

**LARAMIE COUNTY CONSERVATION DISTRICT
ANNUAL PLAN OF WORK
2021/2022**



LARAMIE COUNTY CONSERVATION DISTRICT ANNUAL PLAN OF WORK FISCAL YEAR 2021-2022

Administration and Financial

General Policy

The Laramie County Conservation District provides local leadership on natural resource issues and the management of lands within Laramie County. Conservation projects are funded by using local tax funds as a match for federal and state monies. The LCCD will continue to be accountable with public funds to ensure that all district programs are carried out in a fiscally responsible manner.

Goals

- ② Provide opportunities for the LCCD staff to communicate with the LCCD Board of Supervisors and with other staff in a more open manner, through staff meetings, board meetings, and mid-year evaluations.
- ② Address alternative funding resources for future LCCD projects and expenses.

Special projects to be accomplished:

- ② Continue construction oversight and monitor building construction for new LCCD headquarters. – **District Manager**
- ② Transition to new LCCD headquarters. – **LCCD staff**
- ② Create social/media posts notifying Laramie County residents of the new LCCD headquarters. – **District Manager**
- ② Finalize updated LCCD Employee's Policy Manual. – **District Manager**
- ② Revise and update LCCD Board of Supervisors Oversight Policy Manual. – **District Manager**
- ② Complete LCCD rules book for LCCD operations. – **District Manager**

Weekly

- ② Hold weekly staff meetings to provide updates, deliver announcements, solicit feedback, share information and work as a team to address and achieve conservation goals. – **District Manager**
- ② Attend weekly staff meetings to determine workload priorities and time management. – **Financial Coordinator**
- ② Update and improve public information in the office lobby. – **Financial Coordinator/LCCD staff**

Monthly

- ② Invoice customers; send out monthly reminder statements; follow-up on unpaid accounts. – **Financial Coordinator**
- ② Reconcile LCCD bank accounts. – **Financial Coordinator/District Manager**

- ② Complete monthly reports (Sales Tax, Workers Comp, Wyoming Retirement, Deferred Comp, and Labor Statistics). – **Financial Coordinator**
- ② Complete monthly financial statements, and provide copies to the LCCD Board of Supervisors and LCCD staff. – **Financial Coordinator**
- ② Compile monthly LCCD activities/narratives and email to LCCD Board of Supervisors. – **District Manager**
- ② Email LCCD Board of Supervisors monthly meeting agenda to NRCS, FSA and Laramie County Commissioners. – **District Manager**
- ② Assemble LCCD Board of Supervisor to conduct regular business of the LCCD. – **District Manager**
- ② Develop monthly LCCD event calendars for LCCD Board of Supervisors. – **Financial Coordinator**
- ② Attend monthly meetings of Laramie County Commissioners, Weed and Pest District, City and Town Councils, as needed to promote LCCD policy and mission statement. – **District Manager**
- ② Meet with LCCD staff to review progress on goals. – **District Manager**
- ② E-mail approved LCCD Board of Supervisors minutes to WACD, WDA, NRCS, and Laramie County Commissioners. – **Financial Coordinator**
- ② Monitor and inform LCCD Board of Supervisors of state and national issues affecting Wyoming conservation districts. – **District Manager**
- ② Complete monthly narrative to inform LCCD Board of Supervisors of program/LCCD activities. – **District Manager/Financial Coordinator**
- ② Attend monthly LCCD Board of Supervisors meeting to keep supervisors informed of program details. – **District Manager/Financial Coordinator**

Bi-Monthly

- ② Complete payroll and electronic payroll tax deposits. – **Financial Coordinator**
- ② Create time sheets for each pay period. – **Financial Coordinator**
- ② Review and approve employee time sheets, leave requests and comp requests. – **District Manager**

