

**CASCADIA CONSERVATION DISTRICT
REGULAR DISTRICT MEETING
Zoom Meeting ID: 987 6961 1557
1350 McKittrick St., Wenatchee, WA 98801
Friday December 20, 2024
1:30 P.M.**

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

MEMBERS ABSENT: Pete Teigen, Member.

OTHERS PRESENT: Frank Curtin, NRCS; Lance Brender, guest; and the following District Staff: Ryan Williams (In-Person), Valerie Hampton (In-Person), and Nada Wentz (In-Person).

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

PUBLIC COMMENT: Lance Brender, a Cashmere orchardist from B&B Orchard, attended the meeting and is potentially interested in a Board member position.

Consent Agenda: Approve November 15, 2024, Regular District Meeting Minutes, approve November Treasurer's Report and authorize paying bills.

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

CORRESPONDENCE: None

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT: Frank Curtin
Frank reported on Environmental Quality Incentive Program (EQIP) and Conservation Stewardship Program (CSP) application deadlines.

The partner position interview list has been narrowed down from the 95 applications received. Interviews for the position will be held next week. The shared employee will be housed at the NRCS office and on the District payroll.

Frank is waiting for word about funding and possible Federal government shut down on Monday.

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

STAFF REPORT: None

GRANT APPLICATIONS, CONTRACT REVIEW AND APPROVAL

Grant Contracts					
Granting Agency	Contract Title	Duration	Amount	Activities	Action Needed
Upper Columbia Salmon Recovery Board	Entiat WAT coordination	10/01/2024 - 09/30/2025	\$10,500.00	Coordination for the Entiat WAT and Planning Unit	Approve Executive Director Signature
Recreation and Conservation Office	Cutler Culvert Replacement	01/01/2025 - 06/30/2026	\$ 302,500.00	Finish design and complete a culvert replacement on Eagle Creek	Approve Executive Director Signature
ILAs/MOUs/MOAs/Contracts					
Agreement Entity	Agreement Purpose	Duration	Financial Commitment	Activities	Action Needed
Kitsap CD	Setting up mechanism for billing for shared services	until canceled	none	Shared services between districts such as Cultural Resources and technical services	Approve Shared Services Agreement
Grays Harbor CD	Setting up mechanism for billing for shared services	until canceled	none	Shared services between districts such as Cultural Resources and technical services	Approve Shared Services Agreement
Lake Wenatchee Fire and Rescue	Contracting for outreach activities	12/01/2024-06/30/2025	up to \$20,000	Utilize community liaison to put on workshops, identify project opportunities and other outreach.	Approve Executive Director signature of Work Order
Landowner Agreements/Cost Share					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities	Action Needed
Landowner Cost Share/Contract Payments					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities Completed	Action Needed
Camille Heinen	CC RCPP	42%	\$ 7,753.65	3.86 acres of fuel treatment	Approve Cost Share Payment
Erik Van Eaton	CC RCPP	47%	\$ 9,874.23	4.5 acres of fuel treatment	Approve Cost Share Payment
Patrick Murphy	CC Forest Health	61%	\$ 3,950.00	4.5 acres of fuel treatment	Approve Cost Share Payment
ILAs/MOUs/MOAs/Contracts color codes		No color is neutral cashflow			
		Rust color is CCD paying somebody else			
		Green color is CCD receiving money			

Ryan discussed the Lake Wenatchee Fire and Rescue agreement, the funding and employee information.

M/S/C Amy Bridges moved to approve the Contracts, Cost share Agreements and Cost Share Payments as presented. Kurt Hosman seconded. Motion passed unanimously.

Resolution #2024-03 – Public Records Index Exemption: A notice was received regarding Washington State public records law requiring public entities to maintain an index of all public records at the District. The index would include all record types, whether paper or electronic. The District can opt out of creating and maintaining the Public Records Index through a Resolution by the Board. The District has our own organization of records but it is not indexed, and creating one would be difficult and time-consuming. The Board was asked to approve of the Resolution for exemption.

M/S/C Kurt Hosman moved to approve Resolution #2024-03 Public Records Index Exemption. Dillon Miller seconded. Motion passed unanimously.

Election: Valerie has the paperwork ready to set a date for the 2025 election day, but we do not yet have permission from Pybus to hold a conservation fair along with the election at their venue. The poll time being considered is 1 – 7 pm. The Resolution could be passed now or could be approved in January after the other event details are known. The Board agreed to table the Election Resolution until January.

2025-2030 Strategic Plan Adoption: The Strategic Planning Meeting was held on December 9, with all staff attending. Restructuring of the plan document was discussed.

Changes include a new layout and the inclusion of more pictures to show the work being done. Some of the descriptions about the Conservation vision were updated and the program titles were re-organized. The draft was emailed to the Board a couple of weeks ago. Ryan asked if the Board had any thoughts or edits to be made. No edits were recommended.

