

**CASCADIA CONSERVATION DISTRICT
REGULAR DISTRICT MEETING
Zoom Meeting ID: 987 6961 1557
14 N Mission St.
Wenatchee, WA 98801
Friday, May 20, 2022
1:30 p.m.**

MEMBERS PRESENT: Junell Wentz, Chair; Dillon Miller, Vice Chair; and Amy Bridges, Auditor.

MEMBERS ABSENT: Jim Bartelme, Member; and Kurt Hosman, Member.

OTHERS PRESENT: The following District staff: Ryan Williams, Valerie Hampton, and Nada Wentz. Attendees were present in person and via Zoom.

Junell Wentz, Chair, called the meeting to order at 1:34 p.m.

Consent Agenda: Approve the April 22, 2022, Special District Meeting minutes, approve the April Treasurer's Report and authorize payment of bills.

M/S/C Dillon moved and Amy seconded to approve the Consent Agenda. (Unanimous)

Review and Consider Grant Applications and Contracts:

Grant Applications:

Washington State Archives – Local Records Grant Application - Funding to organize and archive/destroy appropriately.

Grant Contracts:

NACD – Urban Ag Memorandum of Agreement - opportunities for urban agriculture/gardens, develop and implement Heritage Gardens Program;
Conservation Commission – Food System Support Grant Amendment – Support to kick start NACD Urban Ag Grant;
Conservation Commission – Pollinator Friendly Plant List Amendment – Support staff time to work on WSDA pollinator-friendly list.

ILAs/MOUs/MOAs/Contracts:

Pomeroy CD – Engineer Services Agreement – Allow Pomeroy to bill for services for current project;
Lake Wenatchee Fire and Rescue – Agreement for Chipper Maintenance Services – approve pending LWFR approval;
Bushmen Landscaping – Chipping contract for 3 days of services – approve Executive Director signature on contract;
Kingfisher Forestry – Provide 2 days of Chainsaw 101 class – approve Executive Director Signature on contract;
YMCA – Summer Camp facility rental – approve Executive Director signature on contract pending insurance acceptance by Enduris.

M/S/C Dillon moved and Amy seconded to approve the application, contracts and agreements as presented. (Unanimous)

Annual Plan of Work Review: Ryan discussed the new categories that were created in the Plan of Work and presented the edits to the Board. The Board briefly reviewed the edits and gave their approval.

M/S/C Dillon moved and Amy seconded to approve the 2022-23 Annual Plan of Work. (Unanimous)

Schedule 22 Review: Valerie asked for Board Member volunteers to do a spot check of transactions for the Annual Financial Report Schedule 22. Kurt and Dillon volunteered.

Executive Director's Report: The Commission officially certified the election of Pete Teigen and the appointment of Kurt Hosman during their May meeting. Officer elections will be done at the June meeting.

It is the end of the fiscal year when a few of the grants close and funding payments are being finalized. Some of ending bills are big and may require the use of the District Line of Credit.

A few of the items to discuss at the next meeting will be the review of District policies. The virtual meeting mandate ends on June 1. The District can continue hosting virtual meetings because it works best for public attendees that are not yet comfortable meeting in person, as well as times when staff and Board members aren't available to come in.

A tour is planned for the new WSCC Executive Director the day after WADE Training ends. Board members are also invited to go on the tour or join the group for lunch. Ryan asked that Board members that wish to attend, please let him know and he will get the details emailed.

The Wenatchee World building sale closed. The District was contacted about the sale and given contact information for where the June rent check should be sent. Wapato Real Property, LLC will appear on the Treasurer's Report. Ryan hopes to meet with the new owners and see what their plans are for the future of the building.

Staff requested a training in first aid, possibly specific to wilderness training. Other agencies may be interested in joining District staff for this. There was a brief discussion about updating and refilling all District First Aid kits in the office and the vehicles as well. Ryan would like to include a check on the fire extinguishers.

Ryan is currently working on an agreement with Cascade School District to park the Sierra and store the chipper in their secure parking area.

Board members may be required to take the harassment training. Information will be provided to complete this.

Foster Creek District Manager Amanda Ward will be taking a job with Upper Columbia Salmon Recovery Board. Plans are being set to fill Amanda's position.

Set June Meeting Date and Agenda: The next Regular Meeting is on Friday, June 17, 2022, at 1:30 p.m.

The Regular District Meeting adjourned at 3:26 p.m.

Summary of Official Actions:

Approved the Consent Agenda;

Approved the following:

Grant Applications:

Approved the Washington State Archives – Local Records Grant Application;

Grant Contracts:

Approved the NACD Urban Ag Memorandum of Agreement; the Conservation Commission Food System Support Grant Amendment; Conservation Commission Pollinator Friendly Plant List Amendment;

ILAs/MOUs/MOAs/Contracts:

Approved the Pomeroy CD Engineer Services Agreement; the Lake Wenatchee Fire & Rescue Agreement, pending LWFR approval; the Bushmen Landscaping chipping contract and Executive Director signature; the Kingfisher Forestry Chainsaw 101 Class and Executive Director signature, pending Enduris insurance contract acceptance;

Approved the 2022-23 Annual Plan of Work.

CHAIR _____

OFFICE ASSISTANT _____