

Thurston Conservation District Consent Agenda Decision Sheet September 27, 2022 Board Meeting



A. August 23 Board Meeting and Work Session Minutes

- a. Proposed action: accept without amendment and approve.
- b. Action was taken:
- c. ☒ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting

B. September 2022 Financial Report


- a. Proposed action: accept without amendment and approve.
- b. Action was taken:
- c. ☒ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting

C. RCO Agreement: 22-1548 Riverbend Ranch Reach Design & Construction


- a. Proposed action: accept without amendment and approve.
- b. Action was taken:
- c. ☒ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting

ADOPTED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT, WASHINGTON ON
SEPTEMBER 27, 2022 AND EFFECTIVE IMMEDIATELY

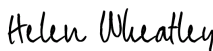
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Doug Rushton, TCD Supervisor

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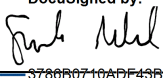
Helen Wheatley, TCD Board Vice-Chair

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Betsie DeWreede, TCD Supervisor

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David Iyall, TCD Supervisor

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Sarah Moorehead, Executive Director

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Betsie.DeWreede@ThurstonCD.com

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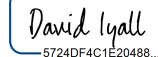
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David Iyall

David.Iyall@ThurstonCD.com

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Doug Rushton

Doug.Rushton@ThurstonCD.com

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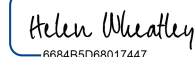
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Helen Wheatley

Helen.Wheatley@ThurstonCD.com

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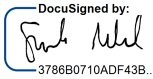
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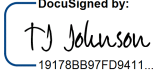
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Sarah Moorehead Smoorehead@thurstoncd.com Executive Director Thurston Conservation District Security Level: Email, Account Authentication (None)	 <p>DocuSigned by: 3786B0710ADF43B...</p> <p>Signature Adoption: Drawn on Device Using IP Address: 73.181.237.240 Signed using mobile</p>	Sent: 9/28/2022 8:38:51 PM Viewed: 9/29/2022 8:01:43 AM Signed: 9/29/2022 8:01:49 AM

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 ID: 4b1a6a42-3d45-4aad-8456-972e46be80cf

TJ Johnson olyurbanagrarian@gmail.com Chair, Board of Supervisors Security Level: Email, Account Authentication (None)	 <p>DocuSigned by: 19178BB97FD9411...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 73.109.169.93</p>	Sent: 9/28/2022 8:38:50 PM Viewed: 9/29/2022 1:52:03 PM Signed: 9/29/2022 1:52:13 PM
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Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	9/29/2022 1:52:13 PM
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All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

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To advise Thurston Conservation District of your new email address

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- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to ydong@thurstoncd.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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Thurston Conservation District Board of Supervisors

Work Session Minutes

September 27, 2022

Virtual Zoom Online Forum

Originally Scheduled: 5:00 pm – 6:00 pm

Actual Meeting Time: 5:00 pm – 6:07 pm



Present at Work Session:

TJ Johnson, TCD Board Chair

Helen Wheatley, TCD Board Vice-Chair

David Iyall, TCD Board Supervisor

Doug Rushton, TCD Board Supervisor

Betsie DeWreede, TCD Board Supervisor

Ben Cushman, TCD Legal Counsel

Sarah Moorehead, TCD Executive Director

Nora Carman White, TCD Staff

- 1 1. Topic List Review, *All*
- 2 2. Staff Presentation: Harvest Festival, *Nora Carman-White (TCD Communications &*
- 3 *Education Manager)*
- 4 3. Minutes Review & Revision, *All*
- 5 a. August 23, 2022, Board Work Session & Meeting Minutes
- 6 4. Conservation and Education Center Development, *All*
- 7 5. 2023 WA Legislative Issues, *All*
- 8 6. WACD Resolutions, *All*
- 9 a. Draft TCD resolutions
- 10 b. Other CD resolutions
- 11 7. Covid-19 Health Update, *Sarah Moorehead (Executive Director)*
- 12 8. Important Updates & Announcements
- 13 a. Board of Supervisors, *All*
- 14 b. Executive Director, *Sarah Moorehead (Executive Director)*
- 15 Respectfully,

