



**Teton
Conservation
District
Est. 1946**

March 20, 2024 Board Meeting Table of Contents

The Teton Conservation District (TCD) Board Meeting at 1:00 p.m. will be preceded by the TCD-Flat Creek Water Improvement District (FCWID) Quarterly Meeting from 12:00 p.m.-1:00 p.m. at the TCD Office. A TCD board quorum is required.

Page 3	March 20, 2024 FCWID-TCD Joint Quarterly Meeting Packet
Page 31	March 20, 2024 TCD Board Meeting Agenda
Page 33	February 21, 2024 TCD Board Meeting Minutes
Page 39	February 2024 Treasurer's Report

Staff Reports and Supplemental Materials:

Page 47	Holly Shuss Staff Report
Page 49	Bank of Jackson Hole Due Diligence Memorandum
Page 53	Robb Sgroi Staff Report
Page 55	LIR Grant Application – Garlic Fete Freeze Dryer
Page 61	LIR Grant Application – Elk Ranch Irrigation Project, Phase 2
Page 73	Jackson Hole Fire & EMS Letter - Wildfire Position Fund Request
Page 75	Morgan Graham Staff Report
Page 77	LIR Grant Application – Granite Falls Parking Reclamation
Page 87	Emily Smith Staff Report
Page 89	Partners in Conservation Grant Summary, 2020-2024
Page 91	David Lee Staff Report
Page 93	Pass Through Funds MOA – Snake River Fund: Hoback Gage Agreement
Page 97	Sole Source Justification Memorandum
Page 99	Liz Collins Staff Report
Page 101	Extension Request – Teton Lunch Counter: Containers for Growth
Page 105	Carlin Girard Staff Report
Page 107	Gallagher Contract – Statement of Work & Scope of Services
Page 109	Gallagher Contract – Master Agreement
Page 115	Lower Valley Energy Letter - Workforce Housing Subdivision Review
Page 119	Wiley Channel Letter – Request for Existing Flow Level Retention
Page 121	FY25 MOA Budget

TCD & FCWID JOINT QUARTERLY BOARD MEETING

Wednesday, March 20, 2024 @ 12:00 p.m.
Teton Conservation District Office
420 West Pearl Avenue, Jackson, WY 83001

Meeting Members:

TCD BOARD OF SUPERVISORS: Roby Hurley (Chair), Dave Adams (Vice-Chair and Treasurer), Cate Watsabaugh (Secretary), Nate Fuller (Supervisor), and Bob Lucas (Supervisor). Associate Board Members: Elizabeth Barczynski, Sarah Hegg, Bob Weiss, and Tom Breen.

FCWID BOARD OF DIRECTORS AND STAFF: Sandy Buckstaff (Chair), James Metcalf (Secretary), Mark Giger (Treasurer), Johnny Ziem (Director), and Jesse Rauch (Board Member).

TCD STAFF: Carlin Girard (Executive Director), Holly Shuss (Administrative Manager), Liz Collins (Grants & Communications Specialist), David Lee (Water Resources Specialist), and Emily Smith (Natural Resources Technician).

Agenda:

- I. **Call to Order.**
- II. **Approval of Minutes. FCWID Chair, Sandy Buckstaff.**
 - a. Approval of December 20, 2023, TCD & FCWID Joint Quarterly Board Meeting Minutes.
- III. **Introductions and Comments from the Public.**
- IV. **Board Reports.**
 - a. FCWID Treasurer's Report – FCWID Treasurer, Mark Giger.
 - b. FCWID Secretary's Report – FCWID Secretary, James Metcalf.
 - c. FCWID Quarterly Progress Report (Projects) – FCWID Chairman, Sandy Buckstaff.
- V. **Staff Reports.**
- VI. **New Business/Discussion Items.**
 - a. Update on State Dept. of Audit Dissolution Order.
 - b. Update on WOHS Hazard Mitigation Grant Application Award.
- VII. **Old Business.**
- VIII. **Adjournment.**

TCD & FCWID JOINT QUARTERLY BOARD MEETING
Wednesday, December 20, 2023 @ 11:00 a.m.
Teton Conservation District Office
420 West Pearl Avenue, Jackson, WY 83001

Minutes

Meeting Attendance:

TCD BOARD OF SUPERVISORS: Roby Hurley (*Chair*), Dave Adams (*Vice-Chair and Treasurer*), Nate Fuller (*Supervisor*).

FCWID BOARD OF DIRECTORS AND STAFF: Sandy Buckstaff (*Chair*), Johnny Ziem (*Director*), and Christina McGuire (*Administrative Manager*).

TCD STAFF: Carlin Girard (*Executive Director*), Holly Shuss (*Administrative Manager*), and David Lee (*Water Resources Specialist*).

I. **Call to order.** 12:05 p.m. by Sandy Buckstaff. No quorum present to approve minutes.

II. **Board Reports.**

a. **FCWID Treasurer's Report, Sandy Buckstaff, FCWID Chair**

Sandy explained that the FCWID is operating within its budget, however there are a couple of line items in the budget that may look questionable. He said it appears the WID spent 100 percent of the budgeted amount for liability insurance, but it's over by only a small number. He also said the WID spent 124 percent of the office supply budget, but it's only over by \$144. He mentioned that while those line items may look alarming in percentage, they aren't in actual dollars.

Sandy stated the WID has \$10,000 in the operating account and \$63,000 in the reserve account. He said the WID started the year with \$73,000 in the reserve account and used approx. \$9,000 for a TOJ bond to guarantee the Flat Creek Condos bank stabilization project. He said the WID will receive the bond money back in June, once the vegetation germinates and the town inspects the project. He explained that the operating account ebbs and flows with the receipt of member assessments. He said he anticipates big influxes into the account for December and June.

b. **FCWID Secretary's Report, Sandy Buckstaff, FCWID Chair**

Sandy mentioned that he failed to print out the calendar schedule and it was not included in the packet but noted that there were very few items coming up in January. He mentioned the state DOA contacted him to say the supporting documents for the census report were not sufficient, so he updated the docs and is resending. He explained that the WID is up to date on all other items.

Carlin asked if the WID would still receive tax assessments, even though it is not in compliance with the state DOA. Sandy said it will, but will not receive any state funds until it's compliant. Carlin asked if this would affect grant funds from the Office of Homeland Security. Sandy said the TCD is the grant entity, and since this organization is in compliance with the state office, there shouldn't be an issue.

c. **FCWID Quarterly Progress Report (Projects), Sandy Buckstaff, FCWID Chair**

- **810 West and Elk Run Townhomes Thaw Wells:** Sandy explained these two projects are both subject to the receiving of a grant from the Wyoming Office of Homeland Security (WOHS), and that he responded to their request for more information on the application. He said he anticipates the department will get back to him by the middle of December or January, which he confirmed with his contact at the WOHS. He mentioned that this decision timing will not affect the project timeline.

- **Martin Lane Thaw Well:** Sandy said this well is installed and operational, but it is turned off, as there is no need to run any of the wells right now. He explained that for every month the wells are in operation, Johnny

needs to run testing and submit a report to the Wyoming DEQ. Someone asked Johnny about the well testing. Johnny said he tests the pH, temperature, and total suspended solids, and records water flows. Johnny mentioned that when the temperature is below 20 degrees for more than 24 hours, the wells automatically turn on. He said there was some shelf ice building up in the creek and he and Sandy checked it out. Sandy noted the ice has since collapsed, and the creek is running within its banks. He explained that no structures were threatened when they inspected it.

Someone asked about the protocol for referring homeowners with questions to Johnny and Brian. Johnny and Sandy mentioned Brian is no longer with Alder Environmental and that his company employees bought him out. Carlin asked if Johnny is using a weather station to monitor the thaw wells. Johnny said it was all done on-site and relayed through radio telemetry. Sandy again mentioned the temperature needs to be under 20 degrees for 24 hours for the wells to kick on, but noted that temperatures have been warm, so the equipment is turned off right now. Johnny mentioned they usually turn the wells off in February when temperatures warm (typically around Super Bowl Sunday, except for last year). Sandy mentioned this year has been unusual so far.

- **Flat Creek Condos:** Sandy said this project is complete and that the construction costs came to roughly \$10,500. He said when he put the project out to bid to larger excavation companies, he received bids that were over \$100K. He explained the WID declared those bids non-responsive and was legally able to negotiate with other contractors. He stated that Munger Mountain Snow Removal was hired on a time-and-materials basis, and that this company already had a working relationship with Flat Creek Condos. He mentioned Alder oversaw the project and that the cost of construction was split with Flat Creek's HOA

- **Camenzind Project:** Sandy said he presented Franz Camenzind with two alternatives for his property's bank stabilization: one was for armoring only, and the other was a full bank restoration, plus a restoration of habitat. He said the WID would split the cost of just the armoring with Franz, but that it would go ahead with the more robust project. He explained that Franz is now in Arizona for the winter and does not check email frequently when he's there. He hoped to hear from him next month and that construction on the project would commence in the fall of 2024.

- **Creekside Condos:** Sandy mentioned that representatives of both boards (WID & TCD) met with the Creekside Condos HOA and determined they would not have had issue with bank erosion if they hadn't moved the bank and planted lawn grass. He said he proposed to reintroduce native species and reestablish grasses in that area. He said he hoped this will not require permitting.

- **Garaman Park:** David Lee mentioned he would be completing restoration work at Garaman Park in the spring and asked for assistance and permission from the board. He noted it would be a two-hour job for two people. Board members agreed to this, and he will be moving forward on this project. Sandy noted that last winter an excavation crew went into the creek in a few locations near the park. His fear is boaters and recreationalists will use these locations as access points, so the hope is to re-vegetate them.

IV. **New Business/Discussion Items.**

- a. **Board of Directors Election:** Sandy stated the WID held an election on November 7 and that James Metcalf was reelected, and one new board member, Jesse Rauch, was also elected. He noted the WID now has a full board and should always have a quorum at meetings moving forward. Sandy said he is the board Chair again, James Metcalf is Secretary, and Mark Giger is Treasurer.

V. **Old Business**

A. None

- #### VI. **Adjournment.** 12:29 a.m. **MOTION BY:** Dave Adams **SECONDED:** Nate Fuller **RESULT:** None.

Flat Creek WID

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
City or Town Aid	12,000.00	12,000.00	0.00	100.00 %
Member Tax Assessment	240.00		240.00	
Misc. Revenue				
Contribution, Caminzind		5,825.00	-5,825.00	
Contribution, Flat Creek Condos	5,241.94	5,825.00	-583.06	89.99 %
Emergency Flood Mitgation Funds - TOJ	4,904.56	15,000.00	-10,095.44	32.70 %
Total Misc. Revenue	10,146.50	26,650.00	-16,503.50	38.07 %
Other Forecasted Revenue				
FY 2024 Grant Reimbursement, TCD		29,018.00	-29,018.00	
Teton County School District No. 1		240.00	-240.00	
Total Other Forecasted Revenue		29,258.00	-29,258.00	
Property Taxes and Assessments				
Property Tax Levy (County)	33,288.60	42,240.00	-8,951.40	78.81 %
Total Property Taxes and Assessments	33,288.60	42,240.00	-8,951.40	78.81 %
Total Income	\$55,675.10	\$110,148.00	\$ -54,472.90	50.55 %
GROSS PROFIT	\$55,675.10	\$110,148.00	\$ -54,472.90	50.55 %
Expenses				
Administration				
Contractual Services				
Accounting/Auditing	1,950.00	3,500.00	-1,550.00	55.71 %
Administrative Manager	12,137.50	15,000.00	-2,862.50	80.92 %
Legal		3,500.00	-3,500.00	
Total Contractual Services	14,087.50	22,000.00	-7,912.50	64.03 %
Liability Insurance & Bonds				
Liability Insurance & Bonds	100.00		100.00	
Board & Admin Bonding		2,350.00	-2,350.00	
Liability	9,500.00	500.00	9,000.00	1,900.00 %
Total Liability Insurance & Bonds	9,600.00	2,850.00	6,750.00	336.84 %
Other Administrative Expenses				
Advertising	218.70	1,000.00	-781.30	21.87 %
Bank Fees	109.09	300.00	-190.91	36.36 %
Office Equipment, Rent & Repair		100.00	-100.00	
Office Supplies	1,063.89	600.00	463.89	177.32 %
Technology & Support	190.00	300.00	-110.00	63.33 %
Total Other Administrative Expenses	1,581.68	2,300.00	-718.32	68.77 %
Total Administration	25,269.18	27,150.00	-1,880.82	93.07 %
Operations				
Consultant/Contractor Fees	679.42		679.42	
Contractual Arrangements				
Thaw Wells Monitoring/Operation	5,875.00	6,500.00	-625.00	90.38 %
Total Contractual Arrangements	5,875.00	6,500.00	-625.00	90.38 %

Flat Creek WID

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Operating Supplies				
Media Outreach		100.00	-100.00	
Postage		100.00	-100.00	
Signage		100.00	-100.00	
Total Operating Supplies		300.00	-300.00	
Other Operations				
Emergency Flood Mitigation - TOJ		15,000.00	-15,000.00	
Emergency Flood Response	18,032.50	9,000.00	9,032.50	200.36 %
Irrigation Ditch Diversion Repair	1,217.05	700.00	517.05	173.86 %
Thaw Wells Power		1,000.00	-1,000.00	
Total Other Operations	19,249.55	25,700.00	-6,450.45	74.90 %
Total Operations	25,803.97	32,500.00	-6,696.03	79.40 %
Program Services				
Bank Stabilization, Caminzind	532.07	17,825.00	-17,292.93	2.98 %
Bank Stabilization, Creekside Village	190.40	1.00	189.40	19,040.00 %
Bank Stabilization, F.C. Condos	11,253.09	11,650.00	-396.91	96.59 %
Flood Control/Mitigation	22,733.75		22,733.75	
Thaw Well, 810 West	171.67	14,509.00	-14,337.33	1.18 %
Thaw Well, Creekside Village/Elk Run	171.66	14,509.00	-14,337.34	1.18 %
Total Program Services	35,052.64	58,494.00	-23,441.36	59.93 %
Total Expenses	\$86,125.79	\$118,144.00	\$ -32,018.21	72.90 %
NET OPERATING INCOME	\$ -30,450.69	\$ -7,996.00	\$ -22,454.69	380.82 %
Other Expenses				
Reconciliation Discrepancies	-0.05		-0.05	
Total Other Expenses	\$ -0.05	\$0.00	\$ -0.05	0.00%
NET OTHER INCOME	\$0.05	\$0.00	\$0.05	0.00%
NET INCOME	\$ -30,450.64	\$ -7,996.00	\$ -22,454.64	380.82 %

Flat Creek WID

Profit and Loss

July 1, 2023 - March 8, 2024

	TOTAL
Income	
City or Town Aid	12,000.00
Member Tax Assessment	240.00
Misc. Revenue	
Contribution, Flat Creek Condos	5,241.94
Emergency Flood Mitigation Funds - TOJ	4,904.56
Total Misc. Revenue	10,146.50
Property Taxes and Assessments	
Property Tax Levy (County)	33,288.60
Total Property Taxes and Assessments	33,288.60
Total Income	\$55,675.10
GROSS PROFIT	\$55,675.10
Expenses	
Administration	
Contractual Services	
Accounting/Auditing	1,950.00
Administrative Manager	12,137.50
Total Contractual Services	14,087.50
Liability Insurance & Bonds	100.00
Liability	9,500.00
Total Liability Insurance & Bonds	9,600.00
Other Administrative Expenses	
Advertising	218.70
Bank Fees	109.09
Office Supplies	1,063.89
Technology & Support	190.00
Total Other Administrative Expenses	1,581.68
Total Administration	25,269.18
Operations	
Consultant/Contractor Fees	679.42
Contractual Arrangements	
Thaw Wells Monitoring/Operation	5,875.00
Total Contractual Arrangements	5,875.00
Other Operations	
Emergency Flood Response	18,032.50
Irrigation Ditch Diversion Repair	1,217.05
Total Other Operations	19,249.55
Total Operations	25,803.97

Flat Creek WID

Profit and Loss

July 1, 2023 - March 8, 2024

	TOTAL
Program Services	
Bank Stabilization, Caminzind	532.07
Bank Stabilization, Creekside Village	190.40
Bank Stabilization, F.C. Condos	11,253.09
Flood Control/Mitigation	22,733.75
Thaw Well, 810 West	171.67
Thaw Well, Creekside Village/Elk Run	171.66
Total Program Services	35,052.64
Total Expenses	\$86,125.79
NET OPERATING INCOME	\$ -30,450.69
Other Expenses	
Reconciliation Discrepancies	-0.05
Total Other Expenses	\$ -0.05
NET OTHER INCOME	\$0.05
NET INCOME	\$ -30,450.64



P.O. Box 241826
Omaha, NE 68124

RETURN SERVICE REQUESTED

FLAT CREEK WATERSHED
IMPROVEMENT DISTRICT
PO BOX 2037
JACKSON WY 83001-2037



Statement Ending 02/29/2024

FLAT CREEK WATERSHED

Page 1 of 4

Account Number: XXXXXXXXXXXX2496

Managing Your Accounts

-  Client Contact Center 855-342-3400
-  Website firstinterstate.com



Harness the power of Clover with this special offer

Receive a \$750 Gyft card if we are unable to meet or beat your current card processing rate.*

Contact your local branch to learn more.

*Terms and Conditions apply.

Summary of Accounts



Account Type	Account Number	Ending Balance
CLASSIC BUSINESS CHECKING	XXXXXXXXXXXX2496	\$10,475.49

THIS FORM IS PROVIDED TO HELP BALANCE YOUR STATEMENT

HOW TO BALANCE YOUR ACCOUNT

ACCOUNT RECONCILEMENT PRINCIPLES ARE FAIRLY SIMPLE, IT IS NECESSARY TO FIND ITEMS IN YOUR CHECKBOOK WHICH THE BANK HAS NOT YET PROCESSED, AND THOSE ON THE BANK STATEMENT BUT NOT YET IN YOUR CHECKBOOK. TO YOUR CHECKBOOK BALANCE ADD OR SUBTRACT THE OUTSTANDING BANK STATEMENT ITEMS, AND TO THE STATEMENT BALANCE ADD OR SUBTRACT OUTSTANDING CHECKBOOK ITEMS. THE TWO TOTALS SHOULD AGREE.

1. SORT CHECKS AND DEPOSITS INTO NUMBER OR DATE ORDER.
2. MARK OFF (✓) EACH ITEM AGAINST YOUR CHECKBOOK. THOSE NOT MARKED WILL BE OUTSTANDING ITEMS. ALSO NOTE ANY BANK OR OTHER CHARGES, OR AUTOMATIC DEPOSITS ON THE STATEMENT, NOT IN YOUR CHECKBOOK.
3. FILL IN THE FOLLOWING FORM FOR EASY RECONCILEMENT.

CHECKBOOK BALANCE	
ADD ANY DEPOSITS INCLUDING AUTOMATIC DEPOSITS NOT YET ENTERED IN YOUR CHECKBOOK. (BE SURE TO ENTER THEM)	
SUB-TOTAL	
SUBTRACT SERVICE CHARGE HERE AND IN YOUR CHECKBOOK	
IF SAVINGS TRANSFER ACCOUNT, ADD SAVINGS INTEREST	
SUBTRACT ANY AUTOMATIC LOAN PAYMENTS OR OTHER AUTOMATIC CHARGES NOT YET ENTERED IN YOUR CHECKBOOK (BE SURE TO SUBTRACT FROM CHECKBOOK)	
ADJUSTED CHECKBOOK BALANCE	

ADJUSTED STATEMENT BALANCE AND CHECKBOOK BALANCE SHOULD AGREE

CHECKING BALANCE SHOWN ON THIS STATEMENT IF SAVINGS TRANSFER ACCOUNT ADD SAVINGS BALANCE

ADD DEPOSITS OUTSTANDING NOT YET CREDITED TO YOUR ACCOUNT (INCLUDE ANY AUTOMATIC DEPOSITS EXPECTED, NOT YET CREDITED)

SUB-TOTAL

CHECKS OUTSTANDING WRITTEN BUT NOT YET CHARGED TO YOUR ACCOUNT

CHECK NO.	AMOUNT	CHECK NO.	AMOUNT
SUB TOTAL			

SUBTRACT TOTAL CHECKS OUTSTANDING

ADJUSTED STATEMENT BALANCE

ADJUSTED STATEMENT BALANCE AND CHECKBOOK BALANCE SHOULD AGREE

To report a lost or stolen ATM or First Interstate Debit Card call 1-888-752-3332 between the hours of 7:30 AM – 6:00 PM Mountain Time. Before or after hours call the Lost or Stolen Service at 1-800-342-6599.

Information for Consumer Checking and Savings Account Customers:

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Telephone us or write us at the phone number and/or address on the front of this statement as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- (1) Tell us your name and account number (if any).
- (2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- (3) Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

Information for Balance Plus Overdraft Checking Customers:

BALANCE SUBJECT TO INTEREST RATE

We figure the interest charge on your account by applying the periodic rate to the "daily balance" of your account for each day in the billing cycle. To get the "daily balance" we take the beginning balance of your account each day, add any new advances and fees, and subtract unpaid interest or other finance charges and any payments or credits. This gives us the daily balance.

WHAT TO DO IF YOU THINK YOU FIND A MISTAKE ON YOUR STATEMENT

If you think there is an error on your statement, write to us (on a separate sheet) at the address shown on the front of this statement.

In your letter, give us the following information:

- **Account information:** Your name and account number.
- **Dollar amount:** The dollar amount of the suspected error.
- **Description of Problem:** If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement.

You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance
- We can apply any unpaid amount against your credit limit.

CLASSIC BUSINESS CHECKING-XXXXXXXXXX2496

Account Summary

Date	Description	Amount
02/01/2024	Beginning Balance	\$33,020.71
	1 Credit(s) This Period	\$1,347.34
	9 Debit(s) This Period	\$23,892.56
02/29/2024	Ending Balance	\$10,475.49

Account Activity

Post Date	Description	Debits	Credits	Balance
02/01/2024	Beginning Balance			\$33,020.71
02/05/2024	CHECK # 5108	\$796.25		\$32,224.46
02/05/2024	CHECK # 5110	\$75.00		\$32,149.46
02/09/2024	MISCELLANEOUS DEBIT	\$332.61		\$31,816.85
02/12/2024	PAYMENTS TETON COUNTY TRE Property Tax Disbursement		\$1,347.34	\$33,164.19
02/15/2024	LISA CATTON ONLINE PMT CKFXXXXX3261POS	\$168.75		\$32,995.44
02/20/2024	CHECK # 5114	\$14,885.00		\$18,110.44
02/22/2024	ONLINE BILL PMT BILLINGFEE CKFXXXXX3261POS	\$9.95		\$18,100.49
02/22/2024	CHECK # 5111	\$3,227.50		\$14,872.99
02/23/2024	CHECK # 5115	\$3,147.50		\$11,725.49
02/27/2024	CHECK # 5112	\$1,250.00		\$10,475.49
02/29/2024	Ending Balance			\$10,475.49

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
5108	02/05/2024	\$796.25	5111	02/22/2024	\$3,227.50	5114*	02/20/2024	\$14,885.00
5110*	02/05/2024	\$75.00	5112	02/27/2024	\$1,250.00	5115	02/23/2024	\$3,147.50

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
02/05/2024	\$32,149.46	02/15/2024	\$32,995.44	02/23/2024	\$11,725.49
02/09/2024	\$31,816.85	02/20/2024	\$18,110.44	02/27/2024	\$10,475.49
02/12/2024	\$33,164.19	02/22/2024	\$14,872.99		

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date	Previous year-to-date
Total Overdraft Fees	\$0.00	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00	\$0.00

ISN: Date: 02/09/2024
 Start Time: 2:03:12 PM
 Amount: 332.61
 Branch: 4700 Account Number: 101212496
 Teller: 5 DDA Debit
 Withdrawal
 Comments:
 RT: 092901683 TC: 37

#0000 02/09/2024 \$332.61

Account: FCWID \$796.26
 FLAT CREEK WATERSHED IMPROVEMENT DISTRICT
 PO Box 2037 Jackson, WY 83001
 Please Direct Any Questions To: Online Bill Payment Processing Center (800) 243-2528
 158529 0000005108
 January 22, 2024
 FIRST INTERSTATE BANK
 Pay SEVEN HUNDRED NINETY SIX AND 28/100 Dollars \$796.26
 To: ALDER ENVIRONMENTAL PO BOX 6816 JACKSON, WY 83002-6816 #4625
 Void After 180 DAYS Signature On File This check has been authorized by your depositor.

#5108 02/05/2024 \$796.25

Account: FLATCREEK \$75.00
 FLAT CREEK WATERSHED IMPROVEMENT DISTRICT
 PO Box 2037 Jackson, WY 83001
 Please Direct Any Questions To: Online Bill Payment Processing Center (800) 243-2528
 158529 0000005110
 January 22, 2024
 FIRST INTERSTATE BANK
 Pay SEVENTY FIVE AND 00/100 DOLLARS \$75.00
 To: LISA CATTON 1566 COUNTY ROAD 4 SPRING GROVE, WY 83074
 Void After 180 DAYS Signature On File This check has been authorized by your depositor.

#5110 02/05/2024 \$75.00

Account: FCWID \$3,227.50
 FLAT CREEK WATERSHED IMPROVEMENT DISTRICT
 PO Box 2037 Jackson, WY 83001
 Please Direct Any Questions To: Online Bill Payment Processing Center (800) 243-2528
 158529 0000005111
 February 15, 2024
 FIRST INTERSTATE BANK
 Pay THREE THOUSAND TWO HUNDRED TWENTY SEVEN AND 50/100 Dollars \$3,227.50
 To: ALDER ENVIRONMENTAL PO BOX 6816 JACKSON, WY 83002-6816
 Void After 180 DAYS Signature On File This check has been authorized by your depositor.

#5111 02/22/2024 \$3,227.50

Account: PAYMENT \$1,250.00
 FLAT CREEK WATERSHED IMPROVEMENT DISTRICT
 PO Box 2037 Jackson, WY 83001
 Please Direct Any Questions To: Online Bill Payment Processing Center (800) 243-2528
 158529 0000005112
 February 15, 2024
 FIRST INTERSTATE BANK
 Pay ONE THOUSAND TWO HUNDRED FIFTY AND 00/100 Dollars \$1,250.00
 To: CHRISTINA MCCLURE PO BOX 1088 DR 935, LD 83422-1088
 Void After 180 DAYS Signature On File This check has been authorized by your depositor.

#5112 02/27/2024 \$1,250.00

Account: FCWID \$14,885.00
 FLAT CREEK WATERSHED IMPROVEMENT DISTRICT
 PO Box 2037 Jackson, WY 83001
 Please Direct Any Questions To: Online Bill Payment Processing Center (800) 243-2528
 158529 0000005114
 February 15, 2024
 FIRST INTERSTATE BANK
 Pay FOURTEEN THOUSAND EIGHT HUNDRED EIGHTY FIVE AND 00/100 Dollars \$14,885.00
 To: RIDGELINE EXCAVATION PO BOX 448 JACKSON, WY 83001-0448
 Void After 180 DAYS Signature On File This check has been authorized by your depositor.

