

**CASCADIA CONSERVATION DISTRICT  
REGULAR DISTRICT MEETING  
Zoom Meeting ID: 987 6961 1557  
14 N Mission St.  
Wenatchee, WA 98801  
Friday, July 21, 2023**

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

MEMBERS ABSENT: Kurt Hosman, Member.

OTHERS PRESENT: the following District staff: Ryan Williams, Valerie Hampton, Marcy Bartelheimer, and Nada Wentz. Attendees were present in person and via Zoom.

Junell Wentz, Chair, called the meeting to order at 1:30 p.m.

PUBLIC COMMENT – None

**Consent Agenda:** Approve the June 16, 2023 Regular District Meeting minutes, approve the June Treasurer’s Report and authorize payment of current bills and any additional items needing payment by June 30 for closing grants.

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

CORRESPONDENCE: The Washington Association of Conservation Districts (WACD) mailed the 2023-2024 annual dues statement and a letter explaining what is covered by the funds they receive.

NATURAL RESOURCES CONSERVATION SERVICE (NRCS) REPORT: None

WASHINGTON STATE CONSERVATION COMMISSION (WSCC) REPORT: None

STAFF REPORT: Marcy Bartelheimer

Marcy presented slides of the projects she worked on during her time at the District. The slides covered youth education with Kids in the Snow (KITS), Kids in the Forest (KITF), Pinnacles Prep – an 8<sup>th</sup> grade internship, and Native Garden work. She assisted in pamphlet updates, Spanish translation of District handouts, BDA work, and so much more. She has been an asset to the District and we wish her the best as she travels to South America for her next adventure! Thank you, Marcy!

**Grant Application and Contract Review and Approval**

**Grant Applications:**

National Association of Conservation Districts (NACD) for outreach and technical assistance to underserved landowners in Chelan County;

Response to Department of Natural Resources (DNR) Request for Proposals – funds to support Prescribed Burn Association (PBA) fire plan project writing and training events;

**Grant Contracts:**

US Fish & Wildlife Service contract for the expansion of cost share opportunities for Upper Wenatchee landowners;

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

Wenatchee School District 21<sup>st</sup> Century Communication Learning Center summer school events;

**Landowner Agreements / Cost Share:**

Matt Jones & Summer Hess BDA & riparian restoration project;  
Karen Black USFS Drinking Water Partnership BDA and riparian restoration project;  
Youkey USFS Drinking Water Partnership BDA and riparian restoration project;  
Vincent & Patti Bosket USFS Drinking Water Partnership BDA and riparian restoration project.

M/S/C Dillon moved and Pete seconded to approve the grant applications, contracts, and landowner agreements as presented. (Unanimous)

**OTHER BUSINESS**

**2023 Audits:** The Department of Retirement Systems has requested a Compliance Review, with materials due today. Val has been gathering the documents and is working on uploading them. The three-year audit will be conducted later this summer or early fall. The State Auditor's Office has not set a date yet. There will be entrance and exit conferences requiring at least one Board member to attend.

**Executive Director's Report:** Ryan emailed a report earlier this week. The Commission meeting was held yesterday. Rules for the Firewise grant program were adopted at the meeting. Ryan will be developing a proposal with staff for wildfire resilience and forest health funding including a request for funds to purchase a truck to haul the chipper. Funding would also go toward cost share and hiring crews to help with thinning around landowner properties to create a fuel break.

**Conservation Commission Executive Director Search:** Ryan asked the Board for support to sign a letter of support for Shana Joy, who has indicated she is applying for the position. She knows districts and the commission and works well with district staff. A letter has been circulating among districts to indicate their support for her to be chosen for the position by the Commission. The Board supported Ryan's action.

**Commission Tour:** The tour went well and the District received several compliments. The Commission folks were glad to see some of the projects funded by their grant programs.

**Community Wildfire Defense Grant:** The Board asked about submitting an application for the upcoming Community Wildfire Defense Grant Round. Ryan said that there will be an application but that he's waiting to see how the scoring will be done before it is submitted.

**Forest Service Request:** The Forest Service reached out about doing a Firewise project around one of their Ranger District offices. They would like to pay the District to manage the contract. The project would be a good showcase for landowners to see.

**Irrigation Efficiencies Program:** The Commission is changing the rules regarding eligibility for irrigation efficiencies project contracts. The proposed pass-through funding for the County that was discussed previously will no longer fit the program. Ryan talked with Mike Kaputa about the rejected

proposal. Elizabeth and Ryan met with Trout Unlimited about the Jones Shotwell project and they indicated they will be requesting funding through the Irrigation Efficiencies grant program.

**Grant Close Outs:** Valerie, Kathleen and Nada have been very busy closing out the grants for the last biennium. About \$400,000 worth of grant invoices were submitted.

**Office Move:** The office move will begin in October in order to be completely moved in by November 1<sup>st</sup>. It was suggested that there be an open house event when the move is finished. A brief discussion followed about the open house and combining it with the culmination of the District's 75 year anniversary celebration. The August and September Board meetings may also be held at the new office location, pending coordination with the City.

**August 2023 Meeting Date and Agenda:** The next Regular meeting is August 18, 2023, at 1:30 p.m. Location to be determined.

The meeting adjourned at 3:00 p.m.

**Summary of Official Actions:**

Approved the Consent Agenda;

Approved the following Grant applications, Contracts and Landowner Cost Share agreements:

**Grant Applications:**

National Association of Conservation Districts (NACD) for outreach and technical assistance to underserved landowners in Chelan County;

Response to Department of Natural Resources (DNR) Request for Proposals – funds to support Prescribed Burn Association (PBA) fire plan project writing and training events;

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CHAIR \_\_\_\_\_

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