



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

May 23, 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: Prairie and Working Lands Conservation, *Nora White & Sarah Moorehead*
3. Conservation and Education Center (CEC) Development, *All*
4. Resolution #2023-03: Fee Reimbursement, *All*
5. WA Growth Management Act (GMA) Updates and Climate Change, *Helen*
6. Legislative Update, *All*
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 |
| A. April 25, 2023, Board Work Session & Meeting Minutes | 5 minutes |
| B. May 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), <i>TBD</i> | <i>15 minutes</i> |
| B. Washington State Department of Ecology, <i>Hannah Coe</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> | |
|
6. Governance, <i>All</i> – Action Item | 7:10 PM |
| A. June 27, 2023, Work Session Topic List & Meeting Agenda Development | <i>5 minutes</i> |
|
7. Executive Session: To discuss potential litigation. | 7:15 PM |
| RCW 42.30.110 (1) To discuss with legal counsel representing the agency | <i>10 minutes</i> |
| Litigation or potential litigation. | |
|
8. Adjourn | 7:35 PM |
|
Informational Only Items: | |
| I. <i>Executive Director's Report</i> | |

Important Dates

July 2023

NACD Summer Conference, Bismarck ND	July 15-19
Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom)	July 25

August 2023

NACD Southwest/Pacific Region Conference, Lake Tahoe, NV	August 22-24
Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom)	August 22

Item

3



Thurston Conservation District Consent Agenda Decision Sheet May 23, 2023 Board Meeting

A. April 25, 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. May 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

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

April 25, 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

Sarah Moorehead, TCD Executive Director

Sophia Barashkoff, TCD Staff

Sam Payne, Member of the Public

Kiana Sinner, TCD Staff

- 1 **1.** Topic List Review, *All*
- 2 **2.** Staff Presentation: 2023 Plant Sale, *Kiana Sinner*
- 3 **3.** Minutes Review & Revision, *All*
- 4 a. March 28, 2023, Board Work Session & Meeting Minutes
- 5 **4.** Conservation and Education Center Development Update, *All*
- 6 **5.** WA State Ballot Initiative #2004 Right to Garden, *All*
- 7 **6.** Chehalis Basin Forestry Strategy, *Betsie DeWreede*
- 8 **7.** Legislative Update, *All*
- 9 **8.** Important Updates & Announcements
- 10 a. Board of Supervisors, *All*
- 11 b. Executive Director, *Sarah Moorehead (Executive Director)*
- 12 i. TCD Office Building Update

Respectfully,

TJ Johnson, TCD Board Chair

Thurston Conservation District Board of Supervisors

Regular Board Meeting Minutes

April 25, 2023

Hybrid: In-Person and Virtual on Zoom

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

Actual Meeting Time: 6:30 pm – 7:08 pm



Present at Meeting:

TJ Johnson, TCD Board Chair

Sarah Moorehead, TCD Executive Director

Helen Wheatley, TCD Board Vice Chair

Sophia Barashkoff, TCD Staff

Betsie DeWreede, TCD Board Supervisor

Hannah Coe, Department of Ecology (DOE)

Doug Rushton, TCD Board Supervisor

Summary of Action Items

- 1 • None.

Summary of Motions Passed

- 2
- 3 *Supervisor Wheatley moved to approve the Agenda. Supervisor DeWreede seconded. Motion*
- 4 *passed unanimously, (4-0).*
- 5 *Supervisor DeWreede moved to approve the Consent Agenda. Supervisor Wheatley seconded.*
- 6 *Motion passed unanimously, (4-0).*
- 7 *Supervisor Rushton moved for TCD to approve Resolution #2023-02: Amend the 2023 Budget*
- 8 *to Fully Fund a CEC Feasibility Study. Supervisor DeWreede seconded. Motion passed*
- 9 *unanimously, (4-0).*
- 10 *Supervisor DeWreede moved to approve the Heartland Contract for the CEC Phase 2*
- 11 *Feasibility Study. Supervisor Rushton seconded. Motion passed unanimously, (4-0).*
- 12 *Supervisor DeWreede moved to adjourn the April 25, 2023 TCD Board Meeting. Supervisor*
- 13 *Wheatley seconded. Motion passed unanimously, (4-0).*

Full Version of the Minutes

14 Welcome & Introductions

15 At 6:30 pm, TCD Board Chair TJ Johnson called the April 25, 2023 Regular Board Meeting to

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

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

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

19 attended the meeting virtually. Supervisors Rushton and Executive Director Moorehead

20 attended the meeting in person at the TCD office. Supervisor Iyall was not in attendance.

