

**CASCADIA CONSERVATION DISTRICT  
REGULAR DISTRICT MEETING  
1350 McKittrick St.  
Wenatchee, WA 98801  
Friday April 10, 2026**

MEMBERS PRESENT: In Person - Junell Wentz, Chair; Dillon Miller, Vice-Chair; Russ Truman, Auditor. Virtual - Amy Bridges, Member.

MEMBERS ABSENT: Pete Teigen, Member.

OTHERS PRESENT: In Person – Lance Brender, Associate and the following District staff: Ryan Williams, Cindy Goodell, Elizabeth Jackson and Valerie Hampton. Virtual – Amber Jackson, Department of Ecology; Agustin Benegas, City of Chelan.

Junell Wentz, Chair, called the meeting to order at 1:35 P.M.

PUBLIC COMMENT – none

CONSENT AGENDA - March Regular & Special District Meeting minutes were presented as part of the Consent Agenda, which also included approving the Treasurer's Report and authorization to pay the bills. Russ requested a few minor wording edits to the last page of the minutes in the Sustainable Funding Committee report section.

**M/S/C Dillon Miller moved and Russ Truman seconded to approve the Consent Agenda including the amended Regular Meeting minutes. The motion passed unanimously.**

CORRESPONDENCE: None requiring official action.

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT –no report

CONSERVATION COMMISSION REPORT – no report

STAFF REPORT –none

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

**Contracts and Grant Applications for Consideration at the April 10, 2026 Board Meeting**

Grant Applications					
Granting Agency	Title	Amount		Activities	Action Needed
RCO Farmland Preservation - WA Wildlife and Rec program	Agriculture Easement: Hinterlands Phase 2	\$2,500,000		Conservation easement for phase 2 of the Hinterlands property in Manson. Grant submitted and managed by SCC.	Approve grant application
Grant Contracts					
Granting Agency	Contract Title	Duration	Amount	Activities	Action Needed
Department of Commerce	Industrial Symbiosis	04/01/2026-06/30/2027	54871	6 biochar burn days, associated burn plans, 3 partner agreements, and 2 newsletter/social media content	Approve Executive Director Signature of Grant Agreement
Grant Budgets					
Agreement Entity	Agreement Purpose	Duration	Financial Commitment	Activities	Action Needed
WA Department of Commerce	Industrial Symbiosis trial for converting Leavenworth storm debris into biochar	04/01/2026-06/30/2027	\$54,871.00	6 biochar burn days, associated burn plans, 3 partner agreements, and 2 newsletter/social media content	Approve detailed grant budget
WA Department of Natural Resources	Chipping, Home Hardening and Brush Dump Days	04/06/2026-06/30/2026	\$60,436.20	3 Free dump days, 8 days chipping, 15 home hardening cost share projects	Approve detailed grant budget
ILAs/MOUs/MOAs/Contracts					
Agreement Entity	Agreement Purpose	Duration	Financial Commitment	Activities	Action Needed
Consortium for Research on Renewable Industrial Materials	Amendment increases budget from \$8,000 to \$30,000. Funding will be used as match for the Department of Commerce Industrial Symbiosis Grant	9/1/25-1/31/27	\$30,000.00	Biochar landowner outreach and events.	Approve Executive Director to Sign Contract Amendment
Eco Services LLC	Site Maintenance and Project Implementation Field Assistance	5/1/2026-11/31/2026	\$89,000.00	materials collection/sourcing and project installation	Approve Executive Director to sign Contract
Landowner Agreements/Cost Share					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities	Action Needed
Susan Hunter	CCNRD_LL	80%	\$9,360	Fuels Reduction	Approve cost share agreement
Julie Girard	RCPP State	80%	\$ 7,800.00	Fuels Reduction	Approve Cost Share Agreement
Landowner Cost Share/Contract Payments					
Landowner Name	Project Funding Source	Cost Share Rate	Amount	Activities Completed	Action Needed
Shaun Seaman	CWDG	43%	\$ 1,500.00	Land Clearing	Approve Cost Share Payment
Eastside Rebuild	WSCC	100%	\$ 10,000.00	Soil carbon amendment and mulching	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 reported a few changes from the draft list provided prior to the meeting. One landowner didn't sign the documents in time, so that one got pulled from the batch. Russ stated that he would recuse himself from voting on the Ecological Services contract due to occasionally working for the company, although not for the contract under consideration. The Board decided to vote on the package as presented except for the Ecological Services contract.

