other pollutants transported to ground water Sediment transported to surface water Elevated water temperature	WATER
Emissions of particulate matter (PM) and PM precursors Emissions of greenhouse gases (GHGs) Emissions of ozone precursors Objectionable odors Emissions of airborne reactive nitrogen	AIR
Plant productivity and health Plant structure and composition Plant pest pressure Wildfire hazard from biomass accumulation	PLANTS
Terrestrial habitat for wildlife and invertebrates Aquatic habitat for fish and other organisms Feed and forage imbalance Inadequate livestock shelter Inadequate livestock water quantity, quality, and distribution	ANIMALS
Energy efficiency of equipment and facilities Energy efficiency of farming/ranching practices and field operations	ENERGY

## Conservation Practices

- Access Control (ac) (472)
- Access Road (ft) (560)
- Agrichemical Handling Facility (no) (309)
- Air Filtration and Scrubbing (no) (371)
- Alley Cropping (ac) (311)
- Amending Soil Properties with Gypsum Products (ac) (333)
- Amendments for Treatment of Agricultural Waste (au) (591)
- Anaerobic Digester (no) (366)
- Animal Mortality Facility (no) (316)
- Anionic Polyacrylamide (PAM) Application (ac) (450)
- Aquaculture Ponds (ac) (397)
- Aquatic Organism Passage (no) (396)
- Bedding (ac) (310)
- Bivalve Aquaculture Gear and Biofouling Control (ac) (400)
- Brush Management (ac) (314)
- Building Envelope Improvement (no) (672)
- Channel Bed Stabilization (ft) (584)
- Clearing and Snagging (ft) (326)
- Combustion System Improvement (372)
- Composting Facility (no) (317)
- Conservation Cover (ac) (327)
- Conservation Crop Rotation (ac) (328)
- Constructed Wetland (ac) (656)
- Contour Buffer Strips (ac) (332)
- Contour Farming (ac) (330)
- Contour Orchard & Other Perennial Crops (ac) (331)
- Cover Crop (ac) (340)
- Critical Area Planting (ac) (342)
- Cross Wind Trap Strips (ac) (589C)
- Crosswind Ridges (ac) (588)
- Dam (no & ac-ft) (402)
- Dam, Diversion (no) (348)
- Deep Tillage (ac) (324)
- Denitrifying Bioreactor (no) (605)
- Dike (ft) (356)
- Diversion (ft) (362)
- Drainage Water Management (ac) (554)
- Dry Hydrant (ea) (432)
- Dust Control from Animal Activity on Open Lot Surfaces (ac) (375)
- Dust Control on Unpaved Roads and Surfaces (sq.ft.) (373)
- Early Successional Habitat Development/Management (ac) (647)
- Emergency Animal Mortality Management (no) (368)
- Farnstead Energy Improvement (no) (374)
- Feed Management (au) (592)
- Fence (ft) (382)
- Field Border (ft) (386)
- Field Operations Emissions Reduction (ac) 376
- Filter Strip (ac) (393)
- Firebreak (ft) (394)
- Fish Raceway or Tank (no) (398)
- Fishpond Management (no) (399)

- Forage and Biomass Planting (ac) (512)
- Forage Harvest Management (ac) (511)
- Forest Stand Improvement (ac) (666)
- Forest Trails and Landings (ac) (655)
- Fuel Break (ac) (383)
- Grade Stabilization Structure (no) (410)
- Grassed Waterway (ac) (412)
- Grazing Land Mechanical Treatment (ac) (548)
- Groundwater Testing (no) (355)
- Heavy Use Area Protection (sqft) (561)
- Hedgerow Planting (ft) (422)
- Herbaceous Weed Treatment (ac) (315)
- Herbaceous Wind Barriers (ft) (603)
- High Tunnel System (sqft) (325)
- Hillside Ditch (ft) (423)
- Integrated Pest Management (ac) (595)
- Irrigation Canal or Lateral (ft) (320)
- Irrigation Ditch Lining (ft) (428)
- Irrigation Field Ditch (ft) (388)
- Irrigation Land Leveling (ac) (464)
- Irrigation Pipeline (ft) (430)
- Irrigation Reservoir (no & ac-ft) (436)
- Irrigation System, Microirrigation (ac) (441)
- Irrigation System, Surface and Subsurface (ac) (443)
- Irrigation System, Tailwater Recovery (no) (447)
- Irrigation Water Management (ac) (449)
- Karst Sinkhole Treatment (no) (527)
- Land Clearing (ac) (460)
- Land Reclamation, Abandoned Mined Land (ac) (543)
- Land Reclamation, Currently Mined Land (ac) (544)
- Land Reclamation, Landslide Treatment (no & ac) (453)
- Land Reclamation, Toxic Discharge Control (no) (455)
- Land Smoothing (ac) (466)
- Lighting System Improvement (no) (670)
- Lined Waterway or Outlet (ft) (468)
- Livestock Confinement Facility (no) (770)
- Livestock Pipeline (ft) (516)
- Livestock Shelter Structure (No) (576)
- Mine Shaft and Adit Closing (no) (457)
- Mole Drain (ft) (482)
- Monitoring Well (no) (353)
- Mulching (ac) (484)
- Nutrient Management (ac) (590)
- Obstruction Removal (ac) (500)
- On-Farm Secondary Containment Facility (no) (319)
- Open Channel (ft) (582)
- Pond (no) (378)
- Pond Sealing or Lining, Compacted Soil Treatment (sqft) (520)
- Pond Sealing or Lining, Concrete (sqft) (522)
- Pond Sealing or Lining, Flexible Membrane (no) (521A)
- Precision Land Forming (ac) (462)
- Prescribed Burning (ac) (338)

- Prescribed Grazing (ac) (528)
- Pumping Plant (no) (533)
- Range Planting (ac) (550)
- Recreation Area Improvement (ac) (562)
- Recreation Land Grading and Shaping (ac) (566)
- Residue and Tillage Management, No Till (ac) (329)
- Residue and Tillage Management, Reduced Till (ac) (345)
- Restoration of Rare or Declining Natural Communities (ac) (643)
- Riparian Forest Buffer (ac) (391)
- Riparian Herbaceous Cover (ac) (390)
- Road/Trail/Landing Closure and Treatment (ft) (654)
- Rock Barrier (ft) (555)
- Roof Runoff Structure (no) (558)
- Roofs and Covers (no) (367)
- Row Arrangement (ac) (557)
- Salinity and Sodic Soil Management (ac) (610)
- Saturated Buffer (ft) (604)
- Sediment Basin (no) (350)
- Shallow Water Development and Management (ac) (646)
- Short Term Storage of Animal Waste and Byproducts (cuft) (318)
- Silvopasture (ac) (381)
- Spoil Spreading (ac) (572)
- Spring Development (no) (574)
- Sprinkler System (ac) (442)
- Stormwater Runoff Control (no & ac) (570)
- Stream Crossing (no) (578)
- Stream Habitat Improvement and Management (ac) (395)
- Streambank and Shoreline Protection (ft) (580)
- Stripcropping (ac) (585)
- Structure for Water Control (no) (587)
- Structures for Wildlife (no) (649)
- Subsurface Drain (ft) (606)
- Surface Drain, Field Ditch (ft) (607)
- Surface Drain, Main or Lateral (ft) (608)
- Surface Roughening (ac) (609)
- Terrace (ft) (600)
- Trails and Walkways (ft) (575)
- Tree/Shrub Establishment (ac) (612)
- Tree/Shrub Pruning (ac) (660)
- Tree/Shrub Site Preparation (ac) (490)
- Underground Outlet (ft) (620)
- Upland Wildlife Habitat Management (ac) (645)
- Vegetated Treatment Area (ac) (635)
- Vegetative Barrier (ft) (601)
- Vertical Drain (no) (630)
- Waste Facility Closure (no) (360)
- Waste Recycling (ac) (633)
- Waste Separation Facility (no) (632)
- Waste Storage Facility (no) (313)
- Waste Transfer (no) (634)
- Waste Treatment (no) (629)
- Waste Treatment Lagoon (no) (359)

- Water and Sediment Control Basin (no) (638)
- Water Harvesting Catchment (no) (636)
- Water Well (no) (642)
- Watering Facility (no) (614)
- Waterspreading (ac) (640)
- Well Decommissioning (no) (351)
- Wetland Creation (ac) (658)
- Wetland Enhancement (ac) (659)
- Wetland Restoration (ac) (657)
- Wetland Wildlife Habitat Management (ac) (644)
- Windbreak/Shelterbelt Establishment (ft) (380)
- Windbreak/Shelterbelt Renovation (ft) (650)
- Woody Residue Treatment (ac) (384)

The top practices that have been implemented in **Teton County** from 2015-2020 are:

1. Irrigation Pipeline
2. Structure for Water control (headgates, flow meters, screens, etc.)
3. Irrigation Water Management (record keeping for irrigation)
4. Sprinkler System
5. Pumping Plant
6. Tied are: Critical Area Planting, Diversion Dam, Obstruction Removal



## **Morgan Graham, GIS Wildlife Specialist**

### Information Items:

**Program Area:** Administration

**Partners in Conservation (PIC) Grants:** Significant time spent communicating with TCD staff, board, and applicants. Award and decline letters have been delivered.

**Natural Resource Technician:** Ongoing review of applications.

**Program Area:** Wildlife

**Recreation-Wildlife Co-Existence:** Met with the Recreation Subcommittee, encompassing staff from Bridger-Teton and Caribou-Targhee National Forests, Grand Teton National Park, Teton County Friends of Pathways, the Nature Conservancy and Mountain Bike the Tetons. I've generated a spatial layer of trail count stations attributed with average daily counts. A version converted into GoogleEarth format could be easily shared by TCD or any of the project partners. We are now attempting to extract use data from Strava Global Heatmap to assign to trails without trail count data.

**Social Media:** Worked with Phoebe on several wildlife related Instagram/Facebook posts pertaining to mutualistic interactions between species and history of winter deer observation in Jackson Hole.

**Jackson Hole Wildlife Foundation (JHWF):** Worked with Tom, Robb, and JHWF staff to review their MOA request to TCD for FY21. They have delivered updated GIS data of Nature Mapping observations and Wildlife-Vehicle Collision databases.

**Farmstead Cider:** Working with Farmstead to finalize their landowner permission database. 51 landowners granted permission this past harvest season.

**Sage-grouse:** Surveyed sage-grouse winter habitat south of the Buffalo Fork and North of Uhl Hill with Sarah Hegg. Sarah observed grouse scat and tracks, but we observed 0 grouse. We saw multiple coyotes and several sets of wolf tracks. 154 grouse were detected further to the south. This number is up from the 78 individuals detected during mid-winter counts in 2019. Continue to support the Upper Snake River Basin Local Working Group as we work collaboratively with members of the sage-grouse Technical Team as they finalize their recommended responses to observed declines in the Jackson population.

**Great Gray Owls:** Working with University of Wyoming graduate student Katherine Gura to incorporate lidar derived canopy height models into owl habitat use analysis. I've output high resolution tree heights for Grand Teton National Park, and would like to extend the coverage to areas of private land and the Bridger-Teton National Forest. Still assessing the data's ability to yield meaningful habitat metrics such as canopy density at different heights.

**Program Area:** Native Plants

**Cover Crops:** Responded to a local landowner regarding use of native cover crops for weed control in a home garden installation.

**Program Area:** GIS & Mapping / Information Technology

**Factory IT:** Coordinating update of Windows 7 machines to Windows 10. Troubleshooting printing issues emanating from deployment of printers across the TCD network.