21 Agenda Review

22 No changes to the agenda.

Supervisor Wheatley moved to approve the Agenda. Supervisor DeWreede seconded. Motion passed unanimously, (4-0).

Consent Agenda

- A. March 28, 2023, Board Work Session & Meeting Minutes
- B. April 2023 Financial Report
- C. WA State Ballot Initiative #2004 Right to Garden Endorsement

Supervisor DeWreede moved to approve the Consent Agenda. Supervisor Wheatley seconded. Motion passed unanimously, (4-0).

Public Comment

No public members were present.

Partner Reports

- A. Natural Resources Conservation Service (NRCS) Update, TBD
 - NRCS has not yet hired the new local field office staff member.
- B. Department of Ecology (DOE) Update, Hannah Coe
 - Ms. Coe provided an update.
- C. Washington State Conservation Commission (WSCC) Update, Jean Fike
 - Ms. Fike was not present. No report was provided.
- D. Washington Association of Conservation Districts (WACD) Update, TCD Supervisor and WACD Board Member Rushton
 - Supervisor Rushton provided an update.
- F. National Association of Conservation Districts (NACD) Update, TCD Supervisor and NACD Board Member Rushton
 - Supervisor Rushton attended and provided an update.

Governance

- A. TCD Resolution #2023-02: Amend the 2023 Budget to Fully Fund a CEC Feasibility Study

Supervisor Rushton moved to approve TCD Resolution #2023-02: Amend the 2023 Budget to Fully Fund a CEC Feasibility Study. Supervisor DeWreede seconded. Motion passed unanimously, (4-0).

- B. Heartland Contract: CEC Phase 2 Feasibility Study

Supervisor DeWreede moved to approve the Heartland Contract for the CEC Phase 2 Feasibility Study. Supervisor Rushton seconded. Motion passed unanimously, (4-0).

- C. May 23, 2023 Work Session Topic List & Meeting Agenda Development

Work Session

- Topic List Review, All
- Staff Presentation: TBD

- 58 • Minutes Review & Revision, *All*
- 59 ○ April 25, 2023 Board Work Session & Meeting Minutes
- 60 • Conservation and Education Center Development, *All*
- 61 • WA Growth Management Act (GMA) Updates & Climate Change, Helen Wheatley
- 62 • Legislative Update, *All*
- 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 ○ April 25, 2023 Board Work Session & Meeting Minutes
- 71 ○ May 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 ○ May 23, 2023 Work Session Topic List & Meeting Agenda Development
- 81 • Executive Session: To discuss potential litigation with legal counsel.

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

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

85 *RCW 42.30.110 (1d) To review negotiations on the performance of a publicly bid contract.*

86 Executive Session opened at 6:50 pm to last no more than 15 minutes and concluded at
87 7:05 pm.

88 **Executive Session Report Out:**

89 No action was taken.

90 ***Supervisor DeWreede moved to adjourn the April 25, 2023 TCD Board Meeting. Supervisor***
91 ***Wheatley seconded. Motion passed unanimously, (4-0).***

92 **Adjourn 7:08 pm**

Respectfully,

TJ Johnson, TCD Chair

Thurston Conservation District

May 2023 Financial Notes



Year-to-Date (YTD) and April Profit & Loss (P&L)

1. For April, TCD received the 1st large Rates and Charges installment for \$218,592. This means that the District's YTD net income is \$104,649.
2. In April, the District purchased three large pieces of equipment 1) a No-till Drill for \$47,820; 2) a Skid Steer for \$68,281; and 3) a Manure Spreader for \$7,673.
3. In April, the District caught up on oil changes and routine maintenance for its vehicles for a total of \$1,016.

Profit & Loss Previous Year Comparison

4. Overall income is up 50% from this time last year:
 - a. Despite some repair issues with TCD's rental equipment, income from both Nutrient Spreader and Poultry Processing rentals is up - 150% and 377% respectively.
 - b. TCD's engineer has been working with District partners so Partner Fee for Service income is up (150%).
 - c. Overall grant revenue is up a whopping 90%!
5. Overall expenses are also up by 50%.
 - a. Printing Services (480%), Photocopier Usage (141%), Project (144%), and Staff Travel (221%) expenses are up because the District is hosting, and staff are attending, more in-person events.
 - b. Capital Outlays are up by 957% because of the large equipment purchases in April.
 - c. Profession Services (304%), Cultural Resources (292%), and Cost Share (159%) expenses are up because the District is implementing more on-the-ground projects.

