

**CASCADIA CONSERVATION DISTRICT
REGULAR DISTRICT MEETING
1350 McKittrick St.
Wenatchee, WA 98801
Friday January 9, 2026**

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

OTHERS PRESENT: Lance Brender, Associate Supervisor (in person) and Amber Jackson, Department of Ecology (via Zoom); and the following District Staff: Ryan Williams, Cindy Goodell, and Valerie Hampton (in person); Elizabeth Jackson (via Zoom).

Dillon Miller, Vice Chair, called the meeting to order at 1:30 P.M. He agreed to chair the meeting since Junell is not feeling well and is attending remotely.

PUBLIC COMMENT – None

CONSENT AGENDA - Approve December 19, 2025 Regular District Meeting Minutes, approve December Treasurer's Report and authorize paying bills.

**M/S/C Amy Bridges moved and Russ Truman seconded to approve the Consent Agenda.
The motion passed unanimously.**

CORRESPONDENCE: None requiring official action.

NRCS REPORT – none

CONSERVATION COMMISSION REPORT – none

STAFF REPORT – none scheduled

GRANT APPLICATIONS, CONTRACTS, AND BUDGET REVIEW AND APPROVAL
(see next page)

Contracts and Grant Applications for Consideration at the January 9, 2026 Board Meeting

Grant Applications					
Granting Agency	Title	Amount		Activities	Action Needed
SCC	2026 Agricultural Conservation Easement Sponsorship	~\$2,000,000		2nd application for the Hinterlands easement in Manson	Approve Application

Grant Contracts					
Granting Agency	Contract Title	Duration	Amount	Activities	Action Needed
Clallam CD	Clallam Work Order 2026-1	by May 29, 2026	\$17,094.60	Cultural Resources Survey and Report	Approve Executive Director to Sign Agreement
					Approve Executive Director to Sign Agreement
					Approve Executive Director to Sign Agreement

ILAs/MOUs/MOAs/Contracts					
Agreement Entity	Agreement Purpose	Duration	Financial Commitment	Activities	Action Needed

Landowner Agreements/Cost Share					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities	Action Needed
David and Miki Schach	RCO - Fish Passage Removal Board		\$ 20,000.00	Construction Access Easement for the project with road improvements to repair the access road after construction	Approve Board Chair or Executive Director to sign easement
Joe Ennis	CCNRD-LPL	100%	DIP	300' foot wide shaded fuel break along Camp 12 Road	Approve and Sign LOA
Matthew Micaelis	CCNRD-LPL	100%	DIP	300' foot wide shaded fuel break along Camp 12 Road	Approve and Sign LOA
Chris Pottinger	CCNRD-LPL	100%	DIP	300' foot wide shaded fuel break along Camp 12 Road	Approve and Sign LOA
Reneta Prochaska	CCNRD-LPL	100%	DIP	300' foot wide shaded fuel break along Camp 12 Road	Approve and Sign LOA
Philo Roghrough	CCNRD-LPL	100%	DIP	300' foot wide shaded fuel break along Camp 12 Road	Approve and Sign LOA
Tom Shay	CCNRD-LPL	100%	DIP	300' foot wide shaded fuel break along Camp 12 Road	Approve and Sign LOA
Karen Tom	CCNRD-LPL	100%	DIP	300' foot wide shaded fuel break along Camp 12 Road	Approve and Sign LOA
Jonathan Karpoff	CCNRD-LPL	100%	DIP	300' foot wide shaded fuel break along Camp 12 Road	Approve and Sign LOA
Robert Allen	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Gary Bell	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Tim & Shari Campbell	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Herb Courtney	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Michael Darden	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Michael Daudt	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Nate & Leta Holt	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA

Landowner Agreements/Cost Share					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities	Action Needed
Caitlin Ibarra & Patrick Williams	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Terry Kisner+ Anne Marie Reese	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Nancy Krupin (Larco LLC)	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Christopher Olsen	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Paul Opie	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Bryan Otis	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Gary & Diane Owen	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Tom & Debbie Renner	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
David Satterfield	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Gary & Janet Skinner	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Michael & Nitha Smith	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Greg & Toni Southard	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Dwight Stoddard	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Joseph Sweetin	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Gus White	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
Carl Leuck & Linda Wood	CCNRD-LPL	100%	DIP	Shore shore Lake Wenatchee Shaded Fuel Break	Approve and Sign LOA
David Dahl	RCO Entiat Tribs	NA	\$ 9,000.00	Beaver dam analogs, PALS, and riparian planting	Approve & Sign LOA