## **Elyce Gosselin, Natural Resources Technician**

### Information Items:

#### **Program Area:** Mapping & GIS

**Map of TCD-funded Projects:** I have been continuing to gather information to make a comprehensive map of projects TCD has funded. This will help TCD staff with record-keeping and allow us to demonstrate the work we do for the public.

#### **Program Area:** Wildlife

**Wildlife-Vehicle Collisions (WVC) Data:** Morgan and I are continuing to work with Grand Teton National Park to study how rates of WVCs changed with the reduced speed limit. I have been finalizing the data analysis and producing maps to share with the park. I'm beginning to write up the results and document how the analysis was completed so that all of the information is there for Morgan and the future technician.

**Mule Deer Surveys:** I've been continuing to conduct mule deer counts to document mule deer habitat use in their winter range.

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

**Hoback Drinking Water:** Using data from the Hoback Drinking Water surveys from the public meeting on February 24<sup>th</sup>, I updated the map of survey responses. The data shown include properties with water quality issues, properties with nitrate issues, and properties that are interested in a public water system.

**Stream Bank Stabilization Workshop:** I helped Carlin create certificates and complete other requirements to allow people to get continuing education credits for attending the Stream Bank Stabilization Workshop on March 2, 2020.

#### **Program Area:** Restoration and Sustainability

**Summary of Land Ownership Types:** I'm putting together a summary of what land ownership types exists in Teton County. This will serve as a tool in a nascent project to develop a list of allowed agricultural uses across land ownership types across Teton County.



## **Carlin Girard, Water Resource Specialist and Associate Director**

### Action Items:

**Program Area:** Water Resources

**Teton County Wastewater Planning Letter:** Based upon requests for input from Teton County Commissioners and staff, TCD staff drafted the following letter to suggest a timeline and approach that builds towards the completion of a wastewater planning effort review (see Supplemental Materials). This has been prompted by a letter to the Teton County Commissioners from Protect Our Water JH, which requests Teton County initiate waste water planning, along with a \$250,000 commitment for assistance provided by Protect Our Water JH. Prior to drafting this letter, I spoke with County, Town and POWJH staff. This action item is seeking Board input, and if there is agreement that this should be sent, signature of the letter.

**Recommended Motion:** *Move to authorize the TCD Board Chair to sign the letter pertaining to Teton County wastewater planning.*

**US Forest Service Stream Trailer Grant Funding Contract:** The TCD Board of Supervisors' awarded a \$10,000 Partners in Conservation Grant to the Bridger Teton National Forest for stream trailer construction. The Bridger Teton has created a contract to allow the disbursement of funds from TCD to the Bridger Teton. The contract is available for your review (see Supplemental Materials).

**Recommended Motion:** *Move to authorize Tom Segerstrom to sign the Collection Agreement between Teton Conservation District and the Bridger-Teton National Forest as the required step to transfer grant funds for stream trailer creation.*

**Nelson Engineering Contract Amendment for Septic Monitoring:** I have been working with our lawyer, Nicole Krieger, to develop a landowner agreement template for forthcoming septic monitoring. In researching this topic, Nicole has suggested we alter the language of the Nelson Engineering agreement to better reflect the liability responsibility. The redline version of the amended agreement is available in Supplemental Materials.

**Recommended Motion:** *Move to authorize Dave Adams to sign the First Amended Agreement between Teton Conservation District and Nelson Engineering for Septic System Effluent Monitoring.*

### Information Items:

**Program Area:** Water Resources

**Hoback Drinking Water:** 1) Hoback Drinking Water Stakeholder Group draft recommendations were presented in a public meeting at Munger Mountain School on February 24<sup>th</sup>, 2020. I presented background material on the topic. Max Ludington, the facilitator, presented the draft recommendations, and public comment was taken. TCD staff created a series of posters for the event. The public meeting was well attended, and we received very positive feedback. There was a very civil and collaborative tone to the whole meeting. 2) The final stakeholder group meeting will be March 9<sup>th</sup>, 2020 at 6:00pm at the Hoback Fire Station. This meeting will be used to incorporate public input and new ideas in the final set of recommendations, which will be sent to the TCD Board and the Teton County Commissioners.

**Septic Effluent Monitoring:** We are continuing our search for the perfect study sites. We are now focusing on septic systems that were constructed between 5 and 15 years ago. This is an attempt to use study sites that use modern standard practices.

**Microbial Source Tracking Study Site Visit:** I met the professor and student working on the E. coli source tracking study that will begin this summer on local waterbodies. We did a site tour and collected samples for initial DNA assessments.

**Wild and Scenic River Workshop:** The day after the bank stabilization workshop, the US Forest Service hosted a workshop on Wild and Scenic Rivers. This all-day event provided a lot of background into the establishment and regulation of these protected river segments. With roughly 400 miles of Wild and Scenic designated rivers in our district, I am regularly asked to act as a conduit to landowners hoping to implement projects, which will require Wild and Scenic review by the US Forest Service.

**Program Area:** Education and Outreach

**Bank Stabilization Workshop:** The workshop was completed on March 2<sup>nd</sup>, 2020. Four presenters spoke before the Teton County Commissioners in an hour-long session in the morning. Technical presentations were given by the same presenters in the afternoon. Both presentations were very well attended. We received positive feedback.

**TCD Staff:** I have to give a big shout out to Phoebe, Elyce and Morgan for playing essential roles in the successful deployment of two significant and back-to-back events: the Hoback Drinking Water Public Meeting, and the Bioengineering and Streambank Stabilization Workshop. TCD has a very strong ability to produce professional, high quality work, and it was directly apparent in the jointly developed materials for these events. Thank you for your help!!!



March 18<sup>th</sup>, 2020

Teton County Board of County Commissioners  
PO Box 3594  
Jackson, WY 83001

Jackson Town Council and Mayor  
PO Box 1687  
Jackson, WY 83001

Dear Teton County Commissioners and Teton County Staff,

This letter pertains to wastewater planning and has been provided at the request of Teton County Commissioners and their staff. The Teton Conservation District Board of Supervisors and staff support community-level wastewater (sewage) treatment planning. The contents of this letter were developed after discussions with Teton County and Town of Jackson staff, and Protect Our Water Jackson Hole.

Water quality protection is identified within the Teton County/Town of Jackson Comprehensive Plan, yet little guidance pertains to water quality, especially wastewater treatment. Additionally, the recently completed Growth Management Plan process specifically identified that water quality goals are not being met. Acknowledging that Teton County and Town of Jackson are increasing their involvement in wastewater and water quality topics, Teton Conservation District encourages a multi-step process to target known issues and develop a community vision that will curb future issues. To be comprehensive, the process should include potable water supplies, wastewater management, and stormwater management. By request, Teton Conservation District would be willing to partner on this endeavor through staff time and financial contributions.

We want to start by acknowledging the current strategies that Teton Conservation District, the Town of Jackson, and Teton County are already engaged in or are planning. While this is not a comprehensive list, these ongoing activities should be considered when moving into a comprehensive water planning process:

- Septic and sewer mapping
- Septic system regulation revisions
- Partnership on septic system effluent monitoring
- Hoback Drinking Water Stakeholder Group recommendations
- Finalization of Teton Conservation District drinking water mapping
- Town of Jackson Stormwater Program planning and infrastructure implementation
- Town of Jackson Wastewater Rate and Capacity Study

Teton Conservation District recommends the following phased approach to address water quality issues in Teton County, emphasizing the goal of implementing comprehensive water planning:



**Teton  
Conservation  
District  
Est. 1946**

Fiscal Year 2020:

- 1) Support to the greatest extent possible the recommendations of the Hoback Drinking Water Stakeholder Group and its associated steering committee.
- 2) Support the completion of septic system effluent monitoring to inform comprehensive water planning.
- 3) Convene a steering committee for comprehensive water planning that includes (but is not limited to) Teton County and Town of Jackson staff.

Fiscal Year 2021 and beyond:

- 1) Guided by the steering committee, draft a Memorandum of Agreement between Teton County, Town of Jackson, and other pertinent entities to begin the process of identifying interests, ownerships, roles, and vision for water quality protection and wastewater management.
  - a. This written document should include: a declaration of support for wastewater planning; a declaration of infrastructure ownership, operational needs, and shared or independent responsibilities; the adopted recommended actions; and the financial commitments of the partnering entities.
- 2) Guided by the steering committee, draft and publish a Request for Proposals for Comprehensive Water Planning.
- 3) Guided by the steering committee, draft a budget for comprehensive water planning for Fiscal Year 2022.
- 4) Hire a consultant/team to complete a comprehensive water planning exercise that includes the following baseline information: septic and sewer mapping, septic effluent monitoring results, drinking water quality mapping, Town of Jackson Wastewater Rate and Capacity Study, Town of Jackson Stormwater Master Planning, and further guidance established within the Teton County and Town of Jackson Memorandum of Agreement.

During current budget negotiations, Teton Conservation District requests that the Teton County Board of County Commissioners and the Town of Jackson Mayor and Town Council strongly consider funding to facilitate comprehensive sewer and water planning.

Sincerely,

Steve McDonald  
Board of Supervisors, Chair  
Teton Conservation District

420 W. Pearl Ave.  
P.O. Box 1070  
Jackson, Wyoming 83001

307/733-2110, Ext 2  
[www.tetonconservation.org](http://www.tetonconservation.org)  
[tom@tetonconservation.org](mailto:tom@tetonconservation.org)



FS Agreement No. 20-CO-11040300-062

Cooperator Agreement No. \_\_\_\_\_

**COLLECTION AGREEMENT**  
**Between The**  
**TETON CONSERVATION DISTRICT**  
**And The**  
**UNITED STATES DEPARTMENT OF AGRICULTURE,**  
**U.S. FOREST SERVICE**  
**BRIDGER-TETON NATIONAL FOREST**

This COLLECTION AGREEMENT is hereby entered into by and between the Teton Conservation District, hereinafter referred to as “the Teton Conservation District”, and the United States Department of Agriculture (USDA), Forest Service, Bridger-Teton National Forest, hereinafter referred to as the “U.S. Forest Service,” under the provisions of the Cooperative Funds Act of June 30, 1914 (16 U.S.C. 498 as amended by Pub. L. 104-127).

Background: Teton Conservation District is a local government entity whose mission is to work with the community in the conservation of natural resources for the health and benefit of people and the environment. To promote stewardship of water resources in Teton Conservation District, they work with private landowners, nonprofit and business partners, and local, state, and federal agencies to provide education, funding, and technical assistance through grant opportunities. The Forest Service applied for assistance and was awarded \$10,000.00. This funding will be utilized for work force salaries to construct a new stream trailer. This trailer will help meet Teton Conservation District’s Strategic Plan Goal of increasing public education and outreach (Goal 9, Strategy 9.1.0, Task 9.1.3). Additionally, it will be used by the U.S. Forest Service at events and in classrooms around Teton County to educate K-12 children about watersheds and stream health.

Title: BTNF Stream Trailer Construction

- I. **PURPOSE:** The purpose of this agreement, and incorporated Financial Plan, is to document the voluntary contribution of funds from the Teton Conservation District to the U.S. Forest Service to construct a stream trailer simulator which is an educational watershed on wheels. The trailer consists of a water tank, recirculating pump, batteries, and a 5 foot by 10-foot watershed area filled with plastic grit. The grit acts as soil and pump creates a river that runs through the watershed. The trailer provides a platform to teach children about the hydrologic cycle, ground water, aquatic environments, and sound conservation and watershed practices. Funding from this grant would be used to pay for the time of the Caribou-Targhee National Forest (CTNF) Road Crew to construct the stream trailer simulator.



