2013 Annual Operating Instructions
Meadow Creek C&H On-Off Allotment

1: INTRODUCTION:

Permitted Use:

Permittee	Numbers	Season
Stan or Trish Dowton	Variable numbers and seasons not to exceed 81 HMs, within this period (06/16-10/31)	

Authorized Use: Upon payment of fees, you are authorized to graze as follows:

Permittee	Unit	Numbers	Season*
Stan or Trish Dowton	Meadow Creek	59 c/c "On"	08/20-09/30

*Actual on-dates, off-dates, and grazing rotations will be determined on the basis of range readiness, utilization, or other resource considerations as deemed necessary by the authorized Forest Officer. Such changes will typically be made in consultation with the permittee(s).

Permitted Livestock Brand

3X "LHC"

2: COMPLIANCE:

This AOI is made part of your Term Grazing Permit consistent with Part 1, Item 3 and Part 2 Item 8(a) of the General Provisions and Requirements. Your compliance with these instructions is essential for the proper management of National Forest System lands. Failure to comply with the terms and conditions of your permit and these instructions may result in issuance of a notice of non-compliance with the terms of your grazing permit.

Permittees with livestock in rested units, grazing units outside the season of use, and grazing areas not authorized, will be held non-compliant with the terms and conditions of their Term Grazing Permit. Such non-compliance may result in billing for excess use, permit modification / cancellation, or other actions as provided in FSH 2209.13.

Situations may develop during the grazing season which require modifications to these instructions. If this becomes necessary, or if you cannot comply with some part of these instructions, contact the District Ranger and obtain approval before initiating changes or deviating from these instructions.

Notice of non-compliance actions: None taken in 2012.

All livestock feed or straw brought on to the forest is required to be certified weed free.

3: PREVIOUS YEAR GRAZING RESULTS:

Let me remind you that the Decision Notice for Meadow Creek Allotment signed in September 2012 implements a bank alteration standard of 20%. The Meadow Creek EA was mailed to

you on May 6, 2013, please talk with Robert Garcia (774-3014/622-0082) if have any questions.

Repeated non-compliance with stubble height, bank alteration, or any of the other standards implemented in the recent decision could prompt permit action in 2013.

4: BILLING:

The 2013 cost per Head Month for cattle is $1.35 per head month/cattle. A Bill for Collection will be mailed to you. Grazing fees must be paid by the date specified on the Bill for Collection to:

USDA Forest Service c/o Citibank
PO Box 301550
Los Angeles, CA 90030-1550

Confirmation of payment through the "lock box" process must be received before livestock can enter NFS lands.

New on-line bill payment information is attached, if you choose to pay on-line.

5: LIVESTOCK MANAGEMENT:

You will be responsible for monitoring livestock move thresholds or "triggers" during the grazing season. These "triggers" will assist you in ensuring that end of season utilization standards are not exceeded. The Sawtooth NRA range staff will conduct spot checks as necessary. Typically, "triggers" will be the standard(s) listed below in section 6, "Standards and Guidelines". **It is strongly suggested that livestock be moved before utilization standards are reached.** This will help to prevent forage utilization in excess of standards, allowing for time to clean the unit of stragglers.

The scheduled "off-date" is not the day to start moving your herd; it is the date by which you should have all permitted livestock removed from the pasture or allotment.

If you move your permitted livestock on to the allotment later than the scheduled "on-date", and want to stay past your "off-date", then you must make arrangements early in the grazing season, and obtain approval from the District Ranger or other authorized Forest Officer.

Please realize that it is in your best interest to keep cattle distributed throughout useable areas in the currently authorized pasture. **Use of riparian areas needs to be carefully monitored by you.** If cattle are allowed to concentrate in riparian areas and around water developments, utilization standards will likely be reached prior to the scheduled pasture move or "off-date". This may result in directed early pasture moves or early removal of livestock from the allotment.

6: STANDARDS AND GUIDES:

You are responsible for tracking forage use levels and complying with utilization standards. For your convenience, the Meadow Creek C&H maximum allowable forage utilization levels under the Sawtooth

Forest Plan and 2013 Meadow Creek Environmental Assessment are listed below.

