

**CASCADIA CONSERVATION DISTRICT  
REGULAR DISTRICT MEETING  
Zoom Meeting ID: 987 6961 1557  
14 N Mission St.  
Wenatchee, WA 98801  
Friday, July 15, 2022  
1:30 p.m. – 3:30 p.m.**

MEMBERS PRESENT: Junell Wentz, Chair; Dillon Miller, Vice Chair; Amy Bridges, Auditor; M. Pete Teigen, member; and Kurt Hosman, Member.

OTHERS PRESENT: Chris Wright, NRCS; and the following District staff: Ryan Williams, Valerie Hampton, Kirk Beckendorf, and Nada Wentz. Attendees were present in person and via Zoom.

Junell Wentz, Chair, called the meeting to order at 1:39 p.m.

PUBLIC COMMENT – None

**Consent Agenda:** Approve the June 17, 2022, Regular District Meeting minutes, approve the June Treasurer’s Report and authorize payment of bills.

M/S/C Kurt moved and Dillon seconded to approve the Consent Agenda. (Unanimous)

CORRESPONDENCE - None

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT: Chris Wright

Chris is currently working on Conservation Reserve Program (CRP) reviews. He is also working with Patrick and Joe to set up the Regional Conservation Partnership Program (RCP) for this fall.

STAFF REPORT: Kirk Beckendorf

Kirk presented information on the educational programs. Classes are in person and conducted indoors and outdoors. Some are geared toward students and others are geared toward training teachers on the presentation of materials to their classes. Due to COVID, many virtual classes have been recorded for teachers and students to use as well.

Programs include: Wheat Week; After School Programs covering Family, Farms, Fish, Forest and Fun; Urban Ag; including water quality components with the beaver dam analog information. He listed the funding agencies that coincide with the different programs and talked about plans for future educational programs and materials.

**Grant Applications and Contract Reviews:**

**Grant Applications:** None

**Grant Contracts:** Contract approval for the Franklin Conservation District Wheat Week educational activities in Chelan/Douglas/Okanogan counties.

FEMA – Scout-a-Vista camp wildfire fuels reduction contract update to allow Executive Director Signature.

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

Contract approval for the Department of Ecology (DOE) Washington Conservation Corps contract crew time to assist with project implementation and chipping.

**Landowner Agreements/Cost-Share:**

Commission NRI funding for a landowner cost share amendment approval to increase the cost share by \$5500 to factor in inflation for construction costs.

**Cost-Share/Contract Payments:** None

M/S/C Dillon moved and Amy seconded to approve the contracts, contract update, agreements, and cost share amendment as presented. (Unanimous)

**Cost Share Policy Update:**

The Commission has updated their rules for allowable cost share projects. The District policy for rates have been updated to better reflect the rise in current costs and revised to be less specific to allow broader conservation practice options and more flexibility. Generally, the cost share policy is to be revised every biennium but doesn't have to be changed unless it is out of date. The policy can be renewed at the next biennium, or anytime as needed. The Board was asked to adopt Resolution 2022-6 Cost Share Policy.

M/S/C Pete moved and Kurt seconded to adopt Resolution 2022-6. (Unanimous)

**Executive Director's Report:**

**Habitat Workload Support:** The District is receiving money that covers work that is currently being done by Mark and Alex. After a lengthy discussion on the workload for current staff and available funding, Ryan asked the Board to approve hiring a technician or resource specialist to assist Mark and Alex with the workload.

M/S/C Dillon moved and Kurt seconded to approve hiring a technician or resource specialist to support the habitat workload. (Unanimous)

**Our Valley Our Future Wildfire Game Changer:** Ryan anticipates that the District will be asked to host, organize and maintain a centralized resource for the community to assist with wildfire preparedness and awareness. Resources would have information on what to do before a fire, during a fire and after a fire. If the District is asked to host this, there would be a need to hire another staff person to handle this specific workload. The Board advised Ryan to talk with the current staff and get their input. The Board also approves of this community resource work.

**Building Remodel Plans & Office Location:** The new building owners met with Ryan about the plans to remodel the building. There are a couple of different options, which Ryan shared with the Board. One of the options would offer additional space for more staff. Updates on this will be shared with the Board as they happen.

**Computer Software Changes:** Ryan has discussed different accounting software options with Valerie and Nada. One of the options is called Springbrook Express. It would replace the QuickBooks program currently used. The Springbrook Express program has more functions available that would make the workload more efficient. The cost is more than the QuickBooks program but the

savings in time and efficiency make it a reasonable consideration. There will be a demonstration of the software at the end of the month. Amy asked to be included in the demonstration.

**Trout Unlimited:** Trout Unlimited (TU) is planning to complete some additional work for the Boulder Field project on the Icicle River. The District would pass through \$25,000 to TU from the Department of Ecology contract we currently have for Icicle Creek.

**Brush Hog / Mowers:** The Board approved the purchase of a Brush Hog at the May meeting. Since the meeting, staff have researched a walk behind mower to help speed up the brush cutting. The walk behind is less expensive than the brush hog. The Board advised Ryan to get the machine that works best for the job and for staff.

**River Float:** August 5 is the date set for the District river float. Jeff will be working on the server that day making computers and electronic files unavailable. The Board members are invited to come. Details will be sent out to all who wish to attend.

**Set the August 2022 Meeting Date and Agenda:** The next Regular meeting date is August 19, 2022 at 1:30 p.m.

**Board Member comments & Open Discussion:** No discussion. Valerie will be on vacation in August and the Board approved.

The Regular District Meeting adjourned at 3:50 p.m.

**Summary of Official Actions:**

Approved the Consent Agenda;

Approved the following:

**Grant Contracts:**

Contract with Franklin Conservation District to continue Wheat Week educational activities in Chelan/Douglas/Okanogan counties;

FEMA – Scout-a-Vista camp wildfire fuels reduction at Scout-a-Vista Camp contract update to allow Executive Director Signature;

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

Contract with the Department of Ecology (DOE) Washington Conservation Corps crew time to assist with project implementation and chipping;

**Landowner Agreements/Cost-Share:**

Commission NRI funding for Dennis Rudolph’s cost share amendment approval to increase the cost share by \$5500 to factor in inflation for construction costs;

Adopted and approved Resolution 2022-6, Cost Share Policy update;

Approved hiring a technician or resource specialist to support the habitat workload.

CHAIR\_\_\_\_\_

OFFICE ASSISTANT\_\_\_\_\_