**II. THE TETON CONSERVATION DISTRICT SHALL:**

- A. LEGAL AUTHORITY. The Teton Conservation District shall have the legal authority to enter into this agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the nonfederal share of project costs, when applicable.
- B. Perform in accordance with the Financial Plan.
- C. Upon presentation of a Bill for Collection, deposit with the U.S. Forest Service the amount agreed to in the Financial Plan.
- D. When mailing payment, include a copy of the Bill for Collection, and put the FMMI Bill Number and Customer Number on the warrant (check). Or pay via the Bill Payment website that is listed on the Bill for Collection.
- E. Provide funding in the amount of \$10,000.00 to the U.S. Forest Service for the project as identified in the Teton Conservation District’s Award Letter.

**III. THE U.S. FOREST SERVICE SHALL:**

- A. ADVANCE BILLING. The maximum total cost liability to the The Teton Conservation District for this agreement is \$10,000.00. The U.S. Forest Service shall bill the Teton Conservation District prior to commencement of work for deposits sufficient to cover the estimated costs (including overhead) for the specific payment period. Overhead is assessed at the rate of 0 percent.

Billing Method: **A single lump-sum advance bill for the amount of \$10,000.00.**

Billing must be sent to:

Teton Conservation District
ATTN: Emily Hagedorn-Wegher
PO Box 1070
Jackson, WY 83001
emily@tetonconservation.org

If payment is not received to the satisfaction of the U.S. Forest Service by the date specified on the Bill for Collection (Form FS-6500-89), the U.S. Forest Service shall exercise its rights regarding the collection of debts owed to the United States.

SPECIAL BILLING REQUIREMENTS – FINANCIAL DOCUMENTATION. The special billing requirements are: **A Bill for Collection (BFC) will be sent via email to the Cooperator Administrative Contact, the FS Program Contact and the FS Administrative Contact listed in the agreement.** The U.S. Forest Service will invoice the Teton Conservation District for the amount of funds specified in the financial plan. If there is a mutual desire to transfer additional funds to the U.S. Forest Service, the



financial plan will be modified and an additional invoice may be issued. U.S. Forest Service Transaction Register listing itemized expenses will be provided upon request at the end of a project or annually for long-term agreements.

- B. **SPECIAL BILLING REQUIREMENTS – PROGRAM DOCUMENTATION.** The U.S. Forest Service Program Manager shall provide the Teton Conservation District with a written report that meets the Teton Conservation District’s specific documentation requirements by August 1, 2020.
- C. Perform in accordance with the attached Financial Plan, Exhibit A, and Project Application, Exhibit B, and Budget Worksheet, Exhibit C incorporated by reference.
- D. Provide the labor and overhead from the Caribou-Targhee National Forest (CTNF) Road Crew to construct via fabrication the stream trailer body as described above and in the attached Project Application and Budget Worksheet, Exhibits B and C.
- E. Put together the internal components (plumbing, batteries and pump) and test all components to ensure reliability of the trailer as identified in the Project Application and Budget Worksheet, Exhibits B and C.
- F. Provide the Teton Conservation District a final project report by August 1, 2020.

**IV. IT IS MUTUALLY AGREED AND UNDERSTOOD BY AND BETWEEN THE PARTIES THAT:**

- A. **PRINCIPAL CONTACTS.** Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

**Principal Cooperator Contacts:**

<b>Cooperator Program Contact</b>	<b>Cooperator Administrative Contact</b>
Carlin Girard Water Resources Specialist Teton Conservation District PO Box 1070 Jackson, WY 83001 Telephone: (307) 733-2110 Email: carlin@tetonconservation.org	Emily Hagedorn-Wegher Administrative Manager Teton Conservation District PO Box 1070 Jackson, WY 83001 Telephone: (307) 733-2110 Email: emily@tetonconservation.org



**Principal U.S. Forest Service Contacts:**

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Trevlyn Robertson Hydrologist/Water Rights Coordinator Greys River Ranger District 671 N Washington Street Afton, WY 83110 Telephone: (307) 886-5317 FAX: (307) 886-5339 Email: trevlyn.robertson@usda.gov	Kristi VonKrosigk Grants Management Specialist IDAWY Acquisition Center PO Box 1888 Jackson, WY 83001-1888 Telephone: (307) 739-5539 FAX: (307) 739-5010 Email: kristi.vonkrosigk@usda.gov

B. **FOREST SERVICE LIABILITY TO THE COOPERATOR.** The United States shall not be liable to The Teton Conservation District for any costs, damages, claims, liabilities, and judgments that arise in connection with the performance of work by the U.S. Forest Service or its contractors under this agreement, including but not limited to damage to any property owned by The Teton Conservation District or any third party.

C. **REFUNDS.** Funds collected in advance by the U.S. Forest Service, which are not spent or obligated for the project(s) approved under this agreement, may be refunded to the Teton Conservation District, authorized for use for a new agreement by the Teton Conservation District, or waived by the Teton Conservation District. A Data Universal Numbering System (DUNS) number and registration in the System for Award Management (SAM) by the Teton Conservation District may be necessary to process a refund. Due to processing costs, any balance less than \$25 shall not be refunded to the Teton Conservation District.

D. **MEMBERS OF CONGRESS.** Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this agreement, or benefits that may arise therefrom, either directly or indirectly.

E. **FREEDOM OF INFORMATION ACT (FOIA).** Public access to agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552). Requests for research data are subject to 2 CFR 215.36.

Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2009 Farm Bill).

F. **PARTICIPATION IN SIMILAR ACTIVITIES.** This agreement in no way restricts the U.S. Forest Service or the Teton Conservation District from participating in similar activities with other public or private agencies, organizations, and individuals.



G. ENDORSEMENT. Any of the Teton Conservation District's contributions made under this agreement do not by direct reference or implication convey U.S. Forest Service endorsement of the Teton Conservation District's products or and does not by direct reference or implication convey the Teton Conservation District's endorsement of the U.S. Forest Service products or activities.

H. NOTICES. Any communication affecting the operations covered by this agreement by the U.S. Forest Service or the Teton Conservation District will be sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the U.S. Forest Service Program Manager, at the address specified in the agreement.

To the Teton Conservation District, at the Teton Conservation District's address shown in the agreement or such other address designated within the agreement.

Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

I. COLLABORATION. The U.S. Forest Service and the Teton Conservation District may mutually agree to collaborate in the review of draft publications, interpretive signs, manuscripts, and other printed material and audiovisuals prior to completion. This agreement, in and of itself, does not authorize the Teton Conservation District's participation in the project.

J. USE OF U.S. FOREST SERVICE INSIGNIA. In order for the Teton Conservation District to use the U.S. Forest Service insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the U.S. Forest Service's Office of Communications (Washington Office). A written request will be submitted by Forest Service **BRIDGER-TETON NATIONAL FOREST** to the Office of Communications Assistant Director, Visual Information and Publishing Services prior to use of the insignia. The U.S. Forest Service **BRIDGER-TETON NATIONAL FOREST** will notify The Teton Conservation District when permission is granted.

K. U.S. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIOVISUALS, AND ELECTRONIC MEDIA. The Teton Conservation District shall acknowledge U.S. Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this agreement.

L. PROPERTY IMPROVEMENTS. Improvements placed by The Teton Conservation District on National Forest System land at the direction or with the approval of the U.S. Forest Service become property of the United States. These improvements are subject to the same regulations and administration of the U.S. Forest Service as would other national forest improvements of a similar nature. No part of this agreement entitles The



Teton Conservation District to any interest in the improvements, other than the right to use them under applicable U.S. Forest Service regulations.

- M. PURCHASE OF ASSETS. Any assets (such as equipment, property, or improvements) purchased by the U.S. Forest Service with the Teton Conservation District's contributions shall become the property of the U.S. Forest Service.
- N. OFFSETS, CLAIMS AND RIGHTS. Any and all activities entered into or approved by this agreement will create and support afforestation/ reforestation efforts within the National Forest System without generating carbon credits. The U.S. Forest Service does not make claims of permanence or any guarantees of carbon sequestration on lands reforested or afforested through partner assistance. The U.S. Forest Service will provide for long-term management of reforested and afforested lands, according to applicable Federal statute regulations and forest plans.
- O. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. The Teton Conservation District shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

*In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)*

**To file a complaint alleging discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington DC 20250-9410 or call toll free voice (866) 632-9992, TDD (800)877-8339, or voice relay (866) 377-8642. USDA is an equal opportunity provider and employer.**

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text:

*"This institution is an equal opportunity provider."*

- P. TERMINATION FOR COLLECTION AGREEMENTS. Either party, in writing, may terminate this agreement in whole, or in part, at any time before the date of expiration. The U.S. Forest Service shall not incur any new obligations for the terminated portion of this agreement after the effective date of termination and shall cancel as many obligations as possible. Full credit must be allowed for U.S. Forest Service expenses and all non-cancelable obligations properly incurred up to the effective date of termination.
- Q. DEBARMENT AND SUSPENSION. The Teton Conservation District shall immediately inform the U.S. Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal Government according to the terms of 2 CFR Part 180. Additionally, should the Teton Conservation District or any of their principals receive a transmittal letter or other



official Federal notice of debarment or suspension, then they shall notify the U.S. Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.

- R. MODIFICATIONS. Modifications within the scope of this agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change. The U.S. Forest Service is not obligated to fund any changes not properly approved in advance.
- S. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of the last signature, and is effective through December 31, 2020 at which time it will expire. The expiration date is the final date for completion of all work activities under this agreement.
- T. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In witness whereof, the parties hereto have executed this agreement as of the last date written below.

---

TOM SEGERSTROM, Executive Director  
Teton Conservation District

Date

---

PATRICIA M. O'CONNOR, Forest Supervisor  
U.S. Forest Service, Bridger-Teton National Forest

Date

The authority and format of this agreement have been reviewed and approved for signature.

