

**CASCADIA CONSERVATION DISTRICT  
REGULAR DISTRICT MEETING  
Zoom Meeting ID: 987 6961 1557  
1350 McKittrick St., Wenatchee, WA 98801  
Friday April 18, 2025**

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

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

OTHERS PRESENT: Lance Brender (Via Zoom); and the following District Staff: Ryan Williams (In-Person); Cindy Goodell (In-Person); Kathleen Deason (In-Person) and Valerie Hampton (In-Person).

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

PUBLIC COMMENT – None requiring official action.

**Consent Agenda:** Approve March 21, 2025, Regular District Meeting Minutes, approve March Treasurer's Report and authorize paying bills.

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

CORRESPONDENCE: Several templates were received for District use in sending suggested letters of support to state legislators for the proposed budget items of interest to Districts. Ryan reviewed some of the current conservation-related proposals being considered for the new biennial budget and suggested sending out a summary and proposed letter to the Board.

M/S/C Amy moved to approve the draft letter to legislators, with Dillon to provide final review and approval. Dillon Miller seconded. The motion passed unanimously.

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT: Sarah Troutman Elly sent a write up from Sarah Troutman. Sarah is bumping down to part time and will no longer serve as District Conservationist (DC). The duty will be reassigned. Hannah Tomlinson is acting DC in the interim.

CONSERVATION COMMISSION: Mike Baden (not available)

STAFF REPORT: The Admin Team of Cindy Goodell, Kathleen Deason and Valerie Hampton discussed their work in support of the District's programs and staff. They provided a PowerPoint presentation describing the ratio of activities, team member primary tasks, flow of work, and primary software and tools used in their work. Kathleen does almost all the grant billings, working with finance officers on eligible costs. There are currently 88 grants and agreements. In addition to managing the grants, the team handles payables, receivables, payroll and taxes; maintains related financial records; reports to multiple agencies; administers employee benefits;

and responds to staff needs and information requests. The next big task is completing the Annual Financial Report. Participation is needed from the Board to review the Schedule 22 report portion, along with spot checks of financial activity as requested. Dillon will assist with the review, with assistance from Lance.

#### GRANT APPLICATIONS / CONTRACTS / LANDOWNER AGREEMENTS/ COST SHARE:

Contracts and Grant Applications for Consideration at the April 18, 2025 board meeting					
Grant Applications					
Granting Agency	Title	Amount		Activities	Action Needed
Grant Contracts					
Granting Agency	Contract Title	Duration	Amount	Activities	Action Needed
Washington DNR	Home Hardening Program Support	03/31/2025 - 6/30/2025	\$31,756.00	30 Home Hardening Cost Share, 30 Home Ignition Zone Assessments, staff time to support these activities.	Approve Executive Director to Sign Contract
ILAs/MOUs/MOAs/Contracts					
Agreement Entity	Agreement Purpose	Duration	Financial Commitment	Activities	Action Needed
KR Creative Strategies	Outreach Consulting Services	03/21/2025 - 06/30/2025	up to \$23,310	Amendment to contract to add in riparian targeted mailings and video content development	Approve Executive Director to Sign Contract
Trout Unlimited	Project Implementation and Maintenance	3/26/2025 - 06/15/2025	\$ 38,661.43	Install irrigation on Icicle River riparian planting, conduct maintenance on multiple sites in the Entiat.	Approve Executive Director to Sign Contract
Friends of Leavenworth Hatchery	Outreach Activities for Salmon	04/01/2025- 06/15/2025	\$ 12,765.00	Provide funding for an intern to help with outreach activities at the Leavenworth National Fish Hatchery for riparian and salmon outreach	Approve Executive Director to Sign Contract
American Forest Management	Union Valley Access Road	04/15/2025- 06/20/2025	\$ 7,980.00	Insect pheromone treatment for Union Valley secondary egress road for post treatment actions	Approve Executive Director to Sign Contract
Landowner Agreements/Cost Share					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities	Action Needed
Cragg Courtney	WSCC Forest Health	100%	\$ 10,000.00	10 acres seeding of burned area	Approve District Implemented Project Agreement
Nancy Barnhart	WSCC Forest Health	100%	\$ 10,000.00	6 acres of seeding of burned area	Approve District Implemented Project Agreement
Landowner Cost Share/Contract Payments					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities Completed	Action Needed
Simpson	WSCC FH	57%	\$8,855.00	19 acres Land Clearing, Tree and Shrub Pruning, Woody Residue Treatment	Approve Final 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			