Riparian Areas - Annual utilization standards
Palatable forage *species* would be measured to determine riparian (greenline) utilization.
Utilization Standards for Riparian (FLRMP / Forest Plan):

- Water sedge (Carex aquatilis) or Nebraska sedge (Carex nebraskensis) will be the key species measured to determine riparian (greenline) utilization.
- Maximum 45 percent use or retain a minimum stubble height of 4" on hydric greenline species, whichever occurs first. (Standard RAST01). This standard applies to the streams that are meeting Forest Plan vegetation desired conditions.
- Streams not meeting Forest Plan vegetation desired conditions would fall under the following standard:
    - Forage Utilization standards for riparian areas shall not exceed 30% use of most palatable forage species, or must retain a minimum 6 inch stubble height of hydric greenline species, whichever occurs first, *when riparian goals and objectives are not being met* (Management Area 2, Standard 02143).
- Streambank alteration would not exceed 20%.
- Forage utilization of woody species, such as willow, alder, birch, etc., will not exceed 20% of current year's growth on 80% of the plants evaluated.

Upland Vegetative Cover Types - Annual utilization standards

- Bluebunch wheatgrass (Agropryon spicatum) and Idaho fescue (Festuca idahoensis) will typically be the key species measured to determine upland utilization, though other species may be may be measured to estimate utilization at the discretion of the Forest Officer.
- Early season (to early July) or season long pastures:
    - 40 percent use (Standard RAST01), or retain a minimum of 3- inch stubble height for Kentucky bluegrass, a 6-inch stubble height for Bluebunch wheatgrass, and a 2-inch stubble height for Idaho fescue.
- Late season pastures or vegetative slow growth, after seed ripe conditions – 50% use (Standard RAST01).

Aspen Stands - Annual utilization standards
Forage utilization of aspen suckers will not exceed 20% of current years growth on 80% of suckers in a stand.

7: IMPROVEMENTS:

All improvements for which you have maintenance responsibility are listed in Part 3 of your Term Grazing Permit.

Improvements will be maintained to Forest Service standards before livestock enter the pasture/allotment.

Improvements used in common with an adjoining permittees, such as allotment boundary fences, must be maintained to standard before either permittee allows livestock to enter the allotments.

According to the recent decision fence #46201 is to be converted to a barbed-wire let-down fence. This must take place before cattle are allowed on the allotment.

Let me also remind you that, as agreed to by you and my staff, you would electric fence the entire boundary between Forest Service and private. The purpose of the fence is to ensure cattle are not on the allotment before or after the authorized grazing season, which this year is 8/20-9/30. As also agreed, if the electric fence does not adequately control cattle no cattle will be placed on the allotment after this year until a more secure fence (such as barbed wire) is constructed. Cattle that are found on the allotment this year before 8/20 or after 9/30 will be considered trespass, non-compliance procedures will also ensue.

When improvements have been maintained, please call the Stanley Ranger Station and report that maintenance has been completed. If verification is not received from the permittee prior to the allotment "on-date", follow-up inspections may be made. If it is found that maintenance has not been completed, and the responsible permittees livestock are present on the allotment, the permittee may be billed for unauthorized use and / or permit action taken for non-compliance.

If an allotment is in non-use status, the permittee is still responsible for improvement maintenance.

No ground disturbing activities may be conducted by the permittee or their personnel on National Forest System lands without prior approval from the authorized Forest Officer.

Permittee (or authorized agent of permittee) use of ATVs and motorcycles outside designated routes shown on the Sawtooth National Forest/Sawtooth National Recreation Area Motor Vehicle Use Map is limited to that required for allotment management operations such as maintenance and repair of range improvements, and distribution or retrieval of salt during or immediately after the authorized grazing season.

Any plans to reconstruct or build new improvements on the Forest should be coordinated with the range staff.

8: PERMITTEE OR RIDER INSTRUCTIONS:

Please notify SNRA range staff at 208-774-3000 before allowing your livestock to enter the Meadow Creek C&H On-Off Allotment.

Because of increasing public use, gates are often left open and cattle stray into the wrong pasture. We realize this is an inconvenience. However it is still the **permittees responsibility to keep their permitted livestock in the approved pasture/allotment.** Routine checks should be made by you and your rider to assure compliance.

