



Thurston Conservation District Board of Supervisors Work Session Topic List & Board Meeting Agenda

March 28, 2023, 5:00 pm -7:30 pm

Zoom Meeting Link:

<https://zoom.us/j/91658577844?pwd=cDgvaC9jcWRBU0luUFFHc1lrb3hLQT09>

Passcode: 2918

Meeting ID: 916 5857 7844

Call in: 1-253-215-8782

Work Session Topic List

5:00 pm – 6:00 pm

1. Topic List Review, *All*
2. Staff Presentation: 2023 Plant Native & Sale, *Kiana Sinner*
3. Minutes Review & Revision, *All*
 - a. February 28, 2023, Board Work Session & Meeting Minutes
4. Conservation and Education Center Development, *All*
5. Legislative Update, *All*
6. Chehalis Basin Forestry Strategy, *Betsie DeWreede*
7. Important Updates & Announcements
 - a. Board of Supervisors, *All*
 - b. Executive Director, *Sarah Moorehead (Executive Director)*

Board Meeting

6:30 pm – 7:30 pm

- | | |
|--|----------------------|
| 1. Welcome, Introductions, Audio Recording Announcement | 6:30 PM
5 minutes |
| 2. Agenda Review | 6:35 PM
5 minutes |
| 3. Consent Agenda – <i>Action Item</i> | 6:40 PM
5 minutes |
| <ol style="list-style-type: none">A. February 28, 2023, Board Work Session & Meeting MinutesB. March 2023 Financial ReportC. WSCC Salmon Recovery Funding DIP Advance Payment Agreement #2D. WSCC Addendum: Wildfire Ready NeighborsE. Large Purchase- District Vehicle \$ 50K, Funded by WSCC Engineering Grant | |

4. Public Comment	6:45 PM
*Three minutes per person	<i>10 minutes</i>
5. Conservation and Education Center Feasibility Study Consultant Interview	6:55 PM
	<i>20 minutes</i>
6. Partner Reports (if present)	7:05 PM
A. Natural Resources Conservation Service (NRCS), <i>TBD</i>	<i>15 minutes</i>
B. Washington State Department of Ecology, <i>TBD</i>	
C. Washington State Conservation Commission (WSCC), <i>Jean Fike</i>	
D. Washington Association of Conservation Districts (WACD), <i>Doug Rushton</i>	
E. National Association of Conservation Districts (NACD), <i>Doug Rushton</i>	
7. Governance, All	7:30 PM
A. 2023 Election Update, <i>Susan Shelton</i>	<i>5 minutes</i>
B. April 25, 2023, Work Session Topic List & Meeting Agenda Development	
8. Executive Session: To discuss potential litigation.	7:35 PM
<i>RCW 42.30.110 (I) To discuss with legal counsel representing the agency litigation or potential litigation.</i>	<i>10 Minutes</i>
9. Executive Session: To review negotiations on the performance of a publicly bid contract.	7:45 PM
<i>RCW 42.30.110 (1d) To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs.</i>	<i>10 Minutes</i>
Adjourn	7:55 PM
Informational Only Items:	
<i>I. Executive Director's Report</i>	

Important Dates

March 2023

South Sound GREEN Congress 8:00 am – 2:00 pm @ TESC	March 23
Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom)	March 28

April 2023

WACD Board of Directors Meeting 6:00 – 8:30 pm	April 17
Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom)	April 25

May 2023

WACD Board of Directors Meeting 6:00 – 8:30 pm	May 15
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WSCC Meeting in Kennewick	May 16, 17, & 18
Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom)	May 23

June 2023

WADE Conference in Leavenworth	June 12, 13, & 14
WACD Board of Directors Meeting 6:00 – 8:30 pm	June 26
Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom)	June 27

Additional Documents

Draft

TCD Letterhead, Date

Ms. Hilary Franz, Commissioner of Public Lands and Chair of the Forest Practices Board, address

Mr. Alex Smith, Board of Natural Resources Board Chair, address

Dear Commissioner Franz and Mr. Alex Smith,

The members of the Board of Directors of the Thurston County Conservation District offer you and the Board members of the Forest Practices Board and Board of Natural Resources (four)/(five) (pending Swedeen comments) recommendations regarding forestry practices as they relate to climate change adaptation. The "Climate Projections, Impacts & Adaptation" summary prepared by the UW Climate Impacts Group tells the story in Washington State: <https://coastsalmonpartnership.egnyte.com/dl/xPpeSBCCN7>

Washington's long range trends show summers getting drier and winters getting much wetter with more serious rain events. There is now more frequent flooding in Washington's coastal watersheds and Puget Sound watersheds. Residents and farmers in south Thurston County have been seriously impacted by flooding on the Skookumchuck and Chehalis Rivers and are concerned. These community members are participating in a series of meetings hosted by the Chehalis Basin Board with the aim of flood mitigation. Solutions under discussion include opening up wetlands, reconnecting wetland oxbows, replacing culverts, introducing engineered log jams, publicly funding incentives for farmers and residents to raise or move structures, and designing levies in urban areas. The Thurston Conservation District is also concerned about Deschutes and Nisqually River flooding.

Mature forests retain and hold back water – unless they are cut.

Rapidly regenerating vegetation of managed forests have higher evapotranspiration rates than mature forests (Segura et al., 2020).
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Washington's current forest practices contribute to our state's flooding, erosion, and landslide problems. Revising our state's forest practice guidelines and regulations will accelerate climate adaptation solutions.

Benefits from this action include reduced flooding, increased groundwater storage, less siltation, and increased carbon sequestration.

The Thurston Conservation District's Board of Directors is taking direct action to address atmospheric changes in its own policies and guidance.

Organizations involved in public safety, habitat restoration, and salmon recovery are working to develop multi-year plans for climate adaptation.

Collectively, the Department of Natural Resources, the Board of Natural Resources, and the Forest Practices Board *must become far more proactive as well.*

Recommendations

1. Increase the minimum required timber rotations cycles on public and private lands.
2. Triple the width of timber harvest riparian setbacks in Type Np seasonal streams (to at least 250 feet) and in Type F year-around fish bearing streams (to at least 500+ feet) beyond the current minimum stream buffer setbacks required under the state's DNR forest practices laws:
https://www.dnr.wa.gov/publications/fp_fpi_timberharvest.pdf
(see pages 58-79). With climate change bearing down, DNR should revise its Site Potential Tree Height (SPTA) for determining the width of the Riparian Management Zone (RMZ). Such revisions will, among others, help reduce sediment, filter polluted storm water runoff, increase inputs of wood, improve stream bank integrity, and shade creeks and guard life-supporting water temperatures.
3. - - include Paula Swedeen's recommendations here
4. Protect and conserve the remaining DNR **Legacy** forests statewide. Protection of carbon dense forests holds more long term value for future generations of Washingtonians than what can be gained from short term timber sales. Carbon dense forests are home to a myriad of species depending on us. To stress urgency, we have also attached a February 28, 2023 letter written by the Thurston County Board of County Commissioners. In their letter, the Commissioners object to Legacy timber sales and they offer your Department alternative options. <Betsie, please insert the BoCC letter pdf electronic link here or include it as an attachment.

5. Eliminate the double standard currently used by DNR in defining “old growth” trees designated for protection in a conservation area vs. a different definition for the same age of tree if it’s standing on land designated by DNR for timber sale. Old growth or “older forest” trees growing in parcels targeted for timber sales must be protected even if they live in groves less than five acres. Finally, the Department should advise the Washington State Legislature to increase its commitment to restore 10-15 percent (the current target) of old growth forests on state trust lands in Western Washington to 33 percent. Doing so will go a long way in protecting structurally complex and biodiverse forest patches and expand Washington’s ecosystem vitality.

The Thurston County Conservation District Board of Directors ask that you give our recommendations your fullest consideration. Please share our letter with all Forest Practices Board members and Board members serving on the Board of Natural Resources.

Sincerely

Signature and Title

cc: Thurston County Board of County Commissioners



COUNTY COMMISSIONERS

Carolina Mejia
District One

Gary Edwards
District Two

Tye Menser
District Three

BOARD OF COUNTY COMMISSIONERS

February 28, 2023

Hilary Franz, Commissioner of Public Lands
Board of Natural Resources
111 Washington St SE
Olympia, WA 98501

Re: Legacy Forests in Thurston County

Dear Commissioner Franz and Board of Natural Resources,

The Hopscotch and Buttercup timber sales in Thurston County have been recently approved by the Board of Natural Resources. Each of those sales contained pieces of our rapidly-dwindling "Legacy Forests," which, as you know, are structurally-complex and biodiverse forest patches whose existence predates WWII and the rise of plantation forestry in Washington.

The Thurston County Board of County Commissioners has asked DNR on multiple occasions that sales/cuts of the County's 3,100 acres of unprotected Legacy Forests either be postponed and/or included in Phase 2 of DNR's new Carbon Project; these requests have not been honored to this point. Meanwhile, yet another Thurston County timber sale is planned for approval containing Legacy Forest acres: Juneau, Units 1-2.

Meanwhile, the State Legislature is actively working on two different programs that could provide a path for Thurston County to protect its last remnants of Legacy Forest. One is a proposal to fund the Transfer Land Trust program, which might allow Thurston County to apply to swap its Legacy Forest parcels for other forestland with less overall ecosystem value. The second is a proposal to use funding from the Natural Climate Solutions account of the Climate Commitment Act to protect carbon-dense older forests are at risk of harvest in the near-term. Either of these avenues may provide long-term solutions for Thurston County, but we are afraid that --- based on currently-scheduled cuts --- by the time these laws are enacted large numbers of our oldest trees will already be gone.


Therefore, the Board of County Commissioners respectfully requests: (1) that the upcoming Juneau sales be suspended, at least until such time as Thurston County can access any new tools that result from the 2023 Legislative Session that would allow it to protect its last remaining Legacy Forest; and (2) that DNR postpone any other upcoming sales that contain Legacy Forest remnants, which would allow it

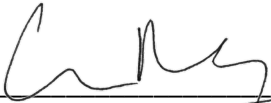
to work collaboratively with Thurston County to explore alternatives, in light of Commissioner Franz's recently-expressed desire to work with local communities on forest management strategies.

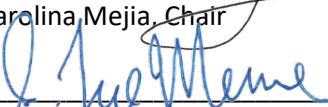
Thank you for taking time to consider these comments.

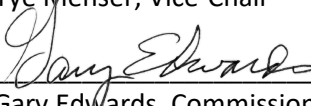
Sincerely,

Attest:

 (Initials)
County Manager/Asst. County Manager


Carolina Mejia, Chair


Tye Menser, Vice-Chair


Gary Edwards, Commissioner

Item

3



Thurston Conservation District Consent Agenda Decision Sheet March 28, 2023 Board Meeting

- A. February 28, 2023 Board Meeting and Work Session Minutes
- a. Proposed action: accept without amendment and approve.
 - b. Action was taken:
☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting
- B. March 2023 Financial Report
- a. Proposed action: accept without amendment and approve.
 - b. Action was taken:
☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting
- C. WSCC Salmon Recovery Funding DIP Advance Payment Agreement #2
- a. Proposed action: accept without amendment and approve.
 - b. Action was taken:
☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting
- D. Wild Fire Ready Neighbors Funding Award
- c. Proposed action: accept without amendment and approve.
 - d. Action was taken:
☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting
- E. Large Purchase District Vehicle \$50K, Funded by WSCC Engineering Grant
- e. Proposed action: accept without amendment and approve.
 - f. Action was taken:
☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting

ADOPTED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT, WASHINGTON ON
March 28, 2023, AND EFFECTIVE IMMEDIATELY

SIGNED:

TJ Johnson, Board Chair

Helen Wheatley, Board Vice-Chair

David Iyall, Board Auditor

Doug Rushton, Board Member

Betsie DeWreede, Board Member

Attest: Sarah Moorehead, Executive Director

Thurston Conservation District Board of Supervisors

Work Session Minutes

February 28, 2023

Hybrid: In-Person and Virtual on Zoom

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

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



Present at Work Session:

TJ Johnson, TCD Board Chair

Doug Rushton, TCD Board Supervisor

Helen Wheatley, TCD Board Vice Chair

Betsie DeWreede, TCD Board Supervisor

David Iyall, TCD Auditor

Ben Cushman, TCD Legal Counsel

Sarah Moorehead, TCD Executive Director

- 1 **1.** Topic List Review, *All*
- 2 **2.** Staff Presentation: NRCS Funding Explained, *Marguerite Abplanalp*
- 3 **3.** Minutes Review & Revision, *All*
- 4 a. January 24, 2023, Board Work Session & Meeting Minutes
- 5 **4.** Conservation and Education Center Development Update, *All*
- 6 **5.** 2023 TCD Annual Plan, *All*
- 7 **6.** Legislative Update, *All*
- 8 **7.** Important Updates & Announcements
- 9 a. Board of Supervisors, *All*
- 10 b. Executive Director, *Sarah Moorehead (Executive Director)*

Respectfully,

TJ Johnson, TCD Board Chair

Thurston Conservation District Board of Supervisors

Regular Board Meeting Minutes

February 28, 2023

Hybrid: In-Person and Virtual on Zoom

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

Actual Meeting Time: 6:30 pm – 7:24 pm



Present at Meeting:

TJ Johnson, TCD Board Chair

Helen Wheatley, TCD Board Vice Chair

Betsie DeWreede, TCD Board Supervisor

Doug Rushton, TCD Board Supervisor

David Iyall, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Ben Cushman, TCD Legal Counsel

Sophia Barashkoff, TCD Staff

Alena Reynolds, Department of Ecology (DOE)

Update

Summary of Action Items

- 1 • None.

