



WYOMING WATER DEVELOPMENT COMMISSION

**WWDO REGULAR MEETING:
Water Development Office
6920 Yellowtail Road | Cheyenne, WY
Large Conference Room
Thursday, October 5, 2023**

Meeting Minutes

1. Chairman Ron Kailey called the meeting to order at 8:30 a.m.
2. The pledge of allegiance was recited.
3. **Recognition of Members Present to Establish Quorum** – Vice Chairman Liisa Anselmi-Dalton

Commission Attendance:

Ron Kailey, Jr., Chairman
Liisa Anselmi-Dalton, Vice-Chairman
Leonard “Lee” Craig, -Excused
Robert “Bob” Choma
Clinton Glick -Excused
Todd Hoese
Mark Kot
John Lawson -Virtual
Dennis Pince
Larry Suchor

Advisor Attendance:

Abigail Boudewyns, Attorney General’s Office

4. **Approval of Minutes (A)**

August 15, 2023 WWDC Workshop Minutes & August 17, 2023 WWDC/SWC Joint Meeting Minutes:

Commissioner Mark Kot moved approval of the minutes for the August 15, 2023 workshop and August 17, 2023 joint meeting. Commissioner Todd Hoese seconded the motion; motion carried unanimously.

5. **2024 Planning Projects Consultant Selection Approval (B)**

Level I Projects – New Development:

Alpine Water Master Plan

The Selection Committee for the Alpine Water Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. Sunrise Engineering
2. Forsgren Associates
3. Jorgensen Associates

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Commissioner Dennis Pince moved that the Director be instructed to begin contract negotiations with Sunrise Engineering for consulting services on the Alpine Water Master Plan, Level I Project with a recommended appropriation of \$153,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Include scope alternate #1 pump testing and analysis of the Mega Well. The cost for this Alternative is \$17,290 and is included in the recommended appropriation.

Vice-Chairman Liisa Anselmi-Dalton seconded the motion; motion carried unanimously.

Bairoil Water Master Plan, Level I

The Selection Committee for the Bairoil Water Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. Forsgren Associates
2. Y2 Consultants, LLC
3. James Gores & Associates

Commissioner Mark Kot moved that the Director be instructed to begin contract negotiations with Forsgren Associates for consulting services on the Bairoil Water Master Plan, Level I Project with a recommended appropriation of \$147,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Include subsurface investigation at up to 35 sites as scope alternate with the Town of Bairoil performing the backfilling and surface restoration. The budget for this scope alternate shall not exceed \$50,000 and is included in the recommended appropriation for the project.

Commissioner Larry Suchor seconded the motion; motion carried unanimously.

Chugwater Water Master Plan, Level I

The Selection Committee for the Chugwater Water Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. AVI, p.c.
2. Y2 Consultants, LLC

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Commissioner Larry Suchor moved that the Director be instructed to begin contract negotiations with AVI, p.c. for consulting services on the Chugwater Water Master Plan, Level I Project with a recommended appropriation of \$209,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Accept scope alternate #1 Aerial Imagery at a cost of \$2,080.

Commissioner Bob Choma seconded the motion; motion carried unanimously.

Douglas Water Master Plan

The Selection Committee for the Douglas Water Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. HDR

Chairman Ron Kailey moved that the Director be instructed to begin contract negotiations with HDR for consulting services on the Douglas Water Master Plan, Level I Project with a recommended appropriation of \$286,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Accept the scope alternate to add \$15,000 to Task 4 (Water Sources) with the condition that it will be included in the final Master Plan report as a separate, stand-alone appendix.
2. Accept the scope alternate to add \$10,000 to Task 5 (Inventory, Evaluation, and GIS), but only to be implemented and spent after the initial water loss and leak assessment is completed as stated in the RFP, and upon written authorization from the WWDO.

The cost for both scope alternates is included in the recommended appropriation.

Commissioner Mark Kot seconded the motion; motion carried unanimously.