#5114 02/20/2024 \$14,885.00

Account: FCWID \$3,147.50
 FLAT CREEK WATERSHED IMPROVEMENT DISTRICT
 PO Box 2037 Jackson, WY 83001
 Please Direct Any Questions To: Online Bill Payment Processing Center (800) 243-2528
 158529 0000005115
 February 15, 2024
 FIRST INTERSTATE BANK
 Pay THREE THOUSAND ONE HUNDRED FORTY SEVEN AND 50/100 Dollars \$3,147.50
 To: YELLOW IRON EXCAVATING, LLC PO BOX 1225 WILSON, WY 83014-1225
 Void After 180 DAYS Signature On File This check has been authorized by your depositor.

#5115 02/23/2024 \$3,147.50



P.O. Box 241826
Omaha, NE 68124

RETURN SERVICE REQUESTED

FLAT CREEK WATERSHED
IMPROVEMENT DISTRICT
RESERVE ACCOUNT
PO BOX 2037
JACKSON WY 83001-2037



Statement Ending 02/29/2024

FLAT CREEK WATERSHED

Page 1 of 4

Account Number: XXXXXXXXXXXX3951

Managing Your Accounts

-  Client Contact Center 855-342-3400
-  Website firstinterstate.com



Harness the power of Clover with this special offer

Receive a \$750 Gyft card if we are unable to meet or beat your current card processing rate.*

Contact your local branch to learn more.

*Terms and Conditions apply.

Summary of Accounts



Account Type	Account Number	Ending Balance
CLASSIC BUSINESS CHECKING	XXXXXXXXXXXX3951	\$64,108.00

THIS FORM IS PROVIDED TO HELP BALANCE YOUR STATEMENT

HOW TO BALANCE YOUR ACCOUNT

ACCOUNT RECONCILEMENT PRINCIPLES ARE FAIRLY SIMPLE, IT IS NECESSARY TO FIND ITEMS IN YOUR CHECKBOOK WHICH THE BANK HAS NOT YET PROCESSED, AND THOSE ON THE BANK STATEMENT BUT NOT YET IN YOUR CHECKBOOK, TO YOUR CHECKBOOK BALANCE ADD OR SUBTRACT THE OUTSTANDING BANK STATEMENT ITEMS, AND TO THE STATEMENT BALANCE ADD OR SUBTRACT OUTSTANDING CHECKBOOK ITEMS. THE TWO TOTALS SHOULD AGREE.

- 1. SORT CHECKS AND DEPOSITS INTO NUMBER OR DATE ORDER.
2. MARK OFF (✓) EACH ITEM AGAINST YOUR CHECKBOOK. THOSE NOT MARKED WILL BE OUTSTANDING ITEMS. ALSO NOTE ANY BANK OR OTHER CHARGES, OR AUTOMATIC DEPOSITS ON THE STATEMENT, NOT IN YOUR CHECKBOOK.
3. FILL IN THE FOLLOWING FORM FOR EASY RECONCILEMENT.

CHECKING BALANCE SHOWN ON THIS STATEMENT IF SAVINGS TRANSFER ACCOUNT ADD SAVINGS BALANCE

ADD DEPOSITS OUTSTANDING NOT YET CREDITED TO YOUR ACCOUNT (INCLUDE ANY AUTOMATIC DEPOSITS EXPECTED, NOT YET CREDITED)

SUB-TOTAL

CHECKS OUTSTANDING WRITTEN BUT NOT YET CHARGED TO YOUR ACCOUNT

CHECK NO. AMOUNT CHECK NO. AMOUNT

Table with 4 columns: CHECK NO., AMOUNT, CHECK NO., AMOUNT. Includes rows for SUB TOTAL and SUBTRACT TOTAL CHECKS OUTSTANDING.



CHECKBOOK BALANCE

ADD ANY DEPOSITS INCLUDING AUTOMATIC DEPOSITS NOT YET ENTERED IN YOUR CHECKBOOK. (BE SURE TO ENTER THEM)

SUB-TOTAL

SUBTRACT SERVICE CHARGE HERE AND IN YOUR CHECKBOOK

IF SAVINGS TRANSFER ACCOUNT, ADD SAVINGS INTEREST

SUBTRACT ANY AUTOMATIC LOAN PAYMENTS OR OTHER AUTOMATIC CHARGES NOT YET ENTERED IN YOUR CHECKBOOK (BE SURE TO SUBTRACT FROM CHECKBOOK)

ADJUSTED CHECKBOOK BALANCE

ADJUSTED STATEMENT BALANCE AND CHECKBOOK BALANCE SHOULD AGREE

ADJUSTED STATEMENT BALANCE

ADJUSTED STATEMENT BALANCE AND CHECKBOOK BALANCE SHOULD AGREE

To report a lost or stolen ATM or First Interstate Debit Card call 1-888-752-3332 between the hours of 7:30 AM – 6:00 PM Mountain Time. Before or after hours call the Lost or Stolen Service at 1-800-342-6599.

Information for Consumer Checking and Savings Account Customers:

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Telephone us or write us at the phone number and/or address on the front of this statement as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- (1) Tell us your name and account number (if any).
(2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
(3) Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

Information for Balance Plus Overdraft Checking Customers:

BALANCE SUBJECT TO INTEREST RATE

We figure the Interest charge on your account by applying the periodic rate to the "daily balance" of your account for each day in the billing cycle. To get the "daily balance" we take the beginning balance of your account each day, add any new advances and fees, and subtract unpaid interest or other finance charges and any payments or credits. This gives us the daily balance.

WHAT TO DO IF YOU THINK YOU FIND A MISTAKE ON YOUR STATEMENT

If you think there is an error on your statement, write to us (on a separate sheet) at the address shown on the front of this statement.

In your letter, give us the following information:

- Account information: Your name and account number.
Dollar amount: The dollar amount of the suspected error.
Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement.

You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake you will not have to pay the amount in question or any interest or other fees related to that amount.
While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
We can apply any unpaid amount against your credit limit.

CLASSIC BUSINESS CHECKING-XXXXXXXXXXXX3951

Account Summary

Date	Description	Amount
02/01/2024	Beginning Balance	\$64,108.00
	0 Credit(s) This Period	\$0.00
	0 Debit(s) This Period	\$0.00
02/29/2024	Ending Balance	\$64,108.00

Account Activity

Post Date	Description	Debits	Credits	Balance
02/01/2024	Beginning Balance			\$64,108.00
	No activity this statement period			
02/29/2024	Ending Balance			\$64,108.00

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date	Previous year-to-date
Total Overdraft Fees	\$0.00	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00	\$0.00

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FCWID & TCD Joint Calendar 2024

(Updated 3-12-24)

January

January 11 - FCWID Monthly Meeting

ACTION REQUIRED:

- FCWID Treasurer shall obtain bonding as determined by the FCWID Board of Directors. Refer to W.S. 38-2-101 re: reporting of bond requirements to the County Treasurer and W.S. 41-8-112 5 **DONE** *expect a letter requesting bond for entire board
- FCWID to update all bank account signers with financial institutions **DONE**
- FCWID treasurer to update Statement of Investment Policy and seek approval from FCWID Board of Directors. **DONE**

February

February 8 - FCWID Monthly Meeting

ACTION REQUIRED:

- Annual Report due to Teton Conservation District by March 1, 2024, refer to W.S. 41-8-112(b) for report requirements **DONE**
- Prepare draft budget request for TCD, along with preliminary reconciliation of previous fiscal year expenditures by Feb 15 **DONE**
- Update FCWID Wintertime Action Plan document (if necessary) **DONE**

March

March 1 – Annual Report due to TCD **DONE**

March 14 – FCWID Monthly Meeting

March 20 - TCD/FCWID Joint Quarterly Board Meeting (*Quarterly Treasurer's Report and Activity Summary to be submitted to TCD for joint meetings, refer to W.S. 41-8-112(b) for report* Christina to send email to Carlin, Holly, Liz, and Sandy re: absence at mtg and minutes

ACTION REQUIRED:

- Prepare FY 2025 Budget: Review current District Member roster to determine number of any new properties **IN PROGRESS DUE BY 11TH**

April

April 11 - FCWID Monthly Meeting (review FCWID Board of Director bonding coverage)

ACTION REQUIRED:

- April 1 - Annual report due to TOJ providing a complete overview on all measures employed for wintertime care, wintertime maintenance, and costs associated with emergency wintertime actions **SANDY TO UPDATE**
- April 1 - Draft budget and plan of work due to Teton Conservation District (for TCD 2025 budget) **SANDY TO DO**
- April 30 - List of FCWID Board of Directors, respective terms, and contact information due to County Commissioners and County Clerk, refer to W.S. 22-19-113; provide general contact information for the district **CHRISTINA WILL DO**

- LGLP (Local Government Liability Pool) insurance application due May 17 **Application received**

May

May 9 - FCWID Monthly Meeting

ACTION REQUIRED:

- Draft Budget due to Teton County Commissioners, Teton County Clerk, Teton County Assessor, TCD & Dept. of Audit by June 1, 2024, refer to W.S. 9-1-507(a)(viii)
- Prepare - FCWID Final Report for Teton Conservation District - Expenditures of TCD Funds (due to Teton Conservation District by June 1, 2024 (for TCD's FY 2024 Report)
- Submit LGLP (Local Government Liability Pool) application and payment by May 17

June

June 13 - FCWID Monthly Meeting (Finalize Draft Budget FY 2025)

June 19 -TCD/FCWID Joint Quarterly Board Meeting (*Quarterly Treasurer's Report and Activity Summary to be submitted to TCD for joint meetings, refer to W.S. 41-8-112(b) for report requirements*)

ACTION REQUIRED:

- June 1 - Draft budget due to Teton County Commissioners, Teton County Clerk, Teton County Assessor, TCD & Dept. of Audit
- June 1 - FCWID Final Report for Teton Conservation District - Expenditures of TCD Funds due to TCD (for TCD's FY 2024 Report)
- June 26 - FCWID to advertise the FY 2025 Draft Budget Hearing in the *JHN&G Weekly Legal Section* in WORD document.
- FCWID insurance through Local Government Liability Pool expires June 30, 2024.

July

July 1 - Start of fiscal year

July 11 - FCWID Monthly Meeting with budget hearing preceding it

ACTION REQUIRED:

- July 11, 2024 - 8:30 a.m. FY 2025 FCWID Budget Hearing- on or before Third Thursday in July (July 20, 2024) + Publication Notice, refer to W.S. 16-4-109
- FCWID Monthly Meeting - Approve and adopt FINAL FY 2025 Budget (*Operationally speaking, Final FY 2024 Budget must be approved to pay current vouchers*). Submit to County Clerk within 3 business days
- Update Special District Electronic Budget form with FY 2024 actual numbers, update FY 2025 budget with increased bonding requirement, change form to Final Budget, and submit the completed form to the Wyoming Department of Audit, Teton County Clerk, TCD, and Teton County Commissioners no later than close of business on July 30, 2024.
- Per terms of MOU with TOJ and TCD, need to notify TOJ of any assessment that the WID intends to levy and collect in accordance with W.S. 41-8-113(a)(i)
- July 22 - Report due (always on or before 4th Monday in July) to Teton County Assessor containing the following information:
 - Must report the specific assessment amount to be applied to each parcel; use a spreadsheet to detail the information. Include list of properties by name, assessor account number (not PIDN or tax ID), and assessment amount per property. Do not include TOJ or TCSD in the assessment roll.
 - Total assessment to be collected.
 - Current contact information for FCWID Board Members (name(s), phone number(s), and email address(es)). Only need to provide information for Board Members that may need to be contacted by FCWID members for questions on assessments.
 - Copy of FY 2025 budget.
- July 31- RENEW revised bonding increases to \$100,000 for FCWID check signers
- Prepare FCWID Final Report for Teton Conservation District - Expenditures of TCD Funds (due to Teton Conservation District by August 1, 2024, for TCD's FY 2024 Report)

August

August 8 - FCWID Monthly Meeting

ACTION REQUIRED:

- August 1- Submit Invoice to TOJ for 2025 Budget Request
- August 1 - FCWID Final Report for Teton Conservation District- Expenditures of TCD Funds due to TCD (for TCD's FY 2024 Report)
- PROOF OF CASH - All documents (Operation & Reserve FCWID Bank statements from July 2023 through July 31, 2024, with check images and check registers) to Linsenmann & Linsenmann by first week in August (**First, check to see if independent audit is needed.**)
- Census form F-32 due to Wyoming Department of Audit, Public Funds Division by September 30, 2024
- Annual Audit, Accountant Review, or Proof of Cash due to Wyoming Department of Audit by September 30, 2024. Refer to Wyoming Special District Handbook and W.S. 9-1-507 for reporting requirements

September

September 12 - FCWID Monthly Meeting

September 18 - TCD/FCWID Joint Quarterly Board Meeting—Field Trip (time & place TBD)

(Quarterly Treasurer's Report and Activity Summary to be submitted to TCD for joint meetings, refer to W.S. 41-8-112{b} for report requirements)

ACTION REQUIRED:

- Verify current Certificates of Insurance from all excavators on list that FCWID uses for flood mitigation
- September 30 - Census form F-32 State Dept of Audit census report due + Budget Hearing Notice due to Wyoming Department of Audit, Public Funds Division; Annual Report Summary, Proof of Cash, Self-Audit and/or CPA reports due to Wyoming Department of Audit, Public Funds Division and Teton Conservation District (for our records), refer to Wyoming Special District Handbook and W.S. 9-1-507 for reporting requirements.
- September 30 - Emergency Wintertime and Spring Runoff Action Plans due to Town of Jackson **(Check to see if update is needed this year.)**
- COIs renew by Sept 30: Ridgeline, Yellow Iron, Westwood Curtis, MTN X, Munger Mt. Snow Removal

October

October 10 - FCWID Monthly Meeting

ACTION REQUIRED:

- Make sure COIs renew by Oct 1: Ridgeline, Yellow Iron, Westwood Curtis, MTN X, Munger Mt. Snow Removal

November

November 14 - FCWID Monthly Meeting

ACTION REQUIRED:

- November 1 - Invoice TCSD No. 1: "Flood Mitigation" PID N: 22-40-16-1-08-017; Account R0020001 (using FCWID Property Tax Assessment Amount)

December

December 12 - FCWID Monthly Meeting

December 18 - TCD/FCWID Joint Quarterly Board Meeting

(Quarterly Treasurer's Report and Activity Summary to be submitted to TCD for joint meetings, refer to W.S. 41-B-112(b) for report requirements)

ACTION REQUIRED:

- December 21 - Review of 2024 COMPLIANCE CHECKLIST; signing off by FCWID & TCD Board of Supervisors

FLAT CREEK WATERSHED IMPROVEMENT DISTRICT

PO Box 2037 Jackson, WY 83001

www.fcwid.org

Flat Creek Watershed Improvement District (FCWID) Quarterly Progress Report (Projects/Notable Activities) March 2024

Presented below is a roster of significant actions or activities undertaken by the WID in the most recent quarter with regard to ongoing or proposed projects:

1. FCWID Projects:

a. Proposed 810 West Thaw Well.

The application submitted by the FCWID for funding the project through a hazard mitigation grant from the State of Wyoming Office of Homeland Security (WOHS) and its partner in the grant process, the Federal Emergency Management Agency (FEMA), has been approved, and on January 26th an award letter was issued for the project in the total amount of \$504,315. (Note: that figure is the federal contribution to the project. A local match of 10% is required. The FCWID proposes that it and the TCD effectively split that match-- \$29,000 by each entity.)

b. Proposed Elk Run Townhomes Thaw Well.

This project is a companion to the proposed 810 West Thaw Well project and is covered under the same grant application to the WOHS. (Note: the application and award were both made in the name of the TCD. The TCD will be responsible for administering the grant. The FCWID stands ready to assist the TCD in any and all ways it can.)

c. Martin Lane Thaw Well.

This thaw well was put into use at the end of fall/start of winter and utilized through the critical ice formation period until mid-February. Although it only produces approximately 400 gallons per minute (gpm), much less than the desired 1,000 gpm, it was effective in limiting the formation of anchor ice downstream of the well site through one of the most frequent trouble spots in the creek (the stretch adjacent to Decker's Auto-body shop and the Eagle Village Condominiums).

d. Flat Creek Condominiums Bank Stabilization.

This project is complete. All that remains is for the vegetation planted as part of the project to become established. This is expected to be evident by June, at which time the FCWID will be able to recover the \$9,000 bond it posted with the Town of Jackson to guarantee the success of the project.

e. Potential Bank Stabilization at Camenzind Property (480 Stacey Lane).

Mr. Camenzind has agreed to participate in the cost of the project proposed on his property. His contribution will be limited to a portion of what a limited (bank armoring only) project would cost. The contemplated project (a full bank restoration) is more expensive than the limited project. However, in order to incentivize Mr. Camenzind to

The mission of the Flat Creek Watershed Improvement District is to explore and implement ways to prevent damage to private property and public infrastructure due to winter flooding of Flat Creek while simultaneously respecting water rights, representing the best interests of the district's property owners and residents, and maintaining and improving water and habitat quality within the stream corridor.

move forward with the more robust (and riparian corridor friendly) project, the FCWID proposed financial participation by Mr. Camenzind be limited to the lesser project. The FCWID has submitted a grant application to the TCD requesting participation by the TCD in the construction and construction oversight costs of the project. The FCWID has budgeted for absorbing the costs associated with planning, design, and permitting for the project in the current fiscal year.

2. Other Actions/Activities of Note:

a. Wyoming State Department of Audit Dissolution Order.

On January 9th, the Wyoming State Department of Audit (DOA) issued a letter to the Teton County Commission to initiate dissolution of the FCWID for failure to submit the 2023 F32 Annual Census Report in a timely manner. The report was due at the end of September, with a final “grace” date of December 31st. The FCWID initially submitted the report in mid-December. The DOA was unsatisfied with the report and requested a revised report. The revised report was submitted on January 2nd. The dissolution order would require the County Commission to dismiss all board members of the FCWID and appoint a new board. However, apparently the strict application of the state statute involved—for the first time ever—swept up numerous special districts across the state and provoked the submission of a bill in the latest session of the state legislature to provide a mechanism for special districts to “cure” their deficient status in the eyes of the DOA. That bill is currently awaiting the Governor’s signature to pass into law. Should it do so, the FCWID will already be in good standing with the DOA, as its revised report submitted on January 2nd was deemed sufficient.

b. Annual Report to the TCD.

On March 1st, the FCWID submitted an annual report to the TCD that incorporated four items:

- A cover letter to the Chairman of the Board of the TCD,
- A recap of significant FCWID activities for the prior calendar year (the “Annual Report”),
- A financial report covering the FCWID’s financial activities in the current fiscal year (current through March 1, 2024), and
- A copy of the Annual Requirements Checklist filled out by and signed off by FCWID Board Chair Sandy Buckstaff.

c. Participation in State of Wyoming Region 8 Hazard Mitigation Plan Update.

The FCWID is participating in the update of the Region 8 Hazard Mitigation Plan. On January 18th, Board Chair Sandy Buckstaff attended a kickoff meeting (conducted via Zoom) to initiate the update process. On March 11th, the FCWID submitted a completed copy of a 15-page questionnaire issued by the consulting firm leading the update process to special districts participating in the update process. The intent of the FCWID participation in the process is make the FCWID eligible to be a signatory to the revised document and, thus, make the FCWID eligible for certain state and federal grant programs that it would not otherwise be eligible for.

Progress Report Submitted by: Sandy Buckstaff, Chair of the FCWID Board of Directors

FLAT CREEK WATERSHED IMPROVEMENT DISTRICT

PO Box 2037 Jackson, WY 83001

www.fcwid.org

TCD Board of Supervisors
Mr. Roby Hurley, Chairman
420 West Pearl Avenue
Jackson, WY 83001

March 1, 2024

Dear Supervisor Hurley:

Please find attached to this letter the following:

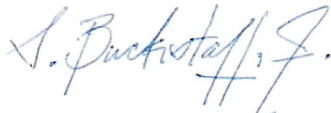
1. A recap of the Flat Creek Watershed Improvement District (FCWID) activity for calendar year 2022,
2. A Financial Report covering the District's financial activities in the current fiscal year, and
3. A copy of an Annual Requirements Checklist documenting the District's compliance with Wyoming State Statutes applicable to the operation of the District.

Also, here in is a forecast of our upcoming year's activities:

1. Continue the District's program of assessment of district members so as to maintain sufficient operating capital and an appropriately-sized emergency activities reserve fund.
2. Work with the Town of Jackson to revise and update the Memorandum of Understanding (MOU) between the District and the Town with respect to the relationship between the two entities. This item has languished over the last two years. However, it is important, and the District wants to move forward on it.
3. Assist the Teton Conservation District, in whatever fashion the TCD deems appropriate, with the administration and implementation of a Hazard Mitigation Grant issued from the Wyoming Office of Homeland Security (WOHS) and its partner in the grant program, the Federal Emergency Management Agency (FEMA), to fund the construction of two new thaw wells (one located at 810 West, and a second at Elk Run Townhouses. The hope and intention is to bring the wells on line in the late fall of 2024.
4. Work with the property owner at 480 Stacy Lane (Franz Camenzind) and the TCD to stabilize and enhance the bank of Flat Creek adjacent to the property. Design and permitting will ideally be completed within the spring of the year, and construction will take place in October of the year.
5. Play an active role in the Town of Jackson's development of a SPET-funded downtown stormwater management plan as well as the Teton County-Jackson Parks & Recreation Department's development of a long-term plan of use for the Karns Meadow. (In each instance the FCWID views itself as a stakeholder and the plans to be developed as having a potential material impact on the District and its mission.)

The FCWID board members want to once again thank the TCD Board of Supervisors for their continued support.

Sincerely,



Sinclair Buckstaff, Jr., Chairman

The mission of the Flat Creek Watershed Improvement District is to explore and implement ways to prevent damage to private property and public infrastructure due to winter flooding of Flat Creek while simultaneously respecting water rights, representing the best interests of the district's property owners and residents, and maintaining and improving water and habitat quality within the stream corridor.

Flat Creek Watershed Improvement District (FCWID)
Annual Report for Calendar Year 2023
March 1, 2024

Mission Statement: The mission of the Flat Creek Watershed Improvement District is to explore and implement ways to prevent damage to private property and public infrastructure due to winter flooding of Flat Creek while simultaneously respecting water rights, representing the best interests of the district's property owners and residents, and maintaining and improving water and habitat quality within the stream corridor.

I. FCWID Organization

- a. The District Board accepted the resignation of James Mathieu mid-year (he moved out of the district) and operated with just four members until November when a Board election (managed by the Teton Conservation District) by the electors of the District took place. James Metcalf was reelected to the Board, and Jesse Rauch was elected as a new member.
- b. Conducted a Board officers' election in December in conformance with Wyoming state statute. Sandy Buckstaff was reelected as Chair, Mark Giger was reelected as Treasurer, and James Metcalf was elected as Secretary.
- c. Engaged a new Administrative Manager, Christina McGuire, to replace Raylene McCalman, who resigned to pursue a full-time position elsewhere. The transition took place in July.

II. FCWID Financials

- a. Adopted a Fiscal Year 2024 Budget in accordance with Wyoming state statutes and procedures.
- b. The District is in the beginning stages of developing a Fiscal Year 2025 Budget, again in conformance with Wyoming state statutes and procedures.

III. Funding of FCWID Activities

- a. 2023 Property Assessments (of \$240 per property) were imposed on district members and are being collected at the current time. Because of development within the district boundaries, the number of district members has grown (from 176 to 200, excluding properties owned by other governmental entities, i.e., the Town of Jackson and Teton County School District No. 1) and, thus, the district revenue derived from member assessments has also grown (\$42,240 to \$48,000).
- b. A significant grant opportunity (the COVID Hazard Mitigation Grant Program, managed by the Wyoming Office of Homeland Security in coordination with the Federal Emergency Management Agency) was pursued throughout the year. (Note: on January 29, 2024, the District was notified by the WOHS that its grant application was successful and that a grant in the amount of approximately \$500,000 to construct two thaw wells has been awarded. This grant will be in the name of the Teton Conservation District.)

IV. Flat Creek Flood Mitigation

- a. Consistent with its preferred approach (based on recommendations from Dr. Ed Kempema), the District utilized Thaw Well No. 2 and (after October) newly installed Thaw Well No.4 in a "targeted" fashion to reduce the likelihood of ice-related flooding. This "targeted" or "managed" use proved quite effective downstream of both thaw wells through the reaches of the stream influenced by them.
- b. Utilized heavy equipment extensively on four days in February at a number of locations both upstream and downstream of Thaw Well No. 2 to remove accumulated anchor ice. While the District prefers not to use this invasive method of flood mitigation (and hopes to replace it as much as possible by the installation and use of additional thaw wells), it proved necessary to do so.
- c. The utilization of heavy equipment exceeded in cost the amount allocated in the FY2024 budget for the purpose. Accordingly, the budget will be amended prior to the end of the fiscal year to reflect this fact.

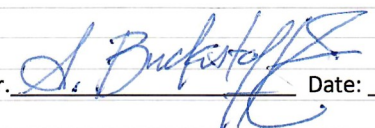
V. Riparian Corridor Reclamation/Improvement Activities

- a. In October, the District carried out a bank stabilization project along the frontage of the Flat Creek Condominiums. The bank eroded abruptly in 2017 and needed to be reestablished. The project was designed and overseen by Alder Environmental, LLC, who was also responsible for permitting. Munger Mountain Snow Removal and Landscaping performed the work. The Flat Creek Condominiums HOA contributed one-half of the cost of construction and construction oversight. (In order to encourage careful and appropriate design of the project, the District absorbed the costs of design and permitting.)

VI. Communications with District Members *(Currently there are 202 District Members)*

- a. Regular posting of Board Meeting dates and times in the Jackson Hole News & Guide.
- b. Advertisement of the District's Budget Hearing in the Jackson Hole News & Guide.
- c. Maintenance of the District's Website—Updates, posting of FCWID Board of Director Meeting Minutes, a chat room, and posted annotated photos are all elements of the District's outreach through its website.