---

KRISTI VONKROSIGK  
U.S. Forest Service Grants Management Specialist

Date



## Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

Forest Service Agreement # 20-CO-11040300-062

Cooperator Agreement #

### Collection Agreement Financial Plan - Exhibit A

#### Cooperator and FS Contributions

<b>COST ELEMENTS and related data</b>				<b>Cooperator Contribution</b>	<b>FS Non-Cash Contribution</b>	
<b>Line Item Cost Subtotals</b>				Subtotal	Subtotal	Combined Subtotals
<b>PERSONNEL</b>						
<b>Resource Specialists (List all personnel):</b>		<b># of Days</b>	<b>\$/Day</b>			
Rudy Moore - WL-10		16.50	\$328.26	\$5,416.29		\$5,416.29
Forrest Weiler - WG-8		16.50	\$268.11	\$4,423.82		\$4,423.82
Offset salaries		1.00	\$159.89	\$159.89		\$159.89
					\$0.00	\$0.00
					\$0.00	\$0.00
<b>Subtotal, Personnel:</b>		<b>34.00</b>		<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>
<b>TRAVEL</b>						
<b>Explanation of trips: From Where/To Where/For Whom</b>	<b>Vehicle Mileage Cost or</b>	<b># of Trips</b>	<b>PerDiem and Lodging</b>			
				\$0.00		\$0.00
				\$0.00		\$0.00
					\$0.00	\$0.00
<b>Subtotal, Travel:</b>		<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>EQUIPMENT</b>						
<b>Name and Type of Equipment:</b>		<b>Unit Cost</b>	<b>Quantity</b>			
				\$0.00		\$0.00
				\$0.00		\$0.00
					\$0.00	\$0.00
<b>Subtotal, Equipment:</b>		<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>SUPPLIES</b>						
<b>Name and Type of Supplies:</b>		<b>Unit Cost</b>	<b>Quantity</b>			
Metal Fabrication Supplies <small>Trailer Body</small>		\$6,000	1		\$6,000.00	\$6,000.00
Trailer Cover + Frame		\$500	1		\$500.00	\$500.00
Tires, hitch, batteries, and axel for cover		\$1,500	1		\$1,500.00	\$1,500.00
Plumbing supplies for infrastructure of water circulation system		\$200	1		\$200.00	\$200.00
Water Pump for trailer		\$225	1		\$225.00	\$225.00
Stream Table Media		\$1,575	1		\$1,575.00	\$1,575.00
<b>Subtotal, Supplies:</b>		<b>\$10,000.00</b>	<b>6</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>

CONTRACTUAL			
Describe Contracts that will most likely result from this project:			
			\$0.00
			\$0.00
			\$0.00
<b>Subtotal, Contractual:</b>		<b>\$0.00</b>	<b>\$0.00</b>
OTHER			
Describe Other Costs of the Project:			
			\$0.00
			\$0.00
			\$0.00
<b>Subtotal, Other:</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL DIRECT CHARGES</b>		<b>\$10,000.00</b>	<b>\$10,000.00</b>
<b>OVERHEAD ASSESSMENT</b> (if applicable, see FSH 1909.13)		<b>Insert Rate Here:</b>	
		0.0%	\$0.00
<b>Total Party Costs</b>		<b>\$10,000.00</b>	<b>\$10,000.00</b>
<b>COST ELEMENTS SUBJECT TO NATIONAL PASS-THROUGH RATES</b>		<b>Cooperator Contribution</b>	
<b>TOTAL CHARGES</b>		<b>\$0.00</b>	
<b>OVERHEAD ASSESSMENT</b> (if applicable, see FSH 1909.13)		<b>Insert Rate Here:</b>	
		0.0%	\$0.00
<b>Total Pass-Through Costs</b>		<b>\$0.00</b>	
<b>TOTAL PROJECT COSTS</b>			<b>\$20,000.00</b>

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

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**Please Note:** Strong grant application narratives will speak to Teton Conservation District's mission, and present a cohesive set of goals and deliverables that must clearly relate to your budget components. Teton Conservation District's mission is to work with the community in the conservation of natural resources for the health and benefit of people and the environment.

**1. Please outline the primary goals of your project in bullet form. You may add bullets as necessary. (200 words max.)**

- Construct a new stream trailer for use by USFS and conservation partners in K-12 stream health workshops by March 30, 2020.

**2. Describe how Teton Conservation District funding would support the goals of the project. (200 words max.)**

The Bridger Teton National Forest (BTNF) is looking for cost share assistance to construct a stream trailer like the Wyoming Game and Fish Department (WGFD) stream trailer which commonly used at events and in classrooms around Teton County to educate K-12 children about watersheds and stream health. This teaching tool has been used in conjunction with water test kits to illustrate the effects of development and land use on water quality. Optimal groups for stream simulation workshops contain less than 20 participants. Events such as the Black Rock field camp, kids fishing day, and Adopt-a-Trout often necessitates groups larger than this which compromise learning efficiency and child safety. A new stream trailer will help meet TCD's Strategic Plan Goal of increasing public education and outreach (Goal 9, Strategy 9.1.0, Task 9.1.3).

The BTNF is interested in constructing an additional trailer which will be housed and maintained by the Forest but made available to partner agencies and organizations for education and outreach events. A new, better functioning stream simulator trailer will help educate visitors while also improving compliance with area regulations around resource protection of waterways, and protections necessary for fisheries and riparian areas.

**3. Provide a project overview, including specific bulleted deliverables described in measurable terms. (400 words max.)**

The Forest has been relying on the Wyoming Game and Fish for use of their stream table for many public meetings and events. Geographically, carting the trailer around the 3-county area has been challenging and recently, the table has been inoperable. A Forest resource located in the center of the Forest is appropriate and necessary.

The stream simulator is an educational watershed on wheels. The trailer consists of a water tank, recirculating pump, batteries, and a 5 foot by 10-foot watershed area filled with plastic grit. The grit acts as soil and pump creates a river that runs through the watershed. The trailer provides a platform to teach children about the hydrologic cycle, ground water, aquatic environments, and sound conservation and watershed practices.

To finish the construction of the trailer, it would be proposed to use funding from this grant to pay for the time of the Caribou-Targhee National Forest (CTNF) Road Crew. The CTNF crew built the CTNF stream simulator trailer and are willing to construct another for the BTNF.

The alternative would be to use a contractor, the cost of using a contractor (estimates being between \$25,000 to \$30,000) along with the lack of bidders (only one company in Utah can bid

through the NFS contracting process), this seemed the most cost-efficient and timely route. The total estimate to secure a new stream simulator trailer is \$20,000. The Caribou-Targhee National Forest built their trailer in 2016 and using their material prices and cost estimates for labor to construct, we expect the estimated cost to be approximately \$20,000. In addition, the plastic grit in the trailer is a special blend of bead blasting plastic. A 5'x10' trailer requires about 500 lbs of grit at \$2.50/lb (total = \$1,250 plus \$325 in shipping).

**4. *How will you evaluate how well you reached your goals and accomplished your deliverables? (200 words max.)***

The CTNF road crew has made a commitment to finish the construction of the trailer late winter of 2020 if funding is made available. All the materials were purchased to fabricate the trailer in the fall of 2019. Once the trailer has been constructed, it will be available for use by both the BTNF and partners for spring educational events including Blackrock Field Camp, 4th Grade Rendezvous, Free Fishing Day and end-of school year outdoor events. Using this educational tool allows the BTNF to meet three of the Forest's strategic emphasis area's which are Partnerships, Communities, and Youth.

**5. *Please list your partners and briefly describe the role they play in your project. (200 words max.)***

In the spring of 2019, \$10,000 in funds were received through an earmarked fund out of the Forest Service Intermountain Regional Office through their Conservation and Education funding. These funds, due to the timing restrictions, have been used to purchase the materials to build the trailer. These funds are required to be spent by the end of the 2019 fiscal year. \$10,000 in supplies have been purchased to date and should cover all the fabrication needs for the construction of the trailer.

In the past Wyoming Game and Fish has allowed the BTNF to borrow their stream trailer for many education events and this would be our opportunity to fill the need for a new updated trailer. This educational tool could be utilized by many partners including Game and Fish, the Conservation District, Teton County Weed and Pest, and Trout Unlimited.

**6. *Additional information. (Optional, 200 words max.)***

### Teton Conservation District Grant Application - Project Budget Worksheet

**Applicant Entity:** Trevlyn Robertson **Project title:** BTNF Stream Trailer Construction

**Date:** 01/08/2020 **Project ID:** [For TCD internal use]

Project Component/Activity Description	TCD Grant Funds Requested	Applicant Matching Funds (Cash)	Applicant Matching Funds (In-Kind)	Partner #1 Matching Funds (Cash or In- Kind)	Partner #2 Matching Funds (Cash or In-Kind)	Total
Order stream table media		\$1,575.00				\$1,575.00
Order metal fabrication supplies to build trailer body.		\$6,000.00				\$6,000.00
Order trailer cover and frame from Idaho Canvas.		\$500.00				\$500.00
Purchase tires, hitch, batteries, and axel for cover.		\$1,500.00				\$1,500.00
Purchase plumbing supplies for infrastructure of water circulation system.		\$200.00				\$200.00
Purchase water pump for trailer.		\$225.00				\$225.00
Construct, via fabrication, the stream trailer body	\$7,500.00					\$7,500.00
Put together the internal components (plumbing, batteries, and pump). Test all components to ensure reliability of the trailer.	\$2,500.00					\$2,500.00
<b>TOTAL</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20,000.00</b>



This document has important legal consequences; consultation with an attorney is encouraged with respect to its use or modification. This document should be adapted to the particular circumstances of the contemplated Project and the controlling Laws and Regulations.

**FIRST AMENDED AGREEMENT**  
**BETWEEN**  
**TETON CONSERVATION DISTRICT**  
**AND**  
**NELSON ENGINEERING**  
**FOR**  
**TETON COUNTY SEPTIC SYSTEM EFFLUENT MONITORING**  
**PROJECT**

Prepared by



and

Issued and Published Jointly by



AMERICAN COUNCIL OF ENGINEERING COMPANIES

ASSOCIATED GENERAL CONTRACTORS OF AMERICA

AMERICAN SOCIETY OF CIVIL ENGINEERS

PROFESSIONAL ENGINEERS IN PRIVATE PRACTICE  
*A Practice Division of the*  
 NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS

**SPECIAL NOTE ON USE OF THIS FORM**

This abbreviated Agreement form is intended for use only for professional services of limited scope and complexity. It does not address the full range of issues of importance on most projects. In most cases, Owner and Engineer will be better served by the Standard Form of Agreement Between Owner and Engineer for Professional Services (EJCDC E-500, 2008 Edition), or one of the several special purpose EJCDC professional services agreement forms.

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SHORT FORM OF AGREEMENT  
BETWEEN OWNER AND ENGINEER  
FOR  
PROFESSIONAL SERVICES

THIS ~~FIRST AMENDED~~ AGREEMENT is effective as of \_\_\_\_\_ (“Effective Date”) between

Deleted: IS

Teton Conservation District, a Wyoming Conservation District ("Owner")

Deleted: AN

and

Nelson Engineering (“Engineer”)

This First Amended Agreement amends certain sections of that Agreement between Owner and Engineer dated the 23<sup>rd</sup> day of October, 2019, and is restated in its entirety for convenience. This First Amended Agreement does not alter in any manner the agreement between Nelson Engineering and Alder Environmental currently in effect.

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows:

**Teton County Septic System Effluent Monitoring Project** (“Project”), as more specifically described in Exhibit A, attached.

Engineer’s Services under this Agreement are generally identified as follows:

See Exhibit A, attached.

Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

Engineer shall provide the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 7.01 and 7.02.

- A. Engineer may hire Alder Environmental, LLC as a subconsultant for the Project, provided that this Agreement shall not be construed to create a contractual relationship of any kind between the Owner and Alder Environmental, or between any persons or entities other than the Owner and the Engineer. No other subconsultant shall be hired without prior approval of the Owner. The Engineer is solely responsible for any payment to Alder Environmental, or any other approved subconsultant, and the estimated cost for the Project as set forth in paragraph 7.01 of this Agreement includes the anticipated costs for subconsultant work.

- B. Engineer shall complete its services two months after the last septic system monitoring event, unless an extension of time is authorized by the Owner, at its sole discretion.

#### 2.01 *Payment Procedures*

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal.

#### 3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
  - 1. For cause,
    - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
    - b. By Engineer:
      - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's ethical responsibilities as a licensed professional; or
      - 2) upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.

Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.
  - c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
- 2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

#### 4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

#### 5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. The parties acknowledge that Engineer's scope of services does not include any services related to construction.
- C. This Agreement is to be governed by the laws of the state of Wyoming. The parties agree that venue for any legal action related to the terms and enforcement of this Agreement shall be exclusively in state court in Teton County, Wyoming.