M/S/C Dillon Miller moved and Amy Bridges seconded to approve the contracts and payments as presented. The motion passed unanimously.

#### OTHER BUSINESS

**Resolution 2025-03 Chelan County Multi-Hazard Mitigation Plan:** This action annexes the District into the updated overall plan. The Chelan County Natural Resource Department coordinated this process to look at all potential natural hazards and identify the entities and resources available in the county to address them. Being part of the plan allows direct application for federal funds such as FEMA instead of going through the county. Cascadia's section lists District assets, such as the fleet trucks and the Prescribed Fire trailer, along with staff capability and availability for emergencies. Action is needed to adopt the District's chapter and sign the document to be included in the overall plan and agreement. The recently

updated Community Wildfire Protection Plan (CWPP) is adopted under the fire chapter. Additional information on wildfire smoke and public engagement is included.

M/S/C Dillon Miller moved and Amy Bridges seconded to approve the District chapter and its inclusion in the Chelan County Multi-Hazard Mitigation Plan. The motion passed unanimously.

**Chelan County Community Wildfire Protection Plan:** The plan was last updated in 2019. Through Patrick, the District participated in the effort and did most of the community outreach. There was a shared consultant to guide the process along with a citizen advisory group. The US Forest Service, a citizen group on smoke impacts, CAFÉ, Ember Alliance and the fire districts also participated. They looked at risk planning to see if more risk analysis is needed. Smoke impacts and loss of insurance were big concerns. They are trying to make sure the CWPP is adequate for the needs and will not be a limitation for landowners. The definition of Wildland-Urban Interface (WUI) needed to be updated to make projects more accessible. Structure location relative to forest land is the main criterion. How high-risk areas are defined is also important. A series of meetings with the fire districts and the public were held to update area-specific action items. The five-year plan includes a project list. Some grant sources need a project to be identified in a CWPP in order to be eligible to apply. Ryan said that Patrick facilitated the process and he is really great at it. He did most of the plan review as well. Patrick was just coming off his extended leave at the time or we would probably have done the whole thing in-house. The Plan was adopted by the County in early April and will be incorporated into the hazard mitigation plan. The District needs to officially adopt it for inclusion in the plan.

M/S/C Amy moved to approve the Community Wildfire Protection Plan. Dillon Miller seconded. The motion passed unanimously.

**Resolution 2025-04 Application for Salmon Recovery Funding Board Projects:** This is presented as a separate topic because a specific resolution is needed to apply. Three applications are being developed. The District is the sponsor for two of them, and another is in partnership with Okanogan CD to obtain infrared photography survey flights for the region. The District projects include one for Roaring Creek floodplain implementation, which is approaching the 30% design phase. This round would continue the design process to plan for restoration of 30 acres to Stage 0 stream conditions and reconnect the floodplain. The other project is joint with Cascade Fisheries and Trout Unlimited to revisit and monitor hundreds of Beaver Dam Analog (BDA) structures built by the partners in recent years. The Board asked if the work would be completed by District staff with District equipment or contracted out. Ryan indicated it would be a mix of the two. He would plan to use the District crew if they are available but may need to fill in with contractors. Most of the hand work would be with District equipment such as the griphoist but heavier work needing an excavator would be contracted. Moving logs on flatter ground works great, but there may be a need for a side-by-side in the future to drag logs around some of the sites.