Quarterly

- ② Compile 941 and unemployment insurance quarterly reports. – **Financial Coordinator**
- ② Administer LCCD budget; provide copies of budget report. – **District Manager/Financial Coordinator**
- ② Administer LCCD grants; complete all necessary reports; and keep LCCD Board of Supervisors informed of grant activity. – **LCCD staff**
- ② Administer WDA Water Quality Supplies and Education Grant. – **District Manager/Financial Coordinator**

June/July

- ② Submit regular and special meeting notices. – **Financial Coordinator**
- ② Amend draft budget and submit for approval by LCCD Board of Supervisors. – **District Manager**
- ② Submit approved LCCD budget to Wyoming Department of Agriculture, Laramie County Commissioners, Wyoming Association of Conservation Districts, and Wyoming Department of Audit – **District Manager/Financial Coordinator**
- ② Advertise budget hearing/conduct budget hearing. – **Financial Coordinator/District Manager/LCCD Board of Supervisors**
- ② Complete salary documentation forms for LCCD staff. – **District Manager/Financial Coordinator**
- ② Complete Annual Plan of Work. – **District Manager/LCCD staff**

August

- ② Update LCCD Board of Supervisors Oversight Policy Manual. – **District Manager**
- ② Compile information for District Financial Rules, submit to WDA and WACD. – **Financial Coordinator**
- ② Submit LCCD Board of Supervisor elective candidate information to the Laramie County Clerk. – **Financial Coordinator**
- ② Submit eligible LCCD employee award nominations to the Wyoming Association of Conservation Districts. – **District Manager**
- ② Assist Laramie County residents with natural resource projects that can be funded through the LCCD Community Enhancement program. – **District Manager/Financial Coordinator**

September

- ② Coordinate audit, compile audit information, complete F32 form; and send reports to WACD, WDA, DEQ, and Department of Audit. – **Financial Coordinator/District Manager**
- ② Attend Area II meeting of conservation districts in Wyoming. – **LCCD Board of Supervisors, District Manager, Financial Coordinator**
- ② Complete LCCD Annual Report and Executive Summary. – **District Manager**

October

- ② Organize and coordinate Local Work Group meeting with NRCS. – **District Manager**
- ② Schedule annual LCCD awards banquet and notify award recipients. – **District Manager/Financial Coordinator**
- ② Print copies of seedling tree order form and address from the current mailing list. – **Financial Coordinator**

December/January

- ② Organize legislative luncheon and compile natural resource issues for legislative attendees. – **District Manager**
- ② Submit Annual Report, Annual Plan and Executive Summary to WACD and WDA. – **Financial Coordinator/District Manager**
- ② Participate in local science fairs and provide natural resource awards at the Laramie County School District, All City Science Fair. – **District Manager/Financial Coordinator**

January/February

- ② Inform Wyoming legislators of LCCD Board of Supervisors stance regarding legislative issues involving natural resources in Wyoming. – **LCCD Board of Supervisors/District Manager**
- ② Conduct Local Work Group meeting with NRCS and Laramie County residents in identifying natural resource concerns within the county. – **District Manager**

May

- ② Develop a draft budget for upcoming fiscal year. Submit budget to LCCD Board of Supervisors for review. – **District Manager/Financial Coordinator**
- ② Submit proposed LCCD draft budget to Wyoming Department of Audit for review/approval. – **District Manager**

On-Going

- ② CoCoRaHS Study. – **District Manager**
- ② Manage petty cash fund. – **Financial Coordinator**
- ② Complete deposits (receipt all checks, record information digitally, copy and deposit). – **Financial Coordinator**
- ② Complete accounts payable (categorize bills, write checks, type vouchers). – **Financial Coordinator**
- ② Mail completed bills; make and file copies of vendor receipts, file completed vouchers. – **Financial Coordinator**
- ② Update LCCD services and price list for lobby. – **Financial Coordinator**
- ② Review and sign NRCS/FSA Conservation Plans. – **District Manager**
- ② Coordinate with NRCS on joint projects and avoid duplication of effort. – **District Manager**
- ② Assist in general office procedures (filing, typing, and other clerical duties). – **Financial Coordinator**
- ② Maintain office supplies in sufficient quantities. – **Financial Coordinator**
- ② Answer telephone; assist walk-in customers. – **LCCD staff**
- ② Assist with sale of seedling trees, fabric mulch and tree protectors. – **LCCD staff**
- ② Prepare LCCD correspondence as pertinent issues arise. – **District Manager/LCCD staff**
- ② Assist with the natural development and maintenance of the Cheyenne Business Parkway Natural Area. – **District Manager/Financial Coordinator**