GR/RS/SC Regional Water Master Plan

The Selection Committee for the Green River-Rock Springs-Sweetwater County Joint Powers Water Board Regional Water Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

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1. Sunrise Engineering
2. Forsgren Associates

Vice-Chairman Liisa Anselmi-Dalton moved that the Director be instructed to begin contract negotiations with Sunrise Engineering for consulting services on the Green River-Rock Springs-Sweetwater County Joint Powers Water Board Regional Water Master Plan, Level I Project with a recommended appropriation of \$432,000. Commissioner Larry Suchor seconded the motion; motion carried unanimously.

Green River/Little Snake River Basins Conveyance Loss Study

The Selection Committee for the Green River / Little Snake River Basins Conveyance Loss, Level I Project ranked the consulting firms interviewed in the following order:

1. Stantec Consulting Services, Inc.

Commissioner Mark Kot moved that the Director be instructed to begin contract negotiations with Stantec Consulting Services, Inc. for consulting services on the Green River / Little Snake River Basins Conveyance Loss, Level I Project with a recommended appropriation of \$499,995.35.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. To accept the scope alternate to expedite the schedule and submit the final deliverables one year earlier, February 1, 2025, than the Request for Proposal required at no additional cost.

Vice-Chairman Liisa Anselmi-Dalton seconded the motion; motion carried unanimously.

Hudson Water Master Plan

The Selection Committee for the Hudson Water Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. HDR
2. Forsgren Associates

Commissioner Dennis Pince moved that the Director be instructed to begin contract negotiations with HDR for consulting services on the Hudson Water Master Plan, Level I Project with a recommended appropriation of \$210,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

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1. Include Scope Alternate #1 for additional hydraulic model calibration with pressure testing for no additional dollars.

Commissioner Bob Choma seconded the motion; motion carried unanimously.

Salt River Watershed Study

The Selection Committee for the Salt River Watershed Study, Level I Project ranked the consulting firms interviewed in the following order:

1. Y2 Consultants, LLC

Vice-Chairman Liisa Anselmi-Dalton moved that the Director be instructed to begin contract negotiations with Y2 Consultants, LLC for consulting services on the Salt River Watershed Study, Level I Project with a recommended appropriation of \$344,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Include Scope Alternative to develop a user-friendly GIS platform for the sponsor. Any costs associated with licensing will be the responsibility of the sponsor. The cost for the Alternative is \$16,100 and is included in the recommended appropriation.

Commissioner Bob Choma seconded the motion, motion carried unanimously.

Shoshone Municipal Pipeline Regional Water Master Plan

The Selection Committee for the Shoshone Municipal Pipeline Regional Water Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. DOWL
2. Engineering Associates

Commissioner Bob Choma moved that the Director be instructed to begin contract negotiations with DOWL for consulting services on the Shoshone Municipal Pipeline Regional Water Master Plan, Level I Project with a recommended appropriation of \$216,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. A scope alternate to publish GIS data by ESRI Online for no additional cost.
2. A scope alternate to perform a hydraulic model transient analysis for no additional cost.

3. A scope alternate to perform hydraulic model flow testing and calibration for no additional cost.

Commissioner Larry Suchor seconded the motion; motion carried unanimously.

Level II Projects - New Development

Burns Groundwater Supply

The Selection Committee for the Burns Groundwater Supply, Level II Project ranked the consulting firms interviewed in the following order:

1. Forsgren Associates
2. Engineering Associates
3. Trihydro Corporation

Commissioner Todd Hoese moved that the Director be instructed to begin contract negotiations with Forsgren Associates for consulting services on the Burns Groundwater Supply, Level II Project with a recommended appropriation of \$2,010,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Amend the Phase I, Task 7 budget to \$1,600,000.

Commissioner Dennis Pince seconded the motion; motion carried unanimously.

Cody Area Evaluations 2024

The Selection Committee for the Cody Area Evaluations 2024, Level II Project ranked the consulting firms interviewed in the following order:

1. Engineering Associates

Vice-Chairman Liisa Anselmi-Dalton moved that the Director be instructed to begin contract negotiations with Engineering Associates for consulting services on the Cody Area Evaluations 2024, Level II Project with a recommended appropriation of \$139,000. Commissioner Mark Kot seconded the motion; motion carried unanimously.