FCWID ANNUAL REQUIREMENTS CHECKLIST

Flat Creek Watershed Improvement District (FCWID)		Annual Requirements Checklist	
Calendar Year 2023	Due Date:	Notes:	In Compliance?
Adherence to Special District & Oaths of Office for Board	Ongoing	FCWID Board (and any Staff) understand requirements	yes
District Liability Insurance	Ongoing	Liability Insurance is maintained at all times	yes
Open Records Act Request Responses	Ongoing	Requests are responded to appropriately within 10 days	yes
Open Records Act Contact	Ongoing	FCWID must have a designee on file with WY A & I	yes
Public Records Act Statement of FCWID Director List with Terms, Office	Ongoing	FCWID must provide a statement to the Teton County	yes
Follow Approved Investment Policy	Ongoing	Please notify the Teton County Clerk's office when there	yes
Keep Records & Approved Minutes	Ongoing	An Investment Policy is in place and adhered to	yes
Bank Account - Public Funds/FDIC \$	Ongoing	Financial and other records are kept and stored at TCD	yes
		If an account exceeds FDIC coverage, it is collateralized	yes
Annual Report to TCD & WDA	3/1/2023	Annual Reports are submitted to TCD and WDA annually	yes
Quarterly Joint Meetings w/TCD	Ongoing	Currently 3rd Wednesday in Mar/June/Sept/Dec.	yes
Open Meetings Act Adherence	Ongoing	All Meetings are Conducted in Accordance with the Open	yes
1 Annual Field Trip Meeting (Fall)	9/20/2023	Field Trip coincides with the Sept. Quarterly Meeting	yes
Treasurer's Surety Bond	Ongoing	A Treasurer's bond for \$100,000 must be maintained	yes
All Check Signers Bonded	Ongoing	Anyone who signs checks must have a \$100,000 bond	yes
Reimbursement for Meetings & Travel	Ongoing	Submitted to TCD for approval, if expenses relate to duties	yes
Purchases over \$10,000 approved	Ongoing	As needed and submitted to TCD for approval	yes
Report Proposed Assessments to TCD	Ongoing	In conjunction with submitting proposed FY budget to TCD	yes
Emergency Flood Control Approval	Ongoing	As needed and submitted to TCD for approval	yes
Eminent Domain Approval by TCD	Ongoing	As needed and submitted to TCD for approval	yes
Debt Incurred Approval by TCD	Ongoing	As needed and submitted to TCD for approval	yes
Grant Application Notification	Ongoing	As needed and submitted to TCD for approval	yes
Quarterly Reports to TCD (for 3 years)	Ongoing	Quarterly reports are provided at joint quarterly meetings	yes
Annual TCD Budget Request	3/1/2023	A request for funding will be submitted to TCD annually	yes
Assessment Amount to Teton County	7/18/2022	A request letter for an assessment on FCWID District	yes
Approved Budget	6/1/2023	Draft FY Budget to: Dept of Audit, TCD, Dept. of Ag & TC	yes
Budget Hearing with Notice	7/13/2023	Budget Hearing must be before July 1 budget starting	yes
Final Budget Submission	7/30/2023	Final FY Budget to: Dept of Audit, TCD, Dept. of Ag & TC	yes
Annual Census form F-32	9/30/2023	Due in to WY Department of Audit prior to deadline	no/late
Annual Proof of Cash or Audit	10/31/2023	Due in to WY Department of Audit prior to deadline	yes
FCWID SIGN OFF ON COMPLIANCE:		Sinclair Buckstaff, Jr.  Date: 3/1/24	
TCD STAFF SIGN OFF ON		Holly Shuss _____ Date: _____	
TCD BOARD OF SUPERVISORS SIGN		Roby Hurley _____ Date: _____	

Teton Conservation District (TCD) February 2024 Board Meeting
March 20, 2024 at 1:00 p.m. | Location: 420 W. Pearl Ave., Jackson

The TCD meeting is preceded by the Flat Creek Watershed Improvement District meeting at 12:00 p.m.

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

VIDEO CONFERENCE INVITATION

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

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

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

MEETING MEMBERS:

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

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

TCD Staff: Robb Sgroi, Morgan Graham, Emily Smith, David Lee, Carlin Girard, Liz Collins, Holly Shuss

Partners and Guests: Todd Stiles (Bridger-Teton National Forest), Tanya Anderson (Town of Jackson), Jodie Pond (Teton County Interim Administrator), Simon Teaff (NRCS District Conservationist)

AGENDA:

12:00 p.m. TCD Flat Creek Watershed Improvement District Quarterly Meeting @ TCD 90 minutes

1:00 p.m. Agency Reports, Guests, and Public Comment 30 minutes

Tanya Anderson (Town of Jackson)

Jodie Pond (Teton County)

Simon Teaff (NRCS)

Minutes and Treasurer's Report 10 minutes

Board Reports 10 minutes

Staff Reports and Action Items 90 minutes

Holly Shuss – BOJH Due Diligence Memo

Robb Sgroi – Garlic Fete Freeze Dryer Line Item Request, Elk Ranch Irrigation Project Phase II Line Item Request, JHFEMS Fund Request Letter

Morgan Graham – Granite Falls Parking Reclamation Line Item Request

Emily Smith – PIC Grant Summary Report

David Lee – Hoback Gage Pass Through Funds MOA

Liz Collins – Teton Lunch Counter Extension Request

Carlin Girard – Gallagher Contracts, Lower Valley Energy Workforce Housing Subdivision Review, Wiley Channel Request for Existing Flow Level Retention, FY25 MOA Budget

Old and New Business 10 minutes

1) Idling, 2) Recycling building materials, 3) Forest Service Office Space, 4) Septic/Sewer Connection (no change)

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 (TCD) February 2024 Board Meeting Minutes
February 21, 2024 | 420 W. Pearl Ave., Jackson, WY

Attendees:

TCD Board Supervisors: Dave Adams, Roby Hurley, Cate Watsabaugh (arrived 1:30 p.m.), Bob Lucas

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

TCD Staff: Robb Sgroi, Morgan Graham, David Lee, Carlin Girard, Liz Collins, Holly Shuss, Emily Smith

Guests: Tanya Anderson (Town of Jackson), Simon Teaff (NRCS District Conservationist), Jason LeVan (NRCS), Jesse Rauch* (Flat Creek Watershed Improvement District), Matt Bambach* (Protect Our Water JH), Floren Poliseo* (Town of Jackson)

**Denotes online attendee*

Call to Order: Roby called the meeting to order at 1:08 p.m.

Public Comment: None

Guest Reports:

Simon Teaff (Natural Resources Conservation Service- NRCS): Simon introduced Jason LeVan, Rangeland Management Specialist from the NRCS District office. Simon provided an update, as well as a one-page written report.

Alyssa Watkins (Teton County): Carlin shared highlights from an email update from Alyssa.

Tanya Anderson (Town of Jackson): Tanya shared an update from the Town of Jackson, including the Town's 2024 priorities: budget, water quality, stormwater management plan, wastewater/sewer regulations, Karns Meadows, among others.

January 2024 Meeting Minutes: Dave moved to approve the January 2024 Board Meeting Minutes. Bob seconded. The motion carried 3-0.

January 2024 Treasurer's Report: Dave reviewed January's 2024 Treasurer's Report:

- Checks numbering 21397- 21435 dated 1/2/2024-1/31/2024: \$275,890.23
- Credit card charges: \$2,472.95
- Net credits for the month: \$309,805.64
- Operating Reserves Account Balance: \$501,772.44
- Committed Funds Savings Account: \$413,918.68
- Reconciled General Fund Checking Balance: \$1,460,241.36

Bob moved to approve the January 2024 Treasurer's Reports. Dave seconded. The motion carried 3-0.

Board Reports:

Dave shared an update from WACD (Wyoming Association of Conservation Districts) meetings. One notable point of discussion has been the consideration of pushing for legislation mandating counties to implement a mill levy for funding conservation districts statewide but noted this effort has little support at this particular point in time.

Roby attended an interagency breakfast meeting. The meeting included various agency representatives, along with Tanya from the Town of Jackson.

Line-Item Funding Request:

Lockhart Water Rights: Robb introduced Kelly Lockhart from Lockhart Cattle Company, with the grant request titled "Lockhart Water Rights." For additional details, refer to Robb's staff report and supplemental materials. Kelly provided background information to the board, including discussions with the State Engineer's Office and the Army Corps of Engineers. Bob questioned the functionality of the culverts, Kelly confirmed that they were indeed working

but also mentioned the Corps' efforts to replace/update the culverts, nonetheless. Bob expressed the preference to retain the current culverts if possible.

Dave moved to award the lesser of \$9,900, or half of actual costs, from the FY2024 'TCD Partnering Funds' line item to Lockhart Cattle Company, in support of their application titled 'Lockhart Water Rights'. Bob seconded. Roby inquired about the timeline for the project. Kelly explained that the timing is contingent upon decisions made by the State Engineer's Office, which could span a few years. Further questioning from Roby sought clarification on the technical aspects of the project. Kelly provided his current understanding and expressed intentions to continue discussions with the Corps. Steve McDonald offered historical context, noting that TCD has previously denied funding for legal fees related to water rights acquisition. While Steve didn't see this as an identical request, he recommended documenting why this case is distinct. Carlin agreed to make note of this unique aspect. Bob Lucas emphasized the importance of financial support and suggested that a letter could aid in influencing the Army Corps to manage this project in a way that TCD supports. **The motion carried 4-0.**

Non-Invasive Sage Grouse Monitoring: Morgan introduced Bryan Bedrosian from Teton Raptor Center (TRC), with the grant request titled "Non-invasive Sage Grouse Monitoring." Morgan shared background on this project. Bryan shared more information on the identification of this area, and that Wyoming Game and Fish (WGF) is willing to do work in-kind, with support of the ARUs. **Dave moved to award \$3,243 from the Fiscal Year 2024 Wildlife Program: Sage Grouse Local Working Group line-item to Teton Raptor Center, in support of non-invasive sage grouse monitoring. Bob seconded.** Bob requested that ownership and possession of the new equipment would be transferred to WGF. Bryan added that WGF lacks the technical expertise to analyze this data, which is why they requested support from the Teton Raptor Center. **Dave amended the motion to incorporate Bob's comment to pass ownership to WGF, and Bob seconded the amended motion. The motion carried 4-0.**

Morgan requested the board's feedback for creating an MOA with TRC in the next fiscal year. The board supported TCD staff having conversations with TRC to explore this option.

Partners in Conservation (PIC) Grant Decisions:

Roby entertained a motion to deny funding for the following four applications: 1) National Museum of Wildlife Art for the grant titled "Environmental Impact II - Art Exhibit", Wyoming Stargazing for the grant titled "Creation of a Permanent Dark Sky Preservation Interpretive Exhibit," Wyoming Game and Fish Department for the grant titled "Horse Creek Road Repair," and Teton Regional Land Trust for the grant titled "Darby Creek Conservation Easement." Dave moved. Cate seconded. The motion carried 4-0.

Roby entertained a motion to approve the following five applications 1) Rafter J Homeowners Association for the grant titled "Eastside Irrigation Ditch," Teton Youth and Family Services for the grant titled "Greenhouse Construction and Operation at Red Top Meadows," Linn Ranch Gardens for the grant titled "2024 Linn Ranch Gardens Wildlife Fencing," Friends of Pathways for the grant titled "Front country Trails Weed Mapping," and The Nature Conservancy for the grant titled "Phase 4 Fire on the Mountain - Post-fire invasive species management and native plant restoration." Dave moved. Cate seconded. The motion carried 4-0.

Dave moved for the awarded to grants to Rafter J Homeowners Association, Teton Youth and Family Services, and Linn Ranch Gardens be funded through Line Items recommended by staff, as noted in the staff reviews. Cate seconded. There was discussion among the board and staff about the best way to fund PIC grant applications. Carlin advocating for prioritizing the PIC Line Item first, followed by the Partnering Funds Line Item. Dave advocated that if other specific line items are budgeted for, they should be utilized accordingly, otherwise adjustments should be made to the budget. Robb proposed a requirement for applicants to discuss their requests with staff before submission. Cate inquired about the percentage of budgeted line items that remain unused. Dave provided an example, mentioning that the irrigation line item often goes unspent. Carlin expressed a preference for utilizing PIC funds to maintain equity with the PIC grant process. Bob Weiss raised concerns from an applicant's perspective, emphasizing the importance of the budget as a public document and questioning how TCD can engage

the public regarding available funding mechanisms. **Dave moved to table his motion. Bob seconded. No further action. The motion carried 4-0.**

Roby called a break at 2:19 p.m. Roby called the meeting to order at 2:29 p.m.

Dave moved to take the last motion off the table to re-consider it. Cate seconded it. There was no further discussion and the motion to fund Rafter J Homeowners Association, Teton Youth and Family Services, and Linn Ranch Gardens grants be funded through Line Items recommended by staff carried 4-0.

Dave moved to award Astoria Park Conservancy \$4,000 for non-scholarship expenses for their project titled, “Camp Astoria: Exploring Place-Based Education through Conservation and Community.” Bob seconded. The motion carried 4-0.

It was noted that approved funding will come from the PIC Line Item unless otherwise noted in the motion.

Cate moved to award Coombs Outdoors \$10,000 for their project titled “Internships for Conservation.” Dave seconded. Dave voiced support for this project because it funds multiple on the ground conservation efforts in Teton County. Cate said she agreed. The motion carried 4-0.

Dave moved to award PAWS a one-time \$5,000 for their project titled “PAWS Mutt Mitts Program 2024.” Cate seconded. Dave reiterated the desire to support this grant only once, which Cate agreed with. Bob voiced concerns about potential mission creep. Dave then raised the issue of introducing unnecessary dog waste into the landfill. The motion carried 3-1.

Dave moved to award Protect Our Water Jackson Hole \$12,200 for their project titled “2024 Hoback Water Delivery.” Cate seconded. Cate expressed her support for the proposal. Roby supported the applicant for addressing an important need and effectively educating the community on water usage and indicated willingness to support a larger funding amount. Bob raised concerns about mission creep and questioned the efficacy of water delivery in plastic bottles. Dave deliberated on whether Teton County taxpayers should bear 50% of the program's funding and proposed funding it for the current year with reconsideration in the future. The motion carried 4-0.

Cate moved to award the Jackson Hole Historical Society and Museum \$8,958 for their project titled “Native Plant Landscaping” contingent on TCD staff having approved the final plant list and wording on the permanent signage. Dave seconded. The motion carried 4-0.

Dave moved to award Teton Raptor Center \$800.00 for their project titled “Sporting Lead-Free Initiative.” Bob seconded. The motion failed 2-2. Cate moved awarding \$2,800 to Teton Raptor Center for this project. Dave seconded. Dave cited past TCD funding for solely game meat scanning. Dave questioned Wyoming Game and Fish’s (WGF) stance. Carlin clarified WGF support this project without regulation. Bob argued against taxpayer funding due to its political nature and differing opinions on copper vs. traditional bullets. Dave advocated for the project because of scientific support. Bob Weiss noted that current Teton Raptor Center’s (TRC) eagles are being treated for lead poisoning. Morgan mentioned TCD's support for TRC blood sampling projects. Cate emphasized wildlife impact consideration. Bob highlighted copper ammo cost concerns. The motion carried 2-1. Dave abstained.

Wyoming Wildlife Federation withdrew their PIC grant application for their project titled “Migration Designation Landowner Benefits Brochure” as the migration corridor being presented is outside of Teton County, Wyoming.

Dave moved to fund the Jackson Hole Conservation Alliance \$1,000 for their project titled “Teton County Human-Wildlife Coexistence Monitoring Report (second edition).” Cate seconded. The motion carried 4-0.

Cate moved to award Orijin Media \$12,000 for their project titled “Carrying Capacity: The Hunt for Resilience Film.” Dave seconded. Dave asked about a past related grant awarded to Wyoming Game and Fish. Morgan shared that that project was focused on Grand Teton National Park Bighorns, compared with the Gros Ventre herd, which are being managed very different. The existing grant is currently within its current grant extension timeframe. Bob voiced opposition for TCD taking a side on this public debate. Dave supported aligning with Game and Fish's perceived necessity. There was further discussion. **The motion carried 4-0.**

Dave moved to transfer \$17,042 (or the equivalent of the remaining PIC Line Items funds) to the Partnering Funds Line Item. Cate seconded. The motion carried 4-0.

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

Holly Shuss (Administration Specialist): Action Item: 1) **Wyoming Class Registration: Dave moved that we bring the resolution as stipulated in page 4 and 5 up for approval by the board. Cate seconded. No further discussion. Motion carried 4-0.** The signed resolution is provided as an attachment to these meeting minutes.

Information Item: 1) **Banking:** Holly shared an update on TCD banking. During the conversation, Board direction was provided to move forward with an official presentation and recommendation to utilize Bank of Jackson Hole at the next meeting.

Robb Sgroi (Land Resources Specialist):

Action Items: 1) **Air Quality: Dave moved to authorize the Chairman to sign the Joint Funding Agreement, Agreement Number 24REJFACO043, between Teton Conservation District and the U.S. Geological Survey, committing \$4,600.00 for snowpack chemistry sampling and analysis. Bob seconded. Motion carried 4-0.**

Information Items: 1) **Wildfire Risk Reduction Program:** Roby asked how the ‘year’ was calculated, and Robb shared that it was calculated as a calendar year. 2) **Conservation Planting Program (CPP):** See Robb’s staff report for the CPP Report. Staff is looking for support to plan/budget for continuation of the program. The board voiced support.

Morgan Graham (GIS & Wildlife Habitat Specialist):

Information Items: 1) **2024 Perennial Pollinator Program:** See Morgan’s staff report for a memo on this program. The board voiced support.

Emily Smith (Natural Resources Technician):

Information Items: 1) None.

David Lee (Water Resources Specialist):

Information Items: 1) **DEQ Sampling and Analysis Plans:** David presented 3 plans he will submit to DEQ. David asked for support to draft a sole source memo to Alder Environmental as the contractor for the continuation of a particular project. The board voiced support. 2) **Well Test Kits:** David shared an update that well test kits are now sampling for lead. 3) **Clean Water Coalition:** David shared an update on Clean Water Coalition, and its potential dissolution as noted in his staff report. 4) **Jackson Hole Airport:** David shared an update on Jackson Hole Airport, pertaining to a letter of support request from the Airport that staff decided not to complete. 5) **Water Quality Masterplan:** Bob Weiss asked about how staff felt about the water quality masterplan and the upcoming presentation to the County Commissioners in February, staff offered a response.

Liz Collins (Grants and Communications Specialist):

Information Items: 1) **Two Small Grants: Wyoming Landowner’s Handbook to Fences and Wildlife and 2024 Wildlife Society Conference** were presented and the board voiced support.

Carlin Girard (Executive Director):

Information Items: 1) **Wage and Compensation Study:** Carlin asked for the board’s feedback on re-submitting an RFP or moving forward with this study. Carlin plans to bring a contract to the board at the next meeting. 2) **Teton County Planning and Development:** The board would like to ask for an extension to submit their comments for the Lower Valley housing development. 3) **Wylie Channel:** Carlin plans to draft a letter from TCD to the Army Corps of Engineers and Wyoming State Engineers Office, with support of local water right holders, that outlines the benefits of retaining flow behind the levee. The board voiced support. 4) **Flat Creek Watershed Improvement District:** Jesse Rauch and Bob Weiss inquired about the fate of Teton County taxpayers' previously paid taxes if the FCWID is disbanded. The answer to this question remains pending.

Old and New Business:

- 1) Discussion of advertising PIC vs other TCD grant opportunities
- 2) Idling outreach: Town idling and Park idling
- 3) Recycling building materials by offset of permit costs
- 4) Forest Service Office Space
- 5) Septic Memo, update as needed

Adjournment: Roby moved to adjourn the meeting at 4:37 p.m. Bob Seconded. The motion carried 4-0.

Submitted by: _____
Liz Collins Date

Supervisor: _____
Date

Supervisor: _____
Date

Supervisor: _____
Date

Debits across all accounts for the month:		
<u>Checks</u>		
February checks #21436-21483		\$214,351.96
<u>Credit Card Charges</u>		
February credit card charges		\$2,562.65
Total Debits for	February	\$216,914.61

Credits across all accounts for the month:		
<u>regular income sources</u>		
Mill Levy from Teton County		\$96,721.20
General Fund Checking Interest from Wells Fargo Bank		\$12.41
Committed Funds Savings Interest - Wells Fargo Bank		\$3.02
Operating Reserve Account Interest from First Interstate		\$239.20
Well Test Kit Sales (5 sales)		\$250.00
<u>other income sources</u>		
WDEQ Fish Creek Watershed 205j Grant		\$1,500.00
Total Credits for	February	\$98,725.83

Account Detail		
	APY	
General Fund Checking Account @ Wells Fargo Bank		
Previous Balance		\$1,627,584.21
Interest	0.01%	\$12.41
Deposits		\$228,118.61
Withdrawals		\$400,855.29
Outstanding Checks		\$117,514.68
Deposits in Transit		\$0.00
General Fund Checking Account Balance		\$1,454,847.53
Reconciled QuickBooks Balance		\$1,337,332.85
Committed Funds Savings Account @ Wells Fargo Bank		
Previous Balance		\$413,918.68
Committed Funds In		\$136,253.00
Committed Funds Out (transferred to checking)		\$129,635.00
Interest	0.01%	\$3.02
Committed Funds Project Funds (without FY interest)		\$420,341.12
Committed Funds Savings Account Balance		\$420,539.70
Operating Reserves Investment Account @ First Interstate Bank		
Initial Investment		\$500,000.00
Previous Balance		\$501,772.44
Interest	0.60%	\$239.20
Operating Reserves Money Market Investment Account Balance		\$502,011.64

FY24 Spent to Date & Income - 2/29/2024				67% of FY
	Budget	Jul - Feb '24	Receivables	% of Budget
Income				
Regular Income				
Teton County Mill Levy	2,340,000.00	1,767,258.36	-572,741.64	75.52%
Interest Income	1,000.00	2,212.59	1,212.59	221.26%
Well Test Kit Sales	7,800.00	4,271.26	-3,528.74	54.76%
WDA Annual Base Funding	8,823.50	8,823.50	0.00	100.0%
Unanticipated Income	7,500.00	0.00	-7,500.00	0.0%
Total Regular Income	2,365,123.50	1,782,565.71	-582,557.79	75.37%
Grants & Pass Through Income				
GTNP Gaging Stations	24,393.00	0.00	-24,393.00	0.0%
Hoback Gage-Snake River Fund	11,013.00	11,013.00	0.00	100.0%
Snake River Gage-TU	5,000.00	0.00	-5,000.00	0.0%
Wyoming Water Development SWPP	268,500.00	163,500.00	-105,000.00	60.89%
WDEQ 319 - Fish Crk Wtrshd Plan	20,000.00	20,000.00	0.00	100.0%
FCWID FEMA Thaw Well Grant	500,000.00	0.00	-500,000.00	0.0%
Total Grants & Pass Through Income	828,906.00	194,513.00	-634,393.00	23.47%
Total Income	3,194,029.5	1,977,078.71	-1,216,950.79	61.9%
Expense				
MOA Grants				
Water Program MOA	126,918.50	63,917.00	-63,001.50	50.36%
Land Program MOA	57,100.00	51,000.00	-6,100.00	89.32%
Vegetation Program MOA	70,000.00	65,000.00	-5,000.00	92.86%
Wildlife Program MOA	40,328.00	18,760.00	-21,568.00	46.52%
Sustainability Program MOA	81,000.00	10,000.00	-71,000.00	12.35%
Total MOA Grants	375,346.50	208,677.00	-166,669.50	55.6%
Program Expenses				
Administration Expenses	394,350.00	123,360.43	-270,989.57	31.28%
Communication Program Expenses	63,000.00	14,500.21	-48,499.79	23.02%
Water Program Expenses	882,349.00	184,208.29	-698,140.71	20.88%
Land Program Expenses	508,800.00	201,522.50	-307,277.50	39.61%
Vegetation Program Expenses	187,000.00	21,469.53	-165,530.47	11.48%
Wildlife Program Expenses	45,000.00	0.00	-45,000.00	0.0%
GIS Program Expenses	103,000.00	5.43	-102,994.57	0.01%
Sustainability Program Expenses	10,500.00	0.00	-10,500.00	0.0%
Total Program Expenses	2,193,999.00	545,066.39	-1,648,932.61	24.84%
Payroll Expenses	989,100.00	582,128.55	-406,971.45	58.85%
Total Expense	3,558,445.50	1,335,871.94	-2,222,573.56	37.54%

FY 2024 Budget (FEBRUARY 29, 2024)		Committed Funds Savings Account Items				
Grant Descriptor		Budgeted	Paid Out	Check #	Remaining	
Small Water Project Program Projects		Final Report Due				
Lower Snake R. Ranch Bank & Fish Imp.	10/24	\$5,000.00	\$0.00		\$5,000.00	
	<i>subtotal</i>	\$5,000.00	\$0.00		\$5,000.00	
FY22 Budget Line Items						
Brian & Emily Hager - McCallister Pond Proj.	6/24	\$6,060.62	\$0.00		\$6,060.62	
Hoback Clean Water Initiative (Lane Lamure)	6/24	\$60,000.00	\$0.00		\$60,000.00	
	<i>subtotal</i>	\$66,060.62	\$0.00		\$66,060.62	
FY23 Budget Line Items						
TU GV Road Stabilization Project	<i>in progress</i> 6/24	\$15,000.00	\$0.00	21450	\$15,000.00	
Teton Raptor Center - Native Plant Proj.	2/25	\$2,770.00	\$0.00		\$2,770.00	
National Park Service - Air Quality Project	6/24	\$2,088.00	\$0.00		\$2,088.00	
	<i>subtotal</i>	\$19,858.00	\$0.00		\$19,858.00	
FY24 Budget Line Items						
Lockhart Cattle Co. - Lockhart Water Rights	2/25	\$9,900.00	\$0.00		\$9,900.00	
Teton Raptor Center - Sage-grouse Monitoring	2/25	\$3,243.00	\$0.00		\$3,243.00	
Wyoming Wetlands Society - Beaver Coexistence	2/25	\$6,200.00	\$0.00		\$6,200.00	
Idaho State University - Ramp-Down Consequences	2/25	\$25,000.00	\$0.00		\$25,000.00	
JH Airport - Stormwater System Expansion	2/25	\$30,000.00	\$0.00		\$30,000.00	
Rafter J HOA - Eastside Irrigation Ditch	2/25	\$4,925.00	\$0.00		\$4,925.00	
Leave Liability and Deductibles for FY24	tcd	\$10,000.00	\$0.00		\$10,000.00	
	<i>subtotal</i>	\$89,268.00	\$0.00		\$89,268.00	
FY22 PIC Grants						
Teton Bighorn Sheep Stewardship Campaign	6/24	\$9,000.00	\$0.00		\$9,000.00	
	<i>subtotal</i>	\$9,000.00	\$0.00		\$9,000.00	
FY23 PIC Grants						
Trout Unlimited - SRHWG Design	6/24	\$2,500.00	\$0.00		\$2,500.00	
UW Fish & WL Coop - Moose Calf Project	6/24	\$20,000.00	\$0.00		\$20,000.00	
	<i>subtotal</i>	\$22,500.00	\$0.00		\$22,500.00	
FY24 PIC Grants						
Astoria Park Conservancy - Camp Astoria	2/25	\$4,000.00	\$0.00		\$4,000.00	
Friends of Pathways - Frontcountry Weed Mapping	2/25	\$3,000.00	\$0.00		\$3,000.00	
JH Historical Society - Native Plant Landscaping	2/25	\$8,985.00	\$0.00		\$8,985.00	
Nature Conservancy - Phase 4 Fire on Mtn	2/25	\$4,000.00	\$0.00		\$4,000.00	
Teton Raptor Center - Sporting Lead Free	2/25	\$2,800.00	\$0.00		\$2,800.00	
Orijin Media - Carrying Capacity Film	2/25	\$12,000.00	\$0.00		\$12,000.00	
POWJH - 2024 Hoback Water Delivery	2/25	\$12,200.00	\$0.00		\$12,200.00	
	<i>subtotal</i>	\$46,985.00	\$0.00		\$46,985.00	
FY24 MOA Grants						
Energy Conservation Works	6/24	\$24,000.00	\$0.00		\$24,000.00	
Flat Creek Watershed Improvement Dist.	6/24	\$29,017.50	\$0.00		\$29,017.50	
Friends of Teton River	6/24	\$17,401.00	\$13,417.00	21324	\$3,984.00	
Grand Teton National Park Foundation	6/24	\$10,000.00	\$0.00		\$10,000.00	
Integrated Solid Waste & Recycling	6/24	\$29,000.00	\$0.00		\$29,000.00	
JH Wildlife Foundation	6/24	\$30,328.00	\$18,760.00	21326	\$11,568.00	
Mountain Roots Education	6/24	\$6,100.00	\$0.00		\$6,100.00	
Town of Jackson	6/24	\$30,000.00	\$0.00		\$30,000.00	
Yellowstone-Teton Clean Cities	<i>MOA 1 of 2</i> 6/24	\$28,000.00	\$10,000.00	21398	\$18,000.00	
	<i>subtotal</i>	\$203,846.50	\$32,177.00		\$161,669.50	
Grand Total Grant Project Funds					\$420,341.12	