- D. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner may make and retain copies of Documents solely for Owner's information and reference in connection with the specific subject matter of the Documents, subject to receipt by Engineer of full payment for all services relating to preparation of the Documents, and subject to the following limitations: (1) Owner acknowledges that such Documents are not intended or represented to be suitable for use by Owner unless completed by Engineer; (2) the Documents are instruments of study and report services only, and are not final design or construction documents, (3) no Document shall be altered, modified, or reused by Owner or any third party for any purpose except with Engineer's express written consent; (4) any use, reuse, alteration, or modification of the Documents, except as authorized in this Agreement or by Engineer's written consent, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and Consultants; and (5) nothing in this paragraph shall create any rights in third parties.
- E. Each party to this Agreement shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- F. Engineer shall maintain insurance coverage for Workers' Compensation, General Liability, Professional Liability, and Automobile Liability and will provide certificates of insurance to Owner upon request. Engineer shall name Owner as an additional insured on its General Liability policy for the duration of the Project, and shall likewise name the property owner(s) upon whose land the Project is to be completed as additional insured parties. Nothing in this paragraph waives Owner's governmental immunity under Wyoming law.
- G. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials), other than the biologically contaminated water (septic tank effluent and groundwater) that are being sampled as describe in Exhibit A. If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.
- H. In performing this Agreement, the Engineer agrees to comply with all applicable Wyoming, federal, and local laws, rules and regulations.
- I. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

#### 6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This

Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Basis of Payment—Hourly Rates Plus Reimbursable Expenses*

- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:
1. An amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class for all services performed on the Project, plus reimbursable expenses and Engineer's subconsultants' charges, if any.
  2. Engineer's Standard Hourly Rates are attached as Appendix 1.
  3. The total compensation for Engineer's and Engineer's subconsultant services, and reimbursable expenses is estimated to be \$157,465, as shown in the detailed estimate in Appendix 2. Any bills for services or reimbursable expenses in excess of \$157,465 must be approved in advance, in writing, by Owner.

7.02 *Additional Services:* For additional services of Engineer's employees engaged directly on the Project, Owner shall pay Engineer an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees' times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's subconsultants' charges, if any. Engineer's standard hourly rates are attached as Appendix 1.

Attachments: Exhibit A, Scope of Services  
Appendix 1, Engineer's Standard Hourly Rates  
Appendix 2, Engineer's Estimate of Compensation

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_

ENGINEER:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_

Engineer License or Firm's Certificate  
Number: State of Wyoming ES-0028

Contact: Suzanne Lagerman, 733-2087  
slagerman@nelsonengineering.net

Address for giving notices:

P.O. Box 1070

Jackson, WY 83001

Address for giving notices:

P.O. Box 1599

Jackson, WY 83001



This is **Appendix 1, Engineer's Standard Hourly Rates**, referred to in and part of the Short Form of Agreement between Owner and Engineer for Professional Services dated

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### **Engineer's Standard Hourly Rates**

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A. *Standard Hourly Rates:*

1. Standard Hourly Rates are set forth in this Appendix 1 and include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. The Standard Hourly Rates apply only as specified in Paragraphs 7.01 and 7.02, and are subject to annual review and adjustment.

B. *Schedule of Hourly Rates:*

Hourly rates for services performed on or after the Effective Date are:

**NELSON ENGINEERING'S PREFERRED  
STAFF CHARGE RATES AND REIMBURSABLE EXPENSES  
EFFECTIVE JANUARY 2019**

<u>EMPLOYEE</u>	<u>TITLE</u>	<u>RATE</u>
Robert Norton	Senior Project Manager	\$165.00/hr.
Dave Dufault	Senior Project Manager	\$158.00/hr.
Phil Gyr	Senior Geotechnical Engineer	\$143.00/hr.
Matt Bowers	Project Manager	\$133.00/hr.
Ty Ross	Project Manager	\$133.00/hr.
Carla Hansen	Senior Structural Engineer	\$130.00/hr.
Josh Kilpatrick	Project Manager	\$116.00/hr.
Morgan Barry	Project Manager	\$99.00/hr.
Ansel Lee	Project Civil Engineer	\$94.00/hr.
Fritz Doster	Project Civil Engineer	\$94.00/hr.
Ryan Simmons	Project Engineer	\$92.00/hr.
Suzanne Lagerman	Project Engineer/Project Coordinator	\$102.00/hr.
Mike Campbell	Project Structural Engineer	\$83.00/hr.
Daniel Bates	Civil Engineer	\$95.00/hr.
Braden Olson	Civil Engineer	\$79.00/hr.
Elizabeth Wagner	Structural Engineer	\$70.00/hr.
Cameron Port	Structural Engineer	\$70.00/hr.
Susan Karichner	Senior Project Coordinator/CAD Technicia	\$108.00/hr.
Brian Green	Senior CAD Technician	\$104.00/hr.
Pete Test	Materials Testing Manager	\$107.00/hr.
Andy Pruett	Senior Geologist/Materials Technician	\$99.00/hr.
James Molloy	Geologist/Materials Technician	\$66.00/hr.
Luke Rudolph	Survey Manager	\$124.00/hr.
Jona King	Senior Survey Technician	\$99.00/hr.
Wes Van Duser	Survey Technician	\$76.00/hr.
Dillon Karichner	Survey Technician	\$75.00/hr.
Korey Rasure	Survey Technician	\$69.00/hr.
David Stephens	IT Administrator	\$115.00/hr.
Judy Anderson	Finance Administrator	\$106.00/hr.
Catherine Britt	Administrative Assistant	\$55.00/hr.
Kim Johnston	Office Manager	\$55.00/hr.

**NELSON ENGINEERING'S PREFERRED  
STAFF CHARGE RATES AND REIMBURSABLE EXPENSES  
EFFECTIVE JANUARY 2019**

<u>EQUIPMENT &amp; VEHICLES</u>	<u>RATE</u>
Technical Software	\$10.00/hr.
GPS Equipment	\$50.00/hr.
Robotic Total Station	\$50.00/hr.
Vehicles	65¢/mile + \$4.00/hr. off road
 <u>TESTING</u>	
Nuclear Density Gauge	\$25.00/hr. or \$125.00/day
Concrete Cylinder Breaks	\$25.00 each
Water Analysis	At Cost plus 10%
Asbestos Lab Sampling	\$20.00/sample
 <u>COPIES/PRINTS</u>	
Black Print/Copies (Sizes up to 11x17)	\$0.20 to \$0.50/sheet
Color Prints/Copies (Sizes up to 11x17)	\$0.30 to \$1.00/sheet
Black Plots	\$0.50/square foot
Color Plots	\$2.00/square foot
Mylar Plats	\$25.00/sheet
 <u>OTHER</u>	
Meals/Lodging	At Cost
Supplies	At Cost Plus 10%
Shipping	At Cost Plus 10%
Subcontractor Services	At Cost Plus 10%

This is **EXHIBIT A**, consisting of 5 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated \_\_\_\_\_.

### **Engineer's Services**

The Agreement is supplemented to include the following agreement of the parties.

Engineer shall provide Basic and Additional Services as set forth below.

### **PART 1 – BASIC SERVICES**

#### *A.1.01 Initial Task – Kick Off Meeting*

C. Engineer shall:

1. Meet with Owner to discuss sampling plan and properties to be contacted, if necessary.
2. Consult with Owner regarding the drafting of a formal written letter of request to owners of septic systems to be monitored.

#### *A.1.02 Task [A] – Sampling Plan*

A. Engineer shall:

1. Prepare a well array design and installation to successfully and accurately assess impacts to groundwater while being cost effective and minimally invasive and damaging to landowners' properties and leach field. Well array will include one upgradient well, one well within the leach field and five downgradient monitoring wells. Additionally, two lysimeters would be installed directly below the adsorption field at a depth of 1± and 3± feet below the bottom of the adsorption field.
2. Develop a procedure to quantify the amount of wastewater that is applied to the adsorption field on a monthly basis. The method used will depend on the septic tank/ adsorption field configuration but each method should allow determination of monthly flows and if possible max day and min day flows.
3. Monitoring wells will be 1.5" to 2" PVC with perforations approximately 2 feet below and 2 feet above the average groundwater level.
4. Ground water samples would be collected from the monitoring wells at the top 6" of the groundwater using a low-flow peristaltic pump.
5. Sample collection and quality control/quality assurance methods shall be accurate and consistent for each site, throughout the monthly sampling regime, for at least

one year. Sample data sheet templates, sampling parameters tested, labs used, sampling equipment, blank and duplicate samples, and holding times will be detailed in the sampling plan presented to the Owner.

6. Prior to implementation of well installation or monitoring, a detailed sampling and analysis plan covering all the items above shall be prepared and submitted to the Owner for review, concurrence and approval.

- B. Engineer's services under the "Task [A] – Sampling Plan" will be considered complete on the date when Engineer has received approval of the sampling plan from the Owner.

#### A.1.03 Task [B] – Leachfield Sampling Location Identification

A. Engineer shall:

1. With input from TCD and Protect our Water Jackson Hole, identify the septic systems for monitoring and obtain written permissions for installation of monitoring wells and sampling at least once a month for one year. Leachfield sampling locations will include the following considerations:
  - a. Location and size of the property: It will be necessary to install down gradient wells approximately 50 feet from the adsorption field without being on neighboring property.
  - b. Soils and surface geology, depth to groundwater, groundwater gradient, and water bodies that may affect groundwater gradient.
  - c. Records of design and construction of the septic tank and adsorption field. We will rely on the records available in the Teton County Planning and Building Office.
  - d. Maintenance records. Frequency and date of last septic tank pumping.
  - e. Location and size of distribution boxes for gravity systems and pump system for pressure systems.
  - f. Landscaping impediments to installing and sampling monitoring wells.
  - g. Homeowner use and size of household. Seasonal or full-time residents.
  - h. Ability to install flow monitoring equipment.
2. Based on the above criteria, identify at eight leachfields for consideration, four being raised (pressure distribution) leachfields and four being traditional (gravity distribution) adsorption fields.
3. Meet with the Owner to review these eight locations and pick four in total, two being raised and two being traditional adsorption fields, basing prioritization upon the criteria above and the potential willingness of the property owner to participate in the monitoring program.
4. Collaborate with Owner to prepare a standard permission/easement form that will be presented to the property owners of the selected sites.

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5. Once the final leachfields are identified, collaborate with Owner to contact the property owners to assure their willingness to participate and procure access and sampling permissions.

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6. Prior to the installation of any monitoring wells or equipment, collaborate with Owners to obtain signed permission/easement forms; and ensure that the original signed copy is provided to Owner.

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B. Engineer’s services under the “Task [B] – Leachfield Sampling Location Identification” Phase will be considered complete on the date when Engineer has delivered to Owner the property owner signed permission/easement forms.

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A.1.04 Task [C] – Well Installation

A. Engineer Shall:

1. Install monitoring wells at the locations identified in Task A in an array that takes into account the sites localized groundwater gradient.
2. The monitoring wells shall be at a depth where groundwater sampling can occur through the full range of seasonal groundwater depths. Typically, the seasonal groundwater elevation on the west bank of the Snake River vary 2-3 feet; however, there are locations where the variation is 6-7 feet. The perforations in the monitoring wells shall be placed to accommodate the anticipated groundwater fluctuations at the specific site.
3. Install water meters, pump run time meters or continuous water level measurements in the septic tank effluent pipe, the distribution box, or the pump chamber. The purpose is to quantify the amount of wastewater that is applied to the adsorption field on a monthly basis between sampling.
4. Prepare a map of each site using aerial photography and surveyed data. The map shall show the home, septic tank, adsorption field, monitoring well location and elevation, groundwater gradient, and provide record soil logs and percolation tests.
5. At the completion of the monitoring and sampling remove all equipment and cut and cap the monitoring wells at the ground surface.