Landowner Cost Share/Contract Payments					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities Completed	Action Needed
Jones Shotwell Ditch Company	WSCC-IE	100%	\$ 1,500,000.00	Irrigation Pipeline (CP430)	Approve Cost Share Payment
Hansen	CC 22 RCPP	100%	\$ 7,000.00	Brush Management (314)	Approve Cost Share Payment
Andruschenko	CC 22 RCPP	80%	\$ 11,160.00	Fuels Reduction (460, 660, 384)	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				

The Conservation Commission Sponsorship application is for Hinterlands Phase 2 to bring the remainder of the landowner's Manson property, about 177 acres, into a conservation easement to designate the property for agriculture in perpetuity. The Commission will hold the easement and is responsible for monitoring. Cascadia's role is as the helper, working with them to get the agreement in place and provide technical assistance for conservation practices on the land. The Commission can also provide funding for the District to help with the monitoring task.

An agreement with Clallam CD will cover cultural resources services for their projects.

The landowner agreement for a construction easement will provide for access through their property during an upcoming fish passage project and the repair of their road after the project is complete.

The majority of the remaining landowner agreements are for shaded fuel break practices to be implemented on several adjacent properties, helping to protect all of the landowners in that area. The funding is through a subaward from Chelan County Natural Resource Department.

One additional landowner agreement is for a restoration project including beaver dam analogs, post assisted log structures, and riparian plantings.

Closeout approval and cost share payments are requested for three completed projects.

M/S/C Amy Bridges moved and Russ Truman seconded to approve the Grant Application, Contract, Landowner Agreements and Cost Share payments as presented. The motion passed unanimously.

OTHER BUSINESS

2026 Budget and Cost of Living Increase for 2026: Ryan presented the completed budget and proposed 3% cost of living wage increase for staff. Included in the plan is a new Riverscape Program Manager position and the use of Rates and Charges funding to help fill the gap from reduced youth education funding availability. Projected revenue includes some estimated amounts for typical ongoing grant programs that are likely to renew and a few awarded grants not yet under contract. It does not include grants that are pending award notification, with about \$1.5 million in requests currently outstanding. He also pointed out the greater than usual amount of federal funding to be spent in the next few years that will result in the need for Federal Single Audits in addition to the regular three-year audit to be conducted in 2026. The estimated cost of the single audit for 2026 to be conducted in 2027 is \$40-50,000.

M/S/C Pete Teigen moved and Russ Truman seconded to approve the 2026 Budget and Cost of Living Increase for staff. The motion passed unanimously.

Executive Director Position: Russ requested a Board review of Ryan's salary in light of his recently approved Performance Planning Memo. After a brief discussion, the Board agreed to hold an Executive Session at the February meeting for this purpose.

Operations and Policy Manual Update: Changes needed include aligning the policy with state law regarding Compensatory (Comp) Time use and cash out if elected in lieu of overtime, as well as a change in the official work week to start on Saturday instead of Sunday. This will

allow staff who work weekend events to better plan their time and avoid overtime situations at the end of a workweek. With the new state minimum annual wage levels to qualify for salaried positions, most staff will now be classified in hourly, overtime eligible positions.

M/S/C Pete Teigen moved and Russ Truman seconded to approve changes to the Operations and Policy Manual employment policies to begin the official work week on Saturday and align the Compensatory Time usage and cash out policy with state law. The motion passed unanimously.

Budget Planning: Staff will meet to begin long range budget planning on Monday, January 12 from 9 am – 1 pm. Board members are welcome to attend and participate in the session.

Legislative Visits: WACD Legislative Days are scheduled well ahead of the start of session. As it happens, this year the date falls when all the legislators will be in committee meetings. This means people who want to talk with a particular official need to wait in the hallway and ask to see them, and if they are able to break away it is usually for 15 minutes or less outside the meeting room. Ryan has been able to schedule a few meetings ahead of the planned WACD date of February 10, with Senator Goehner on January 29, also the day focused on House Bill 1168 for Forest Health funding, and with Representative Steele February 9. The Commission will also host a discussion to kick off the budget development process for the next biennium, which begins in July 2027. The budget request needs to be submitted by September for consideration in the January 2027 legislative session.

Ryan will need to attend the February Board meeting virtually to accommodate the meeting schedule.

NACD Conference: Ryan was asked to present on several topics during the conference and a later training session. He'll be travelling to San Antonio February 16-20. Some of the costs will be covered by the Center for Technical Development.

Next Meeting: The next meeting will be February 13, 2026 at 1:30 pm in the District conference room.

The meeting adjourned at 3:05 p.m.

CHAIR



RECORDER