Teton Conservation District

3/5/2024 2:36 PM

Register: 10-1020 · Wells Fargo Checking

From 02/01/2024 through 02/29/2024

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/01/2024	21436	Rendezvous Lands Conserva...	10-5012 · Water Program Expe...	R Park Maintenance ...	6,340.00	X		1,453,901.36
02/02/2024	21437	Alder Environmental	10-5012 · Water Program Expe...	Invoice 4292 - 3rd Q...	7,130.00	X		1,446,771.36
02/02/2024			10-1025 · Wells Fargo Savings	Kaufman Pivot Irriga...		X	20,000.00	1,466,771.36
02/02/2024			10-1025 · Wells Fargo Savings	Teton Raptor Center ...		X	2,560.00	1,469,331.36
02/02/2024			10-1025 · Wells Fargo Savings	The Nature Conserva...		X	14,575.00	1,483,906.36
02/02/2024			10-1025 · Wells Fargo Savings	Accidental Duplicate...		X	10,000.00	1,493,906.36
02/02/2024			10-1025 · Wells Fargo Savings	Return of Duplicate ...	10,000.00	X		1,483,906.36
02/07/2024	21438	Teton Media Works, Inc.	-split-	Invoice #362048, 36...	566.60	X		1,483,339.76
02/07/2024	21439	Rhithron Associates, Inc.	10-5012 · Water Program Expe...	Invoice #4283 - 2023...	2,345.00	X		1,480,994.76
02/07/2024	21440	Wyoming Dept. of Agricultu...	10-5012 · Water Program Expe...	Invoice 122283 - 20 ...	2,240.00			1,478,754.76
02/07/2024	21441	AlphaGraphics	10-5011 · Communication Prog...	Invoice IX-362870	898.59			1,477,856.17
02/07/2024	21442	High Country RC & D, Inc.	10-5001 · Administration Expe...	2024 Annual Sponso...	150.00			1,477,706.17
02/07/2024	21443	Lower Valley Energy	10-5001 · Administration Expe...	CNG fuel 1/1-1/31/24	21.26	X		1,477,684.91
02/07/2024	21444	University of Wyoming - OSP	10-5012 · Water Program Expe...	Tronstad, TCD Award	6,000.00	X		1,471,684.91
02/07/2024	21445	Brilliantly Done, Inc.	10-5001 · Administration Expe...	Jan Cleaning - Invoic...	300.00	X		1,471,384.91
02/08/2024	21446	Wyoming Retirement System	10-2020 · WRS Retirement Lia...	January 2024 Contrib...	7,004.68	X		1,464,380.23
02/08/2024	21447	Wyoming Educators' Benefit ...	10-5001 · Administration Expe...	March 2024	8,315.11	X		1,456,065.12
02/08/2024	FY24AJE#15		-split-	February direct depo...	18.00	X		1,456,047.12
02/12/2024	21448	Holly Shuss	10-5001 · Administration Expe...	Reimbursement - Ve...	150.00	X		1,455,897.12
02/12/2024	21449	E R Office Express	10-5001 · Administration Expe...	Invoice 22041 - Offic...	160.00	X		1,455,737.12
02/12/2024	21450	Jackson Hole Trout Unlimited	Placeholder	Gros Ventre Crystal ...	15,000.00			1,440,737.12
02/12/2024			10-4000 · Regular Income:10-4...	Deposit		X	96,721.20	1,537,458.32
02/12/2024			10-4000 · Regular Income:10-4...	Deposit		X	50.00	1,537,508.32
02/13/2024	FY24 AJE#16		10-5001 · Administration Expe...	Morgan & Emily HS...	202.08	X		1,537,306.24
02/15/2024	21451	Carlin E Girard	-split-		3,900.07	X		1,533,406.17
02/15/2024	21452	David Lee	-split-		2,842.21	X		1,530,563.96
02/15/2024	21453	Emily P Smith	-split-		2,438.06	X		1,528,125.90
02/15/2024	21454	Holly Shuss	-split-		3,096.18	X		1,525,029.72

Teton Conservation District

3/5/2024 2:36 PM

Register: 10-1020 · Wells Fargo Checking

From 02/01/2024 through 02/29/2024

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/15/2024	21455	Morgan W Graham	-split-		2,401.43	X		1,522,628.29
02/15/2024	21456	Elizabeth A Collins	-split-		2,875.28	X		1,519,753.01
02/15/2024	21457	Robert M Sgroi	-split-		3,240.61	X		1,516,512.40
02/15/2024	21458	Electronic Federal Tax Paym...	-split-	83-0247879	6,808.58	X		1,509,703.82
02/15/2024	21459	Empower Retirement 457(b)	-split-	2/15/24 Contribution	1,058.33	X		1,508,645.49
02/15/2024	21460	Nancy Leon	10-5014 · Vegetation Program ...	Wildfire Risk Reduct...	1,729.51	X		1,506,915.98
02/15/2024			10-4000 · Regular Income:10-4...	Deposit		X	50.00	1,506,965.98
02/16/2024	21461	MasterCard	10-2000 · Accounts Payable		2,472.95	X		1,504,493.03
02/20/2024	21465	Jackson Curbside Inc.	10-5001 · Administration Expe...	Recycling for Mar/A...	210.00	X		1,504,283.03
02/20/2024	21463	Teton Media Works, Inc.	-split-	Invoice #362445 & 3...	69.00	X		1,504,214.03
02/20/2024			10-4000 · Regular Income:10-4...	Deposit		X	50.00	1,504,264.03
02/21/2024	21464	WACD	10-5001 · Administration Expe...	Invoice 6461 - Denta...	478.50			1,503,785.53
02/23/2024			-split-	Deposit		X	1,550.00	1,505,335.53
02/23/2024	21462	Jackson Curbside Inc.	10-5001 · Administration Expe...	VOID: PRINTING E...		X		1,505,335.53
02/23/2024			10-4000 · Regular Income:10-4...	Deposit			0.00	1,505,335.53
02/27/2024	21466	Andree Dean	10-5013 · Land Program Expen...	Ag Conservation Pla...	500.00			1,504,835.53
02/27/2024	21467	Biodiversity Research Institute	10-5290 · Grants Program:10-5...	Improved Common L...	10,000.00			1,494,835.53
02/27/2024	21468	Northern Rockies Conservati...	10-5290 · Grants Program:10-5...	2023 Wildlife Sympo...	2,000.00			1,492,835.53
02/27/2024	21469	Wyoming Game & Fish Dep...	10-5290 · Grants Program:10-5...	R01263 - Jackson M...	4,427.26			1,488,408.27
02/27/2024	21470	Wyoming Chapter of the Wil...	10-5011 · Communication Prog...	WY-TWS 2023 Conf...	1,000.00			1,487,408.27
02/27/2024	21471	JH Wildlife Foundation	10-5013 · Land Program Expen...	WY Fence Handbook	2,000.00			1,485,408.27
02/27/2024	21472	Doug Coombs Foundation	10-5290 · Grants Program:10-5...	Conservation Interns...	10,000.00			1,475,408.27
02/27/2024			10-4000 · Regular Income:10-4...	Deposit		X	50.00	1,475,458.27
02/28/2024	21473	Jackson Hole Trout Unlimited	10-5315 · MOA Grant Program...	FY24 MOA Reimbur...	50,500.00			1,424,958.27
02/29/2024	21474	Carlin E Girard	-split-		3,900.07	X		1,421,058.20
02/29/2024	21475	David Lee	-split-		2,842.21	X		1,418,215.99
02/29/2024	21476	Elizabeth A Collins	-split-		2,875.28	X		1,415,340.71
02/29/2024	21477	Emily P Smith	-split-		2,438.06	X		1,412,902.65

Teton Conservation District

3/5/2024 2:36 PM

Register: 10-1020 · Wells Fargo Checking

From 02/01/2024 through 02/29/2024

Sorted by: Date and Order Entered

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/29/2024	21478	Holly Shuss	-split-		3,096.18	X		1,409,806.47
02/29/2024	21479	Morgan W Graham	-split-		2,401.43	X		1,407,405.04
02/29/2024	21480	Robert M Sgroi	-split-		3,240.61	X		1,404,164.43
02/29/2024	21481	Electronic Federal Tax Paym...	-split-	2/29/24 Payroll	6,808.58	X		1,397,355.85
02/29/2024	21482	Empower Retirement 457(b)	-split-	2/29/24 Payroll	1,058.33			1,396,297.52
02/29/2024	21483	Wyoming Game & Fish Dep...	10-5290 · Grants Program:10-5...	South Flat Creek Res...	15,000.00			1,381,297.52
02/29/2024	To Print	Teton County ISWR	10-5001 · Administration Expe...	Inv 9458 & 9461	22.00			1,381,275.52
02/29/2024			10-1025 · Wells Fargo Savings	FY24 PIC Funds Tra...	46,985.00	X		1,334,290.52
02/29/2024			10-1025 · Wells Fargo Savings	FY24 LIR to Commit...	9,900.00	X		1,324,390.52
02/29/2024			10-1025 · Wells Fargo Savings	FY24 LIR to Commit...	3,243.00	X		1,321,147.52
02/29/2024			10-1025 · Wells Fargo Savings	FY24 LIR to Commit...	6,200.00	X		1,314,947.52
02/29/2024			10-1025 · Wells Fargo Savings	FY24 LIR to Commit...	25,000.00	X		1,289,947.52
02/29/2024			10-1025 · Wells Fargo Savings	FY24 LIR to Commit...	30,000.00	X		1,259,947.52
02/29/2024			10-1025 · Wells Fargo Savings	FY24 LIR to Commit...	4,925.00	X		1,255,022.52
02/29/2024			10-1025 · Wells Fargo Savings	FY23 PIC - Biodiver...		X	10,000.00	1,265,022.52
02/29/2024			10-1025 · Wells Fargo Savings	FY23 PIC - WYG&F...		X	5,000.00	1,270,022.52
02/29/2024			10-1025 · Wells Fargo Savings	FY24 MOA Trout U...		X	50,500.00	1,320,522.52
02/29/2024			10-1025 · Wells Fargo Savings	Fy23 LIR - WYG&F ...		X	15,000.00	1,335,522.52
02/29/2024			10-1025 · Wells Fargo Savings	FY23 PIC - Norther...		X	2,000.00	1,337,522.52
02/29/2024	FY24 AJE#17		10-5001 · Administration Expe...	Morgan & Emily HS...	202.08	X		1,337,320.44
02/29/2024			10-4000 · Regular Income:10-4...	Deposit		X	12.41	1,337,332.85

Total Checks: \$214,351.96

Credit Card Reporting for February 2024

TCD Staff	Date	Item	Vendor	Account	Class	Amount
Holly	1/22/2024	Monthly Telephone	Silverstar	Office Utilities	Admin	\$ 276.18
Holly	1/26/2024	Office Supplies	Staples	Office Supplies	Admin	\$ 2.99
Holly	2/1/2024	Monthly Garbage	Westbank Sanitation	Office Utilities	Admin	\$ 49.64
Holly	2/7/2024	Monthly IT	Factory IT	Computer System Maint.	Admin	\$ 1,720.00
Holly Total						\$ 2,048.81
Carlin						
Carlin Total						\$ -
Liz	2/9/2024	20-25 Strategic Plan	Copyworks	Printing & Graphic Design	Comm	\$ 186.40
Liz	2/13/2024	Monthly Design Software	Canva	Computer System Maint.	Comm	\$ 12.99
Liz Total						\$ 199.39
Morgan	2/2/2024	Monthly Aerial Imagery	Amazon	Historical Aerial Imagery	GIS	\$ 0.74
Morgan	2/10/2024	Monthly Subscription	Adobe Creative Cloud	Computer System Maint.	Admin	\$ 63.59
Morgan	2/13/2024	Monthly Subscription	Adobe Acrobat Pro	Computer System Maint.	Admin	\$ 21.19
Morgan Total						\$ 85.52
David	1/29/2024	District Training	Conserve WY	Employee Training	Admin	\$ 26.03
David Total						\$ 26.03
Robb	2/2/2024	TAWPC Domain	Go Daddy	Supplies & Wildlife Amb.	Veg	\$ 36.16
Robb	2/12/2024	Meeting Food	Albertsons	TCD Regular Meetings	Admin	\$ 33.39
Robb	2/12/2024	Office Supplies	Albertsons	Office Supplies	Admin	\$ 7.69
Robb	2/13/2024	Meeting Food	Albertsons	TCD Regular Meetings	Admin	\$ 31.79
Robb	2/14/2024	Office Supplies	Staples	TCD Regular Meetings	Admin	\$ 12.71
Robb	2/14/2024	Meeting Food	Albertsons	TCD Regular Meetings	Admin	\$ 26.49
Robb	2/14/2024	Meeting Food	Albertsons	TCD Regular Meetings	Admin	\$ 28.20
Robb	2/15/2024	Meeting Food	Albertsons	TCD Regular Meetings	Admin	\$ 26.47
Robb Total						\$ 202.90
TOTAL						\$ 2,562.65

Holly Shuss, Administrative Manager

Action Items: None

Information Items:

Operations Area: Administration

- **Wyoming Class:** I have submitted registration to open a Wyoming Class account and have worked with First Interstate Bank to close our Money Market account and transfer remaining funds to Wyoming Class. However, First Interstate is holding \$50,000.00 in collateral for our credit cards. To obtain the \$50K collateral we will need to close out our credit cards with First Interstate Bank, or we can continue to hold this collateral in the money market account at First Interstate Bank. The amount transferred to Wyoming Class, less the \$50K, and less the \$25.00 wire fee, is \$451,986.64.
- **Bank of Jackson Hole:** I have registration materials prepared to sign up for Bank of Jackson Hole if we would like to proceed. After speaking with Carlin, he understandably has some reservations on how to best time the opening of these accounts and is still completing his due diligence on the legality of these accounts. To address any issues of legality I have done some further due diligence which can be found in the memo attached. I am seeking further direction from the board on when to submit registration materials to BOJH.
- **Wage & Compensation Study:** I attended a preliminary call with Carlin and Gallagher to discuss expectations for the wage and compensation study. I will continue to work closely on this project as it develops.
- **Maternity Leave:** I am expecting a baby due approximately July 19. While no details have been decided, I will be taking an extended leave around this time. I will be working hard over the next several months to be proactive in organizing payroll, uploading files for the upcoming audit in later summer/fall, and identifying foreseeable delegation of duties in my absence.
- **Annual Leave:** I will be taking annual leave from April 1-9 for Spring Break.

Upcoming 2024 TCD Calendar of Events:

Mar 20	Quarterly Joint TCD/FCWID at TCD Office	12pm – via Zoom/Office
Mar 20	TCD Regular Board Meeting at TCD Office	1pm – via Zoom/Office
Apr 17	TCD Regular Board Meeting at TCD Office	1pm – via Zoom/Office
May 15	TCD Regular Board Meeting at TCD Office	1pm – via Zoom/Office



**Teton
Conservation
District
Est. 1946**

MEMORANDUM

TO: Teton Conservation District Board of Supervisors
FROM: Holly Shuss, Administrative Manager
DATE: March 8, 2024
SUBJECT: Bank of Jackson Hole Insured Cash Sweep Account Due Diligence

In preparation for potentially moving our general banking from Wells Fargo to Bank of Jackson Hole I have been compiling resources to address concerns regarding the legality of using an Insured Cash Sweep Account and legality of using cash back credit cards at the same institution we hold our checking account. Below is a summary of correspondence I have had with various parties. I have full transcriptions of correspondence available upon request.

Amy Findlay, CPA at Jones-Simkins

Amy confirmed that under W.S. 9-4-831, public funds must be insured, generally through the FDIC, to cover the full amount of funds. Since BOJH has confirmed that funds are fully covered by the FDIC, Amy sees no issue with an ICS account.

Wyoming Department of Agriculture & WACD

I approached Justin Caudill, Michelle McDonald, Chris Wichman, and Holly Kennedy. Justin responded on behalf of all to say they feel confident in using an ICS account so long as the Department of Audit sees no issues. As far as using a credit card, he said that there are no restrictions to credit cards and referred to Conservation District Financial Policy Ch. 1, Section 6 (f) which states that no district shall use a debit card but makes no mention to restriction of credit cards.

Bobbie Boyce, Senior Auditor of Public Funds at the Wyoming Department of Audit

Bobbie confirmed that there is nothing in Statute that specifies ICS accounts and so long as funds are not being swept out of state, she does not see any issues. BOJH was able to confirm that all funds are kept within Wyoming and fully FDIC insured. As to credit card use, Bobbie confirmed Justin's comment regarding State Constitution Article 16, Section 7 that prohibits the use of debit cards. She said credit cards can be at any credit card institution the management of the district so chooses. Cashback associated with a credit card must be recognized as revenue. Bobbie suggested reaching out to the District Attorney for further confirmation.

Teton County Attorney's Office

I reached out to the Teton County District Attorney's Office and heard back from Keith Gingery, Chief Deputy County Attorney, he didn't have an answer and passed me along to Katie Smits the Teton County Treasurer.

Katie Smits, Teton County Treasurer

Katie confirmed that there are no concerns with using an ICS account or having cash back credit cards at BOJH. Teton County currently uses an ICS account at Zions bank. She recommended that we have

a written record of board approval for any bank changes and to update our Statement of Investment Policy.

Local Government Liability Pool

I reached out to Andrea Hixon, Risk Management Consultant at LGLP and she said they were unable to specifically advise on this matter. She pointed us to resources we've already checked.

Lynne Matthews, Vice President Treasury Management Sales Consultant, Bank of Jackson Hole

Lynne has been my primary contact at BOJH. She has confirmed that all funds, even though they are swept, are still technically held on the BOJH balance sheet, are held in Wyoming, are fully insured, and fully liquid. She mentioned that the Town of Jackson also utilizes an ICS account, as well as other districts and local government accounts, although she was unable to name them specifically. She is happy to address any questions staff, or the board may have via phone, email, or zoom. Additionally, she has provided a pamphlet of how ICS accounts work that I have attached to the following page.

Getting Started Using Our Multi-million Dollar FDIC Protection Program



Congratulations! You've made the smart decision to combine safety, access to funds, and yields through IntraFi Cash Service, or ICS[®]. Rest easy knowing your funds are eligible for multi-million-dollar FDIC insurance. Enjoy the convenience of working directly with our bank, a bank you know and trust. Also, when your deposit is placed using ICS, it can be used to support your community, helping to fund loans for businesses and families.¹

It's easy to get started.

Three simple steps.

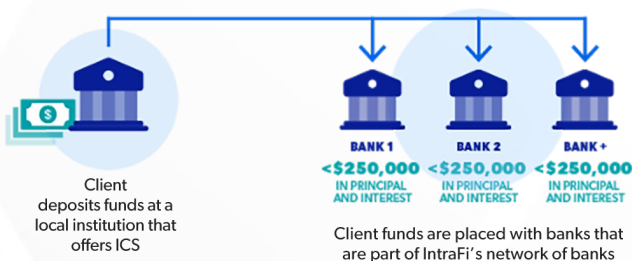
- 1 Designate an account.** Identify a checking account or other transaction account to use with ICS. You may select an existing account or open a new one.
- 2 Complete the paperwork.** Sign the applicable Deposit Placement Agreement and a custodial agreement.
- 3 Make your deposit.** When placing funds through ICS, you work directly with just our bank. We do all the legwork. At your direction or based on triggering events outlined in the applicable Deposit Placement Agreement, funds will be sent from your transaction account at our bank to deposit accounts at other FDIC-insured institutions in increments below the FDIC insurance maximum of \$250,000. This way both principal and interest are eligible for FDIC insurance.

What else do you need to know?

- Your money is always placed at regulated, FDIC-insured institutions.
- You'll access FDIC insurance from many banks while working with just one—ours, a bank you know and trust.
- ICS provides transparent reporting—consolidated statements that list all your accounts together with balances, interest earned, and other details.
- You can check your balances online and see where your funds are at all times.
- In addition to statements, you will receive year-end tax forms, such as 1099 forms.
- As always, your confidential information remains protected.

Contact your Banker or Treasury Management Consultant.

Lynne Matthews,
Vice President, Treasury Sales Consultant
307-732-3074 - Jackson Office
406-813-6640 - Home Office



[1] When deposited funds are exchanged on a dollar-for-dollar basis with other institutions that use ICS, our bank can use the full amount of a deposit placed through ICS for local lending, satisfying some depositors' local investment goals or mandates. Alternatively, with a depositor's consent, our bank may choose to receive fee income instead of deposits from other participating institutions. Under these circumstances, deposited funds would not be available for local lending.

Deposit placement through CDARS or ICS is subject to the terms, conditions, and disclosures in applicable agreements. Although deposits are placed in increments that do not exceed the FDIC standard maximum deposit insurance amount ("SMDIA") at any one destination bank, a depositor's balances at the institution that places deposits may exceed the SMDIA (e.g., before settlement for deposits or after settlement for withdrawals) or be uninsured (if the placing institution is not an insured bank). The depositor must make any necessary arrangements to protect such balances consistent with applicable law and must determine whether placement through CDARS or ICS satisfies any restrictions on its deposits. A list identifying IntraFi network banks appears at <https://www.intrafi.com/network-banks>. The depositor may exclude banks from eligibility to receive its funds. IntraFi and ICS are registered service marks, and the IntraFi hexagon and IntraFi logo are service marks, of IntraFi Network LLC⁵¹

Robb Sgroi, Land Resources Specialist

Action Items:

Program Area: Land

Garlic Fete Agriculture Support: Michael Scheller of Garlic Fete requests financial support for his garlic production operation (see Supplemental Materials, or [here](#) for all materials provided by the applicant) to purchase a freeze dryer. Grant funds are intended to offset product costs. Staff supports the request. There is \$18,000 remaining in the recommended line item.

Recommended Motion: *Move to award \$1,997.50 from the FY 2024 'Land Program Area: Small Acreage Agriculture' line item to Garlic Fete, in support of the application titled 'Garlic Fete Freeze Dryer'.*

Pinto Ranch Agriculture Support: Ernie Cockrell, representing YY Management and Pinto Ranch, requests financial support (see Supplemental Materials, or [here](#) for all materials provided by the applicant) for irrigation improvements to Elk Ranch in Grand Teton National Park. This is the second phase of replacing headgates and rebuilding supply and distribution ditches on this grazing allotment. TCD provided a grant for the first phase of this project, in the amount of \$26,960, in FY 2022. That project was successful in meeting goals of reducing soil erosion, simplifying irrigation operations, and reducing water usage. Staff supports the request. There is \$50,075 remaining in the recommended line item.

Recommended Motion: *Move to award \$32,912.50 from the FY 2024 'Land Program: Irrigation Infrastructure' line item to Pinto Ranch, in support of the application titled 'Elk Ranch Irrigation Project, Phase 2'.*

Information Items:

Program Area: Vegetation

- **Teton Area Wildfire Protection Coalition (TAWPC):** 1) The Wyoming Department of Environmental Quality (DEQ) approved a permit for use of an air curtain burner on State of Wyoming lands on Moose-Wilson Road. This follows a public hearing on the subject in summer 2023, and review by DEQ staff and contractor. Air curtain burners process wood waste and create biochar and are designed as an air pollution reduction tool. Currently wood materials from this operation are trucked to southeast Idaho. 2) I supported a subcommittee's revision of TAWPC's bylaws.
- **Wildfire Risk Reduction Program:** 1) Jackson Hole Fire/EMS submitted a letter (see Supplemental Items), per TCD's recommendation, to express their interest in FY 2025 line item financial support for their Wildfire Prevention Specialist position. The request is based on previous discussion between our agencies where TCD offered 2-3 years of financial support for that position. JHFEMS' communication and grant administration has been poor. The letter addresses past performance and commits to improvements. 2) I inspected a completed residential fuels reduction project, and also conducted a fuels assessment on a South Park Loop parcel for a landowner seeking review of tree health.

Program Area: Land

- **Slow Food in the Tetons (SFT):** I supported the finalization of awards for the Teton Farmer Fund grants. A combination of partial and full funding was awarded to nine of the 17 applicants, with \$50,000 awarded to projects that support payroll assistance, developing a well, improving incubation infrastructure for mushroom growing, building a

freezer on a trailer, purchasing a seed cleaner, building chicken processing infrastructure, and other projects.

- **Conservation Planting Program (CPP):** A Game Creek landowner submitted for reimbursement for purchase and installation of a GrowHut greenhouse structure.
- **Range Monitoring & Management:** The Ecological Site Description (ESD) Steering Committee is reorganizing its function based on progress. The Bridger-Teton National Forest is now staffed to lead that team, taking the reins from Sublette County Conservation District. The committee will reduce meeting frequency since 1) a methods and elements handbook to guide data collection and organization was completed, 2) Land Resource Units (LRU) were mapped, 3) field data collection is taking place, and 4) a Local Working Group was established to write, analyze and review ecological site descriptions for the Salt, Wyoming, and Gros Ventre Mountain areas.
- **Agriculture:** At the February 2024 town council workshop, Town staff presented on the animal section of municipal code. The Town Council directed staff to draft updates for consideration that would allow chickens and honey bees in town. That will take several months, and opportunities for public comment will exist.
- **Other:** I supported Munger Mountain Elementary School's curriculum on extreme weather, with a presentation on blizzards, to several third grade classes.

Program Area: Other

- **Emergency Response Leave:** Our call volume from mid January to present has been very high. I appreciate the scheduling support offered by TCD to respond to some of these callouts, many involving critical injuries. Having an employer supportive of this activity reduces first responders' stress.



**Teton
Conservation
District
Est. 1946**

Teton Conservation District Grant Application Narrative

APPLICANT INFORMATION (Section 1 of 4)			
1. Applicant Representative: <i>The name of the person responsible for the grant application, and final reporting if successfully awarded funds.</i>			
2. Applicant Entity: <i>The name of the nonprofit, business, individual/landowner, government agency, university/school, or other entity on behalf of which the Applicant Representative is applying for the grant. The Applicant Entity may be the same as the Applicant Representative.</i>			
3. Type of Applicant: <i>Please select one or specify.</i>			
Individual/Landowner	Government Agency	Nonprofit	
Business	University/School	Other (specify):	
4. Phone Number:			
5. Email:			

PROJECT INFORMATION (Section 2 of 4)			
6. Project Title: <i>Please enter a <u>brief</u> project title.</i>			
===== Garlic Fete Freeze Dryer			
7. Total Project Budget (\$):			
8. Grant Funding Requested from TCD (\$):			
9. Anticipated Project Start Date:		10. Anticipated Project End Date:	
11. Requested Funding Schedule: <i>If your grant application is approved, grant funding can be distributed as a reimbursement after project completion (TCD's preference) or in-advance of your project start date. Please circle your preferred funding schedule.</i>			
Reimbursement		In Advance	
12. Requested Final Report Deadline: <i>If your grant application is approved, please select an appropriate deadline for grant completion and final reporting. You may only be given one option below. Your Final Report deadline will be confirmed in your grant award letter.</i>			
February 1, 2025		June 1, 2024	
13. Grant Category: <i>Which Teton Conservation District grant category does your proposed project primarily support? Click here to read about the grant categories. Please select one.</i>			
Water	Land	Education	
Wildlife	Sustainability	Geographic Information Systems (GIS)	
Vegetation			

NARRATIVE (Section 3 of 4)

1. Please summarize your project in one to two sentences.

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

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

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

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

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

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

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

CERTIFICATION AND SIGNATURE (Section 4 of 4)

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

I agree that I am authorized Applicant Representative of the Applicant Entity applying for this grant and that the information contained in this application is true to the best of my knowledge.