DocuSigned by:
X *TJ Johnson*
19178BB97ED9411

TJ Johnson

TCD Board Chair

Thurston Conservation District Board of Supervisors Regular Board Meeting Minutes

September 27, 2022

Virtual Zoom Online Forum

Originally Scheduled: 6:30 pm – 7:30 pm

Actual Meeting Time: 6:30 pm – 7:33 pm



Present at Meeting:

TJ Johnson, TCD Chair

Helen Wheatley, TCD Vice-Chair

David Iyall, TCD Board Supervisor

Betsie DeWreede, TCD Board Supervisor

Doug Rushton, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Ben Cushman, TCD Legal Counsel

Jean Fike, Washington State Conservation
Commission (WSCC)

Alena Reynolds, Department of Ecology (DOE)

Rebecca Anderson-Bellanca, Natural Resources
Conservation Service (NRCS)

Summary of Action Items

- None.

Summary of Motions Passed

- *Supervisor DeWreede moved to adopt the revised Board Meeting Agenda. Supervisor Rushton seconded. Motion passed unanimously, (5-0).*
- *Supervisor Iyall moved to approve the Consent Agenda. Supervisor DeWreede seconded. Motion passed unanimously, (5-0).*
- *Supervisor Wheatley moved to accept the Zangle Cove Pacific Marine and Estuary Partnership funding award. Supervisor Iyall seconded. Motion passed unanimously, (5-0).*
- *Supervisor Ruston moved to put forward a resolution at the upcoming WACD Southwest Area meeting for WACD and WSCC to work to change RCW 89.08. Supervisor Wheatley seconded. Motion passed unanimously, (5-0).*
- *Supervisor DeWreede moved to authorize the use of the Cash Operating Reserve Fund. Supervisor Iyall seconded. Motion passed unanimously, (5-0).*
- *Supervisor Iyall moved to adjourn. Supervisor Wheatley seconded. Motion passed unanimously, (5-0).*

Full Version of the Minutes

Welcome & Introductions

At 6:30 pm, TCD Board Chair TJ Johnson called the September 27, 2022, Regular Board Meeting to order via the Zoom online forum. TCD Board and Staff were introduced by the Board Chair. For each vote, TCD Board Chair Johnson called out Supervisors by name. He announced the meeting was being video recorded. TCD Supervisors Johnson, DeWreede, Iyall, and Wheatley attended the meeting virtually. Supervisor Rushton attended in person at the TCD office.

23 **Agenda Review**

24 The Zangle Cove Pacific Marine and Estuary Partnership grant was added to the Governance
25 Section of the agenda and the time of the Executive Session was extended by 10 minutes.

26 Executive Director, Moorehead requested an additional 10 minutes for the Executive Session.

27 ***Supervisor DeWreede moved to adopt the revised Board Meeting Agenda. Supervisor Rushton***
28 ***seconded. Motion passed unanimously, (5-0).***

29 **Consent Agenda**

30 A. August 23, 2022 Board Work Session and Meeting Minutes

31 B. September 2022 Financial Report

32 C. RCO Agreement: 2022-1548 Riverbend Ranch Reach Design & Construction

33 ***Supervisor Iyall moved to approve the Consent Agenda. Supervisor DeWreede seconded.***
34 ***Motion passed unanimously, (5-0).***

35 **Public Comment**

36 No public comments were provided.

37 **Partner Reports**

38 A. Natural Resources Conservation Service (NRCS) Update, Rebecca Anderson-Bellanca

- 39 • Rebecca Anderson-Bellanca provided a verbal update.

40 B. Department of Ecology (DOE) Update, Alena Reynolds

- 41 • Alena Reynolds provided a verbal update.

42 C. Washington State Conservation Commission (WSCC) Update, Jean Fike

- 43 • Jean Fike provided a verbal update.

44 E. Washington Association of Conservation Districts (WACD) Update, TCD Supervisor and
45 WACD Board Member Rushton

- 46 • Supervisor Rushton was present. A written update was provided in the Board
47 Packet.