B. Engineer’s services under the “Task [C] – Well Installation” Phase will be considered complete on the date when Engineer has removed all equipment and cut and capped the monitoring wells at the ground surface.

A.1.05 Task [D] – Well Sampling

A. Engineer Shall:

1. Sample septic tank effluent and each well and lysimeter at all sampling locations at least 6 times, at intervals to be determined by Owner, but not more frequently than monthly, for a period of 12 months. Sampling will follow those methods approved in the project sampling and analysis plan. Parameters sampled and data logged will include:
  - a. Location and well number,
  - b. Field parameters (specific conductivity, pH, temperature, dissolved oxygen),
  - c. Laboratory analysis (nitrate, ammonia, phosphorous, chloride),
  - d. Pathogens (E. coli),
  - e. Groundwater depth,
  - f. Purge rate and time,
  - g. Current and recent weather conditions, and
  - h. Wastewater flow to the adsorption field since the last sampling
2. Samples will be packaged in coolers with ice and shipped overnight to a certified laboratory for analysis.
3. Field sheets and lab results will be submitted to TCD after each round of sampling, in the case that results show a need for methodology adjustment to meet the project's intended outcomes.

B. Engineer's services under the "Task [D] – Well Sampling" Phase will be considered complete on the date when Engineer has completed the sampling and monitoring.

#### A.1.06 Task [E] – Reporting

A. Engineer Shall:

1. Submit a final report with the final elements:
    - a. GPS locations and elevations of each monitoring well and a map showing well locations at each leachfield site,
    - b. Monitoring well completion logs,
    - c. All field data sheets,
    - d. All lab reports,
    - e. A summary of primary findings,
    - f. A comparison of empirical data to published studies, and
    - g. Recommendations for leachfield designs based on this study's findings and other published reports.
  2. Submit a draft final report for Owner and other interested parties to review and comment.
  3. Incorporate the comments and present the final report.
- B. Engineer's services under the "Task [E] – Reporting" Phase will be considered complete on the date when Engineer submitted the final report.

## PART 2 – ADDITIONAL SERVICES

- A. If authorized in writing by Owner, Engineer shall provide Additional Services of the types listed below. These services are not included as part of Basic Services and will be paid for by Owner based on Time and Materials according to the rate schedule provided in Appendix 1.
1. Services to take additional samples, in addition to the 6 samples described in A1.05 -*Task (D) Well sampling*. If requested by the Owner prior to May 1, 2020 the cost will be \$8682 per sample for the septic tank effluent and each well and lysimeter at the four septic system locations selected.
  2. Services to make measured drawings of existing conditions or facilities, to conduct tests or investigations of existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by Owner or others.
  3. Services resulting from significant changes in the scope, extent, or character of the portions of the Project or the Project's requirements, including, but not limited to, changes in size, complexity, Owner's schedule, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Construction Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date or are due to any other causes beyond Engineer's control.
  4. Services required as a result of Owner's providing incomplete or incorrect Project information to Engineer.
  5. Providing renderings or models for Owner's use, including services in support of building information modeling or civil integrated management.
  6. Furnishing services of Consultants for other than Basic Services.
  7. Conducting surveys, investigations, and field measurements to verify the accuracy of Record Drawing content obtained from Special Districts, Engineering Firms contracted by Special Districts, and other sources.
  8. Preparing to serve or serving as a consultant or witness for Owner in any litigation, arbitration, lien or bond claim, or other legal or administrative proceeding involving the Project.
  9. Other additional services performed or furnished by Engineer not otherwise provided for in this Agreement.

## Phoebe Coburn, Communications Specialist

### Information Items:

#### **Program Area:** Administration

**Board Meeting Packets:** Spurred by the most recent Strategic Planning meeting, I worked with Roby to propose a new format for board meeting minutes and staff reports. I have modified the February 2020 minutes into the proposed format (see Supplemental Materials). We also discussed modifying staff reports into a more abbreviated format. I'm eager to hear board input on preferred formats for minutes, staff reports, and board packets in general.

#### **Program Area:** Communications

**Field Notes:** Morgan and I put together a great blog post for Valentine's Day that got a lot of positive attention on social media: <https://www.tetonconservation.org/blog/2020/2/13/animal-friends-a-valentines-day-story-of-interspecies-friendships>

**Karns Meadow Sign:** The JH Land Trust approved the construction of a Karns Meadow educational sign with some stipulations. They did not approve funding for the project, but they did express interest in possibly funding an augmented reality component (like JH Public Art's Wild Walls project) associated with the sign. The project is moving along slower than hoped, but I'm hoping to complete it sometime in FY 2021.

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

**Jackson Hole Clean Water Coalition (JHCWC):** 1) We had a JHCWC meeting this month with most of the partners present. 2) Trout Friendly Business Partner Program Certification Event: I finalized a complete (or close to complete) list of landscaping and lawncare businesses in Teton County. The invitation postcard I created has been sent to all landscaping businesses with mailing addresses (see Supplemental Materials). The remaining businesses on the list will be contacted via email or phone or both. 3) JHCWC is partnering with PAWS on supplementing dog waste campaign with a water quality component. I am proposing that we create signage using the language (or similar language) from this sign included here. This sign and associated campaign was created by a coalition in Colorado, similar in structure to the JHCWC, called the Keep it Clean Partnership. I reached out to their staff and they happily gave us permission to use their language. I'd like to hear the board's thoughts on whether using cheeky language like this is appropriate.

**Bank Stabilization Workshops:** Carlin deserves congratulations for doing an outstanding job organizing and moderating the well-attended and catalytic Bank Stabilization Workshops. Leading up to the events, I helped Carlin promote the events, set up video conference capabilities, and helped with set-up and break-down of the public workshops.

**Hoback Drinking Water Public Meeting:** Carlin also deserves congratulations for putting on a successful public meeting with the Hoback Stakeholder Group. I attended the event with Carlin, and helped put together the survey and illustrated diagrams for the posters displayed at the event.



**Program Area: Grants**

**Partners in Conservation (PIC) Grants:** 1) After PIC decisions last month, I worked with other staff to draft and send award and decline letters to all the PIC applicants. I'm tracking and scanning the award letters as they are returned to TCD. 2) I'm eager to hear how the board felt the PIC application round went, and would like to hear any feedback you have on any component of the application cycle (application questions and format, presentation organization, etc.). The same PIC application questions format will be used for budget line item requests going forward; I'm happy to update the application however you see fit.

**Program Area: Agriculture**

**Agriculture Funding One-Pager:** I worked with Robb to put together a one-page informational sheet on funding opportunities for agricultural producers and landowners (included in Supplemental Materials). This one-pager will be included with a mail invitation to the NRCS Local Work Group meeting that we will send to all agriculture properties in the county in early April 2020. The one-pager can also be used as a communication tool for TCD, NRCS, and other partners.

**Program Area: Restoration & Sustainability**

**Wildfire Risk Reduction Program:** I worked with Robb to put together a before and after photo gallery of homes that completed work prescribed by Wildfire Risk Overviews. You can view the gallery at: [www.tetonconservation.org/wildfire-risk-management](http://www.tetonconservation.org/wildfire-risk-management).

**Teton Conservation District (TCD) February 2020 Board Meeting Minutes  
February 19, 2020 | 420 W. Pearl Ave., Jackson, WY**

**Attendees:**

**TCD Board of Supervisors:** Steve McDonald, Dave Adams, Roby Hurley, and Bob Lucas

**TCD Associate Board Members:** Elizabeth Sack Barczynski, Sarah Hegg, Bob Weiss

**TCD Staff Members:** Tom Segerstrom, Carlin Girard, Emily Hagedorn, Robb Sgroi, Morgan Graham, Phoebe Coburn, and Elyce Gosselin

**Guests:** Luther Propst (Teton County Board of County Commissioners), Janessa Julson (Natural Resources Conservation Service), Samuel Singer (Wyoming Stargazing), Frances Clark (Teton Plants), Zach Montes (Orijin Media), Mike Trumbower (J-W Subdivision), Laura Jones (Grand Teton National Park), Tim O'Donoghue (Riverwind Foundation)

**Call to Order:** Steve called the meeting to order at 1:02 p.m.

**Minutes from previous meetings:** Dave moved to approve the January 15, 2020 TCD board meeting minutes. Roby seconded. All were in favor.

**Treasurer's Report from previous month(s):** Dave reviewed the January 2020 Treasurer's Report and the board reviewed the cash reconciliation for the month of January 2020.

- Checks numbering #19228 through #19268 dated between January 1, 2020 and January 31, 2020: \$92,552.93
- Credit card charges: \$1,608.07
- Net credits for the month: \$273,710.94
- Operating Reserves Account Balance: \$500,926.00
- Committed Funds Savings Account: \$315,536.01
- Reconciled General Fund Checking Balance: \$888,974.31

**Roby moved to accept the January 2020 Treasurer's Reports. Steve seconded. All were in favor.**

**Dave made a motion to correct the December 2019 TCD Treasurer's Report to reflect the decimal point error; change \$590.00 to \$5.90. Roby seconded and all were in favor.**

**Agency Reports/Guests/Public Comment:**

**Luther Propst (Teton County Board of County Commissioners (TCBCC)):** Luther discussed the following topics: 1) Bank Stabilization Workshops. 2) Snow King Draft Environmental Impact Statement Workshop. 3) Teton County's FY 2021 budgeting process. 4) A possible Teton Pass Winter Recreation Management Plan. 5) The Tribal Trails road in relation to water quality. 6) Multiple staff housing projects. 7) A Request for Qualifications for a consultant to advise on management of Bureau of Land Management parcels. 8) Water quality and a water masterplan. 9) A dedicated county natural resource staff member. 10) Luther requested a summary of water quality activities, initiatives, and issues to help the commissioners gain a better understanding of priorities.

Janessa Julson (Natural Resources Conservation Service (NRCS)): Janessa discussed the following topics: 1) Environmental Quality Incentives Program (EQIP) program applications are being accepted. No application deadline is set. 2) The National Association of Conservation Districts announced that water management entities are eligible to apply for assistance from NRCS. 3) Adam Clark will take on the role of DC permanently at the end of March 2020.

**Board Reports:** Steve reported on his visit to Curtis Haderlie's farm with Roby, Tom, and Robb. Curtis is asking for assistance from TCD and Star Valley Conservation District for composting equipment.

**Partners In Conservation (PIC) Grants:** There were 23 grant requests. Steve stated that he discussed each grant request with each board member individually after the presentations.

