

**CASCADIA CONSERVATION DISTRICT
REGULAR DISTRICT MEETING
Zoom Meeting ID: 987 6961 1557
1350 McKittrick St., Wenatchee, WA 98801
Friday January 17, 2025
1:30 P.M.**

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

MEMBERS ABSENT: Kurt Hosman, Member.

OTHERS PRESENT: Frank Curtin, NRCS (In-Person); Mackenzie Gross, NRCS/CCD (In-Person); Lance Brender, guest (Via Zoom); and the following District Staff: Ryan Williams (In-Person); Valerie Hampton (In-Person), Cindy Goodell (In-Person); Amanda Newell (Via Zoom); Kirk Beckendorf (In-Person); Elly McManus (In-Person); Laura Rivera (In-Person); and Nada Wentz (In-Person).

Junell Wentz, Chair, called the meeting to order at 1:32 P.M.

PUBLIC COMMENT - None

Consent Agenda: Approve December 20, 2024, Regular District Meeting Minutes, approve December Treasurer's Report and authorize paying bills.

M/S/C Dillon Miller moved to approve the Consent Agenda. Pete Teigen seconded. Motion passed unanimously.

CORRESPONDENCE: None

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT: Frank Curtin

Frank introduced Elly McManus, the newly hired conservation planner partner for Cascadia and NRCS. She is a Cascadia employee working directly with Frank for a three-year term. He thanked the Board for supporting this position.

Frank gave a brief report on the Environmental Quality Incentive Program (EQIP) and Conservation Stewardship Program (CSP) deadlines for applications.

WASHINGTON STATE CONSERVATION COMMISSION (WSCC) REPORT: Mike Baden
Not available.

NEW STAFF INTRODUCTIONS:

Mackenzie Gross, new NRCS staff in the Waterville office; Elly McManus, District staff working with Frank; and Cindy Goodell, the new Finance Director for the District. Veronica Arroyo-Perez will start work next week to help Kirk with the Education programs.

STAFF REPORT: Education and Outreach Team Presentation

The Outreach Team presentation was shared by Amanda Newell, Kirk Beckendorf and Laura Rivera. Amanda opened the presentation with brief descriptions of the current outreach activities involving the newsletters, calendars and social media. Changes to the newsletter include using a template from Canva and beginning an email version of the newsletter. The team has been working with Canva to improve and increase the outreach opportunities available, as well as including Spanish versions of all the materials.

Education events include Kids in the Creek, Kids in the Snow, Kids in the Forest, and Wheat Week as well as starting an air quality / smoke outreach event. Outreach materials include the newsletter, photo contest for the calendar, informational booths at various fairs, and wildfire preparedness events with presentations on biochar.

Kirk and Laura shared plans to produce short videos on the District’s role in taking care of our water. They will be bilingual, Spanish and English. Currently videos are being created to “Meet the Team” at Cascadia to get to know the staff and what is important to each one. There are 40 topics, with plans to complete one topic per week.

GRANT APPLICATIONS, CONTRACT REVIEW AND APPROVAL

Contracts and Grant Applications for Consideration at the January 17, 2025 board meeting					
Grant Applications					
Granting Agency	Title	Amount		Activities	Action Needed
Grant Contracts					
Granting Agency	Contract Title	Duration	Amount	Activities	Action Needed
NACD	2025 NACD Technical Assistance and Outreach	01/01/2025-06/30/2026	\$50,000.00	Continued outreach to growers for NRCS program enrollment	Approve Executive Director Signature of Contract
ILAs/MOUs/MOAs/Contracts					
Agreement Entity	Agreement Purpose	Duration	Financial Commitment	Activities	Action Needed
Pierce CD	Cultural Resources Work Order	01/01/2025-06/30/2025	\$ 11,000.00	Conduct survey for culvert and drainage ditch project in Pierce County	Approve Executive Director Signature of Contract
Landowner Agreements/Cost Share					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities	Action Needed
Barnhart		90%	\$ 16,740.00	Post Fire recovery project from Pioneer Fire. Hazard trees, seeding, erosion control	Approve Cost Share 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			

M/S/C Amy Bridges moved to approve the Contracts, and Cost share Agreements as presented. Pete Teigen seconded. Motion passed unanimously.

Resolution #2025-01 – 2025 Election Resolution: A resolution is required to set the Supervisor election; it states when, where, what time, and appoints the Election Supervisor and backup Election Supervisor. The recommendation was made for Valerie to serve as Election Supervisor, and Ryan to serve as the backup Election Supervisor should Valerie not be available. The election is set for March 25, from 2 p.m. to 8:30 p.m. at Pybus Public Market. The Conservation Fair to be held at the same location is set for 3:00 p.m. to 6 p.m. Kids’ activities during the fair and a Pybus U prescribed fire education class at 7 pm will be included in the day’s events. Election and appointment details and deadlines are set forth in the resolution.