Summary of Motions Passed

- 2
- 3 *Supervisor Wheatley moved to approve the Agenda. Supervisor Iyall seconded. Motion passed*
- 4 *unanimously, (5-0).*
- 5 *Supervisor Iyall moved to approve the Consent Agenda. Supervisor DeWreede seconded.*
- 6 *Motion passed unanimously, (5-0).*
- 7 *Supervisor Rushton moved to adopt the 2023 Annual Plan. Supervisor Iyall seconded. Motion*
- 8 *passed unanimously, (5-0).*
- 9 *Supervisor Wheatley moved to adjourn the February 28, 2023 TCD Board Meeting. Supervisor*
- 10 *Iyall seconded. Motion passed unanimously, (5-0).*

Full Version of the Minutes

11 Welcome & Introductions

12 At 6:30 pm, TCD Board Chair TJ Johnson called the February 28, 2023 Regular Board Meeting to

13 order via the Zoom online forum. TCD Board and Staff were introduced by the Board Chair. For

14 each vote, TCD Board Chair Johnson called out Supervisors by name. He announced that the

15 meeting was being video recorded. TCD Supervisors Johnson, DeWreede, Iyall, and Wheatley

16 attended the meeting virtually. Supervisor Rushton and Executive Director Moorehead

17 attended the meeting in person at the TCD office.

18 Agenda Review

19 *Supervisor Wheatley moved to approve the Agenda. Supervisor Iyall seconded. Motion passed*

20 *unanimously, (5-0).*

21 **Consent Agenda**

- 22 A. January 24, 2023, Board Work Session & Meeting Minutes
23 B. February 2023 Financial Report
24 C. FY22-24 Oregon Spotted Frog Outreach Funding Agreement
25 D. FY23 Brumfield Construction Vendor Agreement
26 E. FY23 Coastal Geologic Services Vendor Agreement
27 F. FY23 H2 Precast Vendor Agreement
28 G. Independence Valley Phase 2 RCO Applicant Authorization
29 H. Scatter Creek Phase 2 RCO Applicant Authorization
30 I. Elwanger Creek Project RCO Applicant Authorization
31 J. City of Olympia Urban Agriculture ILA

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

34 **Public Comment**

35 No public members were present.

36 **Partner Reports**

- 37 A. Natural Resources Conservation Service (NRCS) Update, TBD
38 • NRCS has not yet hired the new local field office staff member.
39 B. Department of Ecology (DOE) Update, Alena Reynolds
40 • Ms. Reynolds provided an update.
41 • Ms. Reynolds is leaving DOE. TCD's new DOE contact will be Hannah Coe.
42 • Monthly reports will be provided as Ms. Coe transitions to her new role.
43 C. Washington State Conservation Commission (WSCC) Update, Jean Fike
44 • Ms. Fike was not present. No report was provided.
45 E. Washington Association of Conservation Districts (WACD) Update, TCD Supervisor and
46 WACD Board Member Rushton
47 • A written update was provided in the Board Packet.
48 F. National Association of Conservation Districts (NACD) Update, TCD Supervisor and NACD
49 Board Member Rushton
50 • A written update was provided in the Board Packet.

51 **2023 Annual Plan**

52 ***Supervisor Rushton moved to adopt the 2023 Annual Plan. Supervisor Iyall seconded. Motion***
53 ***passed unanimously, (5-0).***

- 54 • March 28, 2023 Work Session Topic List & Meeting Agenda Development

55 **Work Session**

- 56 • Topic List Review, All

- 57 • Staff Presentation: 2023 Plant Sale, *TBD*
- 58 • Minutes Review & Revision, *All*
- 59 ○ February 28, 2023 Board Work Session & Meeting Minutes
- 60 • Conservation and Education Center Development, *All*
- 61 • Legislative Update, *All*
- 62 • Chehalis Basin Forestry Strategy, *Betsie DeWreede*
- 63 • Important Updates & Announcements
- 64 ○ Board of Supervisors, *All*
- 65 ○ Executive Director, *Sarah Moorehead (Executive Director)*

66 **Board Meeting Agenda**

- 67 • Welcome, Introductions, Audio Recording Announcement
- 68 • Agenda Review
- 69 • Consent Agenda
- 70 ○ February 28, 2023 Board Work Session & Meeting Minutes
- 71 ○ February Financial Report
- 72 • Public Comment
- 73 • Partner Reports (if present)
- 74 ○ Natural Resources Conservation Service
- 75 ○ Washington State Department of Ecology
- 76 ○ Washington State Conservation Commission
- 77 ○ Washington Association of Conservation Districts
- 78 ○ National Association of Conservation Districts
- 79 • Governance, *All*
- 80 ○ 2023 Election Update
- 81 ○ April 25, 2023 Work Session Topic List & Meeting Agenda Development

82 **Executive Session:** To discuss potential litigation with legal counsel.

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

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

87 Executive Session opened at 6:51 pm to last no more than 20 minutes and concluded at
88 7:22 pm.

89 **Executive Session Report Out:**

90 No action was taken.

91 ***Supervisor Wheatley moved to adjourn the February 28, 2023 TCD Board Meeting. Supervisor***
92 ***Iyall seconded. Motion passed unanimously, (5-0).***

93 **Adjourn 7:24 pm**

Respectfully,

TJ Johnson, TCD Chair

Thurston Conservation District

March 2023 Financial Notes



February and Year-to-Date Profit & Loss

1. As with last year, Rates & Charges income was high for the month of February. This means that we ended February with a positive net income.
2. The negative Plant Sale income of -\$380 is the result of last-minute customer refunds.
3. You might have noticed a negative expense of -\$1,775 for Equipment & Office Furniture. This was a refund for the survey equipment storage cabinet that was delivered damaged.

Profit & Loss Previous Year Comparison

4. Even with the customer refunds issued in February, Plant Sale income is still 116% higher this year at this time than last year. This is even before the income earned at the Plant Sale Festival, which won't be reported until next month.
5. So far this year, income from Partner Fee for Service has decreased compared to last year. We can expect this trend to continue until after June. The Restoration Crew has shifted its attention from partner work to the Salmon Recovery work.
6. Professional Services expenses are high this year as consultants begin design work on the large Riverbend project. Additionally, WSU Sponsored Programs Services invoiced us for all of 2022 earlier this year. We have reached out to WSU and requested that they begin invoicing us quarterly.
7. As TCD resumes holding more in-person events after the pandemic, advertising expenses and printing expenses are rising.

Balance Sheet

8. In February, the finance team transferred the 2022 budgeted savings from the checking account to the Reserve Fund (\$37,500) and CEC (\$37,500) Savings accounts. However, in order to manage cash flow, in March the team transferred \$100K from the Reserve Fund back to the Checking Account. As Board Auditor, David was informed of this transfer soon after it took place.

In the recent past, staff has requested board approval for transfers from the Reserve Fund. However, we recently noticed that initiating transfers between accounts is actually an existing authority of the District Treasurer (myself), in tandem with the Executive Director. After reviewing this with Sarah, we followed existing TCD Policy 6.7 to transfer these funds.

This action was taken to cover some large financial obligations this spring, including equipment purchases, project implementation, and professional services, while we await reimbursement for these items from the funders. This will not change the balance of the Reserve Fund as approved in the 2023 Budget, this is simply to ensure our checking account has adequate resources as these large expenses are paid and then reimbursed a few months later.

We have developed additional plans (like timing large expenses and requesting additional advances from our funders) to ensure we can manage TCD's cash flow in the coming months, as large-scale project implementation costs continue to increase.

Thurston Conservation District

Profit & Loss

January through February 2023

	Jan - Feb 23
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	1,697.72
3451130 · Poultry Equipment & Tool Rentals	51.42
3451140 · Plant Sales	6,384.94
3451150 · Partner Fee for Service	249.03
Total 3451100 · Soil/Water Conservation Service	8,383.11
Total 3400000 · Charges for Goods and Services	8,383.11
3300000 · Grant Revenues	330,510.05
3600000 · Miscellaneous Revenues	
3685000 · Special Assessments - Service	24,102.42
3670000 · Nongovernmental Contributions	600.00
3610000 · Interest and Other Earnings	38.23
3620000 · Rents and Leases	65.94
Total 3600000 · Miscellaneous Revenues	24,806.59
Total Income	363,699.75
Gross Profit	363,699.75
Expense	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	275,663.49
5314000 · Stipends	1,955.00
5314101 · Legal Fees & Services	16,003.25
5314102 · Audit & Accounting	1,025.85
5314103 · Computer Services	3,791.00
5314100 · Professional Services	103,154.26
5314400 · Advertising	730.20
5314203 · Printing Services	2,304.62
5314104 · Janitorial Services	1,350.00
5314501 · Office Rent	8,736.00
5314700 · Utilities	1,717.37
5314503 · Equipment Leases	655.46
5314504 · Vehicle Leases	901.36
5314200 · Communications	2,089.45
5313102 · Photocopier Usage	219.66
5354800 · Repairs & Maintenance	74.34
5314505 · Software Licenses	947.86
5313101 · Office Supplies	380.99
5314202 · Postage & Shipping	825.47
5314902 · Organizational Dues & Licenses	1,025.00
5314117 · Soil Testing	361.78
Project Expenses	8,325.30
5314302 · Staff - Conference & Training	575.00
5314300 · Staff - Travel	3,517.32
5314119 · Cultural Resources	20,076.82
5314108 · Construction & Restoration Work	21,789.34
5314109 · Cost Share	1,053.48
5314110 · Bank Fees & Interest Charges	25.00
5314600 · Liability Insurance Premiums	4,865.16
66300 · Sales Tax Adjustments	113.15
5945360 · Capital Outlays	
5945363 · Equipment & Office Furniture	470.04
5945364 · Computer Hardware	1,513.19
Total 5945360 · Capital Outlays	1,983.23
Total Expense	486,236.21
Net Ordinary Income	-122,536.46
Net Income	-122,536.46

Thurston Conservation District
Profit & Loss
February 2023

	Feb 23
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	1,181.31
3451130 · Poultry Equipment & Tool Rentals	16.90
3451140 · Plant Sales	-379.69
3451150 · Partner Fee for Service	166.02
Total 3451100 · Soil/Water Conservation Service	984.54
Total 3400000 · Charges for Goods and Services	984.54
3300000 · Grant Revenues	215,615.77
3600000 · Miscellaneous Revenues	
3685000 · Special Assessments - Service	22,366.33
3610000 · Interest and Other Earnings	20.16
3620000 · Rents and Leases	65.94
Total 3600000 · Miscellaneous Revenues	22,452.43
Total Income	239,052.74
Gross Profit	239,052.74
Expense	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	139,321.91
5314000 · Stipends	1,010.00
5314101 · Legal Fees & Services	14,003.25
5314102 · Audit & Accounting	739.57
5314103 · Computer Services	2,329.00
5314100 · Professional Services	19,916.43
5314400 · Advertising	685.20
5314203 · Printing Services	1,510.99
5314104 · Janitorial Services	600.00
5314501 · Office Rent	4,368.00
5314700 · Utilities	617.32
5314503 · Equipment Leases	247.33
5314504 · Vehicle Leases	439.18
5314200 · Communications	1,015.59
5314505 · Software Licenses	351.46
5313101 · Office Supplies	116.51
5314202 · Postage & Shipping	762.35
5314117 · Soil Testing	163.21
Project Expenses	4,346.95
5314300 · Staff - Travel	1,061.00
5314119 · Cultural Resources	20,076.82
5314108 · Construction & Restoration Work	10,039.29
5314109 · Cost Share	1,053.48
5314110 · Bank Fees & Interest Charges	25.00
5314600 · Liability Insurance Premiums	2,432.58
5945360 · Capital Outlays	
5945363 · Equipment & Office Furniture	-1,774.63
5945364 · Computer Hardware	383.19
Total 5945360 · Capital Outlays	-1,391.44
Total Expense	225,840.98
Net Ordinary Income	13,211.76
Net Income	13,211.76

