



ANNUAL WORK PLAN

July 2021 – June 2022

5015 Stone Road
Laramie, WY 82070

ANNUAL BUDGET 2021-2022 (Approved)

Administration	\$313,486.22
Operation	\$459,540.00
Fix Costs	\$104,526.00
<u>Capital Outlay</u>	<u>\$259,400.00</u>
Total	\$1,961,344.30

County Appropriations	\$600,127.20
Equipment Rental	\$2,000.00
Labor	\$3,000.00
Seedling Tree Sales	\$7,000.00
Biennial State Grant -WDA	\$8,823.00
WWDC Small Water	\$35,000.00
WACD/NACD Tech Funds	\$20,275.00
Education Grants	\$2,000.00
Wildlife/CRM Grants	\$225,675.00
Interest	\$2,000.00
Miscellaneous Receipts	\$1,000.00
Donations	\$300.00
Tree Survival Aids	\$7,000.00
Locally Led Income	\$1,000.00
<u>Cash on Hand – July 1st</u>	<u>\$1,046,144.10</u>
Total	\$1,961,344.30



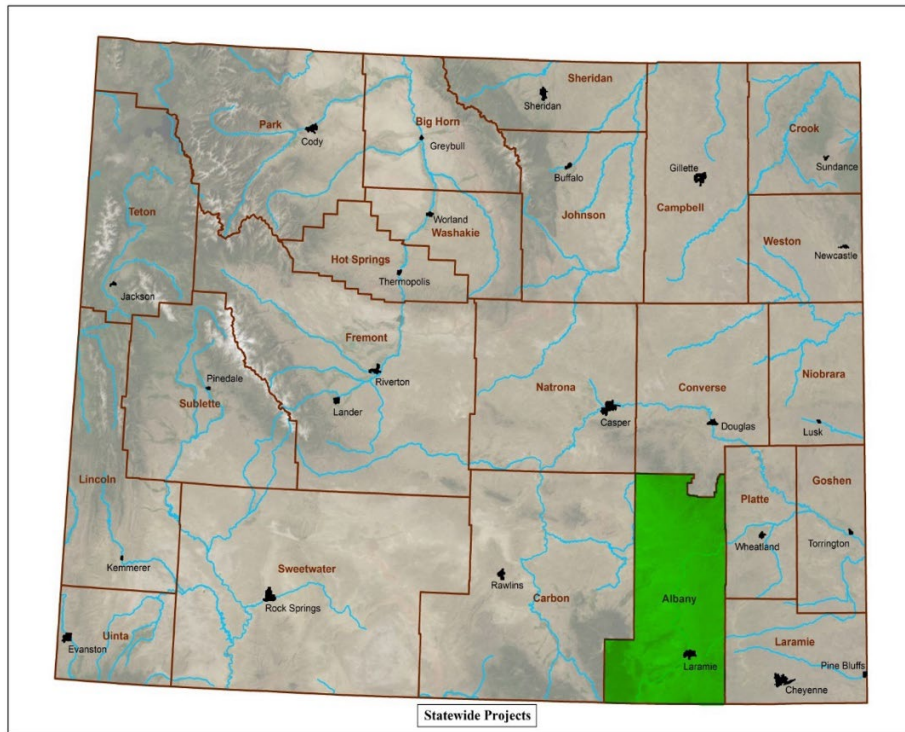
Cash on Hand (July 14, 2021)

Petty cash	\$250.00
Money Market BOTW	\$180,002.82
CD 1 Security First Bank	\$117,520.62
CD 2 Security First Bank	\$113,145.86
CD 1 WSB	\$100,099.70
CD 2 WSB	\$107,117.61
CD ANB	\$201,290.75
Money Market FIB	\$126,322.24
<u>Checking</u>	<u>\$100,394.50</u>
Total	\$1,046,144.10

Albany County was organized in 1868 in the Dakota Territory, which had jurisdiction over Wyoming at that time. It became a county in the Wyoming Territory when its government was formally organized on May 19, 1869. After several boundary adjustments in 1875, 1911 and 1955, the county now has a total area of 4,309 square miles, of which 4,274 square miles are land and 35 square miles is water. *Wikipedia*

The current population estimate is 39,184 with a growth rate of 0.39%. It is the 7th largest county in Wyoming. *Wikipedia*

Albany County's agricultural land is a non-renewable resource that sustains many of our other natural resources and open lands. Agriculture is important to the county with the raising of livestock, primarily cattle and sheep, and haying as a way of life for generations. In the Albany County Comprehensive Plan, LRCD reported 287 operating agricultural units, with an average size of 6,700 acres per operation. Approximately 95,000 acres of meadow are primarily in flood irrigation concentrated along the Big and Little Laramie Rivers, Rock Creek, and other streams in the county. *Albany County Comprehensive Plan*



LIVING SNOW FENCES



District Operations

Goal: To ensure that all district programs are carried out in a fiscally responsible manner and having accountability for the use of public funds.