Greybull Water System Improvements

The Selection Committee for the Greybull Water System Improvements, Level II Project ranked the consulting firms interviewed in the following order:

1. DOWL
2. James Gores & Associates

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Chairman Ron Kailey moved that the Director be instructed to begin contract negotiations with DOWL for consulting services on the Greybull Water Systems Improvements, Level II Project with a recommended appropriation of \$160,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Scope alterations to include a comprehensive geodatabase and utilizing ArcGIS Online for no additional fee.

Commissioner Bob Choma seconded the motion; motion carried unanimously.

Hot Springs County Supply Evaluation

The Selection Committee for the Hot Springs County Supply Evaluation, Level II Project ranked the consulting firms interviewed in the following order:

1. DOWL
2. Engineering Associates

Chairman Ron Kailey moved that the Director be instructed to begin contract negotiations with DOWL for consulting services on the Hot Springs County Supply Evaluation, Level II Project with a recommended appropriation of \$365,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. A scope alternate for creating a project information website and ArcGIS Storymap for no additional cost.
2. A scope alternate to publish GIS data by ESRI Online for no additional cost.
3. A scope alternate for a dynamic financial model for no additional cost.

Commissioner Todd Hoese seconded the motion; motion carried unanimously.

Level I Projects - Rehabilitation

Big Horn Canal ID Master Plan

The Selection Committee for the Big Horn Canal Irrigation District Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. WWC Engineering
2. Sage Civil Engineering

Commissioner Dennis Pince moved that the Director be instructed to begin contract negotiations with WWC Engineering for consulting services on the Big Horn Canal

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Irrigation District Master Plan, Level I Project with a recommended appropriation of \$289,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Include Scope Alternative to develop a user-friendly GIS platform for the sponsor. The cost for the Alternative is \$10,000 and is included in the recommended appropriation.

Vice-Chairman Liisa Anselmi-Dalton seconded the motion; motion carried unanimously.

Elk Canal Master Plan

The Selection Committee for the Elk Canal Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. J-U-B Engineers, Inc.

Commissioner Todd Hoese moved that the Director be instructed to begin contract negotiations with J-U-B Engineers, Inc. for consulting services on the Elk Canal Master Plan, Level I Project with a recommended appropriation of \$265,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Negotiate with the consultant to eliminate some of their scoped work to decrease the bid amount to \$265,000.

Commissioner Bob Choma seconded the motion; motion carried unanimously.

Horse Creek Conservation District Master Plan

The Selection Committee for the Horse Creek Conservation District Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. AVI, p.c.
2. WWC Engineering
3. Western Heritage

Commissioner Bob Choma moved that the Director be instructed to begin contract negotiations with AVI, p.c. for consulting services on the Horse Creek Conservation District Master Plan, Level I Project with a recommended appropriation of \$248,000.

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Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Negotiate to include the quantitative seepage loss analysis with the scope for no additional dollars.

Commissioner Todd Hoese seconded the motion; motion carried unanimously.

Midvale ID Master Plan

The Selection Committee for the Midvale Irrigation District Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. Trihydro Corporation
2. Western Heritage

Commissioner Dennis Pince moved that the Director be instructed to begin contract negotiations with Trihydro Corporation for consulting services on the Midvale Irrigation District Master Plan, Level I Project with a recommended appropriation of \$409,000. Commissioner Larry Suchor seconded the motion; motion carried unanimously.

Powder River ID Master Plan

The Selection Committee for the Powder River Irrigation District Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. WWC Engineering
2. Western Heritage

Commissioner Larry Suchor moved that the Director be instructed to begin contract negotiations with WWC Engineering for consulting services on the Powder River Irrigation District Master Plan, Level I Project with a recommended appropriation of \$176,000. Commissioner Mark Kot seconded the motion; motion carried unanimously.