Thurston Conservation District Profit & Loss Prev Year Comparison

January through February 2023

	Jan - Feb 23	Jan - Feb 22	\$ Change	%Change
Ordinary Income/Expense				
Income				
3400000 · Charges for Goods and Services				
3451100 · Soil/Water Conservation Service				
3451110 · Soil Testing	1,697.72	1,678.57	19.15	1.1%
3451130 · Poultry Equipment & Tool Rentals	51.42	48.16	3.26	6.8%
3451140 · Plant Sales	6,384.94	2,952.50	3,432.44	116.3%
3451150 · Partner Fee for Service	249.03	931.16	-682.13	-73.3%
Total 3451100 · Soil/Water Conservation Service	8,383.11	5,610.39	2,772.72	49.4%
Total 3400000 · Charges for Goods and Services	8,383.11	5,610.39	2,772.72	49.4%
3300000 · Grant Revenues	330,510.05	194,123.35	136,386.70	70.3%
3600000 · Miscellaneous Revenues				
3685000 · Special Assessments - Service	24,102.42	25,008.39	-905.97	-3.6%
3670000 · Nongovernmental Contributions	600.00	24,764.00	-24,164.00	-97.6%
3610000 · Interest and Other Earnings	38.23	34.32	3.91	11.4%
3620000 · Rents and Leases	65.94	65.94	0.00	0.0%
Total 3600000 · Miscellaneous Revenues	24,806.59	49,872.65	-25,066.06	-50.3%
Total Income	363,699.75	249,606.39	114,093.36	45.7%
Gross Profit	363,699.75	249,606.39	114,093.36	45.7%
Expense				
Vehicle Allocation	0.00	0.00	0.00	0.0%
Overhead Allocation	0.00	0.00	0.00	0.0%
5531000 · Salaries & Benefits	275,663.49	232,388.76	43,274.73	18.6%
5314000 · Stipends	1,955.00	0.00	1,955.00	100.0%
5314101 · Legal Fees & Services	16,003.25	4,000.00	12,003.25	300.1%
5314102 · Audit & Accounting	1,025.85	2,897.61	-1,871.76	-64.6%
5314103 · Computer Services	3,791.00	3,160.00	631.00	20.0%
5314100 · Professional Services	103,154.26	31,759.00	71,395.26	224.8%
5314400 · Advertising	730.20	112.17	618.03	551.0%
5314203 · Printing Services	2,304.62	426.88	1,877.74	439.9%
5314104 · Janitorial Services	1,350.00	1,350.00	0.00	0.0%
5314501 · Office Rent	8,736.00	8,736.00	0.00	0.0%
5314700 · Utilities	1,717.37	1,529.96	187.41	12.3%
5314503 · Equipment Leases	655.46	1,899.53	-1,244.07	-65.5%
5314504 · Vehicle Leases	901.36	828.64	72.72	8.8%
5314200 · Communications	2,089.45	1,784.72	304.73	17.1%
5313102 · Photocopier Usage	219.66	49.41	170.25	344.6%
5354800 · Repairs & Maintenance	74.34	1,937.32	-1,862.98	-96.2%
5314505 · Software Licenses	947.86	247.12	700.74	283.6%
5313101 · Office Supplies	380.99	793.80	-412.81	-52.0%
5314202 · Postage & Shipping	825.47	414.97	410.50	98.9%
5314902 · Organizational Dues & Licenses	1,025.00	1,030.00	-5.00	-0.5%
5314117 · Soil Testing	361.78	652.80	-291.02	-44.6%
5313401 · Plants for Resale	0.00	3,633.20	-3,633.20	-100.0%
Project Expenses	8,325.30	1,953.61	6,371.69	326.2%
5314302 · Staff - Conference & Training	575.00	350.00	225.00	64.3%
5314300 · Staff - Travel	3,517.32	1,169.70	2,347.62	200.7%
5314119 · Cultural Resources	20,076.82	0.00	20,076.82	100.0%
5314108 · Construction & Restoration Work	21,789.34	52,996.35	-31,207.01	-58.9%
5314109 · Cost Share	1,053.48	0.00	1,053.48	100.0%
5314110 · Bank Fees & Interest Charges	25.00	30.00	-5.00	-16.7%
5314600 · Liability Insurance Premiums	4,865.16	4,136.66	728.50	17.6%
66300 · Sales Tax Adjustments	113.15	37.74	75.41	199.8%
5945360 · Capital Outlays				
5945363 · Equipment & Office Furniture	470.04	221.53	248.51	112.2%
5945364 · Computer Hardware	1,513.19	803.08	710.11	88.4%
5945365 · Machinery and Tools	0.00	349.74	-349.74	-100.0%
Total 5945360 · Capital Outlays	1,983.23	1,374.35	608.88	44.3%
Total Expense	486,236.21	361,680.30	124,555.91	34.4%
Net Ordinary Income	-122,536.46	-112,073.91	-10,462.55	-9.3%
Net Income	-122,536.46	-112,073.91	-10,462.55	-9.3%

Thurston Conservation District

Balance Sheet

As of February 28, 2023

	Feb 28, 23
ASSETS	
Current Assets	
Checking/Savings	
3081001 · Checking-7444 Timberland	87,209.00
3088020 · Savings Accounts	
3082002 · Saving-6568 Reserve Fund	205,343.73
3082003 · Saving-2410 Education Center	95,045.03
Total 3088020 · Savings Accounts	300,388.76
3088030 · Counter Cash	100.00
3088040 · PayPal Account	511.38
Total Checking/Savings	388,209.14
Accounts Receivable	388,529.12
Other Current Assets	
3090500 Prepaid Accounts	
3090501 · 309.05.01 Prepaid Insurance	15,063.52
3090506 · Security Deposit - Ferguson ST	3,835.00
Total 3090500 Prepaid Accounts	18,898.52
3091000 · 309.10.00 Inventory Asset	2,884.35
3092000 · 309.20.00 Cash on Hand	22,363.33
Total Other Current Assets	44,146.20
Total Current Assets	820,884.46
TOTAL ASSETS	820,884.46
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	28,532.51
Credit Cards	5,560.52
Other Current Liabilities	
3471000 · Grant Advances	
3471100 · RCO Advances	69,943.56
Total 3471000 · Grant Advances	69,943.56
3861100 · Sales Tax Payable	767.98
3861000 · Payroll Liabilities	116,070.01
Total Other Current Liabilities	186,781.55
Total Current Liabilities	220,874.58
Total Liabilities	220,874.58
Equity	600,009.88
TOTAL LIABILITIES & EQUITY	820,884.46

2023 Unrestricted Budget vs Actual



February 16.67%

	Account Name	2023 Budget	2023 Actual	\$ Over Budget	% of Budget
1	<input checked="" type="checkbox"/> Income	992,458	82,274	-910,184	8.29%
2	<input checked="" type="checkbox"/> Retail Sales	51,524	8,238	-43,286	15.99%
3	<input checked="" type="checkbox"/> Food Production and Consumption	1,600	51	-1,549	3.21%
4	Poultry Equipment & Tool Rentals	1,600	51	-1,549	3.21%
5	<input checked="" type="checkbox"/> Soil Conservation and Health	7,778	1,698	-6,080	21.83%
6	Soil Testing	7,178	1,698	-5,480	23.65%
7	Soil Health Equipment Rental	600	0	-600	0.00%
8	<input checked="" type="checkbox"/> Community Outreach and Education	39,540	6,385	-33,155	16.15%
9	Plant Sales	39,540	6,385	-33,155	16.15%
10	TCD Swag Shop	0	0	0	
11	<input checked="" type="checkbox"/> Water Quality & Quantity and Protection & Restoration of Ecosystems	1,607	0	-1,607	0.00%
12	Partner Fee for Service - Restoration Crew	1,607	0	-1,607	0.00%
13	<input checked="" type="checkbox"/> Other Income	1,000	104	-896	10.42%
14	Contributions Private	0	0	0	
15	Rental Income	800	66	-734	8.24%
16	Interest Income	200	38	-162	19.12%
17	Miscellaneous Income	0	0	0	
18	<input checked="" type="checkbox"/> Grant Revenue	117,823	8,263	-109,560	7.01%
20	Rates and Charges	559,611	24,102	-535,508	4.31%
21	<input checked="" type="checkbox"/> Overhead	263,500	41,671	-221,829	15.81%
22	Overhead Allocation	248,000	38,929	-209,071	15.70%
23	Vehicle Allocation	15,500	2,742	-12,758	17.69%
24	Cash Surplus / 2022 Carry Overs	51,000	0	-51,000	0.00%
25	<input checked="" type="checkbox"/> Program Allocation	389,406	65,865	-323,541	16.91%
26	<input checked="" type="checkbox"/> Local Food Production and Consumption	14,000	2,700	-11,300	19.29%
27	Poultry Equipment Rentals	14,000	2,700	-11,300	19.29%
28	<input checked="" type="checkbox"/> Producer Support & Preservation and Expansion of Working Lands	6,000	0	-6,000	0.00%
29	Working Lands Preservation Initiative	6,000	0	-6,000	0.00%
30	<input checked="" type="checkbox"/> Water Quality & Quantity and Protection & Restoration of Ecosystems	1,446	800	-646	55.32%
31	Restoration Crew & Equipment	1,446	800	-646	55.32%
32	<input checked="" type="checkbox"/> Soil Conservation and Health	35,910	5,416	-30,494	15.08%
33	Soil Health Testing	22,910	4,841	-18,069	21.13%
34	Soil Health Equipment Rental	13,000	576	-12,424	4.43%
35	<input checked="" type="checkbox"/> Community Outreach and Engagement	179,125	27,471	-151,654	15.34%
36	Conservation & Education Center	55,000	1,131	-53,869	2.06%
37	District Communications	68,750	9,843	-58,907	14.32%
38	Plant Sale	44,625	9,960	-34,665	22.32%
39	Elections	10,750	6,537	-4,213	60.81%
40	<input checked="" type="checkbox"/> Adult and Youth Conservation Education	54,800	10,286	-44,514	18.77%
41	South Sound Green	46,300	7,716	-38,584	16.66%

	Account Name	2023 Budget	2023 Actual	\$ Over Budget	% of Budget
42	Teens in Thurston Volunteer Program	5,000	1,785	-3,215	35.71%
43	Envirothon	3,500	785	-2,715	22.44%
44	<input type="checkbox"/> Climate Change Adaptation & Mitigation and Other Strategic Plan Priorities	98,125	19,191	-78,934	19.56%
45	Conservation TA	98,125	19,191	-78,934	19.56%
46	<input type="checkbox"/> Expense	579,052	86,915	-492,137	15.01%
47	Administrative Salaries & Benefits	294,000	40,927	-253,073	13.92%
48	<input type="checkbox"/> Professional Services	75,697	20,393	-55,304	26.94%
49	Legal Services	36,000	16,003	-19,997	44.45%
50	Audit & Accounting	6,500	599	-5,901	9.21%
51	Computer Services	30,197	3,791	-26,406	12.55%
52	Professional Services	3,000	0	-3,000	0.00%
53	<input type="checkbox"/> Facility, Vehicles and Maintenance	137,905	16,708	-121,197	12.12%
54	Janitorial Services	7,800	1,350	-6,450	17.31%
55	Office Rent	50,000	8,216	-41,784	16.43%
56	Utilities	8,000	1,647	-6,353	20.59%
57	Equipment Leases	3,500	655	-2,845	18.73%
58	Vehicle Leases	5,775	901	-4,874	15.61%
59	5966604 · Vehicle Purchase	0	0	0	
60	Office Move	23,000	0	-23,000	0.00%
61	Communications	12,180	2,065	-10,115	16.96%
62	Photocopier Usage	600	220	-380	36.61%
63	Repairs & Maintenance	5,000	9	-4,991	0.18%
64	Computer Hardware Purchases	4,500	943	-3,557	20.95%
65	Computer Software	11,550	515	-11,035	4.46%
66	Equipment & Office Furniture	6,000	186	-5,814	3.09%
67	<input type="checkbox"/> Supplies	12,300	1,410	-10,890	11.46%
68	Office Supplies	4,000	365	-3,635	9.13%
69	Postage & Shipping	550	20	-530	3.64%
70	Organizational Dues & Licenses	7,750	1,025	-6,725	13.23%
71	<input type="checkbox"/> Conferences, Training and Travel	23,500	2,587	-20,913	11.01%
72	Staff Conference & Training Fees	11,000	575	-10,425	5.23%
73	Board Conference and Training Fees	2,500	0	-2,500	0.00%
74	Staff Travel	7,500	2,012	-5,488	26.83%
75	Board Travel	2,500	0	-2,500	0.00%
76	<input type="checkbox"/> Insurance and Banking	35,650	4,890	-30,760	13.72%
77	Bank Fees & Interest Charges	650	25	-625	3.85%
78	Liability Insurance Premiums	34,500	4,865	-29,635	14.10%
79	Late Fees & Penalties	500	0	-500	0.00%
80	<input type="checkbox"/> Savings	75,000	0	-75,000	0.00%
81	Reserve Fund	37,500	0	-37,500	0.00%
82	Conservation Education Center Savings Plan	37,500	0	-37,500	0.00%
83	Net Income (Surplus or Deficit)	0	-70,506	-70,506	