OBJECTIVE	WHO
Mission Statement - Make sure that all activities and funding follow LRCD's mission.	All staff and Supervisors
Budget - Develop an annual budget with high importance placed on fiscal responsibility to the local community.	All staff and Supervisors
Financial Reporting - Review of monthly finances to ensure proper oversight and internal controls that prevent mismanagement of funds.	Bookkeeper Supervisors
Compliance Reporting - Compile and submit operations information to Wyoming Department of Agriculture (WDA) and Wyoming Association of Conservation Districts (WACD) to receive state funds and fulfill Special District reporting responsibilities.	Office Administrator
Grant Funding - Pursue grant funding for projects and continue management and reporting of current grants.	All Staff
Legislative Updates - All LRCD members stay informed on current legislative issues that affect conservation districts and board members submit statements of position as necessary on natural resource issues.	All staff and Supervisors



Agency Cooperation - Coordinate with other government and local non-profit agencies on projects that advance conservation efforts in Albany County.	District Manager
Annual Report and Annual Plan of Work - develop annual reports and plans to assure LRCD projects align with the mission and the district provides ample operational transparency to the public.	Office Administrator
Policy & Procedure Manual/ Employee Handbook - review and update annually to remain compliant with any changes in Human Resources policies and to show the most up-to-date benefit information.	Office Administrator
Continuing Education - Staff and board seek education opportunities that increase expertise and help them stay current with technology and emerging issues in natural resource conservation.	All staff and Supervisors
Memoranda of Understanding - perform annual review of working agreements with cooperating agencies.	District Manager and Supervisors



Board Meetings - conduct monthly public meetings of the Board of Supervisors so that they may review projects, discuss, and guide staff activities, and approve monthly financial transactions and funding requests.	All Staff and Supervisors
Record of Meeting Minutes - record meeting minutes and provide approved and signed copies to supervising officials, agencies, and partners.	Office Administrator with review from Board secretary

Outreach and Education

Goal: Provide accurate and useful information to educate the public about the importance of resource conservation, instill a conservation ethic in the public, and support local conservation projects that benefit land & community.



OBJECTIVE	WHO
<p>Conservation Education - Teach local youth natural resource conservation and land stewardship practices by collaborating with educational and agricultural organizations on events, as well as coordinating activities for local and nationally observed conservation events.</p>	All Staff
<p>LaBonte Learning Center Gardens - Utilize vegetable gardens as a teaching tool for youth and provide them with hands on learning about how food is grown and the importance of wise use of natural resources to feed society.</p>	All Staff
<p>Conservation Programs - Plan and implement programs and events that educate the public about conservation issues and practices including adult education workshops, small acreage events, range monitoring, cost share programs, plant identification, and noxious weed education and management.</p>	All Staff
<p>Wyoming Small Acreage Issue Team - Participate and coordinate with the team in providing educational material and events with information relevant to urban, rural small acreage, and agriculture operations.</p>	Staff as needed

Increasing Awareness of LRCD and Conservation Issues - Inform the public about programs offered by the district through tri-annual newsletter, brochures, radio and newspaper ads, social media, agency website, and event displays.

Office Administrator and staff as needed

Barnyards & Backyards Magazine - Contribute articles to this UW Extension publication on current conservation topics.

All Staff

Participation in Community Organizations - Seek opportunities for participation in community groups and non-profits that fit LRCD's mission to share technical expertise and assist with projects and programs that advance conservation efforts throughout the community.

All Staff and Supervisors



Water Quality and Conservation

Goal: Foster the wise use of water resources, monitor water quality, and promote activities that improve water quality in Albany.

OBJECTIVE	WHO
Groundwater Protection - Educate residents on well and groundwater protection through LRCD programs and outreach.	All Staff
Water Quality Monitoring – Provided WY DEQ with water quality data on the Upper Laramie River Watershed. Currently undergoing EPA review of the TMDL report on the watershed.	District Manager
Small Water Projects - Work with individual landowners implementing water development projects identified in the Upper Laramie Watershed Study.	District Manager Resource Specialist
Impaired Streams - Establish watershed steering committee. Work with DEQ, NRCS, USFS, WGFD, & landowners to address impaired stream segments in Albany County.	District Manager Supervisors
Drip Irrigation - Offer technical assistance and equipment for drip irrigation methods.	Resource Specialist
Landscape Irrigation - Offer technical assistance for better management of stormwater to assist in landscape irrigation and reduce runoff pollution.	All Staff
Reduce non-point-source pollution - Assist ag operators in using Best Management Practices through EQIP and Rural Cost Share to reduce sediments and nutrients of animal feeding operations.	Resource Specialist Supervisors NRCS-DC