LARAMIE COUNTY CONSERVATION DISTRICT ANNUAL PLAN OF WORK FISCAL YEAR 2021-2022

Information and Education Program

General Policy

The Laramie County Conservation District is committed to providing natural resource conservation educational opportunities to Laramie County residents of all ages, stressing multiple use and voluntary conservation practices. The LCCD will also continue the drive to increase the natural resource conservation awareness of all Laramie County residents.

Goals

- ② Have the Laramie County Conservation District represented in print, radio, and television once per quarter.
- ② Expand the trail system at the Cheyenne Business Parkway Natural Area.
- ② Teach a Natural Resource/Conservation Concept 1,200 Laramie County residents.
- ② Address alternative funding resources for future LCCD projects and expenses.

Special projects to be accomplished:

- ② Completion of three informative sessions to Laramie County residents of the LCCD's mission statement through television, radio, public spots, and other civic clubs. – **LCCD staff**

Weekly

- ② Improve website with current activities and information. – **Financial Coordinator**
- ② Update social media avenues; website, Facebook, Instagram and YouTube, to inform Laramie County residents of natural resource education topics. – **Financial Coordinator/District Manager/Wildlife & Range Specialist**

Specialist

Monthly

- ② Back up copy of website online to Google Drive under the lccdnet.org account (website is automatically backed up monthly online at website). – **Financial Coordinator**

Quarterly

- ② Complete newspaper inserts regarding conservation topics. – **District Manager/LCDCD staff**
- ② Present programs at the Paul Smith Children's Village. – **LCCD staff**

July

- ② Apply storm drain stencils and/or pet waste decals for storm drain education. – **District Manager**

August

- 🕒 Provide conservation education opportunities at Laramie County Fair. – **LCCD staff**

September

- 🕒 Cowbelles Ag Expo at LCCC. – **LCCD staff**

October

- 🕒 Order information/education materials. – **LCCD staff**
- 🕒 Publicize/sponsor National Water Monitoring Month. – **LCCD staff**

December/January

- 🕒 Participate in local science fairs and provide Natural Resource awards at the All City Science Fair. – **LCCD staff**
- 🕒 Develop newspaper insert “*Report on Progress*”. – **District Manager**

February/March/April

- 🕒 Host booth at the Southeast Wyoming/Albin Farm show. – **LCCD staff**
- 🕒 Host booth at the Farm and Ranch show. – **LCCD staff**
- 🕒 Host booth at Home and Garden Show. – **LCCD staff**
- 🕒 Host booth at the U.W. Extension Bee College. – **LCCD staff**
- 🕒 Host booth at the Sportsman’s Expo. – **LCCD staff**
- 🕒 Publicize and provide educational materials for Soil and Water Stewardship Week. – **LCCD staff**
- 🕒 Coordinate Natural Resources Conservation Poster Contest with schools. – **LCCD staff**

