

FCWID BOARD OF DIRECTOR'S MEETINGS

July 10, 2017

9:00 - 10:30 a.m.

Teton Conservation District Offices

420 W. Pearl Avenue, Jackson WY 83001

(In attendance: Bill Wotkyns, Larry Pardee, Lance Ash, Sandy Buckstaff, Franz Camenzind, Joe Burke, & Alice Widdess)

MINUTES OF MEETING

- I. **Call to Order.** Bill Wotkyns, Board Chair, called the meeting to order @ 10:32 AM,
- II. **Approval of Minutes (6/12/17).** Larry Pardee made a motion to accept the June 12, 2017 Minutes as presented; Sandy Buckstaff seconded the motion; motion was approved by a vote of 4-0.
- III. **Treasurer's Report (Lance Ash)**
 - a. **Bank Account Balances and Reconciliation Reports** – Lance Ash reviewed and stated the balances and reconciliation reports for both bank accounts met with his approval.
 - b. **Budget/Financials Report.**
 - i. Lance Ash reviewed the current financials and reported the bottom line is \$23,402. Almost all assessments have been collected; however, we are short \$91 of assessments. Lance is going to speak with the Teton County Treasurer re: the assessment reporting and how it may show a comparison of the 2016-17 year compared to 2017-18 year.
 - ii. Lance Ash reported that we have submitted an invoice for \$12,000 to the Town of Jackson. Lance mentioned that the budget form is set up well with account numbers assigned to all line items; however, we still have challenges with Toran Accounting's reporting, and it is a challenge going forward to work on with them.
 - c. **Survey of Local Government Finances – F-32 Form.** Lance reviewed the F-32 Form and reported it is completed and submitted to the WDOA (due date was by end of September).
 - d. **2017 Joint TCD & Flat Creek Water Improvement District Calendar.** Alice Widdess reviewed the following tasks that have been completed:
 - i. **FCWID Director Election Proclamation (sent to JHN&G for publishing in July 12, 2017 Legal Section) – W.S. 22-29-112 and 22-29-113**
 - ii. **By July 31, 2017 - FY2018 FINAL Budget – change form to Final Budget; submit completed form to WYDOA, Teton County Commissioners, Teton County Clerk, and TCD Assessments:**
 - iii. **July 17, 2017 - Tax Assessment to be imposed shall be certified by the County Commissioners (W.S. 41-8-121)**
 - iv. **July 17, 2017 – Per terms of MOU with TOJ & 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)**
 - v. **July 24, 2017 - Tax Assessment Report due to Teton County Assessor**
- IV. **Approval of Vouchers.** Lance Ash reviewed all three vouchers to be paid. Sandy Buckstaff made a motion to approve all vouchers as presented; Larry Pardee seconded the motion; motion approved by a vote of 4-0.
- V. **Introductions and Comments from the Public.**
 - a. Franz Camenzind asked if we can proceed to get the phone box moved on Kaz Hashimoto property and if this can be accomplished before this winter.
 - i. Sandy Buckstaff replied he is working with the phone company person to meet him in the field and make sure the phone company will pay for the relocation, since the phone box was set up by the phone company in the wrong place.
- VI. **Mitigation Projects.**
 - a. **Study/Report from Dr.'s Kempema & Ettema (Bill Wotkyns)**
 - i. **ACTION ITEM:** Bill Wotkyns stressed the importance of all board members to review the study and send their comments to him, so that they can be communicated to Dr.'s Kempema & Ettema for inclusion in their CRIPE report.
 - b. **Pathways & Flood Mitigation possibilities (Bill Wotkyns)**
 - i. Larry Pardee reported that the TOJ has given Pathway substantial funding in the amount of \$100,000. Larry pointed out that it would probably be in the spring of 2018 that Pathways would do projects on the pathways.
 - ii. Bill Wotkyns shared that Brian Remlinger (Alder Environmental, LLC) has suggested two projects: 1) pruning the willows that are close to the creek near the tunnel, so that when laden with snow, they won't hit the water and cause damming; 2) placing sandbags in certain areas to stabilize the banks. Bill Wotkyns asked if he should write a letter to the TOJ to address these projects.
 1. Discussion took place on various agencies to be contacted that could help with this project.

- a. **ACTION ITEM:** Larry Pardee to discuss this project with Parks and Rec Department.
- 2. Bill also mentioned a large boulder that exists in the creek near Lance Ash's property that acts as an ice magnet and need to be moved to the side of the creek.
 - a. **ACTION ITEM:** Bill Wotkyns and Carlin Girard to go look at this afternoon.

VII. Old Business

- a. **ACTION ITEMS from 6/12/17 FCWID Board of Director's Meeting:**
 - i. **Lance Ash:** 1) Contact Teton County Treasurer to follow up on reporting of District Assessments to account for any outstanding assessments; 2) Update 2017 TCD & FCWID Calendar of events & begin updates to 2018 Calendar. *Action item continued.*
 - ii. **Larry Pardee:** 1) Talk to Audrey Cohen-Davis to recommendation and position on creek signage at entrances re: respecting private property; safety suggestions; etc. *Action item given to Bill Wotkyns.*
 - 1. **ACTION ITEM:** Bill Wotkyns to contact Lexey Wauters about access points set up by Snake River Fund.
 - 2. **ACTION ITEM:** Joe Burke to take photo of Willow Park Townhomes Sign and send to Bill Wotkyns.
 - iii. **Bill Wotkyns:** Report on Pathways & flood mitigation possibilities getting Brian Schilling, Larry Pardee & Brian Remlinger together to discuss available funding. *Action item continued.*

VIII. New Business

- a. **FCWID Bylaws revised.** Bylaws need revising to state new terms of elections and election schedule. Lance Ash recommended Matt Turner make all changes and incorporate into our existing Bylaws, sending the FCWID board members a redlined document for review and approval.
 - i. **ACTION ITEM:** Bill Wotkyns to contact Matt Turner to redline the existing Bylaws with all changes.

IX. Executive Session (if needed). No Executive Session was needed.

X. Adjournment of Meeting. Sandy Buckstaff made a motion to adjourn the meeting; Larry Pardee seconded the motion; meeting adjourned @ 11:12 AM.

Respectfully submitted:

Alice Widdess
Administrative Manager

Alice Widdess

The Minutes have been approved:

<i>Bill Wotkyns</i>	_____
Chairman	Date
<i>Joe Burke</i>	8/14/17
Treasurer	Date