Balance Sheet

6. The District received another cash advance in April from WA State Conservation Commission (WSCC) for \$161,130. This is in addition to the \$24,000 advance the District received from WSCC in February and the \$150,000 advance the District received from WA State Recreation and Conservation Office (RCO) in January. Those advance liabilities decrease each month as we voucher for work performed.

Unrestricted Budget vs Actual

7. The District was just awarded \$20,000 from WSCC to purchase an Education and Outreach vehicle. The income from this funding was added to line 19 of the Unrestricted Budget and the expense was added to line 59.
8. TCD is spending its Poultry Equipment Program budget (line 27) pretty quickly. As of April 20, we've spent nearly 53% of the year's total budget. Staff has been working hard to get the equipment repaired and coming up with ways to protect the equipment from being damaged. We might need to adjust the program budget as part of the Mid-Year Revised Budgeting process.
9. TCD is also spending its also Soil Health Program budget (line 33) pretty quickly. I'm not as worried about this line item because these expenses are mostly offset by a similar overage in the program's income.
10. As mentioned earlier in this report, this District's Photocopying expenses have increased compared to this time last year because staff are hosting more in-person events. As of April 30, almost the entire

Thurston Conservation District May 2023 Financial Notes



Photocopying budget (line 62) has been spent. This budget overage will need to be addressed as part of the Mid-Year Revised Budgeting process.

Thurston Conservation District

Profit & Loss

January through April 2023

	Jan - Apr 23
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	3,353.53
3451120 · Nutrient Spreader Rentals	218.10
3451130 · Poultry Equipment & Tool Rentals	354.62
3451140 · Plant Sales	16,419.02
3451150 · Partner Fee for Service	2,324.28
Total 3451100 · Soil/Water Conservation Service	22,669.55
Total 3400000 · Charges for Goods and Services	22,669.55
3300000 · Grant Revenues	882,563.65
3600000 · Miscellaneous Revenues	
3685000 · Special Assessments - Service	273,430.93
3670000 · Nongovernmental Contributions	1,100.00
3610000 · Interest and Other Earnings	71.27
3620000 · Rents and Leases	220.80
Total 3600000 · Miscellaneous Revenues	274,823.00
Total Income	1,180,056.20
Gross Profit	1,180,056.20
Expense	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	555,585.57
5314000 · Intern Stipends	3,049.09
5314101 · Legal Fees & Services	18,003.25
5314102 · Audit & Accounting	1,589.10
5314103 · Computer Services	7,511.00
5314100 · Professional Services	171,592.43
5314400 · Advertising	730.20
5314203 · Printing Services	2,477.54
5314104 · Janitorial Services	2,700.00
5314501 · Office Rent	17,472.00
5314700 · Utilities	2,555.95
5314503 · Equipment Leases	1,310.92
5314504 · Vehicle Leases	1,838.22
5314200 · Communications	4,086.14
5313102 · Photocopier Usage	551.52
5354800 · Repairs & Maintenance	1,605.63
5314505 · Software Licenses	3,709.85
5313101 · Office Supplies	1,628.23
5314202 · Postage & Shipping	1,228.22
5314902 · Organizational Dues & Licenses	2,020.00
5314117 · Soil Testing	830.02
5313401 · Plants for Resale	19,967.15
Project Expenses	22,326.76
5314302 · Staff - Conference & Training	3,637.00
5314300 · Staff - Travel	7,350.36
5314119 · Cultural Resources	23,328.40
5314108 · Construction & Restoration Work	57,768.57
5314109 · Cost Share	1,053.48
5314110 · Bank Fees & Interest Charges	71.25
5314600 · Liability Insurance Premiums	9,730.32
66300 · Sales Tax Adjustments	118.03
66900 · Reconciliation Discrepancies	-0.01
5945360 · Capital Outlays	
5945363 · Equipment & Office Furniture	126,388.13
5945364 · Computer Hardware	1,593.14
Total 5945360 · Capital Outlays	127,981.27
Total Expense	1,075,407.46
Net Ordinary Income	104,648.74
Net Income	104,648.74