To efficiently vote on the requests, Steve proposed that the board consider four projects for full funding approval: 1) Bridger Teton National Forest, BTNF Stream Trailer Construction (\$10,000 requested); 2) Wyoming Wildlife Advocates, Watch for Wildlife (\$2,000 requested); 3) Teton Plants, Teton County Native Plant List for Landscapes, Restoration, Highways (\$2870 requested); and 4) the University of Wyoming Monteith Shop, Western Wyoming Bighorn Sheep Nutrition and Disease (\$10,000 requested). Steve entertained a motion to approve those four requests as a slate if the supervisors were in agreement. **Dave moved to award full funding (the amount requested) to the four projects listed by Steve. Roby seconded. All were in favor.**

Steve suggested that the board consider declining to fund five requests: 1) Category 6, Scirocco Heater Production and Integration with Turbines (\$25,000 requested); 2) MooseDar, MooseDar (\$7,000 requested); 3) National Park Service Air Resources Division, Understanding Long-Term Variations in Surface Ozone and its Impacts on Vegetation in the Greater Yellowstone Area (\$5,000 requested); 4) Enviro-mates, Zero Waste Hauling (\$8,000 requested); and 5) Mike Merigliano, Documenting long-term ecological change in Northwest Wyoming (\$7,000 requested). Steve noted that staff will have a continued conversation with Mike Merigliano concerning future aspects of his project that TCD may be interested in funding. Steve said the board's decision to not fund the five listed projects does not indicate that the board is not supportive of the ideas. Steve entertained discussion on any of the five listed projects, or a motion to decline funding for the five requests as a slate if the supervisors were in agreement. **Roby moved to decline to provide funding for the five projects listed by Steve. Dave seconded. All were in favor.**

Steve recommended that the board consider the remaining 14 grant applications individually:

Jackson Hole Public Art - Water Quality Public Art, Wild Walls, and Daylight Representation of Cache Creek (\$14,000 requested): Augmented reality, cost of upkeep, and the temporary nature of some of the murals were discussed. **Dave moved to support the project with \$7,000 from the Communications Cache Creek line item and \$3,000 from TAC funds, for a total of \$10,000. Roby seconded. Steve was in favor, Bob opposed. The motion carried three to one.**

J-W Subdivision - J-W Nitrate treatment- construction and operation (\$18,218.73 requested): The board discussed funding the capital costs versus operational costs of the project. **Dave made a motion to grant \$8,618.73 for the capital costs outlined in the request. Roby seconded. All were in favor.**

Wyoming Stargazing - Next Generation Science Partners Website and Advertising (\$2,510 requested): **Dave moved to support the project in full with \$2,510. Roby seconded. Dave amended the motion to fund the project with \$2,510 from TCD's Communications budget Education and Outreach line item. Roby seconded. Steve was in favor. Bob abstained. The motion passed.**

Orijin Media - Denizens of the Steep: A Backcountry Skiing and Conservation Film (\$10,000 requested): **Dave moved to award \$10,000 for the project. Roby seconded. Dave, Roby, Steve were in favor, Bob opposed. The motion carried three to one.**

Veterinary Initiative for Endangered Wildlife (VIEW) - Mortality Investigation of the Sublette and Jackson Moose Herds (\$5,000 requested): Moose carcass collection was discussed. **Dave moved to grant \$5,000 for the project. Roby seconded. All were in favor.**

University of Wyoming/Katherine Gura - Using Recorders to Assess Population Trends for Great Gray Owls in Teton County (\$7859.99 requested): **Dave moved to award \$7,859.99 for the project. Steve seconded the motion. All were in favor.**

Grand Teton National Park Foundation - Vegetation Management: Phase 5 - Kelly Hayfields Restoration Project (\$10,000 requested): Steve commented that because this project has been supported by TCD for some time, it could be funded through a MOA in the future. **Dave moved to fund the project with \$10,000 from the Wildlife Habitat Improvement line item. Roby seconded and all were in favor.**

Bridger-Teton National Forest Blackrock Ranger District - Teton Wilderness Bear Pole Installation (\$7275.15 requested): **Dave moved to fund the project with \$2,500 from the Wildlife Inventory Flights line item and \$4,775.15 with TAC funds, for a total of \$7275.15. Steve seconded. All were in favor.**

Fox Creek Quarry/Dennis Parker - Reclamation of eastern Middle bench of Fox Creek Quarry (\$15,000): The board discussed that the value of the quarry was already monetized by a previous land owner. Dave suggested that the owner look into federal funds for abandoned mines. **Dave moved to fund the project for \$3,000. Steve seconded. Roby said he would not support the project unless the funding was for a stream buffer. Roby, Dave and Bob opposed. The motion did not carry.** Morgan said he would inform the applicant that a future request for a riparian buffer would be considered.

Steve called for a five-minute break. The meeting resumed at 3:05 p.m.

Teton Botanical Garden/National Museum of Wildlife Art - Rocky Mountain Native Plant Garden (\$10,000): The outreach potential and partner support of the project was discussed. **Dave**

**moved to fund the project in the amount of \$3,000. Steve seconded the motion.** Roby proposed funding the project in the amount of \$7,000. Dave said he didn't think TCD should be a prime funder of the project, but that TCD would entertain future requests for maintenance. **All were in favor. Roby opposed. The motion carried three to one.**

Montana State University - Butterflies as Bioindicators in the Greater Yellowstone Ecosystem (\$10,000): The value of studying insects and reporting were discussed **Dave moved to fund the project with \$10,000. Roby seconded.** There was a discussion whether TCD would be willing to continue funding the project in future years. The board responded it would depend on the strength of reporting. **Dave amended the motion to support the project with \$980 from the Wildlife Research line item and \$4,020 with TAC funds, for a total grant of \$5,000. Roby seconded. All were in favor.**

Linn Ranch - Lily Lake Reservoir Permit and Infrastructure (\$4,500 requested): The board said they could not justify paying for the costs associated with obtaining the permit, but would support the irrigation costs. **Dave moved to award the funding for irrigation infrastructure after the permit(s) is acquired, not to exceed \$2,500 from the Agriculture Irrigation Infrastructure line item. Roby seconded. All were in favor.**

Huidekoper Ranch - Labor Saving Upgrades for Small-scale Vegetable Production (\$1,739 requested): **Dave moved to fully fund the irrigation component of the project with \$1,739 with funds from the Agriculture Irrigation Infrastructure line item. Steve seconded. All were in favor.**

Riverwind Foundation - Community Outreach Green Matters in Jackson Hole (requested: \$6,000): Dave said he was not comfortable with TCD being the primary funding partner and suggested reducing the contribution to \$3,000. Roby noted that the other partners are funding at a lower level. Steve expressed concerns about the reach of the publication and measures of tangible results. Dave said there was a certain amount of knowledge of the publication among partner organizations and that he would support it for another year. **Dave made a motion to fund the project with \$3,000.** The motion died for lack of a second.

**Dave made a motion to move the remaining funds in the TAC funds to Partnering Funds. Steve seconded the motion. All were in favor.**

### **Staff Reports:**

Emily Hagedorn-Wegher (Administrative Manager): Emily introduced an action item regarding dues to the WY Association of Special Districts (WASD). **Dave moved to pay dues to WASD for FY 2020 in the amount of \$1,000, to be paid out of Partnering Funds. Roby seconded. All were in favor.**

Information items discussed included: 1) The annual WY Association of Conservation Districts training is taking place on February 26 and 27, 2020. 2) The joint TCD/Flat Creek Water Improvement District meeting is taking place on March 9, 2020 at 10:30 a.m. Steve and Roby will attend.

Items in Emily's written staff report that were not discussed included: 1) the WASD meeting, 2) meetings with the new Administrative Manager for the FCWID, 3) 2019 staff W2s, 1099 forms for contractors, and 1095-C forms, and 4) and important upcoming dates.

Robb Sgroi (Land Resources Specialist): Robb introduced an action item for funding for annual snowpack chemistry monitoring in Teton County. **Dave moved to authorize the Chairman of the Board to sign the Joint Funding Agreement between the U.S. Geologic Survey and TCD, committing \$4,600 in TCD funds, and three days of TCD staff time to implement annual snowpack chemistry monitoring in Teton County. Roby seconded. All were in favor.**

Information items discussed included: 1) Level I Watershed Study application in the Hoback River drainage. 2) Information on the costs and numbers of participants in the Wildfire Risk Reduction Program. Dave expressed support for shifting funds from Partnering Funds line item to help support the program. 3) The Teton Area Wildfire Protection Coalition is engaging with a wildfire research group called Wildfire Research (WiRe).

Items in Robb's written staff report that were not discussed included: 1) The range Challenge Cost-Share Agreement with Bridger-Teton National Forest. 2) Jason McDannold, Supervisory Biologist and IPM Coordinator at Grand Teton National Park, moved to a position in Canyonlands National Park. 3). AgTerra, the software developer for the WRRP's tablet-based data collection system. 4). A comparison table of the International Code Council fire code and the National Fire Protection Association standards. 5) The SPET measure to support apparatus for Fire/EMS received the highest voter support of any SPET measure in history.

Morgan Graham (GIS & Wildlife Specialist): Information items discussed included: 1) Pathway tunnel mitigation and options for visual screening of human presence from wildlife. 2) TCD's stance on funding wildlife collaring studies. The board expressed s interested in a workshop to gain more context surrounding wildlife captures and research. 3) Teton Range Bighorn Sheep Working Group. 4) The Upper Snake River Basin Technical Team and Local Working Group.

Items in Morgan's written staff report that were not discussed included: 1) PIC applications. 2) A Recreation and Wildlife meeting convened by Bridger-Teton National Forest. 3) Assessing ArcGIS Pro interface and workflow. 4) The Hoback Level 1 Watershed Study Application 5) Surface Water Inventory outreach. 6) Using Arc Collector to enter mule deer observations.

Elyce Gosselin (Natural Resources Technician): Information items discussed included: 1) Mule deer observations.

Items in Elyce's written staff report that were not discussed during the meeting included: 1) New Computer. 2) Organization of the Grants folder on the server. 3) Map of TCD-funded projects 4) Wildlife-vehicle collisions data work. 5) Comparison of the National Fire Protection Association standards and the International Wildland Urban Interface Code. 6) Creation of a tool to estimate how much funding can be generated for a Hoback water project under different scenarios.

Carlin Girard (Water Resources Specialist and Associate Director): Carlin presented an action item to send a letter of comment on the WY Department of Environmental Quality's (WDEQ) Draft 2020 Integrated Report, which that omitted important content regarding ongoing stream

assessments. Carlin's goal with the letter is to encourage WDEQ to follow through with the work previously started. **Dave moved to authorize the staff to send the comment letter pertaining to the WDEQ Draft 2020 Integrated Report. Roby seconded. All were in favor.**

Carlin presented an action regarding the contract for facilitation service with Flitner Strategies pertaining to the Fish Creek Stakeholder Group. **Dave moved to authorize staff to communicate with Flitner Strategies and Protect Our Waters JH (formerly Friends of Fish Creek) that the contract for services with Flitner Strategies has expired and it is not intended to be renewed at this time. Bob seconded.** No further FCSG meetings are planned at this time. **All were in favor.**

Information items discussed included: 1) WY Outdoor Council and Protect Our Water JH requested an investigation of two wastewater treatment systems in Hoback. 2) Karns Meadow Park development.

Items in Carlin's written staff report that were not discussed included: 1) Updates on the Hoback Drinking Water Stakeholder Group's activities. 2) Wastewater planning. 3) Septic effluent monitoring. 4) Bank Stabilization Workshops. 5) Summit High School lessons.

Phoebe Coburn (Communications Specialist): Information items discussed included: 1) PIC application process.

Items in Phoebe's written staff report that were not discussed included: 1) General brand awareness announcements on WY Public Radio. 2) TCD promotional materials 3). Meetings with Next Generation Science Partners. 4) Distribution of the Backyards & Barnyards publication. 5) Karns Meadow Sign. 6) Activities of the JH Clean Water Coalition. 7) Meeting with Deb Barracato to go over administrative duties between the FCWID and TCD. 8) Promotion of the Bank Stabilization workshops.