M/S/C Dillon Miller moved to approve adoption of the 2025-2030 Strategic Plan. Amy Bridges seconded. Motion passed unanimously.

Salary Scale for 2025: Topics such as Social Security, VEBA and other benefits for staff were discussed, as well as resetting and regrouping the positions. In the regrouping, some staff will be shifted from their current Step Level to make sure we are paying staff appropriately and to make sure we are providing at least the Cost of Living adjustment based on the 2024 CPI of 2.1%. The changes made are within the budget. Ryan asked if the Board had any concerns or questions. There weren't any concerns.

M/S/C Dillon Miller moved to approve the 2025 salary scale. Amy Bridges seconded. Motion passed unanimously.

NRCS Update: Frank received word that NRCS will be open for business regardless of a potential government shutdown.

Executive Director's Report:

Cost Share Funding / Payments: Ryan discussed increasing the cost share funding for Forest Health up to 100% from all funding sources until the end of this biennium. He is confident that Joe, Patrick and Isobel can find enough projects to use up the funding available. They are working with NRCS and DNR to make projects affordable to the landowners. The proposal to the Board is to bump the Forest Health funding up to 100%.

M/S/C Kurt Hosman moved to approve to raise the rate of funding for Forest Health in the District cost share policy to (c) 100%. Dillon Miller seconded. Motion passed unanimously.

Tumwater Dam: Cascade Fisheries is seeking the Board Members' perspectives on a potential removal of the Tumwater Dam. It doesn't produce power, but is currently being used for fish counting as well as people using the pool area for recreation. Cascade Fisheries wants to work with the PUD to do a study on what happens if the dam is removed. The District was asked to consider signing a letter of support for a replacement of function and removal of the dam.

Ryan and the Board discussed the concerns that may be raised by the public, the environmental impact of removing it, and the cost, as well as input from discussion groups surrounding the decision. The Board would like more information but would like to restate that this is not the role of the District to be in support of dam removal.

Financial Director: Cindy Goodell accepted the new Financial Director position and begins work on January 1, 2025. She lives in the Wenatchee area. Interviews for the partner NRCS position will be held on Monday.

Jones Shotwell Update: This project will move forward in the next construction season. The permitting problem and increase in costs made it impossible to construct it this year. We

will need to return some WSCC advance funds we secured for the project and Trout Unlimited will construct it next season.

Growers Meeting: Marcy and Kelly have been attending Growers Meetings and have received good feedback from the vegetable and pear growers. The goal is to better align our work with resources that will help them be successful. Feedback from the meetings is that they wish to be called growers, producers and small-scale farmers.

Annual Meeting Report: Cascadia received an award for partnership with NRCS. Elizabeth received one for her work with soil education and all of the support she is providing to NRCS programs.

Executive Session: Performance of Public Employee

Entered Executive Session at 3:00 p.m. until 3:15 P.M.

RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

Executive Session ended at 3:15 P.M.

M/S/C Kurt Hosman moved to approve Ryan Williams review and step increase to Step 2, Executive Director. Dillon Miller seconded. Motion passed unanimously.

Winter Newsletter: Kurt Hosman informed the group that Phil Archibald and Bob Knippel passed away in November. Both played a big role in the Entiat Watershed Planning Unit work. There was a brief discussion of including a tribute in the next newsletter.

January 2025 Meeting Date, Location and Time: The next regular meeting is January 17, 2025, at 1:30 pm. at the Cascadia CD office, 1350 McKittrick St. Ste. B, Wenatchee, WA 98801.

The meeting adjourned at 3:33 P.M.

Summary of Official Actions:

Approved the Consent Agenda;

Approved the following contracts, agreements and cost share payments:

Grant Contracts:

Upper Columbia Salmon Recovery Board – Entiat WAT coordination;
Recreation and Conservation Office – Cutler Culvert Replacement;

ILAs / MOUs / MOAs / Contracts:

Kitsap CD – Interlocal agreement for sharing and billing services between districts, such as cultural resource work;
Grays Harbor CD - Interlocal agreement for sharing and billing services between districts, such as cultural resource work;
Lake Wenatchee Fire and Rescue – Contracting for outreach activities;

Landowner Cost Share Payments:

Camille Heinen – RCPP program fuel treatment;

Erik Van Eaton – RCPP program fuel treatment;

Patrick Murphy – Forest Health program fuel treatment;

Approved adoption of Resolution #2024-03 Public Records Index Exemption;

Approved adoption of the 2025-2030 Strategic Plan

Approved the 2025 salary scale;

Approved raising the rate of funding for Forest Health in the District cost share policy to (c)
100%;

Approved Ryan Williams review and step increase to Step 2, Executive Director.

CHAIR _____

OFFICE ASSISTANT _____