Salt should be used to spread livestock utilization across the pasture being grazed. The permittee is responsible for using water and salt to achieve the best distribution of cattle throughout the pasture.

Livestock salting is prohibited within riparian areas and wetlands. Do not place salt within 100 yards of any watering area or meadow unless you receive prior approval. This includes, but is not limited to, springs, seeps, water troughs, and creeks.

Salt will be removed from areas where the maximum allowable use levels have been reached or at the end of the grazing season, whichever occurs first.

By USDA order #04-00-097, all non-pelletized hay, straw or mulch possessed, stored, or transported on National Forest System Lands, in individual bales or containers, must be tagged or marked as weed free, or must have the original and current evidence of weed free certification documentation present. All markings must meet State and/or County standards for certification as weed free.

9: REQUIRED REPORTING:

Enclosed is a grazing use record form for the upcoming season. Please use this form to record the time (dates) livestock spend on an allotment as well as other information such as livestock loss, salting, grazing use, resource concerns, improvement needs etc. The grazing use record should be returned to the district office within 30 days after the grazing season.

Please submit requests for credits or refunds before December 31.

10: INSPECTIONS & MONITORING:

Multiple Indicator Monitoring (MIM) sites read in 2012 were Meadow Creek.

- The 4" stubble height standard was not met in 2012, it is imperative that standards are met to avoid permit action.

Brands will be checked periodically throughout the grazing season.

Range inspections may be made several times during the grazing season to check maintenance of range improvements, forage utilization, and compliance with the grazing rotation and standard requirements. If you are interested in participating in allotment inspections, please notify the range staff at the beginning of the grazing season.

End-of-season compliance monitoring will be conducted by the SNRA Range Staff. Exceeding end-of-season utilization standards will be regarded as an instance of non-compliance with the terms of your grazing permit. In addition to the potential for permit action, this may further result in the modification of grazing management (including reductions in Head Months or permitted area) until the risk of adverse impacts to habitat is minimized.

11: COORDINATION & COOPERATION:

Questions about what can or cannot be done in reference to defending livestock, harassing wolves, or shooting wolves should be directed to:

- John Rachael at the Idaho Department of Fish and Game (IDFG) Headquarters Office in Boise, Idaho (208-334-3700)
- Todd Grimm, USDA APHIS Wildlife Services in Boise, Idaho (208-378-5077)
- Eric Simonson, local Wildlife Services contact in Challis, Idaho (208-879-2178)

Permittees should continue working with their local Wildlife Services representative on depredation issues.

In order to reduce the potential for depredation, the Forest Service recommends that the following procedures be implemented each grazing season:

- Remove cattle and saddle stock carcasses from the area where they will not serve as an attractant to predators. The intent of this recommendation is not to require removal of carcasses from the allotment, but to remove them out of areas currently being grazed or areas soon to be grazed.

Work with IDF&G and Wildlife Services in implementing other effective preventative actions to reduce the risk of depredation.

12: OTHER:

We look forward to working with you and solicit your cooperation and involvement in bringing about sound range and livestock management practices that will enhance all of the allotment's resources. If you have any ideas or suggestions that will improve the management of this allotment, we would like to hear from you. If you have any questions concerning these Annual Operating Instructions, please call Robert Garcia 774-3014, Beth Bratlie 774-3013 or myself at 208-727-5000.

13: SIGNATURE:

/s/ Joby P. Timm ***05/15/2013***
Joby P. Timm, District Ranger **Date**

/s/ **05/15/2013**
Permittee **Date**

14: MAPS, FORMS & ATTACHMENTS:

a) Permittee actual use form (use, losses, costs, etc.)
b) Online Billing Information

2013 ACTUAL USE RECORD
Meadow Creek On-Off C&H Allotment

Planned use from the AOI:

Allotment	Unit	Numbers	Season
Meadow Creek	Meadow Creek	59 c/c "On"	08/20-09/30

Please fill in your actual use by the unit grazed and the number of livestock and dates grazed in each unit. Bulls count as part of your permitted numbers.