**M/S/C Russ Truman moved and Dillon Miller seconded to approve the Grant Application, Contract, Landowner Agreements and Cost Share payments as edited. The motion passed unanimously.**

**M/S/C Dillon Miller moved and Amy Bridges seconded to approve the Ecological Services contract as presented. Russ Truman abstained. The motion passed.**

**OTHER BUSINESS**

**Procurement Policy:** Ryan indicated a review of the District policy was needed, as the last update was in 2015. Several laws have changed, and the District needs to reflect them as well as make changes to the Public Works process, including the thresholds for formal bids and other procedures. Ryan looked at policies from several other districts to get ideas. The laws for

conservation districts are not as stringent as those for city, county, and state organizations. This can be a positive but it also means we have to establish our own rules outside of a few specific thresholds for formal bids and when prevailing wages or quotes for engineering are required. The Small Public Works Roster maintained by the Municipal Research and Services Center (MRSC) for local governments is a clean way to approach it because contractors have already met some of the requirements just to be on the list. There are also some overlapping requirements that need to be considered when federal funding is involved. There was further discussion on the types of projects and dollar levels for informal versus more formal processes.

**M/S/C Russ Truman moved and Amy Bridges seconded to adopt Resolution 2026-1, Procurement Policies. The motion passed unanimously.**

**Public Records:** An update was made to this policy a few months ago naming Ryan as the Public Records Officer, but other updates are also needed related to the hours of availability and reimbursement of costs. The time to search for materials cannot be billed, but other costs such as compiling and providing the materials, copy costs and mailing can be charged to the requestor.

**M/S/C Dillon Miller moved and Russ Truman seconded to adopt Resolution 2026-2, Public Records. The motion passed unanimously.**

**Executive Director's Report:** Ryan discussed the staff vacation cap, and noted that Kirk exceeded the cap in December but was unable to use the excess balance by the end of March due to medical leave at the end of 2025 and a full schedule of education programs so far this year. Ryan requested an extension until the end of June for Kirk to use the excess vacation time.

**M/S/C Dillon Miller moved and Amy Bridges seconded to extend the deadline to June 30, 2026 for Kirk Beckendorf to use excess vacation leave from 2025. The motion passed unanimously.**

**Rates & Charges:** Ryan will be working on the outreach campaign in the next month, highlighting the work we've done in the last decade and why the rates need to be renewed, which will help to rally support from landowners if needed for the proposal to the county.

**Strategic Planning:** There was discussion on the allocation process that includes an attempt to weigh the impact of various programs on each land use. The formulas then produce a rate for each category. It is structured so that you can target specific program goals such as the home hardening program, community gardens, and emergency flood response. FCS group will start working with the numbers and provide the results to the Board. Ryan suggested targeting a July public hearing ahead of the presentation to the county. At least three Board members are needed in attendance for the public hearing; all five would be better. The hearing can be totally separate or combined with that month's regular meeting.

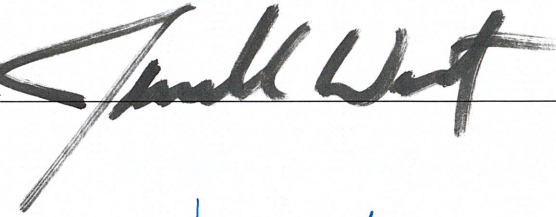
**Conservation Fair and Supervisor Election:** Junell is the unofficial winner of the election. The Conservation Commission will review the records and likely certify the results at their May meeting. The general feedback about the event included lots of positive comments. The staff did a great job, and it was well attended despite competing with the annual Home Show the same weekend. Estimated attendance was 200 people. Staff will start planning for next year in late summer, maybe holding earlier, such as mid-February to kick off Native Planting 101 and other spring activities.

**Next Month:** May 30 is the deadline to complete and submit the Annual Plan of Work as well as the Annual Financial Report. Several Board members expressed willingness to participate in the Schedule 22 review for the report, as did Lance. Cindy will coordinate with them.

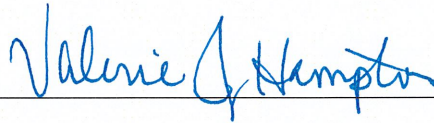
**Next Meeting:** The next Regular Meeting will be May 8, 2026 at 1:30 pm in the District conference room.

**The Regular Meeting adjourned at 3:01 p.m.**

CHAIR

A handwritten signature in black ink, appearing to read "Lance West", written over a horizontal line.

RECORDER

A handwritten signature in blue ink, appearing to read "Valerie J. Hampton", written over a horizontal line.