Strawberry Canal ID Master Plan

The Selection Committee for the Strawberry Canal Master Plan, Level I Project ranked the consulting firms interviewed in the following order:

1. Forsgren Associates
2. Sunrise Engineering
3. JUB Engineers, Inc

Commissioner Bob Choma moved that the Director be instructed to begin contract negotiations with Forsgren Associates for consulting services on the Strawberry Canal Master Plan, Level I Project with a recommended appropriation of \$235,000.

Further, the Selection Committee offered the following suggestions to the Director during contract negotiations:

1. Include Alternative 1 proposed by the consultant to gather pipeline condition information using a camera to determine options for rehabilitation vs replacement. The cost for this Alternative is \$12,360 and is included in the recommended appropriation.

Vice-Chairman Lissa Anselmi-Dalton seconded the motion; motion carried unanimously.

6. Planning Closeout Memos (C)

- Dowlin Diversion Rehabilitation, Level II Study

Project Manager Mabel Jones reviewed the Dowlin Diversion Rehabilitation, Level II Study closeout memo. A brief discussion ensued in regards to the funding partners mentioned in the closeout memo.

Vice-Chairman Lissa Anselmi-Dalton moved to accept the Dowlin Diversion Rehabilitation, Level II Study project report as being complete and further, made the following findings relative to this project:

1. That the Commission recommended proceeding to Level III of project development upon the submittal of an appropriate funding application by the sponsor.
2. Based on the findings in the final report, the project is determined to be in the public interest.
3. The project functions and services cannot realistically be provided by any person, association or corporation engaged in private enterprise.

Commissioner Bob Choma seconded the motion; motion carried unanimously.

- Lander Water Master Plan, Level I Study

Project Manager Mabel Jones presented the closeout memo for the Lander Water Master Plan. A brief discussion ensued in regards to tribal water systems in the area and associated challenges and opportunities.

Commissioner Mark Kot made a motion to accept the Lander Water Master Plan, Level I Study project report as being complete and further, made the following findings relative to this project:

1. That the Commission recommended proceeding to the next Level of project development upon the submittal of an appropriate funding application by the sponsor.

Commissioner Larry Suchor seconded the motion; motion carried unanimously.

- Little Snake River Valley Water Supply, Phase II, Level II Study

The closeout memo for the Little Snake River Valley Water Supply Project was presented by Project Manager Chace Tavelli. A brief discussion ensued concerning the existing water supply and water quality conditions in the Valley and overall need for the project in light of the project findings and cost estimates.

A motion was made by Commissioner Mark Kot to move acceptance of the Little Snake River Valley Water Supply Phase II, Level II project as being complete and further, made the following findings relative to this project:

1. That the Commission recommended proceeding to the next Level of project development upon the submittal of an appropriate funding application by an eligible sponsor.
2. Based on the findings in the final report, the project is determined to be in the public interest.
3. The project functions and services cannot realistically be provided by any person, association or corporation engaged in private enterprise.

The motion was seconded by Commissioner Bob Choma and carried unanimously.

- Rock Creek & Trail Ridge Creek Instream Flows 2020, Level I Study

The closeout memo for the Rock Creek & Trail Ridge Creek Instream Flows study was presented by Project Manager Chace Tavelli. Chace explained that he did not work as the project manager for majority of this study, but took it over when former Project Manager Jay Smith left the WWDO.

A motion was made by Vice-Chairman Liisa Anselmi-Dalton to move acceptance of the Rock Creek and Trail Ridge Creek Instream Flows 2020, Level I Study project report as being complete. Commissioner Todd Hoese seconded the motion; motion carried unanimously.

- Upton Water Master Plan, Level I Study

Project Manager Keith Clary presented the closeout memo for the Upton Water Master Plan. A brief discussion ensued.

A motion was made by Todd Hoese to move acceptance of the Upton Water Master Plan, Level I Study project report as being complete and further, made the following findings relative to the project:

1. That the Commission recommended proceeding to the next Level of project development upon the submittal of an appropriate funding application by the sponsor.