I understand that information submitted as part of this Grant Application is public information subject to public requests for information; it is my responsibility to ensure compliance with the Wyoming Public Records Act.

I understand that if grant funds are awarded, it is my responsibility to identify any permits that are needed to complete this project and I commit to obtaining all necessary permits prior to project implementation.

I understand that if grant funds are awarded, further stipulations may be identified in the TCD Award Letter and must be adhered to in order to receive funding.

I will submit an electronic copy of this Grant Application and the following required materials and optional materials as necessary by email to Liz Collins, Grants and Communications Specialist, lizc@tetonconservation.org. I will save a copy of all these materials for my own records.

1. **Grant Application Cover Page & Narrative:** *Required.*
2. **Application Budget:** *Required.*
3. **Landowner Letter of Authorization:** *Required only if your project is taking place on private land and the landowner is not the applicant. If this applies to your project, include a signed letter from the landowner(s) authorizing the Applicant Representative to apply for a grant for work to be conducted on their land.*
4. **Supplemental Materials:** *Optional.* You may attach supplemental materials such as additional technical or scientific information, photos, maps, diagrams, letters of support, or anything else that supports your application. Please compile your supplemental materials into *one* document if possible. Note that your supplemental materials will be printed multiple times; please consider the number of pages you attach.

Signature:

Michael Scheller

Date:

Teton Conservation District (TCD) Grant Application Budget

Applicant Entity: **Garlic Fete**

Date: **5-Mar-24**

Project Name: **Garlic Fete TCD_PICLIR_Grant Applicacti**

Application ID: **[Leave Blank]**

Project Deliverables	Requested TCD Grant Funds (\$)	Applicant (\$)	Applicant (In-Kind)	[Partner 1] Match (\$ or In-Kind)	Total
Purchase Large Blue Alpine Freeze Dryer	\$ 1,997.50	\$ 1,997.50			\$ 3,995.00
Tour, Train, Pickup at St Anthony Facility		\$ 200.00			\$ 200.00
R & D products for 2024 Market		\$ 500.00			\$ 500.00
Consumables		\$ 100.00			\$ 100.00
					\$ -
TOTAL	\$ 1,997.50	\$ 2,797.50	\$ -	\$ -	\$ 4,795.00



**Teton
Conservation
District
Est. 1946**

Teton Conservation District Grant Application Narrative

APPLICANT INFORMATION (Section 1 of 4)

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

Ernest H. Cockrell, President of YY Management, General Partner of YY Partners, Ltd

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

YY Partners, Ltd. dba Pinto Ranch, Moran, Wyoming

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

- | | | |
|---|---|--|
| <input checked="" type="radio"/> Individual/Landowner | <input type="radio"/> Government Agency | <input type="radio"/> Nonprofit |
| <input type="radio"/> Business | <input type="radio"/> University/School | <input type="radio"/> Other (specify): |

4. Phone Number: 713-907-2219

5. Email: ehc@cockrell.com

PROJECT INFORMATION (Section 2 of 4)

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

Elk Ranch Irrigation Project, Phase 2.

7. Total Project Budget (\$): \$ 83,825.00

8. Grant Funding Requested from TCD (\$): \$ 32,912.50

9. Anticipated Project Start Date: 9/16/24 **10. Anticipated Project End Date:** 10/4/24

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

- | | |
|--|----------------------------------|
| <input checked="" type="radio"/> Reimbursement | <input type="radio"/> In Advance |
|--|----------------------------------|

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

- | | |
|---|------------------------------------|
| <input checked="" type="radio"/> February 1, 2025 | <input type="radio"/> June 1, 2024 |
|---|------------------------------------|

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

- | | | |
|----------------------------------|---------------------------------------|--|
| <input type="radio"/> Water | <input checked="" type="radio"/> Land | <input type="radio"/> Education |
| <input type="radio"/> Wildlife | <input type="radio"/> Sustainability | <input type="radio"/> Geographic Information Systems (GIS) |
| <input type="radio"/> Vegetation | | |

NARRATIVE (Section 3 of 4)

1. Please summarize your project in one to two sentences.

Phase 1 (Supply Ditches #1 & #4) of the Elk Ranch irrigation refurbishment project, supported by TCD, was successfully completed in October 2022. Phase 2 construction in the fall of 2024 will refurbish Supply Ditch #3.

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

See Exhibit A. Map of the Elk Ranch Irrigation System. Pinto Ranch has grandfathered cattle grazing permits on part of GTNP's Elk Ranch (Ranch). Irrigation water supplied to the Ranch is diverted from Spread Creek. The single diversion ditch from the creek going north splits into two ditches. One ditch supplies the Elk Reservoir used to irrigate the eastern pastures of the Ranch, and one ditch goes directly to the western irrigated pastures of the Ranch. Prior to Phase 1 of the Ranch's irrigation refurbishment project, the then existing flood irrigation was in such disrepair and so inefficient that the pastures grasses were not sufficient to support the permitted number of cattle to graze over the three month grazing period. Phase 1 achieved its goal of efficient and economic irrigation of approximately 15% of the Ranch's pasture. Phase 2's goal is to refurbish Supply Ditch #3, to add areas in both the Ranch's eastern and western pastures, to be efficiently and economically irrigated thus increasing forage for steers above what was accomplished by Phase 1. Refurbishing Supply Ditch #3 and its branches could add another 15% of efficiently irrigated pasture towards the overall goal of 50% of the Ranch irrigated by the refurbished system.

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

1. Ditch Cleaning and Headgate Installation:

Elk Ranch Supply Ditch #3 and its branches will be refurbished by cleaning approximately 6,500 feet of ditch using a track-hoe. The Cleaned ditch will measure two feet deep by 4 feet wide at the top of the ditch. Install 17-24" and 3-18" diameter x 8' long steel supply ditch headgates. Install 20-12" x 5' HDPE/PVC plastic distribution ditch headgates. Pinto Ranch labor (3-4 men) in addition to contracted men (2-3 men) provide manual labor and equipment operators. Pinto Ranch will supply 90 HP and 120 HP tractors with back-hoe, loader forks, ditcher, and bucket attachments; a side by side; a bobcat; and fuel for all as well as small tools and a trailer. A 20% contingency is included in the budget.

2. Headgate Purchases:

Purchase 17-24" diameter x 8' long steel supply ditch headgates. Purchase 3-18" diameter x 8' long steel supply ditch headgates. Purchase 1 retrofit bolt on drop structure for a 30" existing concrete headgate. Purchase 20-12" diameter HDPE plastic distribution ditch headgates. Purchase 120' of PVC pipe for 5-extensions on distribution ditch headgates. Shipping costs are included in the budget. A 4% contingency is included in the budget.

3. Rental Equipment:

A Port-a-Can will be rented and remain on the site through-out the construction of Phase 2. the contractor's dump truck will be hired for two days to haul excess fill to eroded locations on the Elk Ranch and to haul trash off the location. A soil compactor will be rented to compact the soil around each new Supply and Distribution ditch Headgate. A 10% contingency is included in the budget.

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

The project supports Long Range Plan components including: 1). Land--Actions: "Assist in meeting larger agricultural needs, including irrigation, fencing, and water developments, while including ecological considerations." Desired Outcomes: "Livestock production is retained as a community food and cultural resource industry". Pinto Ranch has been in the cattle business for 80 years, and produces meat products for consumers in Teton County. "Federal and state grazing allotments are highly functional with appropriate infrastructure." 2). Water--Desired Outcomes: "Site-scale erosion and pollution control is a cultural norm", and "Human uses and management of water are balanced with preserving natural hydrological systems." The improved system will reduce soil erosion and will require less Spread Creek Water.

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

An efficient, well designed, easy to operate, gravity flood irrigation system is energy efficient and the most inexpensive, practical and non-intrusive way of irrigating the Elk Ranch. Presently time and distance traveled to attempt to repair and operate the pasture's irrigation system is excessive to say the least. A well designed, functional, easy to operate, and efficient irrigation system will have very measurable savings in man hours necessary to effectively irrigate the pasture, in travel time, in water savings, and in equipment usage thus saving energy and resources that is presently being consumed while at the same time restoring the health of the pasture.

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

1. The refurbished irrigation system is installed within budget.
2. The system efficiently uses labor, water, and energy to operate. It is easy to understand and to use by labor inexperienced with operating a flood irrigation system.
3. Within the first growing and grazing season after the refurbishment, the pastures irrigated by the new system will show reinvigoration and better forage. Available total forage for cattle grazing increases.
4. The refurbished system provides the data to understand how much of the remaining, not refurbished historic irrigation system, must be refurbished for the combination of irrigated pasture and non-irrigated pasture to provide the forage necessary to accommodate the Pinto Ranch grazing permit.
5. The refurbished irrigation system stops soil erosion and pasture degradation.
6. Due to the refurbishment there is much more efficient use of water and, possibly, a decrease in the amount of water needed used for irrigating the Elk Ranch diverted from Spread Creek

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

The United States Government, through Grand Teton National Park (GTNP), is the owner of the Elk Ranch and the partner in the project. Under a GTNP special use permit, the Pinto Ranch is responsible for the construction, repair, operation, necessary labor, and cost of the refurbished Elk Ranch Irrigation System. The Park Service is responsible for replacing the perimeter fence using a jointly approved fence design, replacing existing fence gates with new steel fence gates, and replacing existing cattle guards with new improved cattle guards at the south and north ends of Uhl Hill/Wolff Ranch Road where the road enters and exits the Elk Ranch grazing pasture. GTNP will also provide cantilevered brackets attached to the fence on the inside and outside of each fence post and extending 18 inches inside and outside the post for the purpose of attaching an electric wire on the inside and the outside of the fence to inhibit bison from attempting to jump the fence or to push on it. Once the fence is built, Pinto Ranch is responsible for maintaining it.

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

A million-plus dollar replacement of the Spread Creek water diversion system providing irrigation water to Elk, Triangle X, and Moosehead ranches is complete. Unfortunately, the Elk Ranch irrigation system is in such extremely poor condition, effective water distribution on the Ranch is impossible. Due to lack of proper water control structures and ditch maintenance, extensive soil erosion and plant degradation is present and expanding. Irrigation and ranching is not an expertise of the Park. It is the Park's desire that Pinto Ranch, with 80-years of ranching experience in Jackson Hole, install and operate a refurbished flood irrigation system and assume responsibility for all agricultural operations on the Elk Ranch. It is anticipated that refurbishing the entire historic irrigation system will not be necessary. An efficient irrigation system servicing part of the pastures combined with dry land pasture management, limiting grazing competition on pastures, and pasture use rotation will provide the forage to meet the Pinto Ranch grazing needs. Phase 1 or the refurbishment has been successfully completed.

CERTIFICATION AND SIGNATURE (Section 4 of 4)

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

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

Signature:

PRESIDENT, YY MANAGEMENT,
GENERAL PARTNER OF YY PARTNERS, LTD.

Date:

MARCH 7, 2024

Teton Conservation District (TCD) Grant Application Budget

Applicant Entity: **Pinto Ranch**
 Project Name: **Phase II Elk Ranch Irrigation Project**

Date: **3/7/2024**
 Application ID: **[Leave Blank]**

Project Deliverables	Requested TCD Grant Funds (\$)	Applicant (\$)	Applicant (In-Kind)	Total
Irrigation Ditch #3 cleaning (6,500')				
Install 17-24" dia. X 8' & 3-18" dia. x 8' long steel supply ditch headgates				
Install 1-Retro-fit Bolt on Drop Structure for 30" existing headgate				
Install 20--12" x 5' HDPE/PVC Plastic distribution ditch headgates				
Pinto Ranch Labor				
Pinto Ranch Equipment and Tractors				
Contingency @ 20%				
1. Sub-Total--Ditch Cleaning and Headgate Installation	\$ 11,760.00	\$ 11,760.00	\$ 18,000.00	\$ 41,520.00
Purchase 17--24" dia. x 8' long steel supply ditch headgates				
Purchase 3--18" dia x 8' long steel supply ditch headgates				
Purchase 1-Retro-fit Bolt on Drop Structure for 30" existing headgate				
Purchase 20--12" dia. HDPE plastic distribution ditch headgates				
Purchase 120' of PVC pipe for 5' extensions on distribution ditch headgates				
Shipping cost for headgates				
Contingency @ 4%				
2. Sub Total--Headgate purchases	\$ 19,502.50	\$ 19,502.50		\$ 39,005.00
Dirt Compacter for use around headgates				
Dumb Truck rental				
Port-a-Can rental				
Contingency @ 10%				
3. Sub-Total--Rental Equipment	\$ 1,650.00	\$ 1,650.00		\$ 3,300.00
GRAND TOTAL	\$ 32,912.50	\$ 32,912.50	\$ 18,000.00	\$ 83,825.00

EXHIBIT A:

Map of the Elk Ranch Historic Irrigation System Indicating
Phase 1 (completed) and Phase 2 (planned)

ELK RANCH

Irrigation Ditches and Structures

National Park Service
U.S. Department of the Interior



Produced by: GRTE Geospatial Program
Date: 07/03/2018
Data Sources: ESRI, GRTE



0 0.1 0.2 0.4 Miles

Legend

Irrigation Structure

- Headgate
- Earthen Berm
- Culvert

Primary Ditches

Secondary Ditches

- Enl. Jude v. Allen Ditch a.
- Jude v. Allen Ditch a.
- Lydia Ditch
- Steele Ditch a. Wolf Ditch
- Wolf Ditch

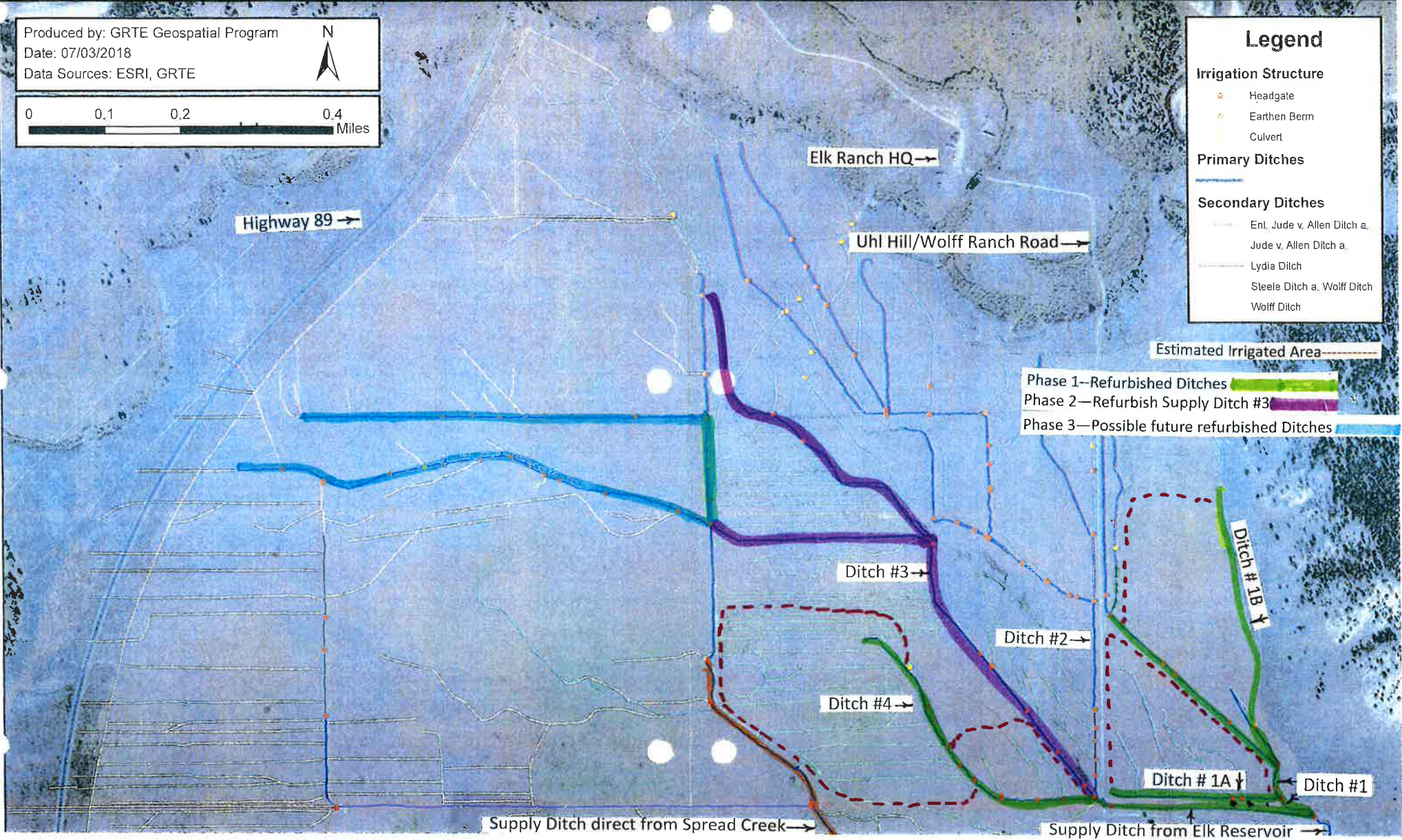


EXHIBIT B:

- Pinto Ranch Grazing History on the Elk Ranch Chart
- Narrative history of the Pinto Ranch's grazing on the Elk Ranch

PINTO RANCH-DATE STEERS REMOVED FROM ELK RANCH

(Note: Steers are transferred to the Elk Ranch during the first or second week of June each year depending on Elk Ranch pasture conditions.)

YEAR	DATE OFF ELK RANCH	APPROX. TIME ON PASTURE	NUMBER of STEERS	AMU's * (approx.)	COMMENTS
2008	6-Sep	90 DAYS	267	801	Start of trial period on Elk Ranch. 267 head of steers pastured
2009	5-Sep	90 DAYS	325	976	Trial grazing period.
2010	4-Sep	90 DAYS	325	976	Trial grazing period.
2011	27-Aug	< 90 DAYS	325	867	1st year of new Elk Ranch Park grazing permit. New Spread Creek irrigation diversion structure completed in the fall of 2011.
2012	4-Aug	< 60 DAYS	325	650	See Note #1 (first season depending on new water diversion structure on Spread Creek.)
2013	3-Aug	< 60 DAYS	325	650	See Note #1
2014	2-Aug	< 60 DAYS	325	650	See Note #1
2015	lost record	?	325		Grazed the Elk Ranch but lost record of how long or if the AUM allotment was completed
2016	7-Aug	60 DAYS	325	650	See Note #1
2017	2-Sep	90 DAYS	325	976	Very rainy summer. Good forage and pasture conditions.
2018	18-Aug	70 Days	325	758	See Note #1
2019	3-Aug	< 60 Days	325	574	See Note #1
2020	No grazing	None	0	0	See Note #2
2021	No grazing	None	0	0	See Note #2
2022	No grazing	None	0	0	See Note #2
2023	No grazing	None	0	0	See Note #2
*The Elk Ranch grazing permit is for 325 steers for 90 days or 976 animal unit months (AMU's)					
Removed cattle from Elk Ranch before 976 AUM allotment achieved .					
No cattle placed on the Elk Ranch to graze. Small number of steers grazed on the Pinto Ranch					
Note #1	Cattle removed from Elk Ranch before 976 AUM allotment achieved due to one, or more, or all of the following: Lack of irrigation water due to insufficient water diversion to the Elk Ranch from Spread Creek/ disrepair of irrigation infrastructure on the Elk Ranch/ inexperienced irrigators/ lack of rain/ competition for forage from bison/ disrepair of fencing and deterioration of fence keeping the cattle in and the bison out of the pastures.				
Note #2	No cattle grazing on the Elk Ranch due one or more of the following reasons: No grazing due to COVID impact on Part personal available for accomplishing irrigation/ lack of forage due to down fencing, extreme disrepair of the irrigation system/ lack of Park irrigation personel/ disrepair of fencing/ M-bovis/ and GTNP request that Pinto Ranch not graze the Elk Ranch.				

Pinto Ranch's Grazing History on GTNP's Elk Ranch

- The Pinto Ranch's GTNP grazing permit for yearling steers on the Elk Ranch is 976 AUMs or 325 steers for three months consisting of part of June, all of July, all of August and part of September. The permit is the result of combining the Pinto Ranch's historical Grand Teton National Park (525 AUM) and Bridger-Teton National Forest (451 AUM) adjoining permits on Forest and Park lands in the Pacific Creek drainage.
- In 2008, the Pinto Ranch, GTNP and Bridger-Teton National Forest started discussions on the possibility of consolidating Pinto Ranch's Park and Forest grazing permits into a single Park permit and moving the grazing permits from the Pacific Creek area to the irrigated fields of the Park's Elk Ranch.
- Pinto Ranch, for a trial period, grazed 325 steers on the Elk Ranch in 2008, 2009 and 2010. In 2011 Pinto Ranch moved its cattle from the Pacific Creek allotment onto the new Park Elk Ranch allotment. During the trial, Pinto Ranch was able to fully utilize its permitted steer numbers and its total AUM. However, starting in 2011 (coinciding with the Spread Creek Diversion Structure completion in 2011) through 2023, the only year Pinto Ranch has been able to fully utilize the Elk Ranch and its permitted AUMs was 2017. The lack of grazing time was due to insufficient grass on the Elk Ranch's pastures. (See attached summary chart of Pinto Ranch's history of grazing times on the Elk Ranch.)
- There are four reasons for there not being enough grass for grazing on the Elk Ranch for Pinto Ranch to take full advantage of its permitted AUMs.
 - Due to some problems with the new diversion dam completed in 2011 on Spread Creek (the Elk Ranch's source of water), not enough irrigation water was available to Elk Ranch. Hopefully, this was corrected with the 2021 modifications to the Spread Creek structure.
 - The irrigation water distribution infrastructure on Elk Ranch is in very, very poor condition resulting in inefficient and ineffective flood irrigation of the pastures. The problem was compounded by the lack of experienced Park employed irrigators who were frustrated and discouraged by the condition of the irrigation infrastructure.
 - Overgrazing the pastures due to the large number of bison utilizing the pastures before, during, and after the summer cattle grazing period. The bison problem was aggravated by the poor condition of Elk Ranch pasture fences.
 - Below normal rainfall in all years except for 2017.
- Discussion between Pinto Ranch and GTNP on the lack of sufficient grass on the Elk Ranch for Pinto Ranch to utilize its allotted AUMs began with a meeting between Acting GTNP Superintendent Gopaul Noojibail and other Park officials and Ernest H. Cockrell, President of Pinto Ranch, in February 2020. During 2020 and 2023, there have been many meetings between Ernest H. Cockrell and Gus Smith, former GTNP Chief of Science and Resource Management; Yvette Converse, current GTNP Chief of Science and Resource Management; Laura Jones, Vegetation Management GTNP; and Phil Fessler, GTNP Branch Chief of Facility Management. There was a meeting between Ernest H. Cockrell and GTNP Superintendent Chip Jenkins in August 2021. As a result of these meetings, officials of GTNP and representatives of Pinto Ranch agreed that the pasture conditions and fencing on the Elk Ranch needed to be addressed.
- Due to COVID, the poor condition of Elk Ranch's pastures, the very poor condition of the Elk Ranch's flood irrigation system, the lack of qualified irrigators and housing for them, and the

disrepair of the Ranch's fencing, the Pinto Ranch did not graze the Elk Ranch in 2020, 2021, and 2022.

- In 2021 the Park and Pinto Ranch reached an agreement on a plan to refurbish the irrigation system on a portion of the southeastern area of the Elk Ranch's pastures. The Park agreed to rebuild the perimeter fence of the pasture according to a mutually agreed on design intended to fence out bison during the cattle grazing season. Pinto Ranch agreed to pay for all refurbishment and operation of the irrigation system including employing and housing an irrigator. Pinto Ranch also agree to maintain the rebuilt fence.
- In early fall of 2022, GTNP contracted with Rocky O'Neal Fencing to construct the eastern portion of the Elk Ranch perimeter fence. Also in early fall of 2022, Pinto Ranch constructed Phase 1 of the refurbishing of the Elk Ranch irrigation system. Pinto Ranch owners and employees along with an experienced irrigation ditch contractor, Rocky O'Neal, refurbished and cleaned the water supply ditch originating at the Elk Reservoir from the point it entered the southeastern corner of the Elk Ranch (See Exhibit A). Five 30-inch diameter existing concrete irrigation water headgates were retrofitted with new 30" diameter, "bottom of the ditch up" water control, steel, headwalls. Two of the retrofitted concrete headgates were at the junction of the Elk Reservoir Supply Ditch and Elk Ranch Supply Ditch #1 and three of the retrofitted headgates were at the junction of the Elk Reservoir Supply Ditch and Elk Ranch Supply Ditches #2, #3, and #4. Ditches #1, #1A, and #1B were cleaned and multiple 24" dia. X 8' long steel, Supply Ditch Headgates were installed over the entire length of Supply Ditch #1 and its branches. Distribution Ditch Headgates measuring 12" dia. X 4' long were installed immediately above each new Supply Ditch Headgate so that water could be diverted into Distribution Ditches. Ditch #4 was cleaned and multiple 24" dia. X 8' long steel, Supply Ditch Headgates were installed over the entire length of Supply Ditch #4. Distribution Ditch Headgates measuring 12" dia. X 4' long were installed immediately above each new Supply Ditch Headgate so that water could be diverted into Distribution Ditches. Irrigation water from Elk Reservoir was flowed into all the refurbished ditches and their lateral Distribution Ditches to test the operation of the irrigation system. The system was simple to operate and performed better than expected.
- In the spring of 2023, GTNP informed Pinto Ranch that M-Bovis was detected in northwestern Wyoming and was partly responsible for the die off of much of the Pinedale antelope population during the winter of 2022 and 2023. The Park did not want to chance cattle mixing with bison and potentially transmitting the disease from cattle to bison. At the Park's request, Pinto Ranch did not graze steers on Elk Ranch during the summer of 2023 and Phase 1 of the refurbished irrigation system was not operated.
- In the fall of 2023, Rocky O'Neal, under a contract with GTNP, constructed the south and north sections of the Elk Ranch perimeter fence. O'Neal Fencing is scheduled to complete the perimeter fence with the construction of the west portion of the perimeter fence in the spring of 2024.
- **Current status:**
 - Pinto Ranch plans on grazing Elk Ranch during the 2024 grazing season.
 - Phase 2, the refurbishing of Supply Ditch #3 and its branches, will be started in the fall of 2024 after the cattle have been move off the pastures.