2023 Restricted Budgets vs Actuals



As of February 28, 2023

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2023 Budget	2023 Actual	2023 Remaining Budget	% of Total Time	% of Total Budget
1	RCO											
2	ESRP Shore Friendly	R035		07/01/21	06/30/23	340,458	126,347	147,921	21,574	126,347	83.29%	62.89%
3	ASRP Riverbend Phase 2	R050	20-1908	03/28/22	06/30/27	7,674,839	7,550,323	655,070	38,422	616,647	17.60%	1.62%
4	SRFB Cozy Valley	R060	21-1089C	09/23/21	09/23/23	132,778	86,702	94,056	13,831	80,225	71.68%	34.70%
5	ESRP Zangle Cove	R070	20-1517R	07/01/21	12/31/23	110,072	105,844	105,927	83	105,844	66.52%	3.84%
6	Oregon Spotted Frog (OSF) Outreach	R080		01/01/23	01/01/25	32,550	32,550	12,550	0	12,550	8.06%	0.00%
7	DOE											
8	Deschutes	E100	WQC-2018-ThurCD-00174	07/01/19	04/30/23	218,752	77,990	85,990	8,000	77,990	95.64%	64.35%
9	Federal											
10	Frogs on Farm Cost Share	US80		08/15/20	08/15/25	93,135	80,514	8,445	4,536	3,909	50.79%	13.55%
11	USFWS Restoring South Sound Prairies	US90		07/01/22	07/01/27	60,000	22,937	1,000	0	1,000	13.30%	61.77%
12	Zangle Cove PMEP	US100		09/30/22	09/30/24	40,000	40,000	40,000	0	40,000	20.77%	0.00%
13	WSCC											
14	Livestock	W025	22-13-LT	07/01/21	06/30/23	20,000	2,225	6,013	3,788	2,225	83.29%	88.87%
15	Skookumchuck Planting	W030	20-13-ER	04/01/20	12/31/24	744,780	234,317	98,135	1,871	96,264	61.29%	68.54%
16	Wildfire Ready Neighbors (WRN)	W040	23-13-WRN	01/20/23	06/30/23	42,804	42,405	42,804	399	42,405	24.69%	0.93%
17	Chehalis Flood Plain	W050	22-13-FL	09/01/21	06/30/23	128,333	26,869	42,300	15,431	26,869	81.74%	79.06%
18	CREP	W070	22-13-CE	07/01/21	06/30/23	87,870	70,559	77,060	6,501	70,559	83.29%	19.70%
19	NRI Cost Share TA	W080	22-13-NR	07/01/21	06/30/23	99,927	92,581	92,581	0	92,581	83.29%	7.35%
20	Engineering	W100	23-13-PE	07/27/22	06/30/23	132,000	67,474	73,103	5,629	67,474	64.01%	48.88%
21	Meyer Salmon Recovery	W111	23-13-SRF	07/01/22	06/30/23	60,000	54,829	55,831	1,002	54,829	66.58%	8.62%
22	Riparian Outreach, Assessment, and Restoration (ROAR) Project	W112	23-13-SRF	07/01/22	06/30/23	65,000	36,336	52,446	16,110	36,336	66.58%	44.10%
23	Riparian Restoration (RRIP)	W113	23-13-SRF	07/01/22	06/30/23	410,000	19,290,712	311,622	118,715	192,907	66.58%	52.95%
24	Lower McLane Riparian Plantings	W114	23-13-SRF	12/09/22	06/30/23	22,550	1,766,308.	21,334	3,671	17,663	40.20%	21.67%
25	Sustainable Farms and Fields	W120	22-13-SFF	12/16/22	06/30/23	93,348	92,037	93,348	1,311	92,037	38.07%	1.40%
26	Chehalis Lead	W150	22-13-RIT	10/01/21	06/30/23	72,000	37,535	41,539	4,004	37,535	80.88%	47.87%

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2023 Budget	2023 Actual	2023 Remaining Budget	% of Total Time	% of Total Budget
27	Miscellaneous											
28	Orca Recovery Day	M060		07/01/19	until spent	7,090	775	775	0	775	NA	89.07%
29	Bonneville ORD	M064		01/01/23	until spent	600	600	600	0	600	NA	0.00%
30	City of Olympia Urban Ag	M065		01/01/23	12/31/23	129,500	129,176	129,500	324	129,176	16.16%	0.25%
31	Western SARE - Grassland Grazing	M070	WSARE-R2GR	09/01/21	08/31/23	20,273	10,862	12,105	1,243	10,862	74.79%	46.42%
32	Sentinel Landscape Program (SLP)	M075		10/01/21	03/28/24	579,000	194,026	245,700	113,099	132,601	56.70%	66.49%
33	One Tree Planted	M085		09/03/21	until spent	33,076	30,087	30,087	0	30,087	NA	9.04%
34	WCRRRI Prairie Habitat Enhancement	M095	2022-06	01/01/22	06/30/25	111,954	86,255	37,110	6,520	30,590	33.20%	22.95%
35	Thurston County											
36	FY21-23 VSP	TC400		07/01/21	06/30/23	150,000	28,863	43,610	14,748	28,863	83.29%	80.76%
37	FY21-23 VSP Cost Share	TC450		10/11/22	06/30/23	224,332	205,881	215,431	9,551	205,881	53.61%	8.23%
38	South Sound GREEN											
39	FY23 Interlocal	G019-SS		01/01/23	12/31/23	51,200	44,237	51,200	6,963	44,237	16.16%	13.60%
40	NOAA B-WET	G019.106		01/01/22	12/31/23	12,881	6,378	6,999	621	6,378	58.08%	50.48%
41	RCO Outdoor Learning	G019.109		10/01/22	06/30/23	77,625	60,895	69,321	8,426	60,895	55.31%	21.55%
42	OSD Outdoor Learning	G019.103		01/01/23	06/30/23	2,800	2,456	2,800	344	2,456	32.60%	12.30%
43	Dawkins 2022	G019.28		01/01/22	until spent	25,000	11,765	13,350	1,584	11,765	NA	52.94%
44	Embrace the Stream	G019.30		08/01/22	07/31/23	5,035	4,362	5,035	673	4,362	58.08%	13.36%
45	TCC	TCC		01/01/18	until spent	9,853	0	174	174	0	NA	100.00%
46	Teens in Thurston Volunteer Program									0		
47	Nisqually TNT 2022	G019.60		01/19/22	until spent	4,000	1,975	1,975	0	1,975	NA	50.62%
48	Envirothon Program									0		
49	2022 Nisqually Indian Tribe Envirothon	T040		01/01/22	until spent	5,000	274	274	0	274	NA	94.51%
50	2023 Chehalis Tribe Envirothon	T040		01/23/23	until spent	5,000	5,000	5,000	0	5,000	NA	0.00%
51	PARTNERS									0		
52	South Puget Sound Salmon Enhancement Group	P100		01/12/23	06/30/23	6,000	5,751	6,000	249	5,751	28.24%	4.15%

Thurston Conservation District
Payment Report
February 2023

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	10887	02/01/2023	24HourTattoos.Com	GREEN:TCC:G019.28 Dawkins	5314107 · Project Supplies	50.00
Credit Card Charge	11040	02/01/2023	Amazon	GREEN:G019.106 NOAA B-WET	5314107 · Project Supplies	53.97
Credit Card Charge	10916	02/01/2023	ASHHO, SPC	M095 - WCRRI Prairie Habitat Enhancement	5314901 · Meeting & Event	502.30
Credit Card Charge	10942	02/01/2023	Dick's Sporting Goods	GREEN:G019.30 Embrace a Stream	5314116 · Project Equipment	175.16
Credit Card Charge	10891	02/01/2023	Fred Meyer	GREEN:G019.109 RCO Outdoor Learning	5314901 · Meeting & Event	21.97
Credit Card Charge	11036	02/01/2023	Haggen	GREEN:G019.109 RCO Outdoor Learning	5314901 · Meeting & Event	28.95
Credit Card Charge	10920	02/01/2023	Home Depot	WSCC Salmon Recovery Funding	5314901 · Meeting & Event	224.07
Credit Card Charge	10907	02/02/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5945363 · Equipment & Office Furniture	136.86
Credit Card Charge	10908	02/02/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	12.03
Credit Card Charge	10909	02/02/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	48.33
Check	EFT	02/02/2023	Postal IA	TCD Programs:T036 - Elections	5314202 · Postage & Shipping	150.00
Credit Card Charge	10960	02/02/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	40.05
Check	EFT	02/06/2023	Leah Kellogg	UNRESTRICTED:A010 - Administrative Expenses	5314101 · Legal Fees & Services	24,003.25
Check	EFT	02/06/2023	Regence - Health Care		5531021 · Medical Benefits	13,595.90
Credit Card Charge	10966	02/07/2023	Port of Cascade Locks	WSCC:W100 - Engineering	5314300 · Staff - Travel	3.00
Credit Card Charge	1207873262	02/07/2023	QuickBooks Time Support (TSheets)	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	179.58
Credit Card Charge	10967	02/07/2023	Texaco	UNRESTRICTED:A120 - Vehicles	5313201 · Vehicle Fuel	33.73
Check	EFT	02/07/2023	TPSC Benefits		5531021 · Medical Benefits	457.22
Credit Card Charge	10691	02/08/2023	Celebrations and Events	M095 - WCRRI Prairie Habitat Enhancement	5314901 · Meeting & Event	188.70
Credit Card Charge	11046	02/08/2023	Safeway	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	11.97
Credit Card Charge	11023	02/08/2023	WA St Capitol Campus	UNRESTRICTED:A010 - Administrative Expenses	5314307 · Parking fees	16.00
Check	EFT	02/08/2023	Wells Fargo			4,353.71
Credit Card Charge	10968	02/09/2023	AMPM	UNRESTRICTED:A120 - Vehicles	5313201 · Vehicle Fuel	42.17
Credit Card Charge	10965	02/09/2023	Carson Hot Springs Resort	WSCC:W100 - Engineering	5314300 · Staff - Travel	421.44
Credit Card Charge	10975	02/09/2023	Concrete Recyclers	WSCC Salmon Recovery Funding	5314108 · Construction & Restoration Work	16.43
Check	EFT	02/09/2023	Delta Dental		5531022 · Dental Benefits	1,438.55
Liability Check	EFT	02/09/2023	Internal Revenue Service		Federal Income Tax Payable & FICA Payable	11,786.62
Liability Check		02/09/2023	QuickBooks Payroll Service		Payroll	36,895.88
Credit Card Charge	3005319	02/09/2023	Right Networks	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	23.00
Credit Card Charge	10978	02/09/2023	Safeway	TCD Programs:T070 -Teens in Thurston Volunteer P	5314901 · Meeting & Event	30.53
Liability Check	EFT	02/09/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	16,728.38
Liability Check	EFT	02/09/2023	WFSE Union Dues		3861008 · Union Dues	753.10

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Bill Pmt -Check	21605	02/10/2023	Alena Zinck	GREEN:G019.109 RCO Outdoor Learning	5314118 · Stipends for interns	555.00
Bill Pmt -Check	21606	02/10/2023	All City Cleaning Services	UNRESTRICTED:A010 - Administrative Expenses	5314104 · Janitorial Services	750.00
Credit Card Charge	10944	02/10/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5945364 · Computer Hardware	136.85
Bill Pmt -Check	21607	02/10/2023	Anchor QEA	RCO:R050 - FY 22-27 ASRP Riverbend	5314100 · Professional Services	58,930.59
Bill Pmt -Check	21608	02/10/2023	Community Farmland Trust	TCD Programs:T099 - Food Processing and Tools R	5314501 · Office Rent	260.00
Bill Pmt -Check	21609	02/10/2023	Covabrelli Coffee	MISC:M095 - WCRRI Prairie Habitat Enhancement	5314901 · Meeting & Event	32.83
Bill Pmt -Check	21610	02/10/2023	Erika Macs	Various	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21611	02/10/2023	FP Mailing Solutions	UNRESTRICTED:A010 - Administrative Expenses	5314503 · Equipment Leases	160.80
Bill Pmt -Check	21612	02/10/2023	Haley Hernandez	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	1,000.00
Bill Pmt -Check	21613	02/10/2023	James Leifer	Various	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21614	02/10/2023	Kadin Woolever	Various	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21615	02/10/2023	Marguerite Abplanalp	Various	5314304 · Mileage	44.54
Bill Pmt -Check	21616	02/10/2023	Midwest Labs	TCD Programs:T098 - Soil Health Testing	5314117 · Soil Testing	163.21
Bill Pmt -Check	21617	02/10/2023	Minuteman Press	TCD Programs:T036 - Elections	5314203 · Printing Services	470.16
Bill Pmt -Check	21618	02/10/2023	Mountain Mist	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	34.99
Bill Pmt -Check	21619	02/10/2023	Natural Waters, LLC	RCO:R060 - SRFB Cozy Valley	5314100 · Professional Services	1,450.00
Check	EFT	02/10/2023	Postal IA	TCD Programs:T036 - Elections	5314202 · Postage & Shipping	150.00
Bill Pmt -Check	21620	02/10/2023	Puget Sound Energy	UNRESTRICTED:A010 - Administrative Expenses	Electricity & Gas	532.58
Bill Pmt -Check	21621	02/10/2023	Qwg Applied Geology	RCO:R035 - ESRP Shore Friendly	5314100 · Professional Services	2,084.15
Bill Pmt -Check	21622	02/10/2023	Salix Solutions	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	328.20
Credit Card Charge	10659	02/10/2023	Square	TCD Programs:T097 - Plant Sale	5314102 · Audit & Accounting	76.65
Bill Pmt -Check	21623	02/10/2023	Sydney Flemister	Various	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21624	02/10/2023	Thurston County Central Services	UNRESTRICTED:A010 - Administrative Expenses	5314501 · Office Rent	4,108.00
Credit Card Charge	10971	02/10/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	76.24
Bill Pmt -Check	21625	02/10/2023	WA St Conservation Commission	UNRESTRICTED:A010 - Administrative Expenses	5314504 · Vehicle Leases	439.18
Bill Pmt -Check	21626	02/10/2023	WA St University Energy Program	UNRESTRICTED:A010 - Administrative Expenses	5314103 · Computer Services	2,329.00
Bill Pmt -Check	21627	02/10/2023	WACD	WSSC:W030 - Skookumchuck	5314108 · Construction & Restoration Work	1,071.85
Bill Pmt -Check	21628	02/10/2023	White, Nora	M095 - WCRRI Prairie Habitat Enhancement	5314304 · Mileage	37.34
Bill Pmt -Check	21629	02/10/2023	WSU Sponsored Programs Services	M075 - Sentinel Landscape Program (SLP)	5314100 · Professional Services	65,173.69
Bill Pmt -Check	21630	02/10/2023	Yan Dong_V	UNRESTRICTED:A010 - Administrative Expenses	5314304 · Mileage	18.14
Credit Card Charge	11038	02/13/2023	Amazon	GREEN:G019.109 RCO Outdoor Learning	5313101 · Office Supplies	15.93
Bill Pmt -Check	EFT	02/13/2023	Comcast	UNRESTRICTED:A010 - Administrative Expenses	5314204 · Internet Services	186.85
Bill Pmt -Check	EFT	02/13/2023	Ricoh USA, Inc.	UNRESTRICTED:A010 - Administrative Expenses	5314503 · Equipment Leases	247.33
Credit Card Charge	10735	02/13/2023	Spin Tees	TCD Programs:T097 - Plant Sale	5314400 · Advertising	592.73
Credit Card Charge	10976	02/13/2023	Tenino Short Stop	WSSC Salmon Recovery Funding	5314107 · Project Supplies	11.04
Credit Card Charge	10973	02/13/2023	Zoom	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	11.31
Credit Card Charge	4647261	02/14/2023	Buzzsprout	TCD Programs:T030 - District Communications	5374001 · Web Hosting and Maintenance	12.00