Thurston Conservation District

Profit & Loss

April 2023

	Apr 23
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	626.01
3451120 · Nutrient Spreader Rentals	174.48
3451130 · Poultry Equipment & Tool Rentals	226.56
3451150 · Partner Fee for Service	913.11
Total 3451100 · Soil/Water Conservation Service	1,940.16
Total 3400000 · Charges for Goods and Services	1,940.16
3300000 · Grant Revenues	242,062.69
3600000 · Miscellaneous Revenues	
3685000 · Special Assessments - Service	218,591.67
3610000 · Interest and Other Earnings	13.82
Total 3600000 · Miscellaneous Revenues	218,605.49
Total Income	462,608.34
Gross Profit	462,608.34
Expense	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	143,045.95
5314000 · Intern Stipends	109.09
5314102 · Audit & Accounting	318.58
5314103 · Computer Services	1,818.00
5314100 · Professional Services	38,662.37
5314104 · Janitorial Services	750.00
5314501 · Office Rent	4,368.00
5314700 · Utilities	62.36
5314503 · Equipment Leases	408.13
5314504 · Vehicle Leases	466.72
5314200 · Communications	1,031.10
5313102 · Photocopier Usage	331.86
5354800 · Repairs & Maintenance	1,015.51
5314505 · Software Licenses	1,279.86
5313101 · Office Supplies	364.71
5314202 · Postage & Shipping	60.28
5314902 · Organizational Dues & Licenses	995.00
Project Expenses	4,565.32
5314302 · Staff - Conference & Training	2,650.00
5314300 · Staff - Travel	646.48
5314108 · Construction & Restoration Work	10,487.07
5314110 · Bank Fees & Interest Charges	30.00
5314600 · Liability Insurance Premiums	2,432.58
5945360 · Capital Outlays	
5945363 · Equipment & Office Furniture	125,829.43
Total 5945360 · Capital Outlays	125,829.43
Total Expense	341,728.40
Net Ordinary Income	120,879.94
Net Income	120,879.94