Tom Segerstrom (Executive Director): Tom talked about the next step in strategic planning. **Dave moved to fund a facilitated meeting for TCD board and staff with Eriksen-Meier Consulting, to finalize the draft implementation portion of the Strategic Plan, not to exceed \$2,000. Roby seconded. All were in favor.**

Information items discussed included: 1) Integrated Solid Waste and Recycling and Haderlie Farm's composting relationship. 2) Yellowstone-Teton Clean Cities.

Items in Tom's written staff report that were not discussed included: 1) Dedicated natural resource staff letter submitted to Town and County. 2) Natural Resource Technician job description. 3) FY 2021 Budget Process 4) Integrated Solid Waste and Recycling and declining recycled commodity prices. 5) TCD's MOA with Energy Conservation Works. 6) FCWID updates.

**Dave moved to enter executive session at 4:34 p.m. for the purpose of discussing personnel matters. Roby seconded. All were in favor.**

**Dave moved to end the executive session and resume the regular TCD public meeting at 4:44 p.m. Roby seconded. All were in favor.**

**Dave moved to adjourn the meeting at 4:44 p.m. Roby seconded. All were in favor.**

Submitted by: \_\_\_\_\_  
Phoebe Coburn Date

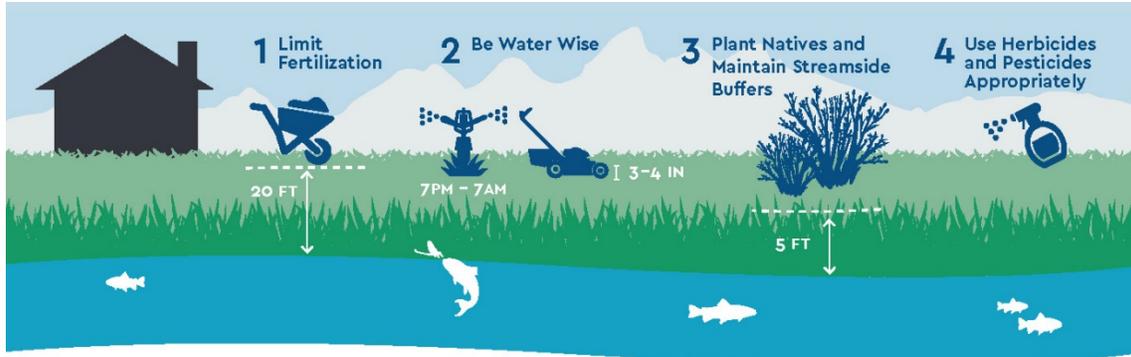
Supervisor: \_\_\_\_\_  
Date

Supervisor: \_\_\_\_\_  
Date

Supervisor: \_\_\_\_\_  
Date

DRAFT





## TROUT FRIENDLY LAWN BUSINESS PARTNER CERTIFICATION

April 7, 2020

11 a.m. - 3 p.m.

Teton County Library

Become a certified Trout Friendly landscaping business!

The Jackson Hole Clean Water Coalition invites you to a training on Trout Friendly Lawn practices. Experts will present on soil health, fertilizer and pesticide application, native plants, and more. Continuing education credits are available.

[JHCLEANWATER.ORG](http://JHCLEANWATER.ORG) | [INFO@JHCLEANWATER.ORG](mailto:INFO@JHCLEANWATER.ORG)

### Trout Friendly Lawns Business Partner Certification

The Trout Friendly Lawns Business Partner program is designed to help lawn care and landscaping professionals meet the growing demand for Trout Friendly Lawn services, and market your business as Trout Friendly. The program is intended to help landscapers create and maintain quality lawns and gardens while limiting adverse impacts on water from fertilizer and pesticide runoff, protecting people, pets, and wildlife.

Pesticide applicator continuing education credits are available. The training event is free. Certification costs \$150 - \$300.

Lunch will be provided. To reserve a lunch, RSVP to Lesley Beckworth at (307) 733-8419 or [lbeckworth@tcweed.org](mailto:lbeckworth@tcweed.org).



JH CLEAN WATER COALITION  
PO Box 1070  
Jackson, WY 83001



# Teton Conservation District Agriculture Funding Opportunities

*Teton Conservation District is a local government entity whose mission is to work with the community in the conservation of natural resources for the health and benefit of people and the environment.*



Teton Conservation District provides technical and funding support for a variety of agriculture projects, including implementing irrigation infrastructure replacements and improvements, increasing crop production, establishing composting and soil health operations, monitoring soil and vegetation, and more.



*Here are a few opportunities to engage with Teton Conservation District and our agency partners:*

- **Partners in Conservation (PIC) Grants:** Teton Conservation District's PIC grant program provides funding to support natural resource conservation projects. The next PIC application deadline is February 1, 2021. Learn more and apply at [www.tetonconservation.org/partners-in-conservation-grants](http://www.tetonconservation.org/partners-in-conservation-grants)
- **Teton Conservation District Agriculture Budget:** The district's annual budget includes funds to assist with a range of agricultural needs. Talk to our staff to find out if available funds align with your project.
- **Wyoming Water Development Office (WWDO) Small Water Project Program (SWPP):** Funded and by the WWDO, SWPP grants are often used to support agricultural improvements. Teton Conservation District serves as a sponsor of SWPP grants. These grants are up to \$35,000 and require 50% match funding. Learn more by reaching out to Teton Conservation District staff or visiting <http://wwdc.state.wy.us/>
- **Natural Resource Conservation Service (NRCS) Funding:** Teton Conservation District and NRCS may concurrently support a landowner's project. If you are working with NRCS, we encourage you to reach out to Teton Conservation District to find out if additional support is available. If you're not working with NRCS, Teton Conservation District can help connect you with NRCS staff to learn about their funding opportunities.



**Teton  
Conservation  
District  
Est. 1946**

**Contact us to discuss your agriculture project:**

Robb Sgroi | Land Resources Specialist  
Office: (307) 733-2110 | Cell: (307) 413-4474  
420 W. Pearl Ave. | PO Box 1070 | Jackson, WY 83001  
[robb@tetonconservation.org](mailto:robb@tetonconservation.org) | [www.tetonconservation.org](http://www.tetonconservation.org)



## Tom Segerstrom, Executive Director

### Information Items:

**Program Area:** Administration

**Annual Leave:** I took three days of annual leave the final days of February, 2020.

**Strategic Planning:** A pre-meeting and facilitated meeting to move the strategic plan forward was held and attended by Steve and Roby. The all staff and board plan refinement occurred on March 9, 2020.

**Teton County Public Works Quarterly Meeting:** Prior to the meeting on March 5, 2020, Carlin and I spoke with Roby regarding potential topics. Public Works presented an update on the Tribal Trails public process and relayed that no new natural resource issues have arisen as a result of the process. Morgan has provided historical data to Teton Science School regarding the character of the fen on Indian Springs at the head of Cody Creek to inform a potentially forthcoming Environmental Assessment. Further discussion included raising the Gros Ventre River levees at Bar-BC and further development of the Wilson Bridge boat ramp on BLM lands. Finally, we reviewed the septic efficacy research and drinking water quality contour mapping and how they serve to facilitate a Town and County Comprehensive Waste Water Plan. TCD's role in advising on a Comprehensive Water Plan was discussed.

**Vehicle/Fuel Status Report:** Both vehicles are in good shape thanks to the attention of staff. Mileage per year is low so they should be in service for several more years. Based upon the averages, both the vehicles have slightly better MPG/Unit on gasoline, but they are similar. CNG is \$1.80 per unit (gasoline gallon equivalent or 126.67 cf), with fewer emissions, but gets slightly fewer Mile Per Unit. The cause for a decrease in MPG between years (2018-2019) is unknown, but the sample size for 2019 was better than what could be derived in 2018 thanks to better staff record keeping.

YTCC Parameters	YEARS	
	2018	2019
<b>Number of Vehicles</b>	2	2
<b>Make, Model &amp; Year</b>	2013 Ram 2500 2015 Chevrolet 2500 HD	2013 Ram 2500 2015 Chevrolet 2500 HD
<b>Yearly Miles Travelled</b>		
2013 Ram 2500	1795	2234
2015 Chevrolet 2500	6687	6361
<b>Miles Per Gallon (CNG Unit)</b>		
2013 Ram 2500	12.2 Bi-Fuel Mix (11.1)	14.1 Bi-Fuel Mix (14.9)
2015 Chevrolet 2500	19.0 Bi-Fuel Mix (18.3)	16.4 Bi-Fuel Mix (16.0)
<b>Percent of time on CNG</b>		
2013 Ram 2500	51%	86%
2015 Chevrolet 2500	70%	61%

**Personnel:** The job announcement for the Natural Resource Technician position was released. Interviews will begin after March 10, 2020.

**FY 2021 Budget Process:** TCD staff have begun drafting the Fiscal Year 2021 Budget. A draft budget will be provided to the TCD Board as soon as possible.

**Program Area:** GIS and Mapping

**Teton County GIS Policy Committee:** Morgan and I attended and Rich Greenwood reviewed his budget to meet the needs of the Teton County department heads. Rich is willing to host the various wildlife layers, but there are many of them. I reminded the group that for that very reason, the Natural Resources Technical Advisory Board (NRTAB) combined them into a map that models local wildlife's relative habitat values. There is a poor understanding of that process and a reliance on the 1994 wildlife layer process that is still in place. Rich reminded me that his contract is not geared toward serving the desires of TCD. For example, the County FY 21 GIS budget does not include funds to host the TCD Surface Water Inventory because the department heads did not identify that as a "need". We reminded Rich of the need to get aerial photography and infrared layers to allow for the planning Department and TCD to replicate Cogan and Johnson's vegetation layer the next time the County is photographed. There is still talk that the State will be conducting Aerial Oblique photography again in Teton County this summer. Morgan is meeting with Road and Levee to assess the potential value of scanning hard copies of historical levee imagery.

**Program Area:** Restoration and Sustainability

**Integrated Solid Waste and Recycling (ISWR):** Extensive deliberation of increasing tipping fees at the transfer station resulted in a decision to increase fees for all types of waste on an equal percentage. The minimum tipping fee will increase from \$5 to \$10. Failure to sort penalty will increase from \$250 to \$300. Brenda Ashworth will attend our meeting to discuss the ISWR Food Waste Compost Program.

**Program Area:** Wildlife

**Sage Grouse Technical Team:** The first Team meeting reviewed all of the data and historical information compiled by the Upper Snake River Sage Grouse Working Group. The second team meeting was productive in that a statement of findings and recommendation was drafted and reviewed in real time between 14 people. The Final Draft will now be circulated among the Team for minor edits. The findings can be summarized as follows:

- The Team concurs with the report from the Working Group that the population appears to be at precariously low numbers and continued declines will likely result in extirpation.
- The Core Area is genetically and physically isolated from all other Core Areas.
- The cause of low survival is directly linked to winter habitat availability under various snowpack and wind conditions.
- Recent habitat losses linked to human activity is very low and localized, and habitat protection, enhancement and/or restoration is ongoing within the Core Area.
- Due to low numbers and isolation, the population is struggling to withstand extreme but natural environmental variations.

The single recommendation is to translocate birds to the Gros Ventre drainage from the nearest population (Pinedale Area) for a series of years beginning this summer. Further translocations to Grand Teton National Park are recommended following NEPA regulations. Translocated birds

and the Jackson Core Area population would be intensively monitored and adaptive management thresholds must be established. Cessation of translocations will occur under the identified thresholds. It is hoped that the population will naturally recover but negative implications of translocations are low.