

**CASCADIA CONSERVATION DISTRICT
REGULAR DISTRICT MEETING
Zoom Meeting ID: 987 6961 1557
1350 McKittrick St.
Wenatchee, WA 98801
Friday May 17, 2024
1:30 p.m.**

MEMBERS PRESENT: Junell Wentz, Chair (In-Person); Dillon Miller, Vice-Chair (In-Person); Amy Bridges, Auditor (Zoom).

MEMBERS ABSENT: Kurt Hosman, Member; and Pete Teigen, Member.

OTHERS PRESENT: Frank Curtin, NRCS (Zoom); and the following District Staff: Ryan Williams (Zoom), Valerie Hampton (Zoom), Elizabeth Jackson (In-Person).

Junell Wentz, Chair, called the meeting to order at 1:37 PM

PUBLIC COMMENT: none

Consent Agenda: Approve April 19, 2024, Regular District Meeting Minutes, approve April Treasurer's Report and authorize paying bills.

M/S/C Dillon Miller moved to approve the Consent Agenda. Amy Bridges, Seconded. Motion passed unanimously.

CORRESPONDENCE

The Statewide Riparian Round Table sent a letter to Cascadia CD thanking them for hosting a tour of multiple project sites in April.

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT: Frank Curtin

There are seven Environmental Quality Incentive Program (EQIP) projects obligated in this round. It is a mix of pollinator/hedgerow, orchard chipping, high tunnel, and pasture planting on a dairy. In addition, there are pre-commercial thinning projects in the Entiat watershed, and cover cropping in Plain. There are an additional nine EQIP projects out for signature, including eight orchards and one high tunnel. Six Conservation Stewardship Program (CSP) projects are in pre-approval for forestry in the Leavenworth area. Sixteen Regional Conservation Partnership Program (RCPP) are in process; the next step is ranking. There are 38 total contracts that need to be ranked and obligated by mid-September. There was a 2nd CSP sign-up announcement recently. With the increased volume of work, they are requesting a second employee for the Chelan County office.

WASHINGTON STATE CONSERVATION COMMISSION (WSCC) REPORT: Mike Baden

Not available for the meeting.

STAFF REPORT: None

GRANT APPLICATIONS, CONTRACT REVIEW AND APPROVAL

Contracts and Grant Applications for Consideration at the May 17, 2024 board meeting					
Grant Applications					
Granting Agency	Title	Amount		Activities	Action Needed
Grant Contracts					
Granting Agency	Contract Title	Duration	Amount	Activities	Action Needed
ILAs/MOUs/MOAs/Contracts					
Agreement Entity	Agreement Purpose	Duration	Financial Commitment	Activities	Action Needed
Chelan Douglas Land Trust	Forest Management and Burn Planning	05/17/2024 - 5/31/2025	\$ 3,220.00	Funding to CDLT to complete forest management and Burn planning on their Mountain Home property.	Approve Services Agreement
BFI Native Seeds	Fall Seeding	3/5/2024 - 12/31/2024	\$ 21,265.00	Seeding of area treated by herbicide in 2023 for Methow Street Fire Burn Scar.	Approve Services Agreement
Landowner Agreements/Cost Share					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities	Action Needed
Grace Lutheran Church	NRCS Equity in Conservation	100%	\$10,300	Install irrigation system for raised beds, composting facility, and other material support for community garden	Approve Landowner Agreement
Tierra Learning Center	WSCC Forest Health	46%	\$ 35,637.99	Thinning on 17.3 Acres including woody residue treatment	Approve Landowner Agreement
Landowner Cost Share/Contract Payments					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities Completed	Action Needed
ILAs/MOUs/MOAs/Contracts color codes		No color is neutral cashflow			
		Rust color is CCD paying somebody else			
		Green color is CCD receiving money			

- Chelan Douglas Land Trust Forest Management Planning Services Agreement
- BFI Native Seeds Methow Street Fire reseeding project Services Agreement
- Grace Lutheran Church Irrigation Cost Share Agreement

M/S/C Dillon Miller moved to approve the above mentioned grants, contracts and landowner agreements: Amy Bridges seconded. Motion passed unanimously.