Commissioner Bob Choma seconded the motion; motion carried unanimously.

- West Afton/Nield String Master Plan, Level I Study

Project manager Mabel Jones briefly reviewed the closeout memo for the West Afton/Nield String Master Plan project. Mabel Jones noted that during the study the West Afton Sprinkler Company reorganized as the West Afton Irrigation District. A brief discussion ensued. Jason Linford with Sunrise Engineering provided additional information regarding the two entities.

A motion was made by Bob Choma to move acceptance of the West Afton/Nield String Master Plan, Level I Study as being complete and further, made the following findings relative to the project:

1. That the Commission recommended proceeding to the next Level of project development upon the submittal of an appropriate funding application by an eligible sponsor.

Commissioner Todd Hoese seconded the motion; motion carried unanimously.

- Wheatland Water Master Plan, Level I Study

The closeout memo for the Wheatland Water Master Plan was presented by Project Manager Keith Clarey.

A motion was made by Vice Chairman Liisa Anselmi-Dalton to move acceptance of the Wheatland Water Master Plan, Level I Study project report as being complete and further, made the following findings relative to this project:

1. That the Commissioner recommended proceeding to the next Level of project development upon the submittal of an appropriate funding application by the sponsor.

Commissioner Larry Suchor seconded the motion; motion carried unanimously.

7. Groundwater Exploration Grant Contract Amendments (D)

Happy Valley Water and Improvement District, Amendment One

Project Manager George Moser provided an overview of the Groundwater Exploration Grant for Happy Valley Water and Improvement District. This amendment is a time extension only, extending the deadline for project completion to October 31, 2025. Mark Erickson, the sponsor for this project joined the meeting via Zoom to show his support for the time extension amendment.

Vice-Chairman Liisa Anselmi-Dalton moved to approve the First Amendment to the Happy Valley Groundwater Exploration Grant Contract. Commissioner Bob Choma seconded the motion; motion carried unanimously.

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Skyline Ranch Improvement & Service District, Amendment One

Project Manager George Moser provided an overview of the Groundwater Exploration Grant for Skyline Ranch Improvement & Service District. This amendment is a time extension only, extending the deadline for project completion to June 30, 2024.

A motion was made by Commissioner Bob Choma to move to approve the First Amendment to the Skyline Ranch Groundwater Exploration Grant Contract. Commissioner Todd Hoese seconded the motion; motion carried unanimously.

8. Construction Closeout Memos (E)

Dry Creek ID Transmission Pipeline Replacement 2020

Bill Brewer, Deputy Director of Construction provided information regarding the Dry Creek ID Transmission Pipeline replacement closeout memo.

9. Project Updates

- Big Sandy Reservoir Enlargement

Director Mead provided a presentation update on the Big Sandy Reservoir Enlargement Construction Project which started in the Spring of 2022 and is now substantially complete. This Project was funded with Colorado River Basin MOA funds, not WWDC funding. A brief discussion ensued.

10. Discussion

- Future Discussion at November Meeting- High Savery Lands Grazing

Director Mead referred to the SWC/Joint Agriculture, State and Public Lands & Water Resources meetings that took place in September in Pinedale where Senator Hicks announced an item for further discussion at the November WWDC/SWC Meeting. Adjacent landowners are interested in potentially grazing lands that are owned by the WWDC for the operation of High Savery Reservoir and the mitigation that was required in the original permitting of the Project. Additional information will be provided at the November Meeting.

11. Future Meetings Schedule

Director Mead discussed the dates of November 7, 2023 through November 9, 2023 for the next Joint Water Development Commission/Select Water Committee Workshop and Meeting, scheduled to take place at the Wyoming Oil and Gas Conservation Commission building in Casper, WY.

12. Adjourn

Commissioner Todd Hoese motioned to adjourn the meeting for the Water Development Commission at 10:29 a.m., Commissioner Bob Choma seconded the motion; motion carried unanimously.

Respectfully submitted,

Lee Craig, Secretary