**FCWID BOARD OF DIRECTORS MEETING**

**May 9, 2016; 9:00 – 10:30 AM**

**Teton Conservation District Offices**

**420 W. Pearl Avenue, Jackson, WY 83001**

*In attendance: Bill Wotkyns, Lance Ash, Larry Pardee, Sandy Buckstaff, Joe Burke, Brian Remlinger, Meagan Smith, Alice Widdess, Mike Welch, and Patrick Wright*

**MINUTES 0F MEETING**

1. **The meeting was called to order by Chairman Bill Wotkyns @ 9:01 AM.**
2. **Approval of Minutes (4/11/16)**
   1. Lance Ash made a motion to approve the 4/11/16 Meeting Minutes; Larry Pardee seconded the motion; motion approved by a vote of 4-0.
3. **Treasurer’s Report *(Lance Ash)***
   1. Bank Account Reconciliation – Lance Ash reported that the bank account reconciliation report meets with his approval.
   2. Financial Reports – Lance Ash stated that the financial reports (P&L) meet with his approval.
4. **Approval of Vouchers *(Lance Ash)***
   1. Lance Ash reports that he has reviewed all the vouchers.
   2. Larry Pardee made a motion to approve the vouchers; Sandy Buckstaff seconded the motion; motion approved by a vote of 4-0.
5. **Comments from Public**
   1. Introductions were made around the table.
   2. Patrick Wright, Inversion Labs, explained he is in attendance to learn more about FCWID. His education includes a Master’s degree in atmospheric science, and he has a background in hydrology. He has been working on data analysis with the avalanche center. He met with Carlin Girard to discuss helping with the data analysis collected.
   3. Mike Welch explained that he has been working on a project through the Snake River Fund that relates to Flat Creek, looking at different aspects of the creek with a focus on headwaters, the Town of Jackson portion, and attempting to look at all the issues that relate to Flat Creek. His group has done outreach to various stakeholder groups.
      1. His group has developed a draft of a Flat Creek Corridor Overlay in order to think about a plan for redevelopment, adding some access while protecting the creek. It would be an option for district owners along the creek to take advantage of. The group has worked with the electeds, Tyler Sinclair, and Alex Norton to prepare the draft, and he can bring in Hal Hutchinson to do a presentation to the FCWID board, if the board is interested.
      2. Bill Wotkyns thanked Mike Welch for the work he has been doing and pointed out that part of the FCWID Mission Statement covers above and beyond the district’s portion of Flat Creek. Bill suggested that Mike Welch sit down with some of us to review and go through the draft and then, if appropriate, we could bring in Hal Hutchinson for a presentation.
         1. **ACTION ITEM:** Sandy Buckstaff and Bill Wotkyns will meet with Mike Welch to review the Flat Creek Corridor Overlay draft.
   4. Joe Burke expressed a desire to be included on this project.
   5. Joe Burke also inquired about the signs that were to be installed along Flat Creek last year that mention to floaters, etc. to respect private properties along with containers and noise issues.
      1. **ACTION ITEM:** Larry Pardee will check with Parks and Recreation to find out what action has been taken on the installation.
      2. Some attendees at the meeting mentioned that they had seen a new sign at the Garaman Park area of the creek.
      3. Mike Welch shared that the Snake River Fund put in for a Community Foundation of Jackson Hole Grant to work with the Jackson Hole Land Trust, the Teton Conservation District, and Parks and Rec to identify where it would be best to post signage for local trails, use of certain areas, and identify access locations.
   6. Joe Burke, who also serves on the Board of Health, shared that there has been discussion about Flat Creek’s public health issues and gave a heads up to the FCWID board that human pathogens may receive concern and warnings to the public down the road.
6. **Flat Creek Mitigation** 
   1. **Winter Monitoring (*Post-Monitoring Update from Alder Environmental, LLC)***
      1. **Staff gauge removal updates.** Brain Remlinger updated the board that the staff gauges are being removed this week.
      2. Brian Remlinger presented a short visual PowerPoint presentation (*see attached to these minutes).*
         1. **ACTION ITEM:** Joe Burke to send barometric readings to Brian Remlinger.
      3. Meagan Smith, Alder Environmental, LLC, presented a demonstration on how to use and access the information on the online viewer and drop box.
         1. **ACTION ITEM:** Alice Widdess to post links and user names on the FCWID website under “for the board” to provide FCWID board members with access to the data collection docs.
7. **Updates on candidates for study *(Bill Wotkyns’ outreach to Ed Kempena, etc.)***
   1. Bill Wotkyns reported a research for candidates has taken place and we have Ed Kempema and Rob Etema (Colorado State University). Bill Wotkyns reported he has attempted to contact the Army Corp of Engineers, but has never received a call back after leaving several voice messages. It was pointed out that Brian Remlinger has shared his data collection work with Ed Kempema and Rob Etema. Bill Wotkyns expressed a desire to learn more about how Patrick Wright could help with the study of the data.
      1. **ACTION ITEM:** Ed Kempema and Rob Etema are submitting a Proposal/Scope of Work that will be submitted before our next board meeting (June 13, 2016).
   2. **REQUEST FOR PROPOSAL updates.**
      1. Sandy Buckstaff reported that he has researched the Wyoming Statutes to find requirements for submission of Request For Proposals and found that if we do not find enough qualified individuals to submit an RFP, we can overlook the requirement, and there is a minimum of $25,000 threshold as well, so we would not qualify for an RFP.
8. **New Business**
   1. **Flat Creek Property Owner Assessment**
      1. **Strategies developed for communications to property owners**
         1. Discussion took place on how to develop communications with Flat Creek District property owners regarding the upcoming District assessment.
            1. It was stressed that we need to be proactive with some kind of update to our district members.
            2. Lance Ash suggested we prepare a 2015-2016 recap report that includes the FCWID budget, and mail it to all members.

**ACTION ITEM:** Franz Camenzind and Lance Ash to prepare a draft letter with updates. (Alice Widdess to assist.)

* + - * 1. Discussion took place on scheduling Home Owner Association meetings.
  1. **FCWID FY 2017 Budget** 
     1. Lance Ash, Treasurer, presented a review of the FY 2017 budget expressing that the goal is to get this budget approved by the board as it is due by June 1 to the Wyoming Department of Audit and the Teton County Commissioners.
     2. The RESERVE FUND was discussed and it was pointed out that it would be used, when and if needed, for flooding and special projects (i.e., Dogwood property to build a path for access to the creek to mitigate flooding).
     3. Sandy Buckstaff made a motion to approve the budget as presented; Lance Ash seconded the motion; motion was approved by a majority vote.

1. **Executive Session (if required).** There was no Executive Session.
2. **Adjournment of Meeting** – Sandy Buckstaff made a motion to adjourn; Lance Ash seconded the motion; the meeting was adjourned at 10:41 AM by majority approval.

Respectfully submitted, ***The Minutes have been approved:***

Alice Widdess, FCWID Administrative Manager \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Chairman Date*

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*Treasurer Date*