M/S/C Amy moved to approve Resolution 2025-04, Application for Salmon Recovery Funding Board Projects. Dillon Miller seconded. The motion passed unanimously.



**Rates and Charges Renewal:** The District's current rate approval ends in 2026. If continuation is desired, the District needs to go through the renewal process. Recent legislation changed the maximum amount that can be requested to \$25 per parcel. The process still requires county approval. Cost of Living increases can be included. Cascadia will need a new rate study to support the request. Also needed is an updated budget list of services the District wants to provide with the funding. Ryan asked the FCS Group for a quote, as they completed the original study and have assisted with the annual calculations submitted to the County. Ryan has done this himself while working for a previous District. He described the components of the study and the process, which includes public engagement. The funds could potentially support specific programs and could include an inflation adjustment. He will bring the Board an estimate of the cost of the rate study and a proposed timeline. Alternatively, the current approval could be allowed to expire. The funds have been helpful in trying to build up a cushion for cash flow. Ryan would like to continue that process and then plan to spend some on targeted programs such as home hardening or ag cost share that have fewer grant sources. No action is needed at the moment.

**EXECUTIVE DIRECTOR'S REPORT:** Ryan reported that he did not have a chance to write the letter to the federal delegation that was approved at the last meeting. He noted that things are opening up on a lot of the programs with federal funding. NRCS is straightening out the language in the IRA programs to align with new policies. The Conservation Planner funding that supports Elly's position may kick loose soon.

In other staff news, Joe may be out any time with his new baby, and Liz is coming back part time in May. New field staff are on board, with an interview scheduled for a third member next week. There are a variety of Earth Day events coming up in the next week with District staff participation.

An interlocal agreement proposal is being developed with the PUD to allow for reciprocal work, as suggested by Rick Edwards. The WSU Chelan County Extension office did not hire a horticulturalist when the last one retired. Rick is looking to develop a partnership to serve multiple needs. Horticulture expertise is needed for both the Master Gardeners and the PUD parks department, such as training for tree care and turf management. Rick envisions tree fruit folks as speakers to talk about pests and the trees that harbor them. The District would help to develop and coordinate the partnership with the PUD and assist with such things as getting speakers for the training.

**Next District Meeting:** The next regular meeting is May 16 at 1:30 pm

The meeting adjourned at 3:00 p.m.

#### **Summary of Official Actions:**

Approved the Consent Agenda;

Approved a draft letter to state legislators, with Dillon to provide final review and approval;

Approved the following contracts, agreements and cost share payments:

**Grants:** WA Department of Natural Resources – Home Hardening Cost Share, Home Ignition Zone Assessments;

**ILAs / MOUs / MOAs / Contracts:**

KR Creative Strategies – Outreach Consulting Services amendment adding riparian targeted mailing and video content development;

Trout Unlimited – Install irrigation on Icicle River riparian planting and maintenance on Entiat project sites;

Friends of Leavenworth Hatchery – Funding for intern to help with riparian and salmon outreach activities at the hatchery;

American Forest Management – Post fuels reduction insect pheromone treatment for Union Valley secondary egress road;

**Landowner Agreements:**

Cragg Courtney – post fire 10 acres seeding of burned area;

Nancy Barnhart – post fire 6 acres seeding of burned area;

**Cost Share Payments:**

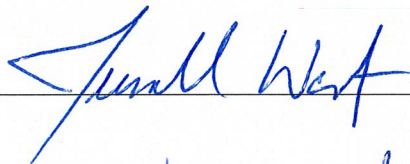
Simpson 19 acres Land Clearing, Tree and Shrub Planting, Woody Residue Treatment;

Approved the District chapter and its inclusion in the Chelan County Multi-Hazard Mitigation Plan;

Approved the updated Community Wildfire Protection Plan

Approved Resolution 2025-04, Application for Salmon Recovery Funding Board Projects.

CHAIR



5/14/25

RECORDER