On-Going

- 🕒 Photograph LCCD activities and events. – **LCCD staff**
- 🕒 Write newspaper and magazine articles. – **LCCD staff**
- 🕒 Maintain LCCD website. – **Financial Coordinator**
- 🕒 Maintain press notebook. – **Financial Coordinator**
- 🕒 Contact radio and television to inform them of LCCD events. – **LCCD staff**
- 🕒 Present natural resource education programs at Laramie County schools to 1,200 students. – **LCCD staff**
- 🕒 Distribute non-point source pollution materials at 2 public events. – **LCCD staff**
- 🕒 Provide lawn water guidance brochure and rain gauges to local residents. – **LCCD staff**
- 🕒 Keep educators informed and promote the LCCD Education Program. – **LCCD staff**
- 🕒 Provide educational programs to the Boy Scouts, WY Ag Day, 4-H groups, The BEAST Foundation, The Boys & Girls Club and Laramie County School District #1 and #2. – **LCCD staff**
- 🕒 Work with schools to create and improve outdoor classroom and schoolyard habitats. – **LCCD staff**

LARAMIE COUNTY CONSERVATION DISTRICT ANNUAL PLAN OF WORK FISCAL YEAR 2021-2022

Tree Program

General Policy

The Laramie County Conservation District strives to establish conservation tree plantings and Living Snow Fences in Laramie County. The LCCD continues its conservation efforts with education on community tree health with on-site visits to address tree decline and tree health in the community.

Goals

- ② Work with the State of Wyoming, Living Snow Fence Committee in re-acquiring future LSF funding.
- ② Update Living Snow Fence files into GIS data log to maintain LSF maintenance history.
- ② Facilitate proper tree care maintenance to Laramie County residents.
- ② Address alternative funding resources for future LCCD projects and expenses.

Special projects to be accomplished:

- ② Complete two “Proper Planting of a Tree” workshops to Laramie County residents. – **Tree Specialist/Tree Technician**
- ② Complete multiple “Tree Care Workshops” targeting property management groups. – **Tree Specialist/Tree Technician**
- ② Update windbreak design inventory utilizing GIS data base. – **Tree Specialist/Tree Technician**

Weekly

- ② Attend weekly staff meetings to determine workload priorities and time management. – **Tree Specialist/Tree Technician**

Monthly

- ② Complete monthly narrative to inform LCCD Board of Supervisors of program/LCCD activities. – **Tree Specialist/Tree Technician**
- ② Attend monthly LCCD Board of Supervisors meeting to keep supervisors informed of program details. – **Tree Specialist/Tree Technician**

Quarterly

- ② Write informational articles to address conservation related issues. – **Tree Specialist/Tree Technician**

June-August

- ② Prepare and submit reimbursement requests to WYDOT, Laramie County Public Works, and Wyoming State Forestry for Living Snow Fence installation and maintenance. – **Tree Technician/Financial Coordinator**

- 🕒 Monitor applicable Living Snow Fence sites for insect and disease problems. – **Tree Specialist/Tree Technician**
- 🕒 Maintain LSF plantings (mow, weed, fence maintenance, tree replants and snow fence removal). – **Tree Technician/Tree Specialist**
- 🕒 Order Living Snow Fence identification signs and install on newly established sites. – **Tree Technician**

August

- 🕒 Submit WYDOT, LSF proposals to State Forestry. – **Tree Technician**
- 🕒 Prepare livestock exclusion fence specifications and designs. – **Tree Technician/Tree Specialist**
- 🕒 Assist Laramie County residents with natural resource projects that can be funded through the LCCD Community Enhancement program. – **Tree Specialist/Tree Technician**

September

- 🕒 Input newly funded WYDOT and LCPW Living Snow Fence sites to GIS files. – **Tree Technician**
- 🕒 Complete and submit Living Snow Fence proposals for Laramie County Public Works. – **Tree Technician**
- 🕒 Install livestock exclusion fencing for 2022 Living Snow Fence sites. – **Tree Technician/Tree Specialist**
- 🕒 Attend Area II meeting of conservation districts in Wyoming. – **Tree Specialist/Tree Technician**