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Check	EFT	02/14/2023	TPSC Benefits		5531021 · Medical Benefits	1,604.09
Credit Card Charge	10736	02/14/2023	U Printing	TCD Programs:T097 - Plant Sale	5314203 · Printing Services	359.80
Credit Card Charge	10997	02/14/2023	Uline	GREEN:G019.30 Embrace a Stream	5314116 · Project Equipment	169.05
Credit Card Charge	10689	02/14/2023	WooCommerce	TCD Programs:T097 - Plant Sale	5314102 · Audit & Accounting	350.36
Credit Card Charge	11039	02/15/2023	Amazon	GREEN:G019.109 RCO Outdoor Learning	5314107 · Project Supplies	71.06
Credit Card Charge	10988	02/15/2023	Shell Gas	WSCC Salmon Recovery Funding	5314107 · Project Supplies	11.27
Credit Card Charge	11055	02/16/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	Office Supplies, Equipment & Office Furniture	54.06
Credit Card Charge	11044	02/16/2023	Facebook	TCD Programs:T097 - Plant Sale	5314400 · Advertising	47.47
Credit Card Charge	10982	02/16/2023	Minuteman Press	TCD Programs:T030 - District Communications	5314203 · Printing Services	508.57
Credit Card Charge	11037	02/16/2023	Mountaineers	GREEN:G019.109 RCO Outdoor Learning	5314107 · Project Supplies	50.03
Credit Card Charge	10979	02/16/2023	TAGS	TCD Programs:T030 - District Communications	5314203 · Printing Services	172.46
Credit Card Charge	10949	02/16/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	16.22
Credit Card Charge	E0300MAF5R	02/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	205.74
Credit Card Charge	E0300MAADR	02/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	49.28
Credit Card Charge	10955	02/21/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5945364 · Computer Hardware	136.85
Credit Card Charge	10989	02/21/2023	Chevron	WSCC Salmon Recovery Funding	5314107 · Project Supplies	12.53
Check	EFT	02/21/2023	Postal IA	TCD Programs:T036 - Elections	5314202 · Postage & Shipping	300.00
Check	EFT	02/21/2023	TPSC Benefits		5531021 · Medical Benefits	284.31
Credit Card Charge	10987	02/21/2023	Trader Joes	GREEN:G019.110 TCD SS Green Allocation	5314901 · Meeting & Event	17.46
Liability Check	EFT	02/22/2023	Internal Revenue Service		Federal Income Tax Payable & FICA Payable	11,753.86
Credit Card Charge	11011	02/22/2023	J & I Power Equipment	WSCC Salmon Recovery Funding	5314107 · Project Supplies	18.33
Credit Card Charge	11010	02/22/2023	Tenino Short Stop	WSCC Salmon Recovery Funding	5314107 · Project Supplies	10.94
Liability Check	EFT	02/22/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	563.78
Credit Card Charge	P1-81265376	02/23/2023	Intuit	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	109.98
Liability Check		02/23/2023	QuickBooks Payroll Service		Payroll	36,866.52
Credit Card Charge	10990	02/24/2023	Amazon	M075 - Sentinel Landscape Program (SLP)	5945364 · Computer Hardware	109.49
Credit Card Charge	11045	02/24/2023	Amazon	TCD Programs:T097 - Plant Sale	5314107 · Project Supplies	73.32
Credit Card Charge	11032	02/24/2023	Evergreen State College	GREEN:G019.110 TCD SS Green Allocation	5314307 · Parking fees	3.00
Credit Card Charge	10957	02/24/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	14.02
Credit Card Charge	10991	02/24/2023	US Postal Service	RCO:R060 - SRFB Cozy Valley	5314202 · Postage & Shipping	15.82
Credit Card Charge	10739	02/27/2023	Ace Hardware	TCD Programs:T097 - Plant Sale	5314107 · Project Supplies	57.16
Bill Pmt -Check	21631	02/27/2023	Alena Zinck	GREEN:G019.109 RCO Outdoor Learning	Mileage & Stipends for interns	505.50
Bill Pmt -Check	21632	02/27/2023	All City Cleaning Services	UNRESTRICTED:A010 - Administrative Expenses	5314104 · Janitorial Services	600.00
Bill Pmt -Check	21633	02/27/2023	Anchor QEA	R050 - FY 22-27 ASRP Riverbend:	5314100 · Professional Services	13,225.62
Bill Pmt -Check	21634	02/27/2023	Blue Coast Engineering	RCO:R035 - ESRP Shore Friendly	5314100 · Professional Services	3,535.29
Bill Pmt -Check	21635	02/27/2023	Builders Exchange of Washington Inc	RCO:R035 - ESRP Shore Friendly	5314400 · Advertising	45.00
Bill Pmt -Check	21636	02/27/2023	Deschutes Law Group	UNRESTRICTED:A010 - Administrative Expenses	5314101 · Legal Fees & Services	2,000.00

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Bill Pmt -Check	21637	02/27/2023	Ecostudies Institute	M075 - Sentinel Landscape Program (SLP)	5314100 · Professional Services	3,588.14
Bill Pmt -Check	21638	02/27/2023	EMD Millipore	DOE:E100 - ECY Deschutes	5314107 · Project Supplies	1,212.41
Bill Pmt -Check	21639	02/27/2023	Erika Macs	Various	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21640	02/27/2023	Gallagher	USFWS:US80 Frogs on Farms	5314109 · Cost Share	1,053.48
Credit Card Charge	10737	02/27/2023	Harbor Freight	TCD Programs:T097 - Plant Sale	5314107 · Project Supplies	40.48
Bill Pmt -Check	21641	02/27/2023	James Leifer	Various	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21642	02/27/2023	Kadin Woolever	Various	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21643	02/27/2023	Kiana Sinner_V	Various	5314304 · Mileage	15.40
Bill Pmt -Check	21644	02/27/2023	LaMotte Company	DOE:E100 - ECY Deschutes	5314107 · Project Supplies	3,024.00
Bill Pmt -Check	21645	02/27/2023	Marguerite Abplanalp	Various	5314304 · Mileage	36.03
Bill Pmt -Check	EFT	02/27/2023	Pacific Disposal	UNRESTRICTED:A010 - Administrative Expenses	5314702 · Garbage Service	62.08
Bill Pmt -Check	21646	02/27/2023	Petrocard	UNRESTRICTED:A120 - Vehicles	5313201 · Vehicle Fuel	221.95
Bill Pmt -Check	21647	02/27/2023	Sarah Moorehead_V	Various	5314300 · Staff - Travel	1,562.85
Bill Pmt -Check	21648	02/27/2023	Shaadootlaa Iyall	TCD Programs:T030 - District Communications	5314100 · Professional Services	50.00
Bill Pmt -Check	21649	02/27/2023	Shelby Barkoff	Thurston County:TC400 - VSP	5314901 · Meeting & Event	200.00
Bill Pmt -Check	21650	02/27/2023	Sydney Flemister	Various	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21651	02/27/2023	Verizon	UNRESTRICTED:A010 - Administrative Expenses	5314201 · Telephone	816.74
Bill Pmt -Check	EFT	02/27/2023	VSP - Vision Care		5531021 · Medical Benefits	178.06
Bill Pmt -Check	21652	02/27/2023	WA St Dept of Veterans Affairs	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	750.00
Bill Pmt -Check	21653	02/27/2023	Zeiglers Welding	WSSC:W100 - Engineering	5314100 · Professional Services	1,905.52
Credit Card Charge	11018	02/28/2023	ASHHO, SPC	M095 - WCRRI Prairie Habitat Enhancement	5314901 · Meeting & Event	502.30
Credit Card Charge	11020	02/28/2023	Just Buttons	GREEN:TCC:G019.28 Dawkins	5314107 · Project Supplies	262.12
Credit Card Charge	11017	02/28/2023	Meconi's	TCD Programs:T097 - Plant Sale	5314901 · Meeting & Event	259.00
Check	EFT	02/28/2023	Timberland Bank	UNRESTRICTED:A010 - Administrative Expenses	5314110 · Bank Fees & Interest Charges	25.00



BOARD MEETING ITEM SUMMARY SHEET

Agenda Item Title:		WSCC Salmon Recovery Funding DIP Advance Payment Agreement 2	
Lead Staff:		Yan Dong	Board Meeting Date: 03/28/23
Goal of Presentation:	Decision <input checked="" type="checkbox"/>	Information <input type="checkbox"/>	Feedback <input type="checkbox"/>
Description/Background:		<i>Please provide a description or background of the project.</i>	
<p>The total Salmon Recovery Funding we received from the WSCC is \$557,550, among which \$370,260 is funded for the District Implemented Project (DIP).</p> <p>To help maintain healthy cash flows, WSCC provides an advance payment option for 50% of the DIP portion of the project. This is a 0% interest rate loan. We pay back the loan as we submit monthly bills for reimbursement.</p> <p>The Finance Team was authorized to request an advance payment of \$24,000 from WSCC in December 2022 BM, and we received our first advance payment from WSCC in February. The first advance payment will be reconciled with our Jan invoice voucher. So we propose to submit another advance payment request with the max allowed amount for SRF grant.</p>			
Pros:		Cons:	
The advance payment will help stabilize the District's cash flow.		If we do not spend the full advance payment by the end this biannual, we will have to write a check to WSCC to return the funds we do not expense.	
Fiscal Impacts: <i>Please describe the costs associated with this action.</i>			
Stabilize cash flow with no extra cost.			
Recommended Action:		<i>What decision do you recommend the board make?</i>	
Approve the advance payment request.			
Legal Review:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Supporting Documents: <i>Please list below and attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>			
WSCC Salmon Recovery Funding Advance Payment Agreement 2_Draft			



SCC Advance Payment Agreement

Please fill out the following information in order to request a payment. We will follow up with you within two weeks after you have submitted this form.

Date

Mar ▾ 28 ▾ 2023 ▾ 

Dropdown List*

Thurston ▾

Name*

Yan

First Name

Dong

Last Name

Email*

ydong@thurstoncd.com

Which grant program are you requesting an advance?*

☐ Shellfish

☐ Natural Resource Investments

☐ Fire Recovery

☒ Salmon Riparian Funding

☐ Other:

Project Type*

☐ Cost Share

☒ District Implemented Project (DIP)

Start Date Requested*

Mar ▾ 28 ▾ 2023 ▾ 

Total Value of Projects Currently Under Contract in this grant?*

\$

370260.00

Do not include TA in your calculation. Project installation costs only.

Maximum Authorized*

\$

185130.00

Requested Amount*

\$

161130.00

Please ensure the landowner(s) have the ability to complete the projects within this timeframe.

Has the Board approved this request?*

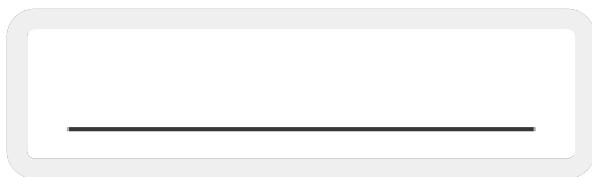
☐ Yes

☐ No

If the request has not been approved by the board, the request for the Capital Advance payment will not be approved.

This request must be signed by the district manager or chair.

Signature



[\[clear\]](#)

Use your mouse or finger to draw your signature above

You will receive a copy of this request with your data in an email after submitted. SCC financial staff will respond within 2 weeks.