Macroinvertebrate monitoring - Assist Albany County School District teachers with water quality education by utilizing the stream trailer with LRCD staff oversight and coordinating with educational field trips.	All Staff
LaBonte Outdoor Learning Center - Provide education to the public on water quality issues and plant identification at the outdoor learning center.	All Staff and summer employee
Aquifer Protection - Continue assisting Albany County and the Pilot Hill project with protection of the Casper Aquifer.	District Manager



Tree Program

Goal: Promote planting of trees and shrubs as conservation tools by providing information, low-cost plant material, and technical expertise.

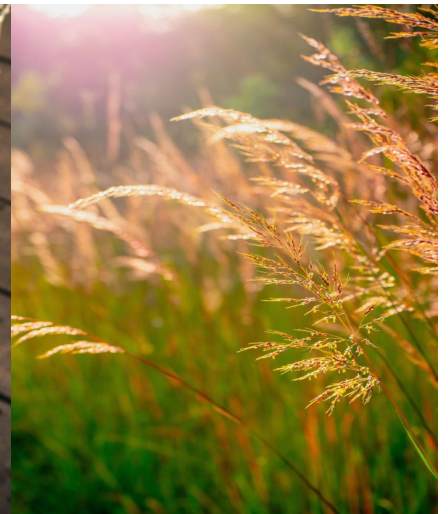
OBJECTIVE	WHO
Tree Planting - Educate and encourage landowners and residents to plant and maintain trees and shrubs.	All Staff
Seedling Tree Sale - Hold annual spring sale of low-cost seedling shrubs and trees.	Resource Specialist
Tree & Shrub Education - Assist public with selection of species, planting recommendations and care strategies as needed.	All Staff
Tree Problems - Diagnose tree diseases and pests or direct residents to other experts in UW Extension or the City Arborist	All Staff
Cost Sharing - Provide financial assistance for living snow fences and tree planting through the Regular Cost Share program.	All Staff Supervisors
Living Snow Fences/Shelterbelts - Design and install living snow fences, windbreaks, and drip irrigation systems for landowners.	Resource Specialist
Continuing Education - Attend training sessions to improve technical skills and knowledge on trees for conservation.	Resource Specialist Office Administrator



Rangeland Resources

Goal: Promote holistic range management practices on private and public land. Foster rangeland and pasture improvements and assist landowners with creating and implementing grazing plans. Support upland grazing improvements and riparian monitoring. Educate landowners and public about noxious and invasive weeds.

OBJECTIVE	WHO
Range Monitoring - Assist federal agencies and local landowners with range monitoring and grazing plans that mitigate any negative effects of livestock grazing and to sustain wildlife habitat on private and public lands in Albany County.	Resource Specialist Supervisors
Farm Bill Programs - Cooperate with the NRCS in recruiting cooperators and implementing EQIP, CSP, AMA, ACEP, and RCPP.	Resource Specialist Supervisors
Native and Rangeland Seeding - Offer seed recommendations and rental equipment for reseeding small areas that have been disturbed.	Resource Specialist
Soil Health - Promote soil conservation and erosion control through best management practices and assist with project funding through the Cost Share program.	All Staff Supervisors





NEPA Review - Review National Environmental Policy Act documents pertinent to wildlife and range, report to Board as needed, comment as needed.

District Manager
Resource Specialist
Supervisors

Invasive Species Control - Educate and assist the public with the identification and control of invasive species through newsletter articles, LRCD website, Barnyards & Backyards magazine, and field visits.

Resource Specialist
Office
Admin.

Weed Spray Day - Continue an additional year of treatment and control of Russian Knapweed and Whitetop in Rock River area.

Resource
Specialist
Supervisors

Albany County Weed & Pest - Coordinate with ACWP on emerging weed issues.

Resource Specialist



Wildlife

Goal: Encourage wildlife habitat conservation and habitat improvement while maintaining wildlife viability through education and cooperation with private and public stakeholders.