October

- 🕒 Host tree care workshop to Laramie County residents. – **Tree Specialist/Tree Technician**
- 🕒 Flag and fallow living snow fence sites for spring planting. – **Tree Technician/Tree Specialist**
- 🕒 Update seedling tree order form. – **Tree Specialist/Tree Technician/Financial Coordinator**
- 🕒 Complete soil tests for 2022 proposed WYDOT Living Snow Fence sites. – **Tree Technician**

November-March

- 🕒 Install cribbing on newly funded LSF sites. – **Tree Technician/Tree Specialist**
- 🕒 Begin selling seedling tree, shrub and evergreen species. – **LCCD staff**
- 🕒 Provide technical assistance to Laramie County residents on proper windbreak design criteria. – **Tree Specialist/Tree Technician**
- 🕒 Complete 190 windbreak designs to assist in selling 40,000 seedling tree, shrub and evergreen species. – **Tree Specialist/Tree Technician**

December/January

- 🕒 Update LSF records. – **Tree Technician**
- 🕒 Participate in local science fairs and provide natural resource awards at the LCSD All City Science Fair. – **Tree Specialist/Tree Technician**
- 🕒 Identify and prepare landowner contracts/agreements for 2023 Living Snow Fences. – **Tree Technician/Tree Specialist**

- 🕒 Maintain and repair tree planting equipment. – **Tree Technician/Tree Specialist**

February

- 🕒 Write news releases and design ads for seedling tree program. – **Tree Specialist/Financial Coordinator**

March

- 🕒 Submit signed WYDOT Living Snow Fence contracts to Wyoming State Forestry. – **Tree Technician**
- 🕒 Hire temporary employees for tree planting crew. – **Tree Technician**
- 🕒 Mail spring planting confirmation letters and windbreak checklist to tree planting customers. – **Tree Technician**
- 🕒 Flag private windbreak plantings per design. – **Tree Specialist/Tree Technician**
- 🕒 Complete spring site prep for Living Snow Fence tree plantings. – **Tree Technician/Tree Specialist**

April-June

- 🕒 Host tree planting workshops targeted towards Laramie County residents. – **Tree Specialist/Tree Technician**
- 🕒 Update tree distribution reminder card, print and mail to customers. – **Tree Specialist/Financial Coordinator**
- 🕒 Tree delivery/distribution (unload truck, inventory trees, create customer orders, and distribute). – **LCCD staff**
- 🕒 Plant trees and install conservation fabric mulch. – **Tree Technician/Tree Specialist**
- 🕒 Develop low water landscapes and drip irrigation designs for windbreak tree plantings and landscapes. – **Tree Specialist/Tree Technician**

On-Going

- 🕒 Provide technical assistance to Laramie County residents on tree related issues (insect control, rodent control, disease management, tree establishment and tree maintenance). – **Tree Specialist/Tree Technician**
- 🕒 Assist with the natural development and maintenance of the Cheyenne Business Parkway Natural Area. – **Tree Specialist/Tree Technician**

LARAMIE COUNTY CONSERVATION DISTRICT ANNUAL PLAN OF WORK FISCAL YEAR 2021-2022

Water Program

GENERAL POLICY

The Laramie County Conservation District focuses on how to conserve, enhance and sustain Laramie County's surface and groundwater resources through the promotion of healthy watersheds and sustainable use of water supplies.

GOALS

- ② Submit ten water projects through the Wyoming Water Development Commission/Small Water Project program.
- ② Continue water quantity and quality monitoring programs to measure BMP effectiveness.
- ② Work with the City of Cheyenne and other groups to raise awareness and funding for the Dry Creek Restoration project.
- ② Educate Laramie County residents on the awareness and benefits of water-wise landscaping.
- ② Address alternative funding resources for future LCCD projects and expenses.