Thurston Conservation District

Profit & Loss Prev Year Comparison

January through April 2023

	Jan - Apr 23	Jan - Apr 22	\$ Change	% Change
Ordinary Income/Expense				
Income				
3400000 · Charges for Goods and Services				
3451100 · Soil/Water Conservation Service				
3451110 · Soil Testing	3,353.53	3,332.06	21.47	0.6%
3451120 · Nutrient Spreader Rentals	218.10	87.31	130.79	149.8%
3451130 · Poultry Equipment & Tool Rentals	354.62	74.37	280.25	376.8%
3451140 · Plant Sales	16,419.02	15,099.22	1,319.80	8.7%
3451150 · Partner Fee for Service	2,324.28	931.16	1,393.12	149.6%
Total 3451100 · Soil/Water Conservation Service	22,669.55	19,524.12	3,145.43	16.1%
Total 3400000 · Charges for Goods and Services	22,669.55	19,524.12	3,145.43	16.1%
3300000 · Grant Revenues	882,563.65	464,649.14	417,914.51	89.9%
3600000 · Miscellaneous Revenues				
3699100 · Miscellaneous Other	0.00	1,631.13	-1,631.13	-100.0%
3685000 · Special Assessments - Service	273,430.93	274,282.22	-851.29	-0.3%
3670000 · Nongovernmental Contributions	1,100.00	24,778.56	-23,678.56	-95.6%
3610000 · Interest and Other Earnings	71.27	65.94	5.33	8.1%
3620000 · Rents and Leases	220.80	291.36	-70.56	-24.2%
Total 3600000 · Miscellaneous Revenues	274,823.00	301,049.21	-26,226.21	-8.7%
Total Income	1,180,056.20	785,222.47	394,833.73	50.3%
Gross Profit	1,180,056.20	785,222.47	394,833.73	50.3%
Expense				
Vehicle Allocation	0.00	0.00	0.00	0.0%
Overhead Allocation	0.00	0.00	0.00	0.0%
5531000 · Salaries & Benefits	555,585.57	469,460.28	86,125.29	18.4%
5314000 · Intern Stipends	3,049.09	0.00	3,049.09	100.0%
5314101 · Legal Fees & Services	18,003.25	6,000.00	12,003.25	200.1%
5314102 · Audit & Accounting	1,589.10	6,216.53	-4,627.43	-74.4%
5314103 · Computer Services	7,511.00	5,993.00	1,518.00	25.3%
5314100 · Professional Services	171,592.43	42,450.21	129,142.22	304.2%
5314400 · Advertising	730.20	707.30	22.90	3.2%
5314203 · Printing Services	2,477.54	426.88	2,050.66	480.4%
5314104 · Janitorial Services	2,700.00	2,550.00	150.00	5.9%
5314501 · Office Rent	17,472.00	17,472.00	0.00	0.0%
5314700 · Utilities	2,555.95	2,664.55	-108.60	-4.1%
5314503 · Equipment Leases	1,310.92	4,088.76	-2,777.84	-67.9%
5314504 · Vehicle Leases	1,838.22	1,760.08	78.14	4.4%
5314200 · Communications	4,086.14	3,743.68	342.46	9.2%
5313102 · Photocopier Usage	551.52	228.87	322.65	141.0%
5354800 · Repairs & Maintenance	1,605.63	2,908.35	-1,302.72	-44.8%
5314505 · Software Licenses	3,709.85	5,624.82	-1,914.97	-34.1%
5313101 · Office Supplies	1,628.23	1,316.47	311.76	23.7%
5314202 · Postage & Shipping	1,228.22	800.81	427.41	53.4%
5314902 · Organizational Dues & Licenses	2,020.00	1,412.81	607.19	43.0%
5314117 · Soil Testing	830.02	1,659.45	-829.43	-50.0%
5313401 · Plants for Resale	19,967.15	14,503.40	5,463.75	37.7%
Project Expenses	22,326.76	9,165.74	13,161.02	143.6%
5314302 · Staff - Conference & Training	3,637.00	2,901.50	735.50	25.4%
5314300 · Staff - Travel	7,350.36	2,292.52	5,057.84	220.6%
5314119 · Cultural Resources	23,328.40	5,959.00	17,369.40	291.5%
5314108 · Construction & Restoration Work	57,768.57	82,051.24	-24,282.67	-29.6%
5314109 · Cost Share	1,053.48	407.28	646.20	158.7%
5314110 · Bank Fees & Interest Charges	71.25	30.00	41.25	137.5%
5314600 · Liability Insurance Premiums	9,730.32	8,423.32	1,307.00	15.5%
66300 · Sales Tax Adjustments	118.03	23.25	94.78	407.7%
66900 · Reconciliation Discrepancies	-0.01	0.00	-0.01	-100.0%
5945360 · Capital Outlays				
5945363 · Equipment & Office Furniture	126,388.13	221.53	126,166.60	56,952.4%
5945364 · Computer Hardware	1,593.14	2,854.27	-1,261.13	-44.2%
5945365 · Machinery and Tools	0.00	360.57	-360.57	-100.0%
5945366 · Vehicle Purchases	0.00	8,667.75	-8,667.75	-100.0%
Total 5945360 · Capital Outlays	127,981.27	12,104.12	115,877.15	957.3%
Total Expense	1,075,407.46	715,346.22	360,061.24	50.3%
Net Ordinary Income	104,648.74	69,876.25	34,772.49	49.8%
Net Income	104,648.74	69,876.25	34,772.49	49.8%

Thurston Conservation District

Balance Sheet

As of April 30, 2023

	Apr 30, 23
ASSETS	
Current Assets	
Checking/Savings	
3081001 · Checking-7444 Timberland	279,201.84
3088020 · Savings Accounts	
3082002 · Saving-6568 Reserve Fund	105,364.90
3082003 · Saving-2410 Education Center	95,052.98
Total 3088020 · Savings Accounts	200,417.88
3088030 · Counter Cash	100.00
3088040 · PayPal Account	1,744.64
Total Checking/Savings	481,464.36
Accounts Receivable	385,769.53
Other Current Assets	
3090500 Prepaid Accounts	
3090501 · 309.05.01 Prepaid Insurance	10,198.36
3090506 · Security Deposit - Ferguson ST	3,835.00
Total 3090500 Prepaid Accounts	14,033.36
3091000 · 309.10.00 Inventory Asset	2,884.35
3092000 · 309.20.00 Cash on Hand	226,941.00
Total Other Current Assets	243,858.71
Total Current Assets	1,111,092.60
TOTAL