Submit Form



BOARD MEETING ITEM SUMMARY SHEET

Agenda Item Title:		Wildfire Ready Neighbors Funding Award Notification	
Lead Staff:		Susan Shelton	Board Meeting Date: 03/28/23
Goal of Presentation:		Decision <input checked="" type="checkbox"/>	Information <input type="checkbox"/> Feedback <input type="checkbox"/>
Description/Background:		<i>Please provide a description or background of the project.</i>	
Provide general outreach and 80 Wildfire Ready home visits.			
Pros: Thurston County residents will be better prepared for wildfires.		Cons: None	
Fiscal Impacts: <i>Please describe the costs associated with this action.</i>			
WSCC has awarded the District \$42,804.25 to complete this work.			
Recommended Action:		<i>What decision do you recommend the board make?</i>	
Approve the funding			
Legal Review:		Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Supporting Documents: <i>Please list below and attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>			
W040 - FY23 Wildfire Ready Neighbors (WRN) Addendum			



Yan Dong

Subject: FW: FORM 4: Addendum

From: Commission@scc.wa.gov <noreply+8424e8a37d3ee7b7@formstack.com>

Sent: Thursday, March 9, 2023 1:35 PM

To: Yan Dong <YDong@thurstoncd.com>

Subject: FORM 4: Addendum

Washington State Conservation Commission

FORM 4: ADDENDUM

Mar 9, 2023 1:35 PM

Conservation District: Thurston

GRANT PROGRAM: Other: Wildfire Ready Neighbors

Overhead Rate: 25%

Submitted By: Yan Dong

Email: ydong@thurstoncd.com

Total Grant Award: 42804.25

Basic Allocation Award (if applicable):

Total to be obligated under this Addendum: 42804.25

Intermediate Outcome #1: 42804.25

Wildfire Ready Neighbors Implementation in Thurston County

Intermediate Outcome #2:

Intermediate Outcome #3:

Intermediate Outcome #4:

Intermediate Outcome #5:

Total of Intermediate Outcomes: 42804.25



BOARD MEETING ITEM SUMMARY SHEET

Agenda Item Title:	Large Purchase - District Vehicle \$50K, Funded by WSCC Engineering Grant		
Lead Staff:	Susan Shelton	Board Meeting Date:	03/28/23
Goal of Presentation:	Decision <input checked="" type="checkbox"/>	Information <input type="checkbox"/>	Feedback <input type="checkbox"/>
Description/Background:	<i>Please provide a description or background of the project.</i>		
The purchase of a District Vehicle.			
Pros: The District will have another vehicle for transport staff and equipment. This vehicle will have the towing capacity to pull the new skid steer and no-till drill.	Cons: None		
Fiscal Impacts: <i>Please describe the costs associated with this action.</i>			
WSCC is funding the purchase of this vehicle as part of the W100 - Engineering funding.			
Recommended Action:	<i>What decision do you recommend the board make?</i>		
Approve the purchase.			
Legal Review:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Supporting Documents: <i>Please list below and attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>			
None			



Item

5



Thurston Conservation District

Response to:
Request for Qualifications #2023-01
Conservation and Education Center
Feasibility Study - Phase 2

March 8, 2023

HEARTLAND



Cover Letter

March 8, 2023

Susan Shelton

Finance & Administration Manager

Thurston Conservation District

2918 Ferguson St SW suite A

Tumwater, WA 98512

Sent via email: sshelton@thurstoncd.com

RE: Conservation and Education Center Feasibility Study - Phase 2, RFP # 2023-01

Ms. Shelton:

We are excited about the possibility of working with Thurston Conservation District ("TCD") for the Conservation and Education Center Feasibility Study – Phase 2 to develop a Conservation and Education Center ("CEC"). TCD's mission of education and assistance around natural resource management aligns with one of Heartland's core competencies of developing and implementing strategies for long-term stewardship. Heartland also has extensive experience working with public and non-profit organizations to understand tough real estate-related challenges, from ideation through to implementation.

To complete this project, Heartland LLC ("HLLC") will team with Maul Foster Alongi ("MFA"), along with DCW Cost Management ("DCW") for cost estimation (collectively, the "Team"). Heartland will lead the project and has successfully collaborated with MFA on 13 past projects. Collectively, the Team's skillsets will cover the entire suite of services needed to answer the questions posed in the RFQ.

We look forward to the potential of working with TCD to accomplish its goals and look forward to talking with your team further about the project.

Sincerely,



HEARTLAND LLC

Doug Larson

Principal & Project Director

dlarson@htland.com

(206) 805-2464

Cc: James Stanton, Heartland LLC
Matt Hoffman, Maul Foster Alongi
Trish Drew, DCW Cost Management

Certifications & Assurances

Exhibit A

CERTIFICATIONS AND ASSURANCES

I/we make the following certifications and assurances as a required element of the RFQ to which it is attached, understanding that the truthfulness of the facts affirmed here and the continuing compliance with these requirements are conditions precedent to the award or continuation of the related contract:

I/we declare that all answers and statements made in the RFQ are true and correct.

In preparing this RFQ, I/we have not been assisted by any current or former employee of the state of Washington whose duties relate (or did relate) to this RFQ or prospective contract, and who was assisting in other than his or her official, public capacity. If there are exceptions to these assurances, I/we have described them in full detail on a separate page attached to this document.

I/we understand that the District will not reimburse me/us for any costs incurred in the preparation of this RFQ. All RFQs become the property of the District, and I/we claim no proprietary right to the ideas, writings, items, or samples, unless so stated in this RFQ.

Unless otherwise required by law, the prices and/or cost data which have been submitted have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by him/her prior to opening, directly or indirectly, to any other Proposer or to any competitor.

I/we agree that submission of the attached RFQ constitutes acceptance of the solicitation contents and the attached sample contract and general terms and conditions. If there are any exceptions to these terms, I/we have described those exceptions in detail on a page attached to this document.

No attempt has been made or will be made by the Proposer to induce any other person or firm to submit or not to submit a RFQ for the purpose of restricting competition.

I/we grant the District the right to contact references and other, who may have pertinent information regarding the ability of the Consultant and the lead staff person to perform the services contemplated by this RFQ.

We (circle one) are / are not submitting proposed Contract exceptions. (See Section 2.10, Contract and General Terms and Conditions.) If Contract exceptions are being submitted, I/we have attached them to this form.

On behalf of the Consultant submitting this RFQ, my name below attests to the accuracy of the above statement. *If electronic, also include:* We are submitting a scanned signature of this form with our RFQ.



Signature of Proposer

Principal & Project Director

3/08/23

Title

Date

Consultant Information Page

H E A R T L A N D

Exhibit B

CONSULTANT INFORMATION

1. Contractor's Registration Number (if applicable): N/A

2. Unified Business Identification Number: 601 842 347

3. Contractor's Liability Policy Number: N/A

Expiration Date: N/A

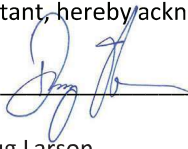
4. Labor and Industries Account Number (If applicable): 482, 656-03

Expiration Date: _____

5. Federal Tax ID #: 91-1876752

6. DUNS #: 00-560-0317

I, as a consultant, hereby acknowledge and understand all criteria listed in RFQ.

Signed:  _____ Date 3/08/23

Name: Doug Larson

Address: 801 2nd Avenue, Suite 614

Seattle, WA 98104

Phone: (206) 682-2500



Exhibit B

CONSULTANT INFORMATION

1. Contractor's Registration Number (if applicable): _____

2. Unified Business Identification Number: 601-723-614

3. Contractor's Liability Policy Number: EPK139551

Expiration Date: 4/25/2023

4. Labor and Industries Account Number (If applicable): 916.517-00

Expiration Date: _____

5. Federal Tax ID #: 91-1730412

6. DUNS #: 96-417-3512

I, as a consultant, hereby acknowledge and understand all criteria listed in RFQ.

Signed:  Date 3/1/2023

Name: Seth Otto, AICP, LEED AP

Address: Maul Foster & Alongi, Inc.

109 East 13th Street

Vancouver, WA 98660

Phone: _____



Exhibit B

CONSULTANT INFORMATION

1. Contractor's Registration Number (if applicable): _____

2. Unified Business Identification Number: 603238062

3. Contractor's Liability Policy Number: _____

Expiration Date: _____

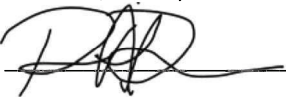
4. Labor and Industries Account Number (If applicable): _____

Expiration Date: _____

5. Federal Tax ID #: 46-3802033

6. DUNS #: 078775069

I, as a consultant, hereby acknowledge and understand all criteria listed in RFQ.

Signed:  Date 3/1/2023

Name: Trish Drew, Managing Director

Address: 415 1st Ave N

#9671

Seattle, WA 98109-4503

Phone: (206) 259-2990

Project Plan

Heartland tailors its approach to each client based on their goals and timelines. Prior to beginning any engagement with a client, we strive to clarify expectations and establish a specific work plan with a defined timeline. Based on the materials provided in the TCD Conservation and Education Center Feasibility - Phase 2 RFQ, the Team's proposed project plan is as follows:

TASK I. DOCUMENT AND DISCOVERY

To prepare for the facilitated workshop, the Team will:

- Review relevant existing documents, materials, and meeting minutes generated for prior TCD Board workshops that focused on the CEC; and
- Set up a web-based GIS platform that will inform potential CEC locations.

TASK II. PROJECT KICK OFF WORKSHOP (AND FOLLOW UP)

The Team will facilitate a half-day workshop with TCD board members and staff. We anticipate this meeting will be held in person at TCD's current location in Tumwater. We envision a draft agenda for that workshop to consist of the following:

- **Confirm Schedule:** The Team would like to confirm schedules laid out in the RFQ and updates based on new information since the release of the RFQ.
- **Confirm Goals:** To ensure that the TCD and the Team are aligned on goals and outcomes for the project, the Team suggests taking time to confirm goals and set stakeholders' expectations.
- **Confirm Program Elements:** Assuming some program elements listed in the RFQ are more important than others, the Team will facilitate a discussion to help prioritize those elements in the context of needs versus wants and weigh against cost and staff resource factors.
- **Develop Scoring Criteria:** Based on programmatic priorities, locational requirements, and financial requirements, the Team and TCD will develop scoring criteria for exemplar sites identified in subsequent reports listed.

TASK III. ZONING AND UTILITY REQUIREMENT REPORT

The Zoning and Utility Requirements Report will narrow the vast universe of properties in Thurston County that could support a CEC by using the information collected in Task II. The Report will document the process taken to arrive at the list of potential properties. These locations will then be used to analyze the alternatives in the Acquisition and Ownership Strategy Report.

Using the prioritized list developed during the workshop, the Team will integrate and process key data layers. MFA has already collected many of the data layers that will be needed to vet Thurston County parcels, including current land use and existing building improvements, zoning, current ownership, nearby utilities, critical areas and natural resources, and proximity to highways and transit. This knowledge base will then be used to develop a set of potential property profiles with associated maps that will be documented in the Zoning and Utility Requirements Report. The property profiles will highlight opportunities and constraints for the CEC and identify development costs, such as utility delivery and on-site conditions that may impact new construction.

Additionally, the Team would like to investigate the potential of off-the-grid CEC, which would be not only highly environmentally sustainable but could also be more cost-effective, depending on the cost to extend utilities and other support services to a potential site.

TASK IV. CONSERVATION AND EDUCATION CCENTER COMPARISON REPORT

The Team will develop four (4) case studies of other Conservation and Education Centers in Washington, Oregon, Idaho, or California. To inform the case studies, the Team will summarize the programmatic elements and key features of other CECs and the locational characteristics of the properties. Virtual interviews with each organization will be conducted to understand how each approached funding and financing their buildings and how each addressed difficult trade-offs. Another key finding from the case studies will be if, and how, the other CECs generate revenue to support the centers. These case studies will be packaged into a graphic-heavy Conservation and Education Center Comparison Report.

TASK V. ACQUISITION AND OWNERSHIP STRATEGY COMPARISON REPORT

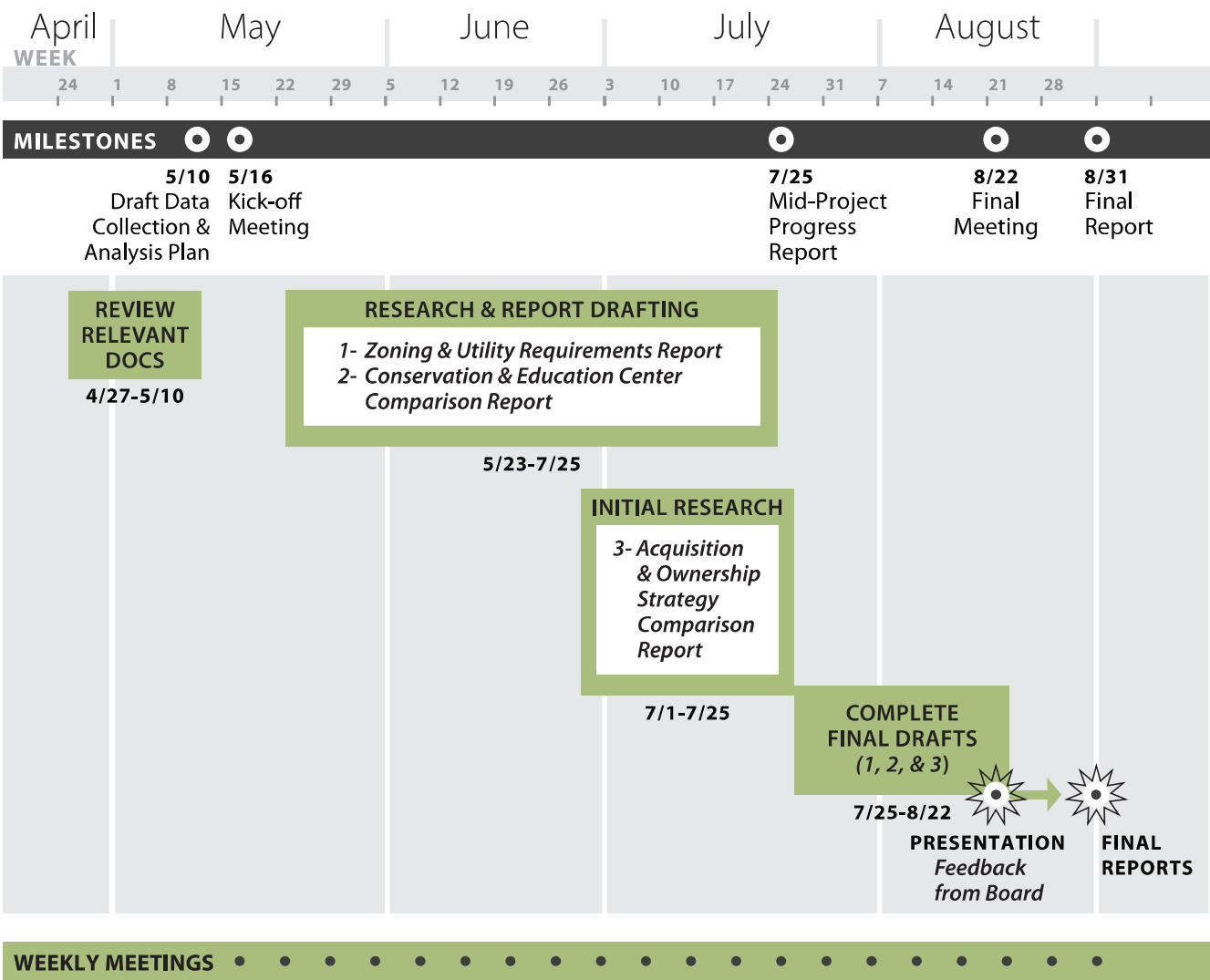
- **Candidate Property Search:** The Team will search the study area for potential sites that meet the TCD's desired characteristics and choose up to three (3) sites that best meet the characteristics to frame future analysis.
- **Site Scoring:** Based on previously created criteria, sites will be scored to assess their fit within the TCD's prioritization quantitatively.
- **Execution Alternatives Comparison:** For each candidate site, the Team will analyze potential revenue sources and costs to compare the performance of alternatives. Additionally, the team will analyze how the site control and facility development would occur under differing procurement mechanisms (purchase vs. ground lease) and development techniques (new ground-up development vs. renovating and supplementing current buildings).