OBJECTIVE	WHO
NRCS Wildlife Habitat Improvement - Work with NRCS in recruiting cooperators and reviewing applications for programs that preserve and enhance wildlife habitat.	District Manager Resource Specialist
Wildlife Projects with Cooperating Agencies - Work with the US Fish and Wildlife Service and the WY Game and Fish Department on wildlife habitat conservation and improvements including the Pilot Hill Project.	District Manager Resource Specialist
Wyoming Toad Recovery - Participate in the USFWS Wyoming Toad Recovery Team & Safe Harbor program.	District Manager
Wildlife and Wyoming Wildlife Natural Resource Trust - Pursue projects that fit the WWNRT funding requirements.	District Manager Resource Specialist
Youth Outreach - Partner with educators and the WGFD to instruct students about wildlife and wildlife habitat issues in Albany County.	All Staff

Energy Conservation

Goal: Promote energy conservation and renewable energy production. Encourage the use of local sources for wind, solar, and woody biomass.

OBJECTIVE	WHO
Renewable Energy Education - Instruct the public on renewable energy sources through articles and biennial Conservation Expo.	All Staff
Funding - Provide cost-share grants for the development of residential solar and wind power, or other energy conserving practices.	All Staff Supervisors
Alternative Energy - Work with the Albany County Planner, landowners, and other entities to encourage responsible alternative energy development and projects.	District Manager Supervisors

Land Use Planning

Goal: Work with private landowners and agencies to balance development, both urban and industrial, taking into consideration the needs of wildlife and natural resources.

Subdivision Review - Perform reviews for Albany County Planning Commission, County Planner and County Commissioners as required by State Statute 18-5.306 with considerations for permitted exemptions §18-5.301 to 18-5.303.	District Manager Supervisors
Pilot Hill Project - Continue providing technical expertise for developing land use management plans, in cooperation with the WGFD on the Wildlife Habitat Management Area, and with Albany County Weed and Pest to provide weed control plans.	District Manager Resource Specialist Supervisors
Federal Land Use Planning - Participate in Federal land use planning by participating and commenting on proposed projects as needed.	District Manager Supervisors
Monolith Ranch - Work with City on Monolith Ranch Planning	District Manager Supervisors



Community Partnerships

Goal: Coordinate with local government and agencies in projects for beautification areas. Provide funds and technical assistance to residents and agencies for qualifying beautification projects that will enhance economic development and quality of life in Albany County.

OBJECTIVE	WHO
Community Clean-Up Days – Help fund Albany County’s Annual Clean-Up Day and the Laramie Community Clean-Up Day.	District Manager All staff and Supervisors
Laramie Improvement - Work with UW Extension Small Acres, Laramie Beautification Committee, Laramie Garden Club, Main Street Alliance, Rooted in Laramie, Pilot Hill Wildlife Habitat Management Unit and other organizations as requested.	All Staff Supervisors

Cooperative Agreements and Working Partnerships

- Albany County Stockgrowers and CattleWomen's Associations
- Albany County Fair Board/Fairgrounds
- Albany County Government
- Albany County Weed and Pest
- City of Laramie – Natural Resource Planning Committee
- Conservation Corps – UW Student Group
- Haub School of Environment and Natural Resources (SENR)
- Laramie County Conservation District (LCCD)
- Laramie Emergency Planning Committee (LEPC), representing FEMA and Homeland Security
- Medicine Bow Conservation District
- National Association of Conservation Districts (NACD)
- Natural Resources Conservation Service (NRCS)
- Pilot Hill Wildlife Habitat Management Unit
- Private Individuals and Landowners
- Rooted in Laramie
- Saratoga-Encampment-Rawlins Conservation District (SER)
- Society for Range Management (SRM)
- The Department of the Interior Bureau of Land Management (BLM)
- US Forest Service – Cooperating Agency LaVA
- US Fish and Wildlife Service – Safe Harbor Agreement
- University of Wyoming Cooperative Extension Service – Small Acres/Barnyards and Backyards
- Wyoming Ag in the Classroom
- Wyoming Association of Conservation Districts (WACD)
- Wyoming Conservation District Employees Association (WCDEA)
- Wyoming Department of Agriculture (WDA)
- Wyoming Department of Environmental Quality (DEQ)
- Wyoming Department of Transportation (WYDOT)
- Wyoming Game and Fish Department (WGFD)
- WYRED
- Wyoming State Forestry

Laramie Rivers Conservation District
5015 Stone Road
Laramie, WY 82072

District Staff

Martin Curry, Interim District Manager and Resource Specialist/Bookkeeper

Natasha Dangler, Office Administrator

Board of Supervisors

Ruth Shepherd - Urban/Board Chair

Robert Shine - At-large/Vice Chair

Carol Price - Rural/Treasurer-Secretary

Larry Munn - Rural Supervisor

Orville Johnson - Rural Supervisor (deceased 05/2021)

Zach Iddings – Rural Supervisor (appointed 11/2021)