Pete Teigen’s position is up for re-election this year. The elected candidate filing deadline is February 21, 2025 by 4 P.M. The appointed position currently held by Kurt Hosman is also

expiring. Applications for the appointed position are due at the office of the Washington State Conservation Commission by March 31, 2025. Board positions are three-year terms.

M/S/C Dillon Miller moved to approve Resolution #2025-01 2025 Election Resolution. Amy Bridges seconded. Motion passed unanimously.

Staff Wellness Activities Policy: The current health insurance benefits include opportunities for grants and suggested wellness activities for staff. Okanogan CD has included in their Policy Manual a definition of what is included in the policy. Ryan edited a copy of the Okanogan version to fit Cascadia's staff and plans to add it to Cascadia's Policy Manual, pending approval by the Board. The wellness portion is meant to encourage activities to promote well-being, relieve stress, and build relationships among the staff. The policy allows up to \$150 per person in costs for wellness activities. Ryan asked that the Board approve the wellness component to the District policy manual.

M/S/C Dillon Miller moved to approve adding a Wellness Activities Policy to the Operations Manual. Pete Teigen seconded. Motion passed unanimously.

Ryan will update the manual and bring it to the next Board meeting for final review. Other portions of the manual will incorporate previously discussed changes to the bereavement policy.

January 1 through June 30, 2025 Budget: Ryan provided a report on the half year budget. This budget helps keep track of grant balances and projects their progress, focusing on those that will close out on June 30. Ryan briefly reviewed the budget changes, the effect the current legislative session may have on our current grants and what we hope to have in the new biennium. He will prepare a similar budget for the second half of the year when more information is known. Pete mentioned that it would be useful to know how long each grant lasts. Ryan will work on a way to report that information and bring it to the April meeting for finalizing. The Board was asked to approve the January 1 to June 30 Budget.

M/S/C Amy Bridges moved to approve the January 1 through June 30, 2025 six month budget. Pete Teigen seconded. Motion passed unanimously.

Executive Director's Report:

Rates and Charges Legislation: The WACD 2024 conference had discussions about removal of the parcel cap, which is currently set at \$5.00/parcel, depending on the county population. A committee meeting is set for next week to work on proposals for changes to the rates and charges law. Ryan will listen to the meeting. There are concerns about removing the parcel cap and changing the verbiage regarding forest and rural urban areas. The Commissioners are asking for the District's input. Without changes, the program remains as it is. When it is time for renewal, the Board can decide how to proceed.

Ryan and the Board discussed the pros and cons of changing the cap. The group consensus currently is to remain neutral about changes. The Board asked Ryan to bring up the concerns at any legislative meetings and see how it plays out. They also want to discuss it further at the February meeting.

February – Legislative Days: Ryan plans to be in Olympia to discuss the funding needs for District work with our legislators on February 5. Pete will be in Olympia during the same time frame and offered his support at the meeting.

Pete left the meeting at 3:30 p.m.

Leave Exchange Extension: Kim’s work week was bumped up to 35 hours a week in 2024. At the time, January and February were expected to be slower months when she could use her exchange time and vacation. Due to new agreements that came in, she is working on the west side of the state and is booked out until at least May. She has exchange time coming with no way to use it within the usual deadline. Ryan would like to change her position to full time to decrease the amount of exchange time earned, and extend her carried over exchange time through December 2025.

M/S/C Dillon Miller moved to approve extending Kim’s 2024 Exchange time to December 2025. Amy Bridges seconded. Motion passed unanimously.

Retirement Party: Bowling at the Cashmere Bowling lanes is the current plan for Nada’s retirement send-off. The bowling center has an arcade and pizza for family groups. The date has not been decided yet. It may be on a Thursday and possibly the first week of March. Start time would be around 4 p.m. Amy mentioned she will be out of the country March 3-19 for work.

February 2025 Meeting Date, Location and Time: The next regular meeting is February 21, 2025, at 1:30 pm. at the Cascadia CD office, 1350 McKittrick St. Ste. B, Wenatchee, WA 98801.

The meeting adjourned at 3:50 P.M.

Summary of Official Actions:

Approved the Consent Agenda;

Approved the following contracts, agreements and cost share payments:

Grant Contracts:

NACD technical assistance and outreach – outreach to growers for NRCS program enrollment;

ILAs / MOUs / MOAs / Contracts:

Pierce CD – Cultural resources work on culvert and drainage ditch project;

Landowner Cost Share Payments:

Barnhart – post fire recovery project, hazard trees, seeding, erosion control;

Approved Resolution #2025-01 2025 Election Resolution;

Approved adding a Wellness Activities Policy to the Operations Manual;

Approved January 1 through June 30, 2025 six month budget;

Approved extension of Kim’s 2024 Exchange time to December 2025.

CHAIR _____

OFFICE ASSISTANT _____