TASK VI. FINAL PRESENTATION AND REPORT

Heartland and MFA will work together to present our findings and draft the written deliverable. Based on the description in the RFQ, the team plans to make the presentation on 22-Aug-2023 and send final report materials via email by 31-Aug-2023.

Project Schedule

As requested, the Consultant Team has coordinated to create a proposed project schedule for the work provided in the Project Plan.



List of Principals

HEARTLAND



Doug Larson, Principal & Project Director

As a Principal and Project Director of Heartland LLC, Doug deals with a vast array of client needs across both the public and private sector, utilizing Heartland's 'advisory-first' approach to put what is best for the client at the center of all strategic thinking. He has orchestrated several complex brokerage transactions (REI, University Book Store, Weyerhaeuser, Seattle Labor Temple Association) and performed rigorous market analysis and financial modeling to support land use policy decisions around subarea plans and TDR policies (City of Issaquah, City of Lacey, Skagit County, Port of Bellingham). As a licensed managing broker in WA, Doug has transacted over \$800 million in real estate (sales, acquisitions, leasing, ground leasing, joint-ventures, public-private partnerships) during his tenure at Heartland. As a principal, he has primary responsibility for budgeting and forecasting, along with shared day to day management responsibilities.

Doug received a Master of Urban Planning degree from the University of Washington, with a concentration in Real Estate Finance and Development through the Runstad Center for Real Estate Studies and a Bachelor of Arts, with honors, from Gonzaga University. Doug is an active member of the Urban Land Institute (ULI) as well as graduate of the Center for Sustainable Leadership program. He also serves as a real estate mentor to students at the UW Foster School of Business.



James Stanton, Project Manager

As a Project Manager, James leverages his experience in product development, venture finance, business development, and media production with start-up acumen to produce creative and actionable solutions to unique problems. James performs strategy development, financial feasibility, site selection and execution.

Prior to joining Heartland, James earned a Master's in Real Estate from the University of Washington, where he was selected as a 2020 Runstad Fellow. Previously, James spent 10 years in technology as a product leader, including time at Amazon, where he worked on Alexa's calling and messaging products, and Glympse, a real-time location sharing application and platform. Additionally, James spent time at Turner Broadcasting and Frazier Healthcare Ventures. James holds a Bachelor of Arts in Neuroscience and Economics from Amherst College and is a licensed broker in Washington State.



Eric Kang, Research Analyst

As a Research Analyst, Eric possesses strong analytical skills, attentiveness to detail, and time management skills. He is involved in variety of projects that require an emphasis on teamwork along with thorough market research and data analysis to support the Heartland team in supporting clients.

Eric graduated from the University of Washington where he received a Bachelor of Science in Real Estate and a minor in Informatics. His interests include soccer and golf, traveling, and online gaming with friends.



Jenny Score, Graphics Designer

As Heartland's Graphic Designer, Jenny is the creator of the "Heartland look" that translates complex ideas and information into effective visuals. Jenny applies a wide variety of graphics skills, including cartography and illustration, page layout, brochure and flyer creation, interactive digital presentations, photo retouching and manipulation, brand identity and logo design development, and 3-D Modeling utilizing Google SketchUp. Jenny received an Associate of Applied Arts in Visual Communications from the Art Institute of Seattle.



Matt Hoffman, Senior Planner

Matt has over 15 years of experience advising public and private clients on real estate matters related to land use planning, development economics, and real estate strategy. Combined with this expertise, his technical dexterity, environmental science background, public finance, and public engagement experience are instrumental to providing actionable guidance on predevelopment feasibility and alternatives analysis, market analysis, economic development and marketing strategy, and acquisitions and dispositions. Mr. Hoffman has also developed a specialization designing web-based platforms that integrate divergent, but related data to inform decisions and communications. For ten years before joining MFA, Mr. Hoffman worked as a senior project manager at Heartland, LLC, a Seattle-based real estate advisory firm.



Jed Robets, Senior GIS Analyst

Jed has 17 years of experience in the geospatial, hydrology, geomorphology, geohazards, climate resilience, and land use planning fields. His background includes a master of science in geographic information science with a focus on geomorphology. Mr. Roberts's expertise is in geologic and climate hazard mapping, vulnerability assessment, hydraulic and hydrologic modeling, and site suitability analysis. He is an expert-level analyst, having spent more than a decade evaluating and designing analytical methodologies, authoring technical reports, performing reviews as a subject matter expert, and advising internal staff and clients. He is also a skilled project manager, with nine years of experience creating budgets and scopes of work, overseeing tasks and schedules, providing performance updates, and managing client relationships.



Kristi Boon, Senior Engineer

Kristi's background in civil engineering includes design and project management of development redevelopment projects of varying complexity for industrial, commercial, municipal, and port clients. Ms. Boon understands how to utilize her knowledge of regulatory requirements, site constraints, and practical construction methods to prepare site development and infrastructure layout and designs exceeding client and community expectations. Her experience includes design of stormwater treatment and conveyance systems, potable water systems, and municipal wastewater conveyance systems; site layout, grading, and paving design; erosion-control design; roadway horizontal and vertical geometric design; site development and utility master planning; permitting; and construction administration.

From small to large projects in jurisdictions across the Pacific Northwest, Ms. Boon enjoys working on all aspects of a site development from the first analysis of the existing site and infrastructure conditions, through conceptual design, final permitting, and assistance during the construction phase. Her design experience and project management skills assist Ms. Boon in completing projects that are effective in meeting the client's needs.



Trish Drew, CPE, LEED, AP, Cost Estimator

Trish Drew, CPE, LEED AP brings 30+ years of construction industry experience to our team, with over 20 years in construction management. She has been an active member of the design team achieving maximum design to budget results. Beginning at the programmatic level, Trish works with the team to provide live budgetary feedback on design concepts, thus significantly reducing redesign. She has a thorough working knowledge of labor efficiencies, market fluctuations, project budgeting, competitive estimating, and contract negotiation.

Relevant Professional Licenses

HEARTLAND

Heartland currently has and maintains the following relevant professional licenses:

- Real Estate Firm License #1898
- Doug Larson Broker License #25547
- James Stanton Broker License #21016484



Maul Foster Alongi currently has and maintains the following relevant professional licenses:

- Kristi Boon Professional Civil Engineer, Washington, #51624
- Jed Roberts Alteryx Designer Core

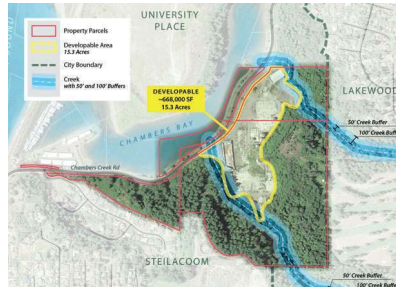


DCW currently has and maintains the following relevant professional certifications:

- King County SCS: #1633
- Washington State WBE/WMBE: #W2F0023327
- Oregon State WBE/WMBE: #9269

Relevant Project Experience

HEARTLAND



HDG, LP - Chambers Bay Property

Heartland, working on a team with Maul Foster Alongi, is providing ongoing strategy and oversight of predevelopment activities for HDG, LP for their 70-acre property on Chambers Bay in Steilacoom, Washington. The property formerly housed the Abitibi Paper Mill that is planned to be redeveloped into a mixed-use development that leverages the natural resources surrounding the property to create a bucolic community to live and play in. It contains a diverse range of natural features including a half mile of waterfront, dramatic hillsides, two creeks, and an artesian spring.

Heartland is providing several services to this client including: market analysis; underwriting of development feasibility to inform master planned development alternatives and strategy; management and procurement of predevelopment due diligence; and oversight of an entitlement process which includes a zoning change from industrial to a mixed-use master planned development zone, comprehensive plan amendments, and a master planned development agreement. In addition, Heartland will represent HDG, LP in any transaction or joint venture partnership formation necessary for the development of the property.

MFA is playing several roles in the redevelopment including on-and-off-site utility design, site grading, environmental services that address sources of contamination from historic use of the Tacoma Smelter Plume site, and restoration of the lower reach of Garrison Springs Creek that has been conveyed in a culvert since the mill was constructed in the early 1900s. As technical team lead, MFA is overseeing the permitting strategy, supporting state and federal grant pursuits, and overseeing project coordination to ensure momentum and scheduling expectations.

While MFA is leading a multidisciplinary team of engineers, planners, environmental specialists, and natural resource professionals on the redevelopment project, Heartland is coordinating efforts with team members to procure grant funds from federal, state, and local sources to fund various public amenities and environmentally impactful improvements to the property, including the daylighting of a potentially salmon-bearing stream that had been culverted by the former paper mill.

HEARTLAND

REI - Corporate Real Estate Portfolio Asset Management

Faced with significant growth constraints, REI engaged Heartland in 2015 to evaluate its corporate headquarters in Kent, Washington, and explore relocation alternatives within the Puget Sound region. Heartland worked with the CEO and Senior Management Team to develop criteria against which to test both geographies and specific sites within those geographies. After an exhaustive search process, REI ultimately chose the Spring District in Bellevue, Washington as the preferred location for their corporate headquarters. REI closed on the property in 2017 and spent the next three years designing, permitting, and constructing an iconic, one-of-a-kind building. As COVID hit in 2020, REI made the difficult decision to sell the almost-completed facility, and again turned to Heartland to conduct a discreet outreach effort to find a buyer who could close quickly for maximum value. This resulted in the sale of the property to Facebook for \$390 million in September 2020. Heartland also brokered the sale of REI's 16-acre Kent campus to Bridge Development Partners in December 2020. Heartland is now serving as a tenant rep for REI in their search for decentralized, satellite office nodes across the region, having negotiated leases for a 70,000 square foot office building in Issaquah and a 30,000 square foot makers space in SODO.



Port of Seattle - Real Estate Strategy

Heartland was retained by the Port of Seattle (Port) to create a real estate strategy focused on defining the redevelopment economics and implementation strategies for properties within the Port's current portfolio, as well as identifying non-port owned properties that the Port might consider acquiring and repositioning over the long-term. Heartland prepared property-specific and portfolio-level financial analyses, formulated and tested alternative development scenarios and transaction structures and identified specific, recommended next steps to execute the plan. To assess non-port owned properties, Heartland created a GIS-based tool that evaluated numerous property characteristics for every industrially zoned property in King County. The results of this analysis informed a financial model and identified more than 20 potential targets for the Property Acquisition Program. In addition to coordinating the roles of the other consultant team members, Heartland worked closely with the Port staff to design and manage a stakeholder outreach process that included a multi-departmental internal team, an external advisory committee made up of public and private experts and direct outreach to more than 20 cities and King County. Throughout the process, Heartland staff prepared presentation materials and participated in briefings and study sessions with Port Commissioners.



Due to our extensive work with, and intimate knowledge of, the Port's assets and objectives, Heartland was engaged to execute on the Real Estate Strategic Plan, which to-date has included marketing several major industrial and maritime ground lease development opportunities through a Port-driven RFP process, supporting build-to-suit lease negotiations and providing financial analyses to inform new strategic initiatives. Most recently, Heartland has been assisting the Port in the disposition of Terminal 106, one of the largest industrial redevelopment opportunities in the SoDo submarket. Heartland's on-going work with the Port's portfolio gives our team a real-time understanding of the rapidly changing industrial/logistics market in the Puget Sound.

