

Flat Creek Water Improvement District (FCWID)  
Monthly Board of Directors' Meeting  
Monday, JULY 9, 2018  
9:00-10:30 a.m.  
Teton Conservation District  
420 W. Pearl Avenue, Jackson, WY 83001

**MINUTES OF MEETING (Draft)**

*In attendance: Bill Wotkyns, Larry Pardee, Sandy Buckstaff, Lexey Wauters, Carlin Girard, Franz Camenzind, and Alice Widdess*

- I. **Call or Order.** Bill Wotkyns, Board Chairman, called the meeting to order @ 9:00 a.m.
- II. **Approval of June 11, 2018 MINUTES OF MEETINGS: Public Hearing for FCWID FY 2019 Draft Budget; FCWID Monthly Board of Directors' Meeting; TCD-FCWID Joint Quarterly Meeting.** Lexey Wauters made a motion to approve the minutes for all meetings as presented; Sandy Buckstaff seconded the motion; motion approved by a vote of 3-0.
- III. **Treasurer's Report (Bill Wotkyns)**
  - a. **Bank Statements and Reconciliation Reports.** Bill Wotkyns presented the Treasurer's report in the absence of Lance Ash. Bill stated he spoke with Lance on Friday, July 6<sup>th</sup>, and reported Lance has reviewed the bank statements and reports and they meet with his approval.
  - b. **P&L Budget vs. Actual (July 1, 2018 – June 30, 2019).** Bill Wotkyns presented the P&L Budget vs. Actual and reported it looked correct and asked if there were any questions. No questions were asked.
  - c. **Joint TCD & FCWID Calendar – 2018 (Sandy Buckstaff)** The Joint TCD & FCWID calendar for 2018 was pointed out and contained in the board packet, and there were no changes to report.
- IV. **Approval of Vouchers.** Sandy Buckstaff made a motion to approve the vouchers as presented; Lexey Wauters seconded the motion; motion passed by a vote of 3-0.
- V. **Introductions and Comments from the Public.**
  - a. Franz Camenzind asked about the amount of water flow currently in Flat Creek, asking if it is a natural, normal flow.
    - i. Carlin Girard replied that Cache Creek water is flowing in. Also, the additional flow could be a result of the South Park Supply Ditch being turned back on. He noted that Flat Creek is at 220 CFS and is increasing.
    - ii. Lexey Wauters mentioned she has observed the water level and flow are up.
    - iii. Franz inquired if the water was Gros Ventre river water (diverted to Flat Creek for irrigation purposes) or if it is the result of water seepage from ground water.
    - iv. Carlin replied that there are some stream systems that have a big lag, and then an increase occurs later in the season. He expressed, in his opinion, that Flat Creek is not increasing in water and what we are observing is from Cache Creek and Gros Ventre water.
    - v. Bill Wotkyns mentioned that over the last 18 months he has observed higher flows than he has ever seen.
- VI. **Mitigation Projects**
  - a. **Drs. Kempema & Ettema's Study/Report Status (Bill Wotkyns)**
    - i. **Draft "Analysis of Ice-Related Flooding on Flat Creek Winter 2017-2018" Report**
      1. Bill Wotkyns reported he received the draft report late Friday, July 6<sup>th</sup>, stating also that Drs. Kempema & Ettema do not want to release it to the public yet until FCWID board has a chance to look it over.
      2. Bill pointed out pages 37 – 42+ contain mitigation suggestions, and he asked the board to pay particular attention to those pages.
    3. **ACTION PLAN:** Sandy Buckstaff is to consult with Bob Norton (Nelson Engineering) asking them to review our past two reports by Drs. Kempema & Ettema along with this draft report. He will suggest getting together, after their review, to discuss mitigation

*(Larry Pardee joined the meeting)*

solutions and to get an estimate on their design fees with the goal of considering getting something accomplished mitigation-wise by this September.

- a. Bill Wotkyns pointed out that getting on-the-ground mitigation will depend on what is available to spend in FCWID's bank account.
  - b. Franz Camenzind questioned if funds would be reimbursed to Kelly Lockhart for using his irrigation rights.
  - c. Discussion took place on legal ramifications and how we handle this matter.
4. **ACTION ITEM:** FCWID board members are to read the report, look at the suggested mitigation projects, give their comments, and then we will get those comments back to Drs. Kempema and Ettema. On July 20, 2018 @ 11:00 a.m. a "special meeting" will be held to discuss comments suggested, determine costs for possible projects, and make decisions on what projects would be feasible to accomplish this fall. Bill asked that all comments be submitted by Monday, July 16<sup>th</sup>. Alice Widdess will reserve the TCD conference room for the 7/20 special meeting and will email FCWID board members with confirmed date and request comments be submitted by Monday, 7/16.
5. Mitigation Projects recommended in the draft report were discussed:

Bill Wotkyns emphasized the importance of accomplishing some projects this fall so that our District Members can see progress we are making that will be meaningful.