48 F. National Association of Conservation Districts (NACD) Update, TCD Supervisor and NACD
49 Board Member Rushton

- 50 • Supervisor Rushton provided an update. A written update was provided in the
51 Board Packet.

52 **Governance**

- 53 • Zangle Cove Pacific Marine and Estuary Partnership

54 A. An additional \$40,000 was awarded to the District from the US Fish & Wildlife
55 Service (FWS) to augment the state-funded Zangle Cove Bulkhead Removal and
56 Restoration project.

57 ***Supervisor Wheatly moved to accept the Zangle Cove Pacific Marine and Estuary Partnership***
 58 ***funding award. Supervisor Iyall seconded. Motion passed unanimously, (5-0).***

- 59 • WACD Resolutions
 - 60 A. The Board has no original resolutions to add to the WACD resolutions.
 - 61 B. Based on a Pierce Conservation resolution, the Board considered putting forward
 - 62 a resolution at the upcoming Southwest Area Meeting for WACD and WSCC to
 - 63 work to change RCW 89.08 to drop the population criteria and remove the per
 - 64 parcel maximum annual rate for Rates and Charges.

65 ***Supervisor Ruston moved to put forward a resolution at the upcoming WACD Southwest Area***
 66 ***meeting for WACD and WSCC to work to change RCW 89.08. Supervisor Wheatley seconded.***
 67 ***Motion passed unanimously, (5-0).***

- 68 • Staffing Plan Update
 - 69 A. The District hired Kendall Carman to join the Tech Team's Farm Planning team.
 - 70 B. The District has been awarded nearly \$1M since July 2022; some of this work
 - 71 must be completed by July 2023.
 - 72 C. Staff requests Board support to begin requirement processes to hire two new
 - 73 staff members – one new habitat position and one new outreach position.

- 74 • TCD Resolution 2022-3: Authorizing Use of Cash Operating Reserve Fund to cover
- 75 temporary budget shortfalls until next Rates and Charges payment.

76 ***Supervisor DeWreede moved to authorize the use of the Cash Operating Reserve Fund.***
 77 ***Supervisor Iyall seconded. Motion passed unanimously, (5-0).***

- 78 • October 25, 2022 Work Session Topic List & Meeting Agenda Development

79 **Work Session**

- 80 • Topic List Review, *All*
- 81 • Staff Presentation:
- 82 • Minutes Review & Revision, *All*
 - 83 ○ September 27, 2022, Board Work Session & Meeting Minutes
- 84 • Conservation and Education Center Development, *All*
- 85 • 2023 Budget Development, *All*
- 86 • WACD Resolutions, *All*
- 87 • Potential Legislation, *All*
- 88 • Covid-19 Health Update, *Sarah Moorehead (Executive Director)*
- 89 • Important Updates & Announcements
 - 90 ○ Board of Supervisors, *All*
 - 91 ○ Executive Director, *Sarah Moorehead (Executive Director)*

Board Meeting Agenda

- Welcome, Introductions, Audio Recording Announcement
- Agenda Review
- Consent Agenda
 - September 27, 2022 Board Work Session & Meeting Minutes
 - October 2022 Financial Report
- Public Comment
- Partner Reports (if present)
 - Natural Resources Conservation Service
 - Washington State Department of Ecology
 - Washington State Conservation Commission
 - Washington Association of Conservation Districts
 - National Association of Conservation Districts
- Governance, *All*
 - November 15, 2022, Work Session Topic List & Meeting Agenda Development

Executive Session: To discuss potential litigation with legal counsel.

In attendance: TCD Board Members Johnson, Rushton, Wheatley, DeWreede, and Iyall; TCD Legal Counsel Ben Cushman; and Executive Director Moorehead.

RCW 42.30.110 (I) To discuss with legal counsel representing the agency litigation or potential litigation.

Executive Session opened at 7:13 pm to last no more than 20 minutes and concluded at 7:32 pm.


Executive Session Report Out:

No action was taken.

Supervisor Iyall moved to adjourn. Supervisor Wheatley seconded. Motion passed unanimously, (5-0).

Adjourn 7:33 pm

Respectfully,

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TJ Johnson
TCD Board Chair

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Chair, Board of Supervisors

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Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

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