City of Tukwila - Public Safety Plan Property Acquisitions

Heartland was engaged by the City of Tukwila to identify and acquire property to be used on behalf of two new fire stations, a new justice center and a new public works facility. During the site selection phase, Heartland coordinated with City Staff and the design team to formulate and apply rigorous site selection criteria across the City. The Heartland team analyzed numerous alternative properties and assemblages before presenting a recommended strategy to the City Council. With unanimous approval by the City Council, Heartland moved into the acquisition phase by negotiating and documenting the purchase of 14 properties. The future essential public facilities, supported by and including the land transactions, represent the largest investment in civic infrastructure in the history of the City of Tukwila.



Navos - Seattle Children's Home / Center of Excellence

Heartland served as advisor, broker and owner's representative to Navos, a King County-based behavioral health non-profit, in the sale of surplus property and construction of a new mixed-use inpatient and outpatient services campus. Heartland represented Navos in the sale of the approximately 2.55-acre Seattle Children's Home site in Seattle's Queen Anne Neighborhood in 2014. The residential property was sold to Toll Brothers for approximately \$14 million, and the funds were combined with several other sources of equity and debt to fund the Center of Excellence for Children and Families at the former Ruth Dykeman Center Campus on Lake Burien. Heartland, in concert with Robinson Construction, served as owner's representative on the projects and was responsible for project oversight and strategy, financial analysis, vendor procurement, project entitlements, negotiating and securing debt, and managing the design and construction process. The approximately \$20 million residential, office and clinic development was recognized as NAIOP's Community Impact Project of the Year in 2015.



Thurston County, WA - Industrial Lands Assessment

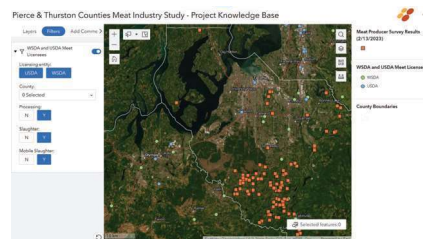
Thurston County is experiencing unprecedented demand for industrially zoned lands and sought a consultant to conduct a study to determine if an adequate supply of industrially zoned lands exists in the rural County. MFA has been engaged by the county to conduct a local GIS-based market inventory of industrially zoned properties that establishes existing conditions; evaluate industrially zoned properties to determine development potential with attention to legacy environmental impacts; an industrial market assessment to help determine demand for industrial land; and recommendations for next steps. Presentation of a Final Report is scheduled for mid-August 2023.

Thurston County Industrial Land Study: Acreage Overview



Pierce/Thurston County, WA - Meat Processing Industry Study

In 2022 MFA was approached by Pierce County to help address multiple challenges faced by livestock producers in the South Puget Sound Region with meeting local and regional demands. Pierce and Thurston Counties have jointly engaged MFA to conduct a comprehensive market study for to address constraints impacting processing capacity, identify potential actions to address industry challenges, and identify other resources available to support future project efforts. MFA is currently conducting research of historic and market data that will inform the final deliverable – a summary research and analysis completed to provide decision-makers in Pierce and Thurston counties with the best available information and actionable recommendations to make strategic investments in the meat processing industry. Part of this work will be to identify potential land in Thurston County where the meat processing industry may grow.



Beaverton Arts and Center - Patricia Reser Center for the Arts

The project is the new construction of the Beaverton Arts and Cultural Center in Beaverton, Oregon. The project is a two-story structure with comprehensive theatre facilities, café, gallery, dance studio, art rooms, office administrative offices, and large gathering/circulation areas. Site work consists of a pedestrian plaza, bike path, storm water management, and site features such as seat walls and stadium seating.

DCW provided early budgetary cost modeling and alternatives for client consideration. At the design development stage, DCW provided a comprehensive cost model and reconciled cost with the general contractor. DCW remains engaged with the general contractor to reach a GMP.



San Gabriel River Discovery Center - San Gabriel Discovery Center and Outdoor Classroom

The project resides at San Gabriel River Discovery Center, in South El Monte, California. The design included deconstruction and demolition of an existing storage, maintenance buildings and park police office. New construction includes a covered open-air classroom, a 116-car parking lot, an elegantly constructed wetland area, bio-swales, habitat buffers, interpretive signage, natural planting restorations, bridges and pathways, and a maintenance yard.



References

H E A R T L A N D

HDG, LP

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REI

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Dove Alberg, Capital Programs Director

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Portland Parks and Recreation

Sandra Burtzos, Capital Project Manager III | Design & Construction Services

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Schedule of Availability

HEARTLAND

Heartland has review current and projected workload and will be available to work on this project during the identified windows of contract negotiation between March 27th-April 26th and then work between April 27th-August 31st. If there are any outages that take place during this time, the Heartland team will ensure that all work and meetings are covered.



MFA assures the Thurston Conservation District that their needs will be met, in part by ensuring that all key staff will be available to the extent necessary throughout the project. In our experience, project management and joint forecasting with the project team and the client greatly reduces the probability of short-term staff shortages. The combination of MFA, Heartland, and DCW employees provides significant depth in staffing to response to time-critical situations



DCW's current workload is typically 5 days out. Our project availability is commonly 20% which includes 10% - 20% during design including meetings and coordination and 100% during our scheduled work effort.

Item

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NACD and WACD Update
For the Thurston Conservation District
March 28, 2023 Work Session and Board Meeting

NACD

New NACD Staff

On February 20, NACD welcomed **Aimee Figgatt** as the new Stewardship and Education Coordinator. She is based in Charleston, WV and can be reached at aimee-figgatt@nacdnw.org.

Figgatt comes to NACD from the West Virginia Conservation Agency (WVCA) where she served as the Education and Outreach Specialist since 2016.

Recent NACD Activities

- NACD commented on BLM's solar development plan. Consisting of: incentivize renewable energy development on lands with the fewest resource concerns, including lands that are already impacted; Coordination with local stakeholders; Prioritization of areas identified in both local and federal solar energy development plans. Read the full comments in NACD's [newsroom](#).
- Pacific Region meeting was held on 3/7 under the tutelage of new regional chair Terri Preeg Riggsby Oregon's West Multnomah district. The meeting was mostly introductions and review of NACD's issue papers for the fly-in. The region will be looking at work on updating the existing strategic plan at the next meeting. (Meetings are generally every two months on the first Tuesday of the month – i.e., March, May, July, September, November).

NACD Fly-in March 22-23, 2023

- Links to the agenda, FAQs, advocacy training, five issue papers are [here](#).
- With much emphasis this session on the new Farm Bill, links to NACD's Farm Bill principles (40,000 foot view) and 2023 Farm Bill Recommendations (details on what NACD would like to see in the new Farm Bill) are [here](#).

Upcoming NACD Events (Watch [eResource](#) for announcements as more information becomes available).

1. The **2023 Summer Conservation Forum and Tour** will be held July 15-19, 2023, in Bismarck, North Dakota at the Bismarck Hotel and Conference Center; 800 South 3rd Street; Bismarck, ND 58504.
2. **2024 Annual Meeting** – February 10-14, San Diego, California.
3. **NACD Pacific Region** - Joint SW/Pacific NACD regions meeting will be August 22-24 at Lake Tahoe. Focus will be fuels and fires with tours on harvesting burnt trees, a new lumber mill, a biomass steam plant and how fuel thinning saved the Tahoe basin.

WACD

To receive most current information on WACD's activities, go [here](#). This is the WACD "HUB" legislative watch list and also where the legislative posts are made.

Legislation itself

While WACD was watching several bills, there were two of particular importance. One on **riparian** funding which would benefit salmon, but it failed (and I predict sure to be resurrected in one form or another) next session.

NACD and WACD Update
For the Thurston Conservation District
March 28, 2023 Work Session and Board Meeting

The other was on **district elections**. Much talk about putting CD elections on the general ballot (which would be cost prohibitive for many districts), maybe have the option of going on the general ballot. A study bill has been proposed to assess costs, benefits, logistics, etc. Some legislators have voiced the opinion they want action and not more studies. Outcome is unclear at this time.

Miscellaneous

1. Our **nursery sales** were up about 10% from last year which was a record year for sales. Lots of entities are having trouble finding nursery stock for various projects. So far, more than 1,250,000 plants have been shipped.
2. We have established a **sustainable funding committee** – to avoid the feast-and-famine approach we sometimes have to use as well as dealing with grants where we might have to follow the money rather than our annual and strategic plans. In addition to standing committees (executive, finance, funding, legislative, natural resources, and Tribal), WACD has four temporary committees/groups: harmful algae blooms, investment, livestock, and shared resources.) Committee information is [here](#).
3. We have pretty much affirmed our **budget and annual plan** for 2023 but final decision will be made at our June board meeting.

Information is current as of March 8, 2023.

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Item

7



Thurston Conservation District Board of Supervisors Work Session Topic List & Board Meeting Agenda

April 25, 2023, 5:00 pm -7:15 pm

Zoom Meeting Link:

<https://zoom.us/j/91658577844?pwd=cDgvaC9jcWRBU0luUFFHc1lrb3hLQT09>

Passcode: 2918

Meeting ID: 916 5857 7844

Call in: 1-253-215-8782

Work Session Topic List

5:00 pm – 6:00 pm

1. Topic List Review, *All*
2. Staff Presentation: *TBD*
3. Minutes Review & Revision, *All*
 - a. March 28 2023, Board Work Session & Meeting Minutes
4. Conservation and Education Center Development, *All*
5. Legislative Update, *All*
6. Important Updates & Announcements
 - a. Board of Supervisors, *All*
 - b. Executive Director, *Sarah Moorehead (Executive Director)*

Board Meeting

6:30 pm – 7:15 pm

- | | |
|---|----------------------|
| 1. Welcome, Introductions, Audio Recording Announcement | 6:30 PM
5 minutes |
| 2. Agenda Review | 6:35 PM
5 minutes |
| 3. Consent Agenda – <i>Action Item</i> | 6:40 PM |
| A. March 28, 2023, Board Work Session & Meeting Minutes | 5 minutes |
| B. April 2023 Financial Report | |
| 4. Public Comment | 6:45 PM |
| *Three minutes per person | 10 minutes |
| 5. Partner Reports (<i>if present</i>) | 6:55 PM |

- A. Natural Resources Conservation Service (NRCS), *TBD* 15 minutes
- B. Washington State Department of Ecology, *TBD*
- C. Washington State Conservation Commission (WSCC), *Jean Fike*
- D. Washington Association of Conservation Districts (WACD), *Doug Rushton*
- E. National Association of Conservation Districts (NACD), *Doug Rushton*

6. Governance, All 7:10 PM

- A. May 23, 2023, Work Session Topic List & Meeting Agenda Development 5 minutes

Adjourn 7:15 PM

Informational Only Items:

- I. Executive Director's Report*

Important Dates

May 2023

- WACD Board of Directors Meeting 6:00 – 8:30 pm May 15
- WSCC Meeting in Kennewick May 16, 17, & 18
- Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom) May 23

June 2023

- WACD Board of Directors Meeting 6:00 – 8:30 pm June 26
- Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom) June 27

July 2023

- Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom) July 25

Informational Items



Executive Director's Report

Sarah Moorehead – Executive Director

March 28, 2023

Priority Initiative Updates

Wildfire Ready Neighbors – Earth Day Media Launch!

TCD, in partnership with DNR and West Thurston Fire Authority (WTFA), will launch an outreach campaign centered around wildfire awareness on Earth Day, April 22nd. The month-long media campaign will raise awareness of wildfire risk and preparedness strategies, as well as encourage residents in the target areas of the West Thurston Fire Authority boundary to participate in home wildfire risk assessments that will be conducted by TCD, DNR and WTFA staff through the end of June. The media launch will engage local producers and land stewards, along with WA Public Lands Commissioner Hilary Franz, and leadership staff from TCD, DNR and WTFA in an event for regional news outlets.

This is an exciting opportunity to raise awareness of Western WA wildfire risk, and highlight the great work of our organization, our partners and our land stewards!

NRCS Local Working Group Meeting

Save the date! The 2023 NRCS Local Working Group meeting will be held on May 25th at the Olympia NRCS Field Office. This meeting is an opportunity for local land stewards to articulate their needs and help direct support program funds at NRCS to local priorities. Invitations and agenda to follow.

Legislative Outreach Continues

TCD closed out our pre-scheduled legislative appointments this session with Representative Andrew Barkis. At this stage of the session, conversations around riparian restoration funding through WSCC are critical, to continue to support the substantive needs of our land stewards. You can stay up to date on all things budget and bills related to Conservation Districts by checking out the WACD Hub website.

Farming with ESA-Listed Species Workshop

TCD and the USFWS Partners for Fish and Wildlife Program will host an innovative field workshop to highlight the symbiotic relationship between regenerative farming and the recovery of endangered species habitat! This workshop will embody the key concept of our work in conservation by showing how land managers can work with the landscape to have successful businesses, while also enhancing the natural landscape and creating habitat for rare and endangered species. This covers many sectors of our strategic plan.

April 15, 2023 - 10:00am – 11:30am

Bush Prairie Farm - Tumwater

District Operations

February 28, 2022 Board Meeting Action Items

- No Action Items to report on.

Staffing Update

TCD is currently conducting interviews to fill two positions on our Habitat Team, these positions will take on senior-level project management and the coordination of our CREP program. Interviews are expected to conclude by early April, with successful candidates anticipated to begin in May.

TCD will be releasing a part-time Administrative Coordinator Position this month. This special projects position will help with both routine and episodic administrative projects, such as audits, record keeping, public disclosure, office relocation, internal policy, and procedure development, and much more!

Monthly Staff Reports

Reminder – Monthly staff reports can be viewed electronically! The link to view monthly staff reports can be found on your Board Portal.