

ANNUAL WORK PLAN

July 2024 – June 2025



LARAMIE, WY

Helping to protect soil, water, and wildlife in Albany County since 1945

Laramie Rivers Conservation District

5015 Stone Road, Laramie, WY 82070

(307) 721-0072 | info@lrcd.net

www.lrcd.net

FY 24/25 BUDGET INFORMATION

Laramie Rivers Conservation District anticipates the following income and expenditures for the 2024/2025 operating period:

TOTAL ANTICIPATED REVENUE:
\$ 1,279,683.50

TOTAL ANTICIPATED EXPENSES:
\$ 2,591,195.68

CASH ON HAND:
\$ 1,311,512.18



EXPENSES		CASH ON HAND	
CAPITAL OUTLAY	\$ 1,163,451.68	CERTIFICATE OF DEPOSITS	\$ 644,253.58
OPERATIONS	\$ 768,460.00	CHECKING ACCOUNTS	\$ 477,934.46
ADMINISTRATION	\$ 289,500.00	SAVINGS ACCOUNTS	\$ 189,200.99
RESERVE ACCOUNTS	\$ 268,000.00	PETTY CASH	\$ 123.15
FIXED COSTS	\$ 101,784.00		
TOTAL	\$ 2,591,195.68	TOTAL	\$ 1,311,512.18

LAND USE PLANNING

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

Objectives:	Participants:
Subdivision Reviews - 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.	All Staff
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.	All Staff & Supervisors
Federal Land Use Planning - Participate in Federal land use planning and maintaining cooperating agency status by participating and commenting on proposed projects as needed.	All Staff & Supervisors
Monolith Ranch - Work with City on Monolith Ranch Planning	All Staff



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, June 2007).

DISTRICT OPERATIONS

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

Objectives:	Participants:
Mission Statement - Make sure that all activities and funding follow LRCD's mission.	All Staff & Supervisors
Budget - Develop an annual budget with high importance placed on fiscal responsibility to the local community.	All Staff & Supervisors
Financial Reporting - Review of monthly finances to ensure proper oversight and internal controls that prevent mismanagement of funds.	District Manager, 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, including the state-required Department of Audit training for Special Districts.	Office Administrator & Staff, as needed
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 & Supervisors
Agency Cooperation - Coordinate with other government and local non-profit agencies on projects that advance conservation efforts in Albany County.	All Staff
New Building Plan – Implement strategic planning and budgeting for a new office building and district workshop.	All Staff & Supervisors
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 & Staff, as needed
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 & Supervisors

DISTRICT OPERATIONS CONTINUED

Objectives:	Participants:
Memoranda of Understanding - Perform annual review of working agreements with cooperating agencies.	All Staff & 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 & 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

PROGRAMS AND RESOURCES

LRCO Tree Program Planning Goals: to promote planting of trees and shrubs as conservation tools by providing information, low-cost plant material, and technical expertise.

Objectives:	Participants:
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.	All Staff
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 & Staff, as needed
Continuing Education - Attend training sessions to improve technical skills and knowledge on trees for conservation.	All Staff

PROGRAMS AND RESOURCES CONTINUED

Rangeland Resources Planning Goals: to promote holistic range management practices on private and public land. To 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.

Objectives:	Participants:
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 & Staff, as needed
Farm Bill Programs - Cooperate with the NRCS in recruiting cooperators and implementing EQIP, CSP, AMA, ACEP, and RCPP.	All Staff & Supervisors
Native and Rangeland Seeding - Offer seed recommendations and rental equipment for reseeding small areas that have been disturbed.	District Manager & 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.	All Staff & 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.	All Staff & Supervisors
Weed Spray Day - Continue an additional year of treatment and control of Russian Knapweed and Whitetop in Rock River area.	All Staff & Supervisors
Albany County Weed & Pest - Coordinate with ACWP on emerging weed issues.	All Staff

PROGRAMS AND RESOURCES CONTINUED

Water Resources Planning Goals: to foster the wise use of water resources, monitor water quality, and promote activities that improve water quality in Albany County.

Objectives:	Participants:
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.	All Staff
Small Water Projects - Work with individual landowners implementing water development projects within Albany County.	All Staff
Impaired Streams - Establish watershed steering committee. Work with DEQ, NRCS, USFS, WGFD, & landowners to address impaired stream segments in Albany County.	All Staff & Supervisors
Drip Irrigation - Offer technical assistance and equipment for drip irrigation methods.	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 nutrient runoff from animal feeding operations.	All Staff & Supervisors
Aquifer Protection - Continue assisting Albany County and the Pilot Hill project with protection of the Casper Aquifer.	All Staff & Supervisors

PROGRAMS AND RESOURCES CONTINUED

Forestry & Wildlife Resources Planning Goals: to encourage wildlife habitat conservation and habitat improvement while maintaining wildlife viability through education and cooperation with private and public stakeholders.

Objectives:	Participants:
NRCS Wildlife Habitat Improvement - Work with NRCS in recruiting cooperators and reviewing applications for programs that preserve and enhance wildlife habitat.	All Staff
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.	All Staff
Wyoming Toad Recovery - Participate in the USFWS Wyoming Toad Recovery Team & Safe Harbor program.	All Staff
Wildlife and Wyoming Wildlife Natural Resource Trust - Pursue projects that fit the WWNRT funding requirements.	All Staff
Youth Outreach - Partner with educators and the WGFD to instruct students about wildlife and wildlife habitat issues in Albany County.	All Staff

Energy Conservation Planning Goals: to promote responsible energy conservation and energy production.

Objectives:	Participants:
Renewable Energy Education - Instruct the public on renewable energy sources through articles and biennial Conservation Expo.	All Staff
Funding - Provide cost-share funding for the development of solar and wind power, or other energy conserving practices, as approved by the LRCD Board of Supervisors.	All Staff & Supervisors
Alternative Energy - Work with the Albany County Planner, landowners, and other entities to encourage responsible alternative energy development and projects.	All Staff & Supervisors

OUTREACH AND EDUCATION

Planning Goals: to 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 and community. To coordinate with local government and agencies in projects for beautification areas. To 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.

Objectives:	Participants:
<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>	<p>All Staff</p>
<p>LaBonte Community Garden - Transition community garden management and oversight to a new local entity, including a potential internship with the UW College of Agriculture, UW Honors College, or AmeriCorps volunteers.</p>	<p>District Manager</p>
<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>	<p>All Staff</p>
<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>	<p>All Staff</p>
<p>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.</p>	<p>Office Administrator & Staff, as needed</p>
<p>Barnyards & Backyards Magazine - Contribute articles to this UW Extension publication on current conservation topics.</p>	<p>All Staff</p>

OUTREACH AND EDUCATION CONTINUED

Objectives:	Participants:
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 & Supervisors
Community Clean-Up Days - Help fund Albany County's Annual Clean-Up Day and the Laramie Community Clean-Up Day.	All Staff & 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

This Annual Work Plan was approved by LRCD Supervisors on August 21st, 2024