- Tierra Learning Center Cost Share Agreement.

M/S/C Dillon Miller moved to approve the Tierra Learning Center Cost Share Agreement. Junell Wentz seconded. Amy Bridges Abstained. Motion Passed 2 yea, 1 abstention.

Other Business:

Dairy Management Plan Implementation Certification: Green Valley Dairy: Elizabeth Jackson presented on Green Valley Dairy’s progress toward implementing their Dairy Nutrient Management Plan. They are ready to certify that they have implemented all of the practices recommended in their plan.

M/S/C Dillon Miller moved to certify the implementation of Green Valley Dairy’s Dairy Nutrient Management Plan. Amy Bridges, Seconded. Motion passed unanimously.

Resolution #2024-2: Closing Petty Cash Fund: Ryan Williams and Valerie Hampton presented a resolution stating that the petty cash fund is obsolete and needs to be closed out to reduce risk and administrative burden.

M/S/C Amy Bridges moved to approve Resolution #2024-2: Closing Petty Cash Fund. Dillon Miller, seconded. Motion passed unanimously.

Authorize Purchase of Vehicle to replace Blazer: The Blazer is reaching the end of its life, it has several minor mechanical issues that will cost more than it is worth to repair. Cascadia CD has also received funding from the State Conservation Commission to help with the purchase of a new vehicle. Ryan Williams proposed replacing it with a hybrid SUV of similar size and type, likely a Toyota RAV 4 Hybrid. Total cost will be no more than \$45,000.

M/S/C Dillon Miller moved to approve purchase of a vehicle to replace the Blazer with a total cost of no more than \$45,000. Amy Bridges, seconded. Motion passed unanimously.

FY2025 Annual Plan of Work: Ryan Williams presented the FY2025 Annual Plan of work to the Board. A draft version was sent earlier in the month. Total budget is approximately \$4.8 million for state fiscal year 2025.

M/S/C Amy Bridges motioned to approve the FY2025 Annual Plan of Work for Cascadia CD. Dillon Miller, seconded. Motion passed unanimously.

Calendar Year 2023 Annual Financial Report: Valerie Hampton reported on the status of the Calendar Year 2023 Annual Financial Report, due May 29th. She asked for two board members to help review elements of the report. Junell and Pete indicated that they would help as needed.

Executive Director's report: Ryan Williams discussed the status of the health care change that was approved at the April board meeting, the May WACD strategic planning meeting, the upcoming tour with the WSCC Executive Director in July, the Accountability Audit starting in May, and the results of the Community Wildfire Defense Grant round.

Ryan also requested permission to stay on site for the Washington Association of District Employees conference and for the board to approve him to allow other staff to stay on site if it is deemed necessary for safety, efficiency or cost savings.

M/S/C Amy Bridges moved to approve Ryan Williams staying on-site for WADE and for Ryan Williams to approve other staff to stay on site if deemed necessary. Dillon Miller, seconded. Motion passed unanimously.

June Meeting Date, Location and Time: The next regular meeting is June 21st, 2024, at 1:30 p.m. at the Cascadia CD office, 1350 McKittrick St. Ste. B, Wenatchee, WA 98801.

The meeting adjourned at 3:09pm.

Summary of Official Actions:

Approved the Consent Agenda;

Approved the following contracts and agreements:

ILAs / MOUs / MOAs / Contracts:

Chelan Douglas Land Trust Forest Management Planning Services Agreement;
BFI Native Seeds Methow Street Fire reseeded project Services Agreement;
Grace Lutheran Church Irrigation Cost Share Agreement;

Landowner Agreements/Cost Share:

Tierra Learning Center Cost Share Agreement;

Approved certifying the implementation of Green Valley Dairy's Dairy Nutrient Management Plan;

Approved Resolution #2024-2: Closing Petty Cash Fund;

Approved purchase of a vehicle to replace the Blazer with a total cost of no more than \$45,000;

Approved approve the FY2025 Annual Plan of Work for Cascadia CD;

Approved Ryan Williams staying on-site for WADE and for Ryan Williams to approve other staff to stay on site if deemed necessary.

CHAIR_____

EXECUTIVE DIRECTOR_____