Special projects to be accomplished

- ② Complete installation and study of Buffalo grass species survival at various locations throughout Cheyenne. – **Water Specialist**

Weekly

- ② Attend weekly staff meetings to determine workload priorities and time management. – **Water Specialist**

Monthly

- ② Complete monthly narrative to inform LCCD Board of Supervisors of program/LCCD activities. – **Water Specialist**
- ② Attend LCCD Board of Supervisors meeting to keep supervisors informed of program details. – **Water Specialist**

Quarterly

- ② Write informational articles to address conservation related issues. – **Water Specialist**
- ② Administer Small Water Program Contracts. – **Water Specialist**

August

- ② Assist Laramie County residents with natural resource projects that can be funded through the LCCD Community Enhancement program. – **Water Specialist**

September

- ② Develop Small Water project proposals for Wyoming Water Development Commission. – **Water Specialist**

- ② Attend Area II meeting of conservation districts in Wyoming. – **Water Specialist**

November

- ② Implement Dry Creek stream restoration. – **Water Specialist**
- ② Secure more federal funding for Crow Creek Restoration Phase I. – **Water Specialist**

December

- ② Prepare and submit Small Water project applications to WWDC. – **Water Specialist**
- ② Participate in local science fairs and provide natural resource awards at the LCSD All City Science Fair. – **Water Specialist**

January-June

- ② Prepare permitting for Dry Creek stream restoration phase 2. – **Water Specialist**
- ② Prepare for three low-tech stream structure projects within Laramie County on Lodge Pole, Crow and North Bear Creeks. – **Water Specialist**
- ② Prepare permitting of Dry Creek stream restoration project phase 2. – **Water Specialist**

February

- ② Write annual data reports and distribute to qualifying agencies and partners. – **Water Specialist**

March-June

- ② Continue low-tech structure implementation on Dry Creek project, phase two. – **Water Specialist**
- ② Continue vegetative channel monitoring along Dry Creek project, phase one. – **Water Specialist**

May-June

- ② Continue monitoring Lodge Pole Creek riparian pasture project for increased stream health. – **Water Specialist**
- ② E. coli monitoring for Crow Creek within Cheyenne, city boundaries.

On-Going

- ② Measure flow rates on streams within Laramie County to develop rating curves in assisting the State Engineers Office in capturing flow data. – **Water Specialist**
- ② Collect water quality data on Crow Creek BMPs including Pump-house Park Wetland and downtown Gutter Bins. – **Water Specialist**
- ② Develop and install BMPs throughout Laramie County with immediate focus on the Cheyenne Business Park Natural Area. – **Water Specialist**
- ② Develop small water projects throughout Laramie County to improve cattle distribution on rangeland, protecting riparian areas and watersheds, and increasing wildlife and aquatic habitat. – **Water Specialist**
- ② Monitor the Laramie County Library bio-retention basin/water-wise pollinator garden. – **Water Specialist**
- ② Assist with the natural development and maintenance of the Cheyenne Business Parkway Natural Area. – **Water Specialist**

LARAMIE COUNTY CONSERVATION DISTRICT ANNUAL PLAN OF WORK FISCAL YEAR 2021-2022

Wildlife and Range Program

General Policy

The Laramie County Conservation District recognizes that livestock are the most effective tool in managing multiple use rangeland ecosystems and endorses efforts to utilize scientific grazing principles and favors the development of grazing systems and improved practices.

The LCCD recognizes that wildlife is an important natural resource for the county and adds value to the community, thus strives to improve habitat across the county for multiple wildlife species.

The LCCD recognizes that noxious weeds are causing major environmental impacts in the county and strives to provide technical assistance in weed control and management.

Goals

- ② Raise landowner awareness of the most serious weed problems in Laramie County (Dalmatian toadflax, cheat grass) and promote control and management methods.
- ② Improve public awareness through social media, of the LCCD's technical assistance for wildlife habitat improvements in rural and urban settings.
- ② Encourage proper grazing management to protect the soil and decrease weed issues within Laramie County.
- ② Address alternative funding resources for future LCCD projects and expenses.