JACKSON HOLE FIRE / EMS

40 East Pearl Avenue
PO Box 901
Jackson, WY 83001

February 17, 2024

Board of Supervisors

Teton Conservation District

Subject: Request for grant funding FY 2025

I would like to thank the Teton Conservation district board of supervisors and staff for the work each of you do each day for our community. You are a valuable partner in Jackson Hole Fire / EMS's mission.

The purpose of this letter is two-fold. First and foremost, I want to thank you for your support in previous years with funding for our Wildfire Prevention Specialist. I also want to acknowledge that communication in previous years had been lackluster at best. I want to assure you that will no longer be the case so long as I'm the Fire Marshal for JHFEMS. Your support in making our community wildfire adapted cannot be overstated.

As budget season quickly approaches, I want to formally request consideration of the continued financial support you have provided in previous years for our Wildfire Prevention Specialist position. I'm requesting the previous amount of \$45,000 for FY 2025.

I will be the main point of contact for this funding moving forward and will provide any needed information as quickly as possible when requested.

I look forward to our continued partnership as we work together to make our community more wildfire adapted.

Sincerely,

Raymond Lane

Raymond Lane

Fire Marshal

Morgan Graham, GIS & Wildlife Habitat Specialist

Action Items:

Program Area: Vegetation

Granite Falls: Friends of the Bridger-Teton (FoBT) has submitted a line-item request to support reclamation of the Granite Falls parking area. User-created parking and off-road ingress/egress has degraded approximately 1 acre of vegetation, compacted soils and generated an erosion hazard. TCD staff toured the site with Jackson District Ranger Todd Stiles in Summer 2023 to discuss reclamation strategies. TCD funds would be applied to purchase of native seed, straw, and other stabilization materials as well as interpretive signage (see Supplemental Materials).

Suggested Motion: *Move to award \$10,000 from the Fiscal Year 2024 'Vegetation Program: Native Plant Material' line-item to Friends of the Bridger-Teton, in support of Granite Falls parking reclamation.*

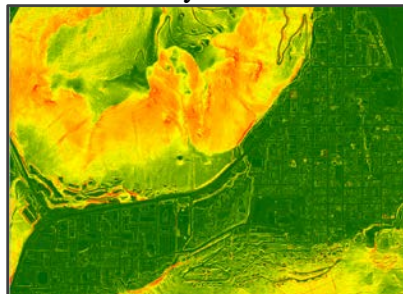
Information Items:

Program Area: Vegetation

- **Volunteer Weed Program:** I met with the Coordinator of Montgomery County, MD Parks Department to learn about the implementation of their Weed Warrior Program. The systems they've established over the past 20 years provide valuable insight on design of volunteer recruitment, training, and data collection protocols for our local volunteer weed efforts. I'm working with partners to update our local volunteer intake process and establish baseline geospatial data to track future work.
- **Wyoming Seed Strategy:** I was invited to review a draft Wyoming Seed Strategy. This effort complements the national Seeds of Success program administered by the Bureau of Land Management. A statewide strategy to collect, clean, and preserve unique genetics of native plant communities for conservation and restoration purposes has been successfully implemented in other Western states. The Wyoming effort is being led by The Nature Conservancy Wyoming Field Office with participation from Federal/State Agencies and the University of Wyoming.
- **Winged Wednesdays:** Liz and I participated in a Teton Raptor Center evening information session focused on Backyard Conservation. We partnered with Phoebe Coburn to educate the audience on the benefits of native plants while highlighting examples of local pollinator gardens and learning resources.
- **Residential Conservation Planting Program:** I advised five homeowners on weed control, native plant selection, and establishment.

Program Area: Geographic Information Systems/Information Technology

- **Vegetation:** I delivered a 0.5 meter resolution slope dataset derived from 2021 Lidar data to Dewberry for upload to the Teton County ArcGIS Online GIS Hub.





**Teton
Conservation
District
Est. 1946**

Teton Conservation District Grant Application Narrative

APPLICANT INFORMATION (Section 1 of 4)

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

Scott Kosiba, executive director

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

Friends of the Bridger-Teton

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

- | | | |
|--|---|--|
| <input type="radio"/> Individual/Landowner | <input type="radio"/> Government Agency | <input checked="" type="radio"/> Nonprofit |
| <input type="radio"/> Business | <input type="radio"/> University/School | <input type="radio"/> Other (specify): |

4. Phone Number: 307-690-8869

5. Email: scott@btfriends.org

PROJECT INFORMATION (Section 2 of 4)

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

Granite Falls Restoration Project

7. Total Project Budget (\$): \$ 94,540.00

8. Grant Funding Requested from TCD (\$): \$ 10,000.00

9. Anticipated Project Start Date: 7/1/24 **10. Anticipated Project End Date:** 11/29/24

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

- | | |
|-------------------------------------|---|
| <input type="radio"/> Reimbursement | <input checked="" type="radio"/> In Advance |
|-------------------------------------|---|

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

- | | |
|---|------------------------------------|
| <input checked="" type="radio"/> February 1, 2025 | <input type="radio"/> June 1, 2024 |
|---|------------------------------------|

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

- | | | |
|---|--------------------------------------|--|
| <input type="radio"/> Water | <input type="radio"/> Land | <input type="radio"/> Education |
| <input type="radio"/> Wildlife | <input type="radio"/> Sustainability | <input type="radio"/> Geographic Information Systems (GIS) |
| <input checked="" type="radio"/> Vegetation | | |

NARRATIVE (Section 3 of 4)

1. Please summarize your project in one to two sentences.

The Granite Falls Restoration project is designed to restore areas that have become damaged by vehicle use and provide an alternate sustainable parking area that better serves visitors and separates conflicting uses.

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

The purpose of this project is to fully restore the existing user-created parking area and associated loop road at Granite Falls and replace these areas with a sustainable parking area for day use as well as a separate parking area for horse trailers. The outcome will be (1) the elimination of the user-created parking area and associated road so that these areas regain an appearance similar to the surrounding sagebrush upland, and (2) the creation of a functional, sustainable parking area that facilitates access to the scenic natural asset (Granite Falls) and creation of a horse trailer parking and turn-around that separates this use from the day use area to reduce potential conflicts. Refer to attached project map.

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

Overall Project Deliverables:

1. Full restoration of the existing user-created parking area (0.9 acres) and existing road that extends beyond parking area (0.53 acres). Full restoration entails de-compacting the old parking area and road, removing topsoil from areas where new parking areas will be located and using it to restore de-compacted areas, re-shaping slopes to restore the natural contour, applying seed mix and soil amendments, and raking in native seed from the surrounding native vegetation.
2. Construction and spreading a 6-inch gravel surface for a day use parking area to accommodate 10 cars and for a horse trailer parking area to accommodate 3 trailers (including a graveled loop road turn-around for vehicles with trailers)
3. Sponsor volunteer stewardship day to support restoration efforts (native seed gathering/spreading, weed pulling, sign installation)

Deliverables specific to TCD funding request (tiered to overall project deliverables):

1. Purchase and application of materials necessary for restoration work including appropriate seed mix, erosion waddles, silt fence, gravel, wood chips, and certified straw.
2. Produce and install signs informing visitors about the restoration work and the need to allow the area to heal.

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

This project directly supports TCD's strategic Vegetation program actions to "Engage restoration, reclamation, and mitigation expertise and mechanisms to expand native plant production, restoration, loss mitigation, and land reclamation knowledge and skills." As a restoration project in a high visibility public area, the Granite Falls Project helps further this TCD goal. The use of volunteers to assist with seeding and gathering native seed will provide hands-on work to further this goal.

The Project also helps mitigate sedimentation into the Wild and Scenic Granite Creek furthering the Water program action to "Seek to effectively address water quality improvements on a landscape-scale through effective partnerships."

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

None specifically noted other than the restoration work being conducted via heavy equipment will be done within one time period minimizing mobilization and de-mobilization trips.

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

The project will largely be evaluated through before and after photographs taken one year post-project and 3 years post-project. Forest patrollers and ambassadors will also gather visitor feedback post-project. The site will also be monitored and treated for invasive weeds for three years post-work.

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

Bridger-Teton National Forest, Jackson Ranger District: Staff will be responsible for staking the project limits on the ground and conducting an on-site pre-restoration and construction review with the equipment operator. They will also be responsible for public notification, will monitor work during the operational period, and will conduct the post-work inspection and weed treatment.

Friends of Bridger-Teton: Staff will be responsible for recruiting and hosting a volunteer project to assist with restoration work. They will also select the equipment contractor and handle all the administrative tasks associated with this project and will coordinate with other potential partners interested in helping. They will also seek additional donations to pay for work products if necessary.

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

Refer to map and photos attached to this document
I am also separately attaching a letter from TCD following site visit with Jackson District Ranger Todd Stiles during the summer of 2023

CERTIFICATION AND SIGNATURE (Section 4 of 4)

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

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

Signature:

Scott Kosiba

Digitally signed by Scott Kosiba
Date: 2024.03.08 09:08:49 -07'00'

Date:

Teton Conservation District (TCD) Grant Application Budget

Applicant Entity: **Friends of the Bridger-Teton**
 Project Name: **Granite Falls Restoration Project**

Date: **6-Mar-24**
 Application ID: **[Leave Blank]**

Project Deliverables	Requested TCD Grant Funds (\$)	Applicant (\$)	Applicant (In-Kind)	Forest Service Match (\$ or In-Kind)	[Partner 2] Match (\$ or In-Kind)	Total
De-compact, contour, and construct parking area and road with excavator, ripper, straw and wood chip spreader - equipment use and operator (estimate 1.8 acres)		\$45,640		\$5,400		\$ 51,040.00
Haul restoration materials, gravel and road base - includes mobilization and de-mobilization cost		\$31,070				\$ 31,070.00
Purchase seed mix, certified straw, wood chips, silt fence, gravel, and erosion waddle for project area	\$9,740					\$ 9,740.00
Purchase restoration area signs (5 permanent signs plus posts and hardware)	\$260					\$ 260.00
Host volunteer stewardship day to assist with seeding, weed pulling, and sign installation (8 people, 1 day)			\$1,830	\$600		\$ 2,430.00
TOTAL	\$ 10,000.00	\$ 76,710.00	\$ 1,830.00	\$ 6,000.00	\$ -	\$ 94,540.00

Granite Falls restoration and visitor parking re-design project

1. De-compact and restore to natural contour user-created parking area and road
2. Construct and gravel new day use vehicle parking area to accommodate 10 cars
3. Construct and gravel new horse trailer parking area along with ability for trailers to turn-around prior to entering hot springs area





Location of new day-use parking area



Existing condition – user-created parking area

Granite Falls Day Use Area



Existing condition – user-created parking area



July 24th, 2023

Todd Stiles
Bridger-Teton National Forest

Dear Todd,

Thank you for your invitation to comment on the Granite Creek Falls Reclamation Plan. After touring the site with you we've compiled additional information and offer the following suggestions for your consideration.

Based on 2022 National Aerial Imagery Program (NAIP) imagery we calculated the compacted road area to be ~39,000 square feet or 0.9 acre. The integrity of the surrounding native plant community and lack of invasive weeds present on site will greatly assist the revegetation of the area.

The following list is not feasible to complete in its entirety but is instead intended to provide a range of potential options.

1. Decompacting the Roadbed:

- Use a heavy-duty excavator, ripper or subsoiler to decompact the roadbed without disrupting the surrounding native plant community.
- Roughen the surface to reduce sheet flow and erosive force, while encouraging microhabitat for seed germination, and water infiltration.
- Small woody debris could be a good addition in steeper areas, or where discouragement of foot traffic is desired.

2. Soil Amendments:

- Amend the soil with locally sourced wood chips or compost to increase organic matter and moisture retention in seeded area. Perhaps a woodchipper could be brought on site to process locally sourced dead and downed woody debris.
- Consider applying humic acid to enhance nutrient availability and water retention in the soil. Humic acid may present a significant cost-savings over compost. Depending on existing soil chemistry and structure, the site could use approximately 220 lbs. of granular humic acid. Prices vary between \$1 – 3/lb. Depending on the decompacting method, humic acid application might best precede breaking of the soil in the fall.
- Consider mycorrhizal inoculant (MI) at rate of 60lb./acre. MI should be applied prior to decompacting soil. MI exposed to sunlight for more than four hours suffers reduced viability.
- Consider conducting a soil test to determine appropriate amendments and application rates.

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.


420 W. Pearl Ave. | PO Box 1070 | Jackson, WY 83001 | (307) 733-2110
www.tetonconservation.org | info@tetonconservation.org

3. Initial Stabilization:
 - Propose broadcasting a native grass mix with a preference for drought-tolerant species (~15 lbs./acre). Suggested grass species: Bluebunch wheatgrass (*Pseudoroegneria spicata*), Idaho fescue (*Festuca idahoensis*), and prairie junegrass (*Koeleria macrantha*). Optionally, consider including a sterile Triticale nurse crop for rapid establishment and soil stabilization. Recommend seeding only with material that has been tested and certified weed free, particularly of annual invasive grasses.
4. Supplemental Seeding:
 - Collect seed from surrounding native plant community, including sticky geranium (*Geranium viscosissimum*), fivenerve sunflower (*Helianthella quinquenervis*), orange sneezeweed (*Hymenoxys hoopesii*), mulesears (*Wyethia amplexicaulis*), and western sweetvetch (*Hedysarum occidentale*). Timing of seed collection will vary by species but may continue into future growing seasons.
 - Broadcast the collected seeds over the reclaimed area to promote diversity and enhance ecological resilience.
5. Addressing Steeper Slopes:
 - Consider installing check dams or erosion control blankets to manage water flow and prevent erosion on steeper slopes.
6. Compost Transportation:
 - Cost estimate for compost was ~\$30k for 4", including transport. Finding drivers may not be guaranteed. Little Granite Bridge prevents usage of a semi. Transportation to the site may be limiting.
 - Due to challenges with transporting large quantities of compost, explore on-site options to increase soil organic content.
7. Monitoring and Maintenance:
 - Establish a monitoring program with fixed photo points to assess the success of reclamation efforts.
 - Implement twice-seasonal weed control and supplemental seeding through the first three growing seasons.

TCD staff has been given authorization from the TCD Board of supervisors to provide direct financial resources for this project. If you would like TCD to play a role in seed or soil amendment purchase and implementation, please let us know.

Thank you for prioritizing soil and water conservation through projects such as this on the Bridger Teton National Forest.

Sincerely,



Carlin Girard
Executive Director
Teton Conservation District

Emily Smith, Natural Resources Technician

Information Items:

Program Area: Communications

- **Partners In Conservation (PIC) Grants:** I worked with Liz to statistically summarize the five years of PIC grants, including this year. We created a report containing the statistical summary of the number of grants, the number per grant category, and the amounts awarded over the years (See Supplemental Materials). Additionally, I participated in the PIC Presentations meeting, listening to the grant presentations and taking minutes.

Program Area: Water Resources

- **Well Test Kit 2023 Data:** We received the Well Test Kit water quality data from the Analytical Services Lab for the 132 kits analyzed in 2023. I have prepared the data to be added to our long-term dataset to be utilized in future studies.

Program Area: Land

- **Range Data Management:** Robb and I are continuing to catalog and organize the historical range datasheets that were scanned at the Blackrock Ranger District office. This will allow the information contained in the datasheets to be utilized in the future, specifically for Ecological Site Description (ESD) work.

Program Area: Administration

- **Flat Creek Watershed Improvement District (FCWID):** I have completed moving the FCWID documents from their storage boxes into the file cabinet that will be the storage location for their files in the future. The files are now organized by fiscal year with TCD's files on FCWID elections included in the cabinet.

PARTNERS IN CONSERVATION (PIC) GRANT PROGRAM

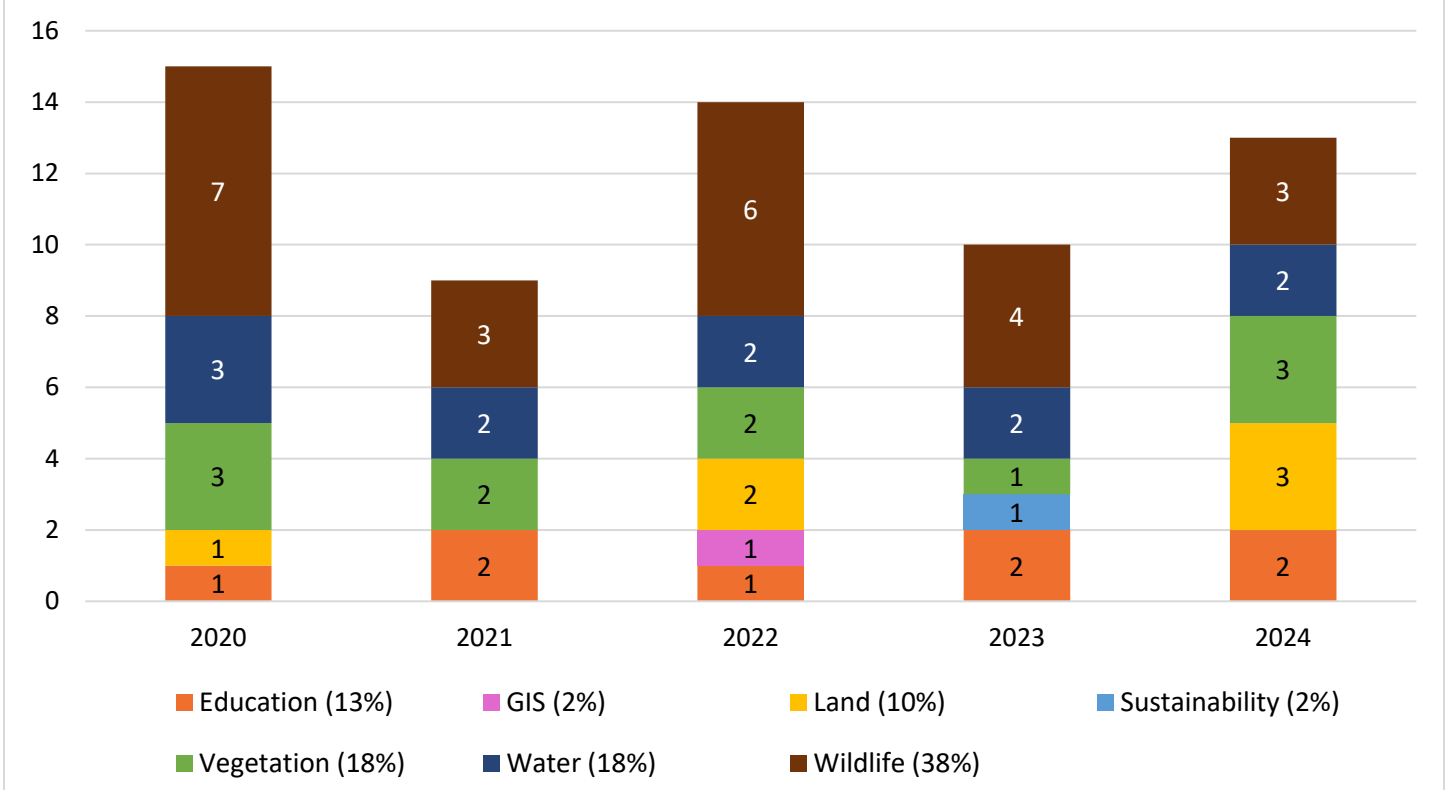
As a part of our mission to work with the community to conserve natural resources, Teton Conservation District (TCD) annually allocates funding through the PIC grant program. This report summarizes the initial five years of the PIC grant program, one of three distinct grant initiatives administered by TCD. The PIC grant program is open to a wide array of entities and supports on-the-ground conservation projects within or serving the district.

PIC GRANT SUMMARY, 2020-2024

Grant Status for All Grants Submitted:

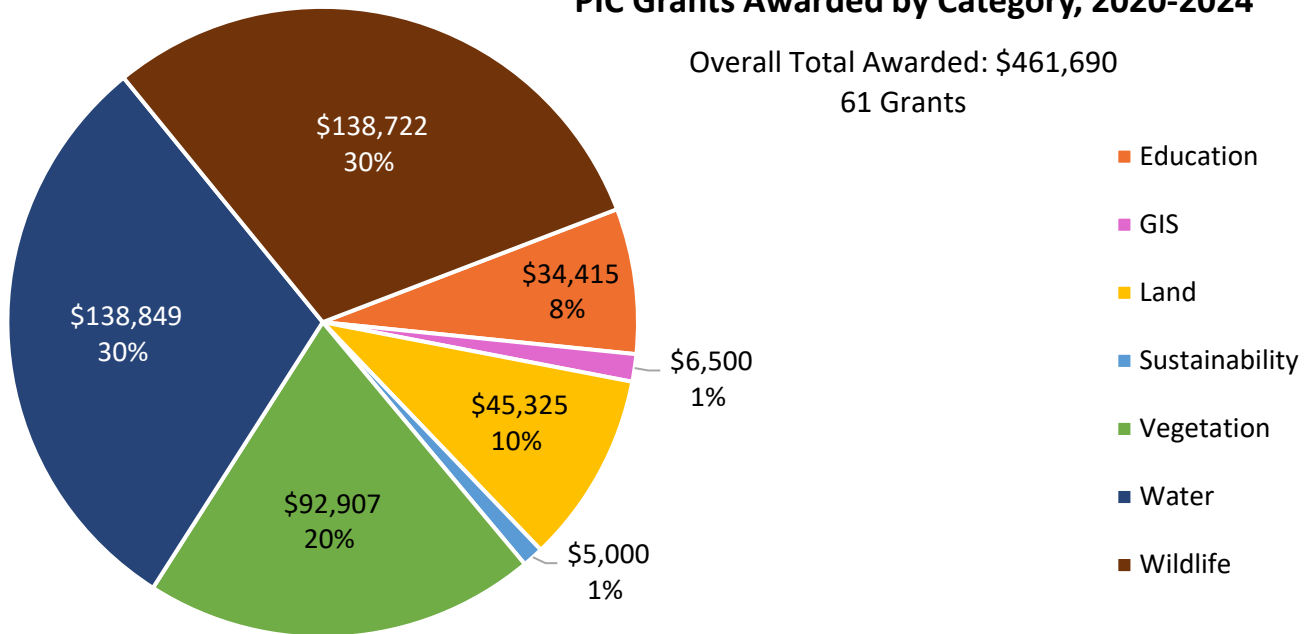
Year	Approved	Declined	Cancelled	Overall Submitted
2020	15 (65%)	7	1	23
2021	9 (56%)	7	0	16
2022	14 (64%)	7	1	22
2023	10 (77%)	2	1	13
2024	13 (72%)	4	1	18
Total	61 (66%)	27	4	92

PIC Grants Awarded Funds by Grant Category, 2020-2024

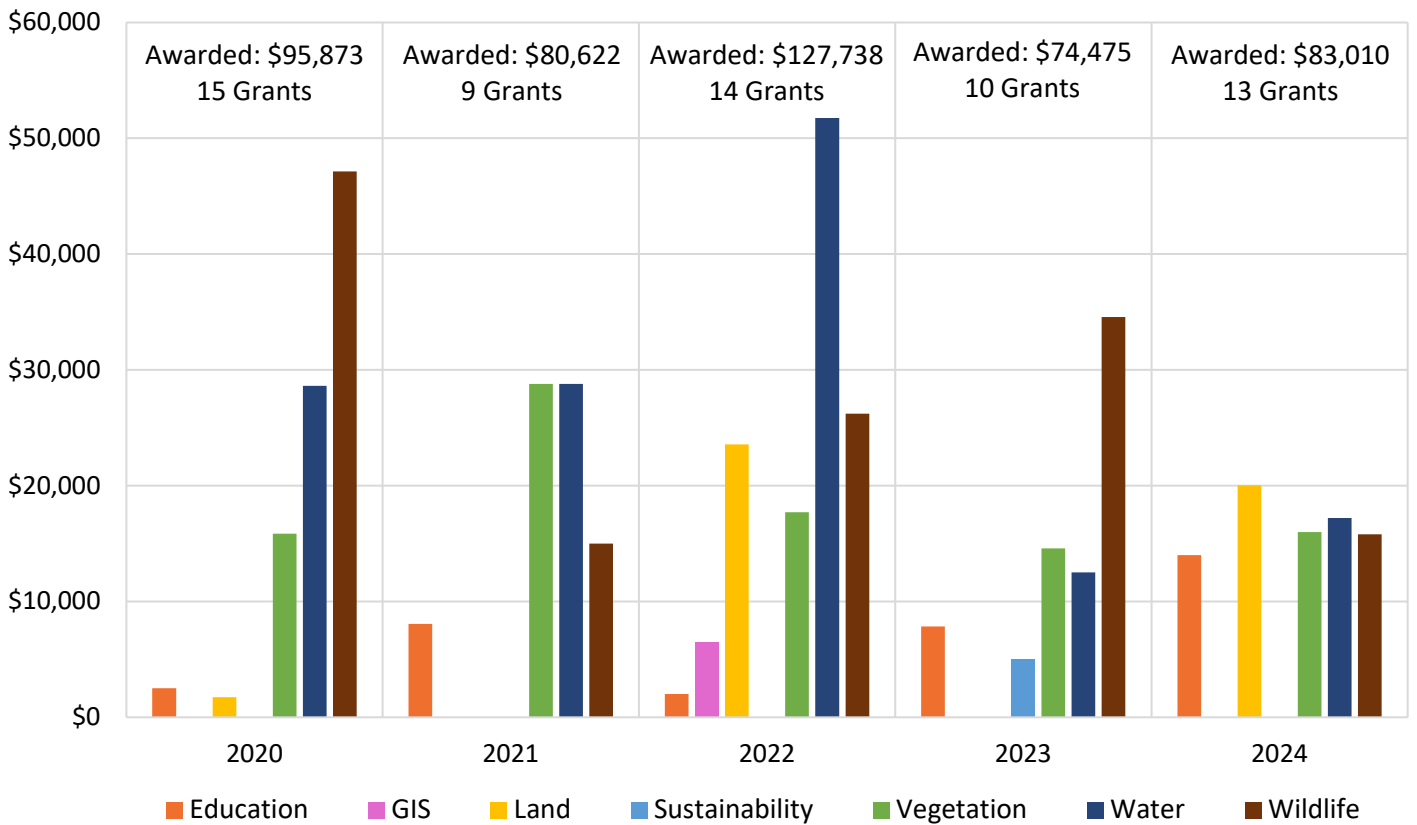


PIC Grants Awarded by Category, 2020-2024

Overall Total Awarded: \$461,690
61 Grants



PIC Grants Awarded by Category Each Year, 2020-2024



David Lee, Water Resources Specialist

Action Items:

Program Area: Water

Snake River Fund Memorandum of Agreement (MOA) for Hoback River Gage: An MOA, active between TCD and the Snake River Fund (SRF), to provide pass-through funds from the SRF to TCD for the operation of the Hoback River streamgage expired in December 2023. SRF expressed continued interest in funding the operation of the Hoback River USGS streamgage. This new MOA will carry forward a pass-through funding agreement through the end of our active streamgage agreement with USGS and covers the costs of providing a continuous streamflow and temperature record on the Hoback River (see Supplemental Materials). That end date is September 30, 2027. The MOA can be found in Supplemental Materials. There is significant interest for this initiative from the Bridger-Teton National Forest, recreational users, and water users.