Unit	Number of Livestock	Date entered Unit	Date left Unit

LOSSES: Indicate number and class of animals lost by cause.

Unit	Class of Lvstk	Predators	Poison	Other

Days spent maintaining allotment improvements:_____
Approximate cost of materials: $_____
Approximate cost to manage livestock on National Forest, including riding, salting etc.:$_____

Comments:

Signature:_____Date:_____

Online Billing Information

The Forest Service is pleased to announce the release of a new Online Bill Payment website. The Online Bill Payment website called Paygov© provides our customers an additional payment option that is a more convenient way of paying Forest Service bills. This bill payment website provides significant benefits to the Agency, as well as, our customers by offering the opportunity for better service using electronic payment methods through the use of the internet.

You now have the opportunity to pay your Forest Service bill for collection (BFC) online using your plastic (credit/debit) cards or electronic checks:

The Online Bill Payment website can be accessed at the following link: http://www.fs.fed.us/billpay starting May 15, 2012. Information about the Online Bill Payment option will be included on your bill received from the Forest Service.

The Bill Payment website http://www.fs.fed.us/billpay outlines important information regarding the payment processing timeline and guides you through the bill payment process. You must input the bill number from the BFC and must pay the bill in full as a condition of using the Online Billpay website. Upon completion and submittal of payment information and payment processing, you will receive an email that confirms payment.

A few important facts if using the Online Bill Payment option:

- The bill must be paid in full, no partial payments are acceptable.
- Allow four (4) business days for payment processing.
- Payments received after 8:00 ET are submitted the next business day.
- Payments made on holidays are submitted the next business day. Holidays are not counted as a business day.
- **Reminder**, payment not processed prior to a bill due date will incur penalty and interest charges regardless if using the Online Bill payment option or submitting payment through the mail.

If you are interested in using the online Bill Payment website, the attached instructions will guide you through the online Bill Payment process.

Of course, you continue to have the option of paying your bill through the mail by sending payment to our Citibank collection center at USDA Forest Service, C/O Citibank, P.O. Box 301550, Los Angeles, CA 90030-1550.

If you have questions, contact Jill Allgood, Resource Specialist, at (208) 737-3247.

Instructions for Online Payment Method

Log on the Bill Payment website, http://www.fs.fed.us/billpay. You will be at the Bill Pay home page, "Welcome to the Forest Service payment options website".

To pay a Forest Service bill, select "***click here***" at Pay.gov

Bill Process Time – review this page for information about payment timelines and posted notices.

- allow 4 business days to process payment against your bill.
- payment made after 8:00 pm ET are submitted the next business day.
- payment made on holidays are submitted the next business day.
- payments not processed prior to the due date reflected on the bill will incur penalty and interest charges.

At the bottom of the page, select "***Click here***" to proceed with the online payment process.

Bill Payment (screen 1):

- enter the **Bill Number** from your bill for collection twice (example: BF041201N20012)
- select payment method (plastic card or ACH debit),
- type in the word verification ,
- select "***Pay Bill***".

Bill Payment (screen 2) :

Verify your bill number and payment type, select "***Continue***" to proceed with the online payment process.

Online Payment:

Step 1: Enter Payment Information (either plastic card or ACH payment):

If using a plastic card for payment, complete required fields as noted with a red asterisk, and select "***Continue with Plastic Card Payment***".

If using ACH Payment method, complete required fields as noted with a red asterisk, including the bank routing, account and check number. Select "***Continue with ACH Payment***"

Step 2: Authorize Payment

Verify information and enter email address. *Email address is required to receive an email confirmation as a receipt of your bill payment.*

If using a plastic card for payment, check the box at bottom of the page "I authorize a charge to my card account for the above amount in accordance with my card issuer agreement", and select "***Submit Payment***".

If using ACH Payment method, read the Authorization and Disclosure statement at the bottom of the page and check the box, "I agree to the authorization and disclosure language", and select "***Submit Payment***".

Bill Payment Successful! You have successfully paid your bill with the online bill payment program. If you entered your email address in the Authorize Payment screen, an email payment confirmation (receipt) will be sent to you from paygovadmin@mail.doc.twai.gov.