Special projects to be accomplished:

- ② Host a weed workshop identifying troublesome weeds found in Laramie County including control updates. – **Wildlife & Range Specialist**
- ② Host a workshop on small acreage grazing and management. – **Wildlife & Range Specialist**

Weekly

- ② Attend weekly staff meetings to determine workload priorities and time management. – **Wildlife & Range Specialist**

Monthly

- ② Complete monthly narrative to inform LCCD Board of Supervisors of program/LCCD activities. – **Wildlife & Range Specialist**
- ② Attend LCCD Board of Supervisors meeting to keep supervisors informed of program details. – **Wildlife & Range Specialist**

Quarterly

- 🕒 Write informational articles to address conservation related issues. – **Wildlife & Range Specialist**

June/September

- 🕒 Work with U.S. Forest Service to monitor grazing utilization on Pole Mountain, which validates the benefits of BMP's installed to improve watershed quality. – **Wildlife & Range Specialist**
- 🕒 Refurbish three water developments in the Pole Mountain area. – **Wildlife & Range Specialist**
- 🕒 Assist Laramie County residents with natural resource projects that can be funded through the LCCD Community Enhancement program. – **Wildlife & Range Specialist**

September

- 🕒 Attend Area II meeting of conservation districts in Wyoming. – **Wildlife & Range Specialist**

April/October

- 🕒 Provide seeding recommendations to establish healthy vegetation on rangeland, reduce noxious weeds, and re-establish vegetation on disturbed soils for existing and newly establish subdivisions of Laramie County. – **Wildlife & Range Specialist**
- 🕒 Manage communication of no-till drill rental, delivery and pickup for Laramie County landowners. – **Wildlife & Range Specialist**
- 🕒 Complete maintenance and repairs as necessary on no-till drill. – **Wildlife & Range Specialist**

December/January

- 🕒 Participate in local science fairs and provide natural resource awards at the LCSD All City Science Fair. – **Wildlife & Range Specialist**

March

- 🕒 Promote, recruit and educate students for competition at Wyoming Youth Resource Education Days (WYRED). – **Wildlife & Range Specialist**

May/June

- 🕒 Recruit and train a range judging team to compete at WYRED. – **Wildlife & Range Specialist**
- 🕒 Work with Nature Conservancy in promoting and installing wildlife friendly fences. – **Wildlife & Range Specialist**

On-Going

- 🕒 Provide support as a member, of the state Small Acreage Issues Team. – **Wildlife & Range Specialist**
- 🕒 Provide assistance as a member of the WYRED committee. – **Wildlife & Range Specialist**
- 🕒 Provide technical assistance as a member of the High Plains Chapter Pheasants Forever. – **Wildlife & Range Specialist**

- ② Prepare permitting, implementation, and finalizing for reimbursement of small water projects. – **Wildlife & Range Specialist**
- ② Provide technical assistance to livestock producers on grazing management and water improvements. – **Wildlife & Range Specialist**
- ② Provide technical assistance to landowners (pasture health, weed management, erosion control, etc.). – **Wildlife & Range Specialist**
- ② Provide technical assistance on wildlife habitat, CRP enhancement, backyard habitat, rodent control, etc. – **Wildlife & Range Specialist**
- ② Develop small water projects throughout Laramie County to improve cattle distribution on rangeland, protection of riparian areas and watersheds, and increase wildlife and aquatic habitat. – **Wildlife & Range Specialist**
- ② Provide grazing and monitoring technical assistance to Belvoir Ranch, and Pole Mountain Grazing Assn. – **Wildlife & Range Specialist**
- ② Work with schools to create and improve outdoor classroom and schoolyard habitats. – **Wildlife & Range Specialist**
- ② Work with landowners on improving CRP for wildlife habitat. – **Wildlife & Range Specialist**
- ② Develop applications for Wyoming Water Development Commission/Small Water Program. – **Wildlife & Range Specialist**
- ② Assist with the natural development and maintenance of the Cheyenne Business Parkway Natural Area. – **Wildlife & Range Specialist**

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