- a. **Bike path raised near Garaman Park and flood fence constructed by the tunnel under Highway 89** (*Bill Wotkyns*)
  - i. Bill Wotkyns reported that Evans Construction will be working with Pathways on these projects this fall.
- b. **Diversion by the Flat Creek nipple area:**
  - i. Bill Wotkyns pointed out working on this project depends on our budget allotments and stated it is a high priority, if it can be afforded; however, he expressed he isn't sure it will get done this fall.
  - ii. Carlin Girard mentioned that TCD can also participate in the costs for this project.
- c. **Area behind Eagle Village Professional Building where scholl exists on west side of Hwy 89:**
  - i. Bill Wotkyns reported that he has spoken with Johnny Ziem (TOJ Public Works) and Brian Remlinger (Alder Environmental) about the road bed erosion that is taking place.
  - ii. Bill reported that rip rap is going to be installed by WYDOT in order to mitigate and reduce the amount of erosion taking place.
  - iii. Carlin Girard pointed out that if rip rap is put into that section within the area where that small island exists, it will result in "scour" in that area and mentioned that we might want to wait to excavate any material, as it may occur again.
  - iv. Bill addressed the shoal (the island without a tree) is on TOJ property and stated that island could get removed this winter.
- d. **Thaw well installation between Stellaria and Hwy 89 bridge:**
  - i. Some type of thaw well was recommended in the draft report.
  - ii. Sandy Buckstaff pointed out another place upstream that serves as vehicle storage for the Poderosa Viullage Condominium Association and suggested drilling another thaw well in this area.
- e. **ACTION ITEM:** Bill Wotkyns to meet with Elk Run and Creekside Village Condos HOA's to suggest the installation of some temporary flood fencing/bladders filled with water to be put in during November (before land freezes).
  - i. Franz Camenzind suggested they could also use sand bags for another year (vs. bladders), as they may not need to invest in anything more if some FCWID projects get accomplished.

- f. Town Creek (aka “Meadowbrook) area was discussed; however, it is not located in the district.
  - i. Bill Wotkyns pointed out that Drs. Kempema & Ettema refer to it in their draft report suggesting the need to monitor this area.

**6. Automated Monitoring System:**

- a. Lexey Wauters inquired about Drs. Kempema & Ettema suggestions for the use of automated monitoring, and she asked if we can obtain more specifics from them and prioritize that type of data? She suggested that the need for data collection is important; however, perhaps we don’t need Alder Environmental to continue doing it every year. Bill suggested, if it was possible to get automated monitoring, we appoint someone to go out once a week to pull the data; thus, saving money on data collection.
  - b. Sandy Buckstaff suggested the importance of documenting our successes and failures going forward.
  - c. Franz Camenzind added the importance of prioritizing the data needed going forward.
7. Franz Camenzind questioned - if Evans is working on the raising of the pathway, can we coordinate with them to work on the diversion of the creek? Sandy Buckstaff suggested they could also grab the large rip rap boulder that fell into the creek just downstream of the Garaman Park Pathway Bridge.

**b. SPET Funds for Master Plan Downtown Storm Water Collection & Conveyance System Improvements Updates** *(Carlin Girard, Bill Wotkyns & Lexey Wauters)*

**i. Carlin Girard, Bill Wotkyns, & Lexey Wauters to sit down with Larry Pardee, TOJ Town Manager, to discuss the possibilities of a SPET initiative on the ballot or to use the Lodging Tax to cover stormwater mitigation.**

- 1. Lexey Wauters asked about the possibility of getting a SPET INITIATIVE on the ballot to fund storm water improvements.
  - a. Bill Wotkyns pointed out there will not be any new SPET initiatives for November.
- 2. Lexey Wauters asked Larry Pardee what he would advise an interested party willing to step in and help with storm water collection and conveyance improvements and how can we help get the process moving forward?
  - a. Larry Pardee responded that a formal plan from FCWID and TCD would be required in order to move forward, pointing out that the TOJ does not have a time or skill set to develop this plan.
  - b. Carlin Girard explained that TCD has a budget line item (fairly sizeable) for mitigation of storm water pollution. He explained he has spoken with Brian Lenz on how TCD and the TOJ can work together with master plan funding.
    - i. Engaging and partnering within an RFP was discussed between Carlin and Brian. Carlin pointed out that the TOJ is best suited to write the RFP for their needs in the downtown core area.
  - c. Lexey Wauters suggested this would be the “tool box” where the \$250,000 could be used. Larry Pardee expressed his desire to “park” that \$250,000 for now, as it cannot be used for some of these things. Discussion took place.
    - i. It was concluded that the best way to proceed is for all to partner and help create a plan to move forward.
    - ii. Bill Wotkyns interjected that the most important focus for TOJ Public Works is to get Larry’s replacement on board. Larry Pardee reported that one of his replacement’s strong points is stormwater conveyance. Bill suggested the need to get our electeds informed and in more support of Flat Creek.

- iii. Larry Pardee emphasized the need for a clear process and plan to move forward from all groups involved – FCWID, TCD, TOJ, etc.
- iv. Sandy Buckstaff asked Larry Pardee about the two infrastructure projects to take place for stormwater diversion.
  - 1. Larry answered: 1) by the bridge near Sandy Buckstaff's property; 2) by Mad River on Hwy 89. TOJ has put in \$175,000 and WYDOT is providing some funding. Larry stated he is hoping for TCD funding.
- v. Carlin Girard asked for clarity on the process Larry is thinking of in regard to an RFP.
  - 1. Larry answered that, ultimately, policy must be put into the LDRS and they would have to amended.
  - 2. Projected timing is set for October or November for an RFP and moving forward.

**VII. Old Business.**

- a. Lexey Wauters provided Legacy Works report containing recommendations for the Snake River Fund to work with FCWID & TCD on watershed management projects *(Report contained in Board packet)*  
*(This item has been addressed and can be removed; however, Bill Wotkyns expressed to the board that it is well worth a read.)*

**VIII. New Business.** *(There was no new business)*

**IX. Executive Session.** *(An Executive Session was not needed.)*

- X. Adjournment.** Sandy Buckstaff made a motion to adjourn; Lexey Wauters seconded the motion; the meeting adjourned @ 10:01 a.m.

Respectfully submitted:

Alice Widdess, FCWID Administrative Manager

*Alice Widdess*

**The Minutes have been approved:**

*Bill Wotkyns* — *8/13/18*  
Chairman Date

*Jamie* *8/15/18*  
Treasurer Date