Recommended Motion: *Move to authorize the TCD Board Chair to sign the Snake River Fund Memorandum of Agreement for operation of the Hoback gage and receive \$14,132 in December 2024, \$15,042 in December 2025, and \$15,989 in December 2026 as pass-through to USGS.*

Information Items:

Program Area: Water

- **Teton County Septic Workshop:** I presented on behalf of TCD about water-related programs and our recently published Septic System Effluent Monitoring Study at a two-day Septic Workshop hosted by Teton County. The audience was local engineers, septic installers, and water quality partners.
- **Snake River Headwaters Watershed Group:** I attended the winter quarterly meeting for the Snake River Headwaters Group on February 29th. I presented on TCD's current streamgage collaborative agreement with USGS.
- **Sole Source Justification:** At the previous board meeting, I mentioned choosing to hire Alder Environmental through a Sole Source Justification, considering their previous work with us in Fish Creek. See Supplemental Materials for that justification.
- **Sampling and Analysis Plans:** I submitted three Sampling and Analysis Plans to Wyoming Department of Environmental Quality for data collection in Fish and Flat Creeks. I am awaiting revision recommendations, and the final approved versions require TCD Board Chair signature. That signature is expected to be requested in May 2024.
- **2023 E. coli Data:** I submitted the 2023 *E. coli* data collected in Fish and Flat Creeks by Alder Environmental in partnership with Protect Our Water Jackson Hole. I provided verification of this data last year. Given the credible data requirements listed by Wyoming Department of Environmental Quality, to be considered for quality analysis/quality control the data must be submitted by TCD. I expect to hear back about approval this summer.
- **Trout Unlimited Blackrock Creek Stream Restoration Project:** I wrote a support letter for Trout Unlimited's application to Jackson Hole One Fly for their restoration project planned this year on Blackrock Creek. This project has been designed and on the books for a few years and is scheduled to take place in Fall 2024.
- **Laboratory Equipment:** I purchased new equipment necessary to complete water quality sampling and analysis in 2024, including an incubator and turbidimeter.
- **Teton County Water Update:** For the past two years I have submitted a biweekly report of snowpack, streamflow, temperature, soil moisture, and reservoir conditions to a list of

interested parties. The report distribution list now includes over 140 individuals and includes local water partners, members of the public, meteorologists, and press.

MEMORANDUM OF AGREEMENT
Between TETON CONSERVATION DISTRICT and SNAKE RIVER FUND
for FUNDING OF THE HOBACK STREAM GAGE

- I. **Parties:** This Memorandum of Agreement (MOA) is made and entered into this day ____ of _____, 2024 (the “Effective Date”) by and between Teton Conservation District (TCD); Snake River Fund (SRF). Collectively these parties will be referred to as the “Project Partners.”
- II. **Background:** TCD is a duly organized Wyoming Conservation District whose mission is to work with the community in the conservation of natural resources for the health and benefit of people and the environment. SRF’s mission is to promote stewardship of and recreational access to the Snake River watershed in Wyoming, with an emphasis on partnerships, education and public outreach. TCD provides funding to numerous stream gages that are operated by the United States Geological Survey (USGS). In all cases, USGS provides 40% cost-share on the operation of TCD funded gages, and in some cases, entities provide gaging cost-share to TCD. TCD uses this funding as a pass-through to USGS. This MOA marks the Project Partners’ desire to continue a pass-through agreement allowing for the continued operation of a real-time streamflow gage on the Hoback River. This MOA is justified by the Project Partners’ shared interest in monitoring stream flow in the Hoback River.
- III. **Purpose:** The purpose of this MOA is to document the intent, timelines, and roles and responsibilities of the Project Partners. This MOA provides a clear picture how SRF funding will be provided to TCD for establishment and long-term operation of the Hoback River Gage.
- IV. **Term of the MOA:** This MOA shall commence upon the Effective Date above and terminate on January 1, 2027, unless terminated by any of the parties in writing. This will provide a three-year term.
- V. **Responsibilities:** Project Partners will need to work in close coordination to assure the goals of both entities are met.
- A. **Shared Responsibilities of Project Partners:**
1. Each year, project Partners will discuss Hoback River Gage funding for the forthcoming year during the budgeting period for TCD—between February and March.
 2. An addendum to this existing MOA can be made to incorporate additional data collection at this or other gages in Teton County, given that both parties agree in writing prior to the budgeting period for TCD.

B. Responsibilities of TCD:

1. TCD will contract with USGS for the operation of the Hoback River Gage for discharge and temperature.
2. TCD will invoice SRF once each fiscal year (July 1- June 30) for the full partner match contribution (60%). The assumed fee schedule, per USGS is as follows:
 - a) December 2024: \$14,132
 - b) December 2025: \$15,042
 - c) December 2026: \$15,989
3. TCD will provide payment to USGS on the same pay schedule referenced immediately above.
4. TCD will be the point of contact with USGS regarding the continued operation of this gage and will be responsive to input provided by SRF.

C. Responsibilities of the SRF:

1. SRF will budget funds in accordance with the fee schedule as shown in V.B.2.
2. SRF will remit payment to TCD within 30 days of receiving an invoice.
3. SRF will provide as much advance notice as is possible if funding of the Hoback River Gage will not be available.

VI. Financial Contributions and Invoicing: TCD will bill SRF for Hoback River Gage operation per the above payment schedule. Failure to provide payment within 30 days of invoicing will result in the termination of this MOA and the USGS operation of the Hoback River Gage.

VII. Project Timeline:

- A. February 2024: MOA between TCD and SRF is signed. TCD will bill SRF for the first year of gage operation per the above payment schedule.
- B. December 2024: TCD will bill SRF for the first year of gage operation.
- C. February-March 2025: Project Partners will discuss the inclusion of Hoback River Gaging in the forthcoming TCD budget.
- D. December 2025: TCD will bill SRF for the second year of gage operation.
- E. February-March 2026: Project Partners will discuss the inclusion of Hoback River Gaging in the forthcoming TCD budget.
- F. December 2026: TCD will bill SRF for the third year of gage operation.
- G. February-March 2027: Project Partners will discuss further partnership.

VIII. Points of Contact and Notices: Notices related to termination and/or modification of this MOA shall be in writing and given to the parties at the addresses provided under this MOA, either by regular mail, delivery person, or email. Communications to TCD shall be sent to the then-current Executive Director of TCD. Communications to SRF shall be sent to the then-current Executive Director of SRF.

Teton Conservation District

P.O. Box 1070

Jackson, WY 83001

307-733-2110

Carlin Girard, Executive Director (carlin@tetonconservation.org)

Snake River Fund

P.O. Box 7033

Jackson, WY 83002

307-734-6773

Orion Hatch, Executive Director (orion@snakeriverfund.org)

IX. General Provisions:

A. Amendments: Any changes, modifications, and revisions or amendments to this MOA which are mutually agreed upon by the parties shall be incorporated by written instrument, executed, and signed by all parties of this MOA. No verbal amendments are permitted.

B. Applicable Law: The Laws of the State of Wyoming shall govern the construction, interpretation, and enforcement of this MOA. The courts of the State of Wyoming shall have jurisdiction over any action arising out of the MOA, and over the parties, and the venue shall be the Ninth Judicial District, Teton County, Wyoming.

C. Entirety of Agreement: This MOA represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral. Where any portion of this MOA conflicts with state statute, state statute shall govern.

D. Severability: Should any portion of this MOA be judicially determined to be illegal or unenforceable, the remainder of the MOA shall continue in full force and effect, and either party may re-negotiate the terms affected by the severance.

E. Governmental Claims: TCD does not waive its governmental immunity or rights under the Wyoming Governmental Claims Act by entering into this MOA, and each party fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOA.

F. Indemnification: Each party shall assume the risk of any liability arising from its own actions or omissions or the actions or omissions of its employees, volunteers, and agents at all times. No party agrees to insure, defend, or indemnify the other, subject to negligence or willful misconduct.

X. Signatures: In witness whereof, the parties to this MOA through their duly authorized representative have executed this MOA on the days and dates set forth below, and certify that they have read, understood, and agreed to the terms and conditions of this MOA as set forth herein.

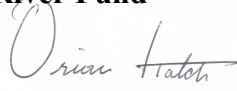
IN WITNESS WHEREOF, the parties hereto have executed this MOA as of the last written date below.

Teton Conservation District

By: _____
Roby Hurley, Board Chair

Date: _____

Snake River Fund

By:  _____
Orion Hatch, Executive Director

Date: 03/11/2024



**Teton
Conservation
District
Est. 1946**

MEMORANDUM

TO: Carlin Girard, Executive Director, TCD Board of Supervisors

FROM: David Lee

DATE: 03/11/24

SUBJECT: Documentation of Sole Source Selection for TCD Fish Creek Fall Sampling: Alder Environmental, LLC.

This memo is intended to document the decision to select Alder Environmental, LLC. for their services in the assistance of data collection for Fish Creek. The following statements provide the justification for why this work has been sole sourced and not brought through a bid or request for proposals. It is anticipated that the cost of contracting with Alder Environmental, LLC. for data collection in Fish Creek will not exceed \$20,000.

- 1) **Cost:** Alder Environmental's rate for consulting services is competitive and comparable to other local outfits. More importantly, their staff are knowledgeable about the process required for Fish Creek Fall Sampling in order to collect "credible data" according to the Wyoming Department of Environmental Quality.
- 2) **Specialized Skill Set:** The collection of chemical and biological samples in Fish Creek is a time-intensive process. In 2016, Alder Environmental drafted and submitted the revised Sampling and Analysis Plan for Fish Creek, ensuring the original plan adopted protocols required by Wyoming Department of Environmental Quality and the US Geological Survey. In addition, they performed the water quality sampling alongside TCD staff between 2014-2018.
- 3) **Specialized Knowledge:** Alder Environmental's previous water quality work in the Fish Creek watershed specifically makes them a logical choice to continue partnership for data collection in 2024. They are aware of the specific requirements that sampling protocols needs to follow, specifically with regard to biological sample collection (including macroinvertebrates, algal taxonomy, and chlorophyll-a).

Liz Collins, Grants and Communications Specialist

Action Items:

Program Area: Grants

Grant Extension Request for Teton Lunch Counter: According to our Grants Programs Policy, extension requests must be submitted two months in advance of the Final Report due date. Teton Lunch Counter submitted their extension request well past the deadline for their grant 'Containers for Growth' (see Supplemental Materials). When late Extension Requests come in, they go before the TCD Board of Supervisors for review and approval/denial.

Recommended Motion: *Move to authorize the Executive Director to issue an extension request to Teton Lunch Counter for their grant "Containers for Growth" for one-year, making the Final Report date June 1, 2025.*

Information Items:

Operations Area: Communications

- **Mountain Neighbor Handbook:** I have received the Spanish language translation back from the contractors and am now seeking a copy editor to approve the text, enabling us to proceed with the overall design work. I've initiated contact with One22, they expressed interest in helping spread the word once the Spanish version is ready for distribution.
- **Teton Conservation Visionary Award:** Last year, the board awarded the Teton Conservation Visionary Award to Sophie Lamb and Sam Jewison. If the board would like to continue the award program this year, here is the proposed structure:
 - **Nomination Process:** Candidate(s) are nominated internally by TCD board and staff. Submit candidate(s) to Carlin by May 1, 2024 with a short description of why you believe the candidate(s) should be considered. Award recipient(s) will be selected by the board at the May 15, 2024 board meeting.
 - **Award Criteria:** This award is centered on TCD's Vision Statement: *Teton Conservation District envisions a forward-looking community practicing natural resource stewardship.* Who in our community is making that vision a reality? Who is changing the trajectory of conservation in the district?

Operations Area: Grants

- **FY24 PIC Grants:** Award and Decline Letters have been delivered to all the FY24 PIC grant recipients. Funds are being allocated to "Advance Awards" as signed Award Letters are returned to TCD.
- **Feb Minutes Correction:** FY24_VEG_002 award amount is \$8,985.00, not \$8,958.00.
- **PIC/LIR Grants:** Funds are being allocated for completed grants that have "Reimbursement Awards" as their Final Reports are approved for grants with a February 1, 2024 Final Report deadline.
- **PIC Grant Program Report:** I've been working with Emily to compile a report summarizing the first 5 years of the PIC grant program. See report in Emily's supplemental materials.

Program Area: Water

- **Trout Friendly Lawns Certification Event:** I've been working with David to plan, recruit for, and promote the Trout Friendly Lawns Business Certification event scheduled for April 11, 2024.

Program Area: Vegetation

- **Conservation Planting Program:** I worked with Morgan to promote the Conservation Planting Program at “Winged Wednesday,” a Teton Raptor Center Event.

2/28/2024

Dear Board Members of the Teton Conservation District,

Thank you for your time and efforts in supporting Teton Lunch Counter's 2023 Containers for Growth Project. Please allow me to start by expressing my sincere apologies for missing the extension request deadline. Over the last 6 months my sole focus has been on growth, development & funding to ensure the success of Teton Lunch Counter and our upcoming year. Furthermore, in October I had a very invasive and difficult surgery that delayed my workload for just over 2 months. As the business owner, I found myself at a capacity with limited availability to put my efforts into the grant requirements. Our challenges, however, have been solved with the hiring of 3 full-time salaried management positions, one of those being an Operations Manager, who is thriving at TLC.

Given the cash and operations challenges at the end of 2023, we ask that you consider an exception for a late extension for TLC to spend the remaining \$4,130.58 at the beginning of our busy summer July 2024. Spreading out these critical purchases for our seasonally based small business is incredibly helpful.

Again, an extension of this deadline would allow us the time for full expenditure of the funds, and furthermore would allow TLC to thrive with our new customer base & long-term impact of reusables. We are confident that we can spend the remaining match amount and submit our final report by June/July 2024.

Please note, with the \$5,869.42 that we have currently spent on reusable containers, we were able to achieve the following progress, with expected year on year savings:

Application Indicators:

1. **Number of single-use containers saved from waste (monthly) and total to date.**
 - a. **June: 9,783**
 - b. **July: 8,533**
 - c. **August: 9,679**
 - d. **September: 7,973**
 - e. **October 1st-15th: 4,961**
 - f. **November (offseason)**
 - g. **TOTAL TO NOVEMBER: 40,929 (+ 20,000 from 2022 so a business total of 60,929)**
2. **Compost: By having lunch boxes come back to us, we can collect food scraps: A full bin based on acceptable compost standards weights 147 lbs. So based on that, we saved 6762 lbs of food scraps from going to the landfill in summer 2023!**

How do we get these numbers? Emissions saved and/or waste diverted, along with the methodology used to calculate.

We assume that 1 lunch = a minimum of 4 pieces of waste. We use this conservative number but each lunch box has a lid, a fork, a container for a cookie + lid & a container for chips + lid. We use our sales divided by the average cost to calculate how much waste we diverted compared to a traditional lunch purchased from the store or cafe.

For more information please see the wonderful media coverage from our 2023 year.

Thank you for your time and consideration for this extension deadline request.

Sincerely,

Victoria Parker

Tori@tetonlunchcounter.com

970-306-5930

2023 Media from Containers for Growth!

Wyoming Business Report:

https://www.wyomingnews.com/wyomingbusinessreport/current_edition/teton-lunch-counter-connects-tourists-residents-with-locally-sourced-meals-in-jackson-hole/article_653923fa-c795-11ee-95b5-83e0a5ca4bd0.html

DocuSeries: Learn about us here:

<https://www.millionstories.com/media/AMP-201?video=391>

American Dream TV Show:

<https://vimeo.com/875291234>

Forbes; Wilderness and Wellness: Why Fall is the Best Season in Jackson Hole

<https://www.forbes.com/sites/katebdonnelly/2023/09/19/wilderness-and-wellness-why-fall-is-the-best-season-in-jackson-hole/?sh=3f5966e743f2>

Teton Conservation District Grant Extension Request

Applicant Entity: **Friends of the Lorax** Date: **11/1/2020**
 Project Name: **Truffula Tree Nursery** Application ID: **[Leave Blank]**

Please briefly explain why your project and/or Final Report has been delayed: Due to COVID-19, our seed provider (Onceler Inc.) was unable to provide us with Truffula Tree seeds this year. We are requesting a 1-year extension on that portion of our awarded grants funds. The total cost of irrigation was also \$200 less than budgeted, so we are requesting a reallocation of those remaining funds to cover greenhouse lumber costs. The cost of lumber has increased substantially in the past year due to wildfires across the West and COVID-19. Additionally, we will be returning \$500 in grant funds to TCD because we were awarded another grant and no longer need the funds.

Please briefly describe progress that has been made towards the Project Deliverables: We have successfully constructed the greenhouse and raised beds and installed the irrigation. The only incomplete Project Deliverable is to purchase Truffula Tree seeds. We look forward to planting the seeds next spring and completing this phase of our project.

Indicate when you anticipate your project will be completed and propose a new Final Report deadline.* We anticipate completing the project in summer 2023. We propose submitting our Final Report on February 1, 2024.

**Note that your new Final Report deadline will be formally indicated in your Extension Approval Letter. The date you propose here will not necessarily align with the date TCD sets for your Final Report deadline.*

Project Deliverables	BUDGETED	ACTUAL	VARIANCE	BUDGET REVISION REQUEST <i>For unspent funds, request an action:</i>			REVISION REQUEST DESCRIPTION <i>Use this space to briefly explain your budget revision request:</i>
	TCD Grant Funds Awarded (\$)	TCD Grant Funds Spent (\$)	TCD Grant Funds Remaining (\$)	Extend (\$)	Reallocate (\$)	Return (\$)	
Truffula Tree seeds	\$ 500.00		\$ 500.00	\$ 500.00			We are asking for a 1-year extension for this portion of our awarded grant funds.
Irrigation	\$ 800.00	\$ 600.00	\$ 200.00		\$ 200.00		We are asking to reallocate the \$200 of unspent grant funds to the "Greenhouse and raised beds (material)" Project Deliverable line.
Greenhouse and raised beds (material)	\$ 2,500.00	\$ 2,500.00	\$ -				
Greenhouse and raised beds (labor)	\$ -	\$ -	\$ -				
Soil and tools	\$ 500.00		\$ 500.00			\$ 500.00	Friends of the Lorax was awarded another grant from Seuss Foundation and this funding is no longer needed.
TOTAL	\$ 4,300.00	\$ 3,100.00	\$ 1,200.00	\$ 500.00	\$ 200.00	\$ 500.00	

Carlin Girard, Executive Director

Action Items:

Operations Area: Administration

Wage and Compensation Study: One proposal was submitted for the TCD Wage and Compensation Study Request for Proposals (see Supplemental Materials). Holly and I have confidence after interviewing the Gallagher Benefits Services Inc. staff and their references to move forward with their company.

Recommended Motion: *Move to Award the Teton Conservation District Conservation District Wage and Compensation Study to Gallagher Benefits Services Inc. and authorize the Board Chair to review and sign a contract not to exceed \$15,000 for this project.*

Program Area: Land

Lower Valley Sub-Division Letter: Per State Statute, Conservation Districts are tasked with the review of sub-divisions within unincorporated areas of their district. I have drafted a comment letter pertaining to the sub-division of land at the mouth of Wilson Canyon, on the southern end of the Lower Valley Energy Property, where they are intending to develop workforce housing (see Supplemental Materials). The sub-division permit request can be found [here](#). While there aren't any major concerns for this infill style development, this vicinity is known for having drinking water quality and quantity issues and is adjacent to very important wildlife habitat.

Recommended Motion: *Move to authorize the Board Chair to sign the sub-division review letter, after incorporating any suggested board changes, for the Sub-division Plat Application for the Lower Valley Workforce Housing, Wilson Canyon Estates (Application #SD2024-0001).*

Program Area: Water

Wylie Channel Letter: Based on your direction, I have crafted a letter request that the US Army Corps of Engineers and the Wyoming State Engineers Office retain the current flows through the Wylie Channel for natural resources and agricultural uses. Ideally this letter could be signed by the landowners and irrigators in this area, in addition to TCD.

Suggested Motion: *Move to authorize the TCD Board Chair to sign the letter pertaining to the Wylie Channel and authorize staff to seek additional signature and send it to the US Army Corps of Engineers and the Wyoming State Engineers Office.*

Information Items:

Operations Area: Administration

- **Memorandum of Agreement (MOA) Budget:** I am submitting the draft FY25 MOA budget for your review (see Supplemental Materials), prior to development of our official draft budget, which you will see in the April Board Meeting. We met with all MOA partners and all of them submitted their requests in a timely manner, which was nice!
- **Wyoming Association of Conservation Districts (WACD) Convention:** I submitted a grant request for \$75,000 to the Travel and Tourism Board Events Grant Program to offset costs associated with Convention. We should hear back in mid-April.
- **Grants:** A significant amount of my time has gone towards review and communication on grants that are finalizing and being paid out, and grants that were recently awarded.
- **Teton County Staffing:** There have been some significant changes to staffing at Teton County that affect TCD collaboration, including resignations by the County

Administrator, Alyssa Watkins, and the Fire Chief, Stephen Jellie. Also, a Water Resources Coordinator has been hired, and Chris Peltz starts March 25, 2024. Lastly, the Engineering Department has brought on another Engineer.

Program Area: Land

- **May Park Community Gardens:** I have been working with Robb to develop a strategy to lead certain elements of the May Park Community Garden expansion. This is being done in close partnership with Slow Food of the Tetons, who oversees community gardens, and with deference to Teton County/Town of Jackson Parks and Recreation.

Program Area: Water

- **Teton County Water Quality Management Plan (WQMP):** Roby, David, and I attended a Board of County Commissioner (BCC) workshop where the WQMP was presented, public comment was heard, and the BCC provided direction for edits and forthcoming actions. I made some very brief comments about moving with focus and intention in the action phase of water quality management in Teton County. I thought the meeting was exceptional and exceeded expectations.
- **Flat Creek Watershed Improvement District (FCWID) Dissolution:** I have no further details.
- **FCWID Thaw Well Grant Request:** We are awaiting the grant award paperwork.

Statement of Work & Scope of Services

We understand the importance of this engagement. Therefore, we have proposed a fee schedule - fixed fee, not to exceed pricing - that is sensible and that generates project results that will add value to the District **based on the estimated hours and effort necessary to complete the project** to our internal standards, deliver to client-partner expectations, and complete the essential and value-added steps of the project as outlined in this proposal as based on our understanding of the scope and communicated organizational/workforce details. **It is estimated this engagement will last for a period of up to three (3) months.**

Project Workstreams & Cost

Workstream 1 - Comparator Group:

- **Review and refresh organizational comparators**
 - Includes facilitated discussion with client project team

Deliverables: Finalized comparator group of up to 15 organizations (includes up to one [1] round of client revision)

Workstream 2 - Data Collection & Review:

- Collection and review of existing job descriptions and related materials
- Review and analysis of census details, including FLSA exemption status
- Development of study title list and summaries (presumes less than ten [10] titles), representative of all roles, levels, and functions across affected populations

Deliverables: FLSA review and recommendations, survey title list and summaries

Workstream 3 - Compensation Study:

- Development and facilitation of compensation data custom survey (actual pay, pay ranges, and supplemental pay only)
- Collection of published survey data; integration of published and custom survey and/or collected data; integration of cost of labor/cost of living data
- Development of pay structures and implementation costing models

Deliverables: Comprehensive benchmark summary, revised pay structure (includes two [2] rounds of client revision), slide deck outlining findings and recommendations including any associated implementation costing (includes two [2] rounds of client revision), and written report outlining overall study findings to supplement slide deck (includes two [2] rounds of client revision)

The above fees assume all meetings, discussions, or presentations requiring the participation of the Public Sector & Higher Education practice will be held via teleconference or video. If the client requests on-site visits of this group, they will be billed at labor costs plus expenses (i.e., per diem based on role) at a rate of \$5,000 per day per resource unless otherwise pre-negotiated. All anticipated project expenses are included in this quote.

Project Assignment

This Project Assignment is issued according to the attached proposal with an Effective Date of { / / }, by and between Gallagher Benefit Services, Inc. ("Gallagher") and Teton Conservation District ("Client").

Scope of Services:

- Deliverables and timeline as outlined on page 01 of this document ("Statement of Work & Scope of Services").

Schedule / Period of Performance:

- Deliverables and timeline as outlined on page 01 of this document ("Statement of Work & Scope of Services").

Fees & Expenses:

\$14,750.00 fixed fee, payable in three (3) equal monthly installments of \$4,916.XX with the first installment issued within thirty (30) days of project assignment execution and the final installment within 30 days of the provision of final project deliverables as outlined in the attached proposal.

Key Assumptions:


The client will provide Gallagher access to data or other necessary resources to complete the assignment.

ACCEPTED AND AGREED:

CLIENT

By: _____
Name: _____
Title: _____
Date: _____
Address: _____

Gallagher Benefit Services, Inc.

By:  _____
Name: Erik Henry-Smetana
Title: Managing Director
Date: March 4, 2024
Address: 8 Cadillac Dr, Suite 200
Brentwood TN, 37203



MASTER AGREEMENT FOR PROFESSIONAL SERVICES

This Master Agreement for Professional Services (“**Agreement**”) entered into as of **{insert date}** (“**Effective Date**”) is between Gallagher Benefit Services, Inc. (“**Gallagher**”) and Teton Conservation District (“**Client**”).

Gallagher and Client desire to arrange for the provision of services by Gallagher to the Client as set forth herein. In consideration of the promises and mutual covenants set forth herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

- 1. ENGAGEMENT OF SERVICES.** From time to time, Gallagher and Client may enter into project assignment(s) for the provision of services provided by Gallagher (each a, “**Project Assignment**” attached hereto as a sample). The exact nature and scope of the services shall be agreed, and the scope of services shall be detailed in a Project Assignment, and shall be governed by the terms and conditions of this Agreement.
- 2. SCOPE OF PROJECT ASSIGNMENTS.** Gallagher will provide services, functions, or responsibilities related to the services set forth in the Project Assignment that are: (a) reasonably required for the proper performance and delivery of such services, functions, or responsibilities in accordance with this Agreement, or (b) an inherent part of, or a necessary subpart included within such services, functions or responsibilities.
- 3. STANDARD FOR PERFORMANCE.** Subject to the terms of this Agreement, Gallagher will use its best efforts to render and complete the services by the applicable completion dates as may be specified in the Project Assignment.
- 4. COMPENSATION.** Client will pay Gallagher a fee for services rendered under this Agreement as set forth in the Project Assignment(s) undertaken by Gallagher. Client shall be responsible for all expenses incurred by Gallagher in the performance of its services under this Agreement. Upon termination of this Agreement for any reason, Gallagher will be paid fees specified on the Project Assignment for work which is then in progress on a proportional basis, and expenses incurred through the effective date of such termination. Unless other terms are set forth in the Project Assignment(s) for projects which are in progress, Client will pay Gallagher for services and will reimburse Gallagher for previously approved expenses within thirty (30) days of the date of Gallagher’s invoice. Any amounts not paid when due will accrue interest at the rate of one percent (1%) per month or the highest rate permitted by applicable law, whichever is less. If any amount is not paid in full when due without a good faith basis to withhold, that nonpayment will constitute a material breach of this Agreement
- 5. INDEPENDENT CONTRACTOR RELATIONSHIP.** Gallagher’s relationship with Client will be that of an independent contractor and nothing in this Agreement should be construed to create a partnership, joint venture, agent-principal, or employer-employee relationship. In the performance of its duties, Gallagher may rely upon, and will have no obligation to independently verify the accuracy, completeness, or authenticity of, any written instructions or information provided to Gallagher by the Client or its designated representatives, and reasonably believed by Gallagher to be genuine and authorized by the Client. Furthermore, Gallagher’s engagement under this Agreement will not prevent it from taking similar engagements with other clients who may be competitors of the Client. Gallagher will, nevertheless, exercise care and diligence to prevent any actions or conditions which could result in a conflict with Client’s best interest.

