

Flat Creek Water Improvement District (FCWID)
Special Meeting
Monday, March 2, 2015
9:00 a.m.
Teton Conservation District Offices
420 West Pearl Avenue, Jackson, WY 83001

(In attendance: From FCWID—Bill Wotkyns, Franz Camenzind, Missy Falcey, Larry Pardee, Alice Widdess; From Teton Conservation District—Randy Williams, Carlin Girard)

Minutes of Meeting

- I. The meeting was called or order @ 9:00 a.m.**
- II. Review and Approval of February 25, 2015 Minutes**
 - a. Motion was made by Larry Pardee to approve the 3/2/15 minutes; Missy Falcey seconded; there was no discussion. Minutes of 3/2/15 minutes were approved.
- III. Bylaws – Discuss and Adopt**
 - a. Franz Camenzind was officially thanked for the excellent job done on preparation.
 - b. Motion was made by Larry Pardee to accept the Bylaws as amended; Missy Falcey seconded; approved.
 - c. The Administrative Manager will run one small black and white ad in the Jackson Hole News & Guide for one week that advertises FCWID Board meeting regularly scheduled monthly meetings.
 - d. Bylaws were signed by all FCWID Board members.
 - e. **ACTION ITEM:**
 - i. Bylaws will need signatures of Teton Conservation District (TCD) Chair (Sandy Shuptrine), and Vice-Chair (Tom Segerstrom).
 - ii. TCD Board meeting on 3/17/15 will discuss approval and obtain signatures.
 - iii. Conformed copy will be forwarded to FCWID Board.
 - iv. Administrative Manager will give signed copy to Milliken Larson & Swift (Matt Turner).
- IV. Discuss Board Replacement for FCWID Board Treasurer**
 - a. Bill Wotkyns, Chair, suggested Lance Ash who was called and invited to take on the position, to which he responded with acceptance..
 - b. Larry Pardee made a motion for Lance Ash to be the fifth FCWID Board member, replacing Joseph Burke, and assuming the duties of FCWID Board Treasurer; Missy Falcey seconded the motion. Approved.
 - c. **ACTION ITEM:**
 - i. Lance Ash will attend the next FCWID Board meeting and the board will vote to approve him as our FCWID Board Treasurer.
- V. Budget FY 2016 – Discussion finished**
 - a. Larry Pardee pointed out that the present FY 2016 Budget draft created is acceptable. Franz Camenzind discussed that under normal circumstances, we would like more detail to the budget; however, for now, we must move forward with what we have.
 - b. Discussion ensued regarding taxpayer's support for next year and how to assess properties that are located contiguous with Flat Creek.
 - i. It was suggested to appoint a committee to help define which properties should be assessed, a way to assess all properties, and make recommendations on moving forward.
 1. Bill Wotkyns suggested getting Mike Halpin's and Chris Hawks' involvement, and bringing in Matt Turner, as well.
 - ii. Missy Falcey encouraged getting communication going with Paul Vogelheim, Teton County Commissioner liaison.
 - iii. Missy Falcey also suggested public meetings be held at the Library to keep the community informed.
 - c. Larry Pardee informed the Board that the FCWID FY 2016 budget approval is on the agenda for the Town Council Workshop scheduled for March 16 @ 3:00 p.m.

- i. Larry Pardee is preparing the FCWID report required for the Town Council packet, giving a timeline and history of the Flat Creek water shed plan from 1999 to today. Packet is due by 12:00 p.m. on Wednesday, March 11, 2015.
- ii. Franz Camenzind was asked by the Board to be the spokesperson for FCWID at the 3/16/15 Town Council Workshop.
- d. Motion was made by Missy Falcey to approve the FCWID FY 2016 fiscal budget; Franz Camenzind seconded the motion; Approved

VI. Mission Statement

- a. Discussion ensued on the purpose of FCWID – why we exist and how it relates to the Master Plan.
 - i. Randy Williams, TCD, points out that the “water improvement district” is not the same as the “Watershed Plan” – they are two separate distinct things.
- b. ACTION ITEM:**
 - i. Item postponed for further discussion at the next FCWID meeting.
 - 1. Carlin Girard to distribute the current sheet of mission statements for all to review and word smith before the next meeting.

VII. New Business

- a. Quarterly reports to TCD.
 - i. According to State Statute, FCWID must report quarterly to the Teton Conservation District.
 - ii. Randy Williams, TCD, states that it may be acceptable having a representative from FCWID attend the TCD Board Meeting and provide an update report.
- b. Next Board Meeting Date.
 - i. The next scheduled meeting is April 6, 2015; however, after taking a count of board members that will be available, there will not be enough to make a quorum for that date.
 - ii. Motion was made by Missy Falcey to move the meeting date to Monday, April 13, 2015, and that meeting will be deemed a “Special Meeting”; Franz Camenzind seconded; Approved.
 - 1. Administrative Manager to take steps to properly advertise and give proper notification of the “Special Meeting” in accordance the FCWID Bylaws.
- c. Review of ads.
 - i. Two separate ads will be required to be placed in the *Jackson Hole News and Guide*:
 - 1. Ad announcing the FCWID regular meetings of the board to be held on the first Monday of each month from 9:00 to 10:30 a.m. at the Teton Conservation District Building located at 420 W. Pearl Ave., Jackson, Wyoming – open to the public and conducted in accordance with Wyoming Statutes §16-4-4-2 et seq.
 - a. Must also post as a “Legal Notice” in that section of the newspaper.
 - 2. Ad for FCWID Bylaws.
 - a. Once the TCD Board approves and signs the FCWID Bylaws, an ad will be placed in the newspaper as well as a “Legal Notice” in that section of the newspaper.
 - i. Provide location where Bylaws can be reviewed (i.e., Teton County Library)
 - ii. TCD to post on their website.
- d. Engagement of Teton County in FCWID process.
 - i. Larry Pardee suggested the FCWID Board reach out and engage Teton County principals in our process sooner than later.
 - ii. Bill Wotkyns agreed to call Melissa Turley and Paul Vogelheim requesting an informal meeting.

VIII. Meeting was adjourned at 9:50 a.m.

- a. Larry Pardee moved to adjourn; Franz Camenzind seconded; meeting adjourned.

Respectfully Submitted,

The Minutes have been approved:

 Alice Widdess
 Administrative Manager
 Flat Creek Water Improvement District

_____	_____
Chairman	Date
_____	_____
Treasurer	Date