6. CONFIDENTIAL & NON-IDENTIFYING INFORMATION.

6.1 Confidential Information. As used in this Agreement, “**Confidential Information**” means any non-public, proprietary or personal data and information furnished by either party or its agents or representatives to the other party or its agents and representatives, whenever furnished and regardless of the manner or media in which such information is furnished, which the receiving party knows or reasonably should know to be confidential. Each party shall treat Confidential Information as confidential and only use it in the performance of its obligations under this Agreement.

The parties acknowledge that Confidential Information includes personal data provided to Gallagher by Client for the benefit of Client and/or its employees to facilitate the performance of services set forth in this Agreement or applicable Project Assignment. Both parties also agree and understand that Confidential Information may include information that alone, or in combination with other information, uniquely identifies an individual. Client agrees that Gallagher is permitted to disclose and transfer Client’s Confidential Information to Gallagher’s affiliates, agents, or vendors that have a need to know the Confidential Information in connection with the services provided under this Agreement (including insurance carriers, as necessary, for quoting and/or placing insurance coverages). Gallagher has established, and will maintain security controls to protect Client Confidential Information from unauthorized use or disclosure. For additional information, please review **Gallagher’s Privacy Policy** located at <https://www.ajg.com/privacy-policy/>.

Both Gallagher and Client agree to comply with all state and federal laws, rules, and orders that relate to privacy and data protection which are, or which in the future may be, applicable to Confidential Information, the services, or the performance of obligations under this Agreement. Upon request, Gallagher will cooperate with Client pursuant to applicable law(s) to comply with requests from individuals regarding their personal information.

6.2 Non-Identifying Information. Notwithstanding Section 6.1 above, Gallagher may collect, use, transfer, and disclose information only in a form that does not specifically identify Client (“**Non-Identifying Information**”). All Non-Identifying Information will remain anonymous and cannot be altered to re-identify Client or any individual. Furthermore, Gallagher certifies that all Non-Identifying Information combined and aggregated with information collected from other sources for analytical and research purposes, shall be subject to, and in compliance with all applicable privacy and data security laws.

7. REPRESENTATIONS AND WARRANTIES.

7.1. Gallagher Representations and Warranties. Gallagher represents and warrants that its services shall be performed by personnel possessing competency consistent with applicable industry standards.

7.2. Client Representations and Warranties. Client hereby represents and warrants that: (a) materials provided to Gallagher for use in connection with the services provided hereunder will not infringe the intellectual property rights of any third party; and (b) Client has the full right and power to enter into and perform this Agreement without the consent of any third party.

7.3. No Other Representations and Warranties.

EXCEPT FOR THE REPRESENTATIONS AND WARRANTIES SET FORTH IN THIS AGREEMENT, NO OTHER REPRESENTATION, EXPRESS OR IMPLIED, AND NO WARRANTY OR GUARANTEES ARE INCLUDED OR INTENDED BY GALLAGHER IN THIS AGREEMENT, OR IN ANY REPORT, OPINION, DELIVERABLE, WORK PRODUCT, DOCUMENT OR OTHERWISE. THIS SECTION SETS FORTH THE ONLY WARRANTIES PROVIDED BY GALLAGHER CONCERNING THE MATTERS COVERED BY THIS AGREEMENT. THIS WARRANTY IS MADE EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY.

8. LIMITED LIABILITY. Gallagher's liability to the Client and any other party for any losses, injury or damages to persons or properties or work performed arising out of in connection with this Agreement and for any other claim, whether the claim arises in contract, tort, statute, or otherwise, shall be limited to the amount of the total fees due to Gallagher from Client for the particular Project Assignment giving rise to the claim.

NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS AGREEMENT, GALLAGHER SHALL NOT BE LIABLE FOR ANY SPECIAL, INDIRECT, CONSEQUENTIAL, LOST PROFITS, OR PUNITIVE DAMAGES SUSTAINED OR INCURRED IN CONNECTION WITH THIS AGREEMENT, AND WHETHER OR NOT SUCH DAMAGES ARE FORESEEABLE.

Client's exclusive remedy for any claim arising out of or relating to this Agreement will be for Gallagher, at its sole option and upon receipt of written notice, either: (a) to use commercially reasonable efforts to cure, at its expense, the matter that gave rise to the claim for which Gallagher is at fault, or (b) return to Client the fees paid by Client to Gallagher for the particular service provided that gives rise to the claim, subject to the limitation contained in this section. Client agrees that it will not allege that this remedy fails its essential purpose.

No claim or cause of action, regardless of form (tort, contract, statutory, or otherwise), arising out of, relating to or in any way connected with this Agreement or any services provided hereunder may be brought by either party any later than two (2) years after the accrual of such claim or cause of action.

9. INDEMNIFICATION. Each party agrees to defend, indemnify, and hold the other party and its affiliates and their respective directors, officers, employees, and agents harmless from any and all losses, liabilities, exposures, damages, and all related costs and expenses, including reasonable legal fees, to the extent arising from or relating to any third-party claims, demands, suits, allegations, causes, or threats of action based on the indemnifying party's: (a) breach of any representation, warranty, or covenant made by such party hereunder; or (b) grossly negligent acts, omissions, or intentional misconduct; provided, however, that the indemnifying party's indemnification obligations hereunder shall be reduced to the extent that such losses and damages arise from the acts or omissions of the other party or its employees or agents.

10. TERM AND TERMINATION. The term of this Agreement will commence on the Effective Date and shall remain in effect until terminated in accordance with this Agreement. Either party may terminate this Agreement by giving the other party at least sixty (60) days written notice of its intent to terminate. Client shall be responsible to Gallagher for any services performed prior to the date of termination and Gallagher shall be responsible to Client to continue to provide services until the date of termination of this Agreement. Upon termination of the Agreement, contingent upon Client's full payment for services and incurred expenses, Gallagher will deliver to Client any and all of its information, forms and documentation.

11. **GENERAL PROVISIONS.**

11.1. Assignment and Subcontractors. Client may not assign this Agreement without Gallagher's prior written consent. Gallagher may cause another person or entity, as a subcontractor to Gallagher, to provide some of the services required to be performed by Gallagher hereunder; provided that Gallagher shall remain responsible for all acts and omissions of any such subcontractors (each of which shall be bound by Gallagher's obligations under this Agreement). Gallagher shall seek prior written approval from Client for any subcontractors providing substantive consulting, professional, or managerial services. Prior written approval shall not be required for clerical, office, secretarial, IT back-up, administrative or similar support services.

11.2. Travel Expenses. Expenses are to be kept to a minimum and are billed at actual cost for (but not limited to) the following: consultant travel, lodging, meals, local transportation, and airport, meeting, and parking expenses. Hotel expenses will typically be based on preferred rates obtained by Client or Gallagher; however Gallagher may select a non-preferred major chain (e.g., Marriott; Hyatt; etc.) if personal safety factors, geography, or meeting requirements dictate. Charges for airfare will be based on the most economical means of travel wherever possible, however, due to scheduling difficulties, aircraft capacity, and/or fare availability, charges may on occasion include higher cost, refundable fares fees, full coach, or non-refundable business/first class charges.

11.3. Force Majeure. Except for Client's payment obligations under this Agreement, neither party shall be liable for any delay or failure in performance due to causes beyond its reasonable control.

11.4. No Legal Advice Intended. The advice given by Gallagher is not intended to be, nor should it be construed as legal advice. Client is recommended, at its own cost, to have its own independent legal counsel review all documentation provided by Gallagher. Gallagher will not be obligated to perform, and the Client will not request performance of, any services which may constitute unauthorized practice of law. The Client will be solely responsible for obtaining any legal advice, review or opinion as may be necessary to ensure that its own conduct and operations, including the engagement of Gallagher under the scope and terms as provided herein, conform in all respects with applicable State and Federal laws and regulations (including ERISA, the Internal Revenue Code, State and securities laws and implementing regulations) and, to the extent that the Client has foreign operations, any applicable foreign laws and regulations.

11.5. Severability. In case any one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect the other provisions of this Agreement, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

11.6. Notices. All notices, requests and other communications under this Agreement must be in writing, and must be mailed by registered or certified mail, postage prepaid and return receipt requested, delivered by overnight delivery or delivered by hand to the party to whom such notice is required or permitted to be given. If mailed, any such notice will be considered to have been given five (5) business days after it was mailed, as evidenced by the postmark. If delivered by overnight delivery or hand, any such notice will be considered to have been given when received by the party to whom notice is given, as evidenced by written and dated receipt of the receiving party. The mailing address for notice to either party will be the address shown on the signature page of this Agreement. Either party may change its mailing address by notice as provided by this section.

11.7. Governing Law. The parties agree that this Agreement shall be governed by, interpreted and construed in accordance with the laws of the State of Illinois without giving effect to the choice of law principles thereof or any canon, custom or rule of law requiring construction against the drafter.



11.8. Enforcement. In the event that either party shall successfully bring an action against the other with respect to the enforcement, interpretation, or breach of any provision of this Agreement, the other party shall pay the reasonable amounts incurred by the party bringing the action, specifically including court costs, expenses and reasonable attorneys' fees.

11.9. Waiver. No waiver by either party of any breach of this Agreement shall be a waiver of any preceding or succeeding breach. No waiver by either party of any right under this Agreement shall be construed as a waiver of any other right. Neither party shall be required to give notice to enforce strict adherence to all terms of this Agreement.

11.10. Entire Agreement. This Agreement is the final, complete and exclusive agreement of the parties with respect to the subject matter hereof and supersedes and merges all prior discussions between them. No modification of or amendment to this Agreement, nor any waiver of any rights under this Agreement, will be effective unless in writing and signed by the party to be charged. This Agreement shall inure to the benefit of, and shall be binding upon, both Gallagher and Client and their respective heirs, legal representatives and permitted assigns. The terms of this Agreement will govern all Project Assignments and services undertaken by Gallagher for Client. In the event of any conflict between this Agreement and a Project Assignment, the Project Assignment shall control, but only with respect to the matters set forth therein.

11.11. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument. One or more counterparts of this Agreement may be delivered by facsimile or other electronic signature (including portable document format) by either of the parties and the receiving party may rely on the receipt of such document so executed and delivered electronically, with such delivery having the same effect as delivery of an original counterpart.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed on the date first written above.

Client: Teton Conservation District

Gallagher Benefit Services, Inc.

By: _____
Name: _____
Title: _____
Date: _____
Address: _____

By: _____
Name: Erik Henry-Smetana
Title: Managing Director
Date: _____
Address: 8 Cadillac Drive, Creekside Crossing
Brentwood, TN, 37209



**Teton
Conservation
District
Est. 1946**

Chandler Windom, Senior Planner
Teton County Planning and Building Department
PO Box 1727
200 South Willow Street
Jackson, WY 83001

March 20, 2024

RE: Lower Valley Energy SD2024-0001

Dear Chandler,

Thank you for the opportunity to review and comment on permits SD2024-0001, pertaining to subdivision of parcels 22-40-16-20-1-00-005 and 22-40-16-21-2-00-005. The Teton Conservation District (TCD) is reviewing this permit to evaluate potential natural resources issues and opportunities. TCD staff did not conduct a site visit, but we are generally familiar with the natural resources of the property and area. Comments will be categorized by water, soils, vegetation, and wildlife.

Previously, TCD provided a letters pertaining to permits: ZMA2020-0001, ADJ2022-0011/12 and DEV2022-0010/11, and many of our comments are consistent with these previous reviews.

Water

Perennial surface water is absent on these properties. The frequency at which surface water is present is hard to predict, given the lack of a developed channel at the mouth of Wilson Canyon. The limestone geology, coarse rubble in the canyon bottom, and cobble present from the canyon mouth down to this site all produce conditions prone to surface water drainage to groundwater in most circumstances. The HWY 89 culvert placement, in alignment with an historical channel of Timber Gulch Creek (according to TCD Surface Water Inventory) indicates that surface water drainage at times is likely to occur through the southern parcel (22-40-16-21-2-00-005). Locations such as this, where a substantial watershed exists but surface water rarely flows often surprise us in Teton County and account for some of our most common flood scenarios. During frozen ground periods, when surface water cannot percolate, the Wilson Canyon watershed could easily generate damaging flows during snowmelt, rain on snow, or rain events. Anticipating these flows with thoughtful routing of water through the home sites, and across the roadways will be essential.

Stormwater runoff from impervious surfaces should be managed through retention, infiltration, and routing to minimize accumulation and discharge of surface water from this site. The hillside failure that plugged the East Side Ditch that flooded homes just west of this location clearly demonstrates the need to incrementally address stormwater accumulation as

Conserving our natural resources – air, land, water, vegetation, and wildlife

420 W. Pearl Ave. | 307/733-2110 P
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Jackson, Wyoming 83001 | Roby@tetonconservation.org



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development occurs. The steep slopes, homes, and other essential infrastructure that occurs west and downstream of this site can be protected from stormwater through implementation of proper Best Practices. The DEV permit (DEV2022-0006) on Hereford Tract 10 presented detailed descriptions of green infrastructure designs that could be easily applied to this project.

Drinking water sources in the immediate vicinity of this proposed development have high concentrations of nitrate, perhaps demonstrating an increased susceptibility to wastewater contamination. Utilizing sewer connection to the Town of Jackson Wastewater Treatment Plant is strongly encouraged. Diligent monitoring for nitrate prior to water system buildout and following development is advised.

Groundwater availability at this location varies, but near this location, sufficient flows can be hard to achieve. Proactive choices to reduce unnecessary water use, including the use of native vegetation and limited turf grass is advised. Additionally, retaining topsoil where possible and improving soil conditions by importing additional topsoil or compost to support lawn areas will result in long-term water conservation. This will decrease the potential that water use at this site adversely affects shared groundwater resources. Given that nitrate contamination in this area is minimally buffered by groundwater dilution, water use at the proposed sub-division has the potential to further reduce dilution in the areas down gradient and further concentrate contaminants.

Mixed use zoning, where industrial uses are near drinking water wells can pose an increased risk of contamination. TCD recommends Lower Valley Energy assure proper storage and containment of any hazardous materials in the northern storage yard, including chemically treated wood, to mitigate potential risk to drinking water resources.

Drinking water in this vicinity is also known for very high Hardness, to the extent that it can be damaging to household appliances.

Soils

The Natural Resources Conservation Service Web Soil Survey classifies the northern lot as silty loam and the southern site as gravelly loam. And groundwater depths are anticipated to be well below the ground surface. The silty loam present on the northern lot, in combination with the hillside slopes are more likely to result in soil erosion, requiring more stabilization during construction and reclamation. The soils present on the southern parcel are not particularly well suited for traditional landscaping like turf grass, because it is rocky, very well-drained and lacking in organic content. Additionally, the Soil Survey predicts that soils are suitable for road creation, but potential challenging for shallow trenching for infrastructure due to rocks.

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Vegetation

As mentioned above, the soil characteristics at this site would benefit from soil preparation with weed-free topsoil or compost in the turf lawn areas will be advantageous in the long term by reducing the need for water and chemical additions. The seed mix presented for native plant reclamation has a fairly high grass seeding rate, 50+ lbs per acre. Local reclamation examples as well as national seeding resources indicated that this seeding rate will indeed produce a robust grass crop. If there is interest in increased forb diversity, reducing the grass seeding rate could be beneficial. However, this may result in a greater need for weed treatment and site care during forb establishment.

Addressing weed infestations at the site prior to development is strongly encouraged. Given that this site is dry, with poor soils, and full sun, vegetation will be slow following disturbance with noxious invasive species being particularly problematic.

Wildlife

TCD wants to highlight the importance of the wildlife winter range adjacent to this property. The hillsides in this vicinity, but also these lower sloped sites are demonstrated to have a disproportionately high value to our native big game populations through collar data and general observation. This importance is likely to increase as elk feeding decreases on the National Elk Refuge and potentially State run feedgrounds. Limiting fencing, assuring dogs are kept under tight control, and assuring no wildlife feeding occurs are all steps that can be taken immediately. Being located at the current terminus of the highway high-fence and being centrally located within very high value winter range makes this site an important location to be forward looking but also adaptable as circumstances change.

Please do not hesitate to reach out to TCD directly to discuss water, soil, vegetation, wildlife, and other natural resources concerns regarding this and future development on Lower Valley Energy's properties.

Sincerely,

Roby Hurley
Board Chair
Teton Conservation District

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Kenny Koebberling
Jackson Levee Project Manager
US Army Corps of Engineers

March 20, 2024

Preston Konop
Hydrographer-Commissioner
Wyoming State Engineers Office

RE: Retaining Existing Levels of Flows in Wylie Channel

Dear Mr. Konop and Mr. Koebberling,

Teton Conservation District (TCD) is writing to strongly encourage the US Army Corps of Engineers and the Wyoming State Engineers Office to retain the existing level of flows currently passing beneath the levee into the Wylie Channel. At the request of landowners that benefit from the Wylie Channel of the Snake River, TCD has assessed the history of this channel, and worked to understand its benefit from a natural resources and agricultural perspective.

History

Some of the Wylie Channel's history is visible on the Teton County Map Server in aerial imagery. Prior to levee the development, the Wylie Channel is visible as a free-flowing channel of the Snake River in 1945, 1955, and 1967 aerial imagery. Concurrent with the development of the levee extension south, this channel was retained by allowing conveyance through the levee. According to the landowners and water right holders, this was originally done via uncontrolled culverts, and served the purpose of retaining the existing benefits the channel provided, especially for river and riparian habitat. At some point, gates were added to the downstream end of the culverts to allow for some level of control. Landowners and irrigators have kept this channel and the control structure through the levee maintained and operational.

Water Rights

It is clear to TCD that given the Wylie Channel's comingling with the Snake River Ditch (aka August Christiansen, Crane Creek, Blue Crane Creek), and the irrigation uses from this system, assigning water rights to the point where the Wylie Channel flows beneath the levee is important to the Wyoming State Engineers Office. In fact, TCD has provided financial assistance for the water right permitting required for this purpose. In no way does our recommendation of retaining existing flows work against the directive of the Wyoming State Engineers Office to seek water rights and formalize this as a point of diversion for irrigation uses.

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Natural Resources Value

As is stated above, conversations with landowners suggest that the original intent of retaining this channel was its natural resources value. The existing seeps and springs that are present directly adjacent to and especially downstream of this channel certainly have direct hydrologic connectivity to the Wylie Channel. Reduction of flows will diminish the groundwater recharge of this area, thus diminishing spring activity and vegetation productivity, which will then effect wildlife and livestock. Amphibian surveys that TCD completed in this immediate vicinity identified all life stages of the full suite of endemic amphibians. Cutthroat trout and other native fish species are also present here, as are many other wetland obligates.

The US Army Corps of Engineers has previously sought to bring flows from the main channel of the Snake River behind the levees as authorized by the Snake River Restoration Project. This project prioritized the establishment of new flows behind the levee as a restoration activity to address habitat degradation from levee construction along the Snake River. The Wylie Channel was retained with this same goal in mind, and is a rare opportunity where forethought resulted in the retention of high value hydrologic and ecological process, which are now at risk due to administrative complexity. By assuring that flows are not reduced because of culvert replacement, we can retain the natural resources values that were protected by previous landowners and levee managers, and which have been identified as a restoration priority for the Snake River's riparian lands.

The location of the Wylie Channel is an exceptional place to retain flows behind the levee. There is very limited development, compared to almost everywhere along the Snake River in Jackson Hole, which reduces the risk of potential flooding and erosion.

Finally, the TCD Board of Supervisors wants to encourage the US Army Corps of Engineers to do as little work as possible on the culverts at the start of the Wylie Channel. The existing structure has been manageable, and there are concerns that changes will make management of this system more difficult for landowners and water users.

To reiterate, as landowners proceed with water right permitting, TCD and the signatories of this letter request that the current level of flows in the Wylie Channel be maintained into the future.

Please don't hesitate to reach out with any questions.

Roby Hurley
Board Chair
Teton Conservation District

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Teton Conservation District Fiscal Year 2025 (FY25) MOA Budget

FY25-MOA Draft Submitted at March 20, 2024 TCD Board Meeting for Discussion



MOA Program Budgets

Water Program	Proposed FY25	Approved FY24	Notes:
<u>Town of Jackson MOA</u>			
Water Quality Monitoring at WWTP	\$2,300.00	\$10,000.00	Water quality monitoring of South Park wetland treatment
PFAS Monitoring	\$7,500.00	\$0.00	PFAS monitoring of surface waters in Town of Jackson
Bear Resistant Trash Containers	\$20,000.00	\$0.00	Replacing Town owned trash cans outside Bear Conflict Zone
Karns Meadow Native Plant Restoration	\$0.00	\$15,000.00	Weed removal & restoration of native plant communities
Town Water Conservation Measures	\$0.00	\$5,000.00	Irrigation pilot & user education
sub-total	\$29,800.00	\$30,000.00	
<u>Trout Unlimited MOA</u>			
Kids Fishing Day	\$500.00	\$500.00	Sponsorship: supplies & promotion
Snake River Headwaters Watershed Group	\$5,000.00	\$0.00	Support for facilitation
Blackrock Creek Bank Stabilization	\$45,000.00	\$0.00	Stream bank and habitat enhancement on USFS
Lower Snake River Ranch Bank Stabilization	\$0.00	\$50,000.00	Implementation of bioengineered riverbank stabilization
sub-total	\$50,500.00	\$50,500.00	
<u>Friends of the Teton River MOA</u>			
Tributary Monitoring	\$8,453.00	\$5,860.00	Water quality/quantity & temperature monitoring
Wyoming Fisheries Monitoring	\$600.00	\$6,471.00	Electrofishing & genetic sampling
Technology Upgrades	\$0.00	\$5,070.00	Hog canal batteries
sub-total	\$9,053.00	\$17,401.00	
<u>Flat Creek Watershed Imp. District MOA</u>			
Camenzind Bank Stabilization	\$29,210.00	\$0.00	Matching funds for thaw well grant
COVID HMGP Grant Match	\$0.00	\$29,017.50	Bank stabilization and habitat enhancement
sub-total	\$29,210.00	\$29,017.50	
Water Program MOA Sub-Total	\$118,563.00	\$126,918.50	
Land Program	Proposed FY25	Approved FY24	Notes:
<u>Slow Food in the Tetons MOA</u>			
Local Food Producer Support	\$20,000.00	\$15,000.00	Teton Farmer Fund and community gardens
Local Food Sales and Distribution	\$25,000.00	\$20,000.00	Slow Foods online market & farmstand; People's Market
Local Food Outreach	\$6,000.00	\$16,000.00	Farm to Fork; Gardening & Growing Outreach Series
sub-total	\$51,000.00	\$51,000.00	
<u>Mountain Roots Education MOA</u>			
Sustainable Living Workshops	\$3,600.00	\$3,600.00	Adults classes, promotion
Alta School Garden Program	\$2,500.00	\$2,500.00	In-school greenhouse lessons
Wilson School Garden	\$3,000.00	\$0.00	Establishing new programming in Wilson Elementary School
sub-total	\$9,100.00	\$6,100.00	
Land Program MOA Sub-Total	\$60,100.00	\$57,100.00	
Vegetation Program	Proposed FY25	Approved FY24	Notes:
<u>JH Weed Mgmt. Association MOA</u>			
Partner Support	\$25,000.00	\$55,000.00	North Zone Seasonal Position, Horseback Program
River Corridors	\$15,000.00	\$15,000.00	Snake River Treatments
sub-total	\$40,000.00	\$70,000.00	
Vegetation Program MOA Sub-Total	\$40,000.00	\$70,000.00	
Wildlife Program	Proposed FY25	Approved FY24	Notes:
<u>Grand Teton National Park Foundation MOA</u>			
Kelly Hayfields	\$10,000.00	\$10,000.00	Native seed propagation contract
sub-total	\$10,000.00	\$10,000.00	
<u>Jackson Hole Wildlife Foundation MOA</u>			
Give Wildlife A Break	\$7,200.00	\$4,840.00	Wildlife Vehicle Collision Report
Nature Mapping Jackson Hole	\$10,000.00	\$11,000.00	Reporting & training; database; app support; Bluebird research
Bear Wise Jackson	\$8,000.00	\$8,000.00	Materials & incentives for compliance
Habitat Restoration	\$5,000.00	\$0.00	Historically, Wildlife Friendlier Fencing: materials and crews
Snake River Levee Ramps	\$1,000.00	\$0.00	Monitor wildlife ramps via trailcam
Wildlife Friendlier Fencing	\$0.00	\$6,488.00	Fence modification with landowners (materials & crew logistics)
sub-total	\$31,200.00	\$30,328.00	
Wildlife Program MOA Sub-Total	\$41,200.00	\$40,328.00	

Sustainability Program	Proposed FY25	Approved FY24	Notes:
<u>Integrated Solid Waste & Recycling MOA</u>			
HHW & E-Waste Collection	\$24,000.00	\$24,000.00	Household/Hazardous & E-Waste Disposal
Residential Food Waste Collection	\$2,500.00	\$2,500.00	Bear-resistant collection bin & hauling from ISWR office
Residential Food Waste Accessibility	\$4,750.00	\$0.00	Provides composting facilities to local events, advertising
Compost Give Back	\$0.00	\$2,500.00	Compost cycle programming to incentive use by public
sub-total	\$31,250.00	\$29,000.00	
<u>Energy Conservation Works MOA</u>			
Ecofair	\$2,500.00	\$2,500.00	"Gold" sponsor recognition, clean-up w/Rotary
Green Power Promotion	\$1,000.00	\$1,500.00	Program promotion
Commercial Energy Efficiency	\$7,250.00	\$4,250.00	Discount for Energy Audit, promotion, grant assistance
Residential Energy Efficiency	\$7,750.00	\$8,250.00	Energy efficiency kits, & home weatherization
Community Shared Solar	\$15,000.00	\$7,500.00	Project implementation
sub-total	\$33,500.00	\$24,000.00	
<u>Yellowstone-Teton Clean Cities MOA</u>			
CNG Vehicle Marketing	\$4,000.00	\$4,000.00	Manage bi-monthly state meeting, fleet site visits, mechanic training, other
Electrical Vehicle Experience	\$10,000.00	\$10,000.00	Lease electric an car for use/demonstrations, other promotion
Sustainability Series Support	\$4,000.00	\$4,000.00	Sponsorship of events/presentations
Level II Charging Program	\$10,000.00	\$10,000.00	Level II charging station installation, marketing, facilitation
sub-total	\$28,000.00	\$28,000.00	
Sustainability Program MOA Sub-Total	\$92,750.00	\$81,000.00	
TOTAL MOA BUDGET	\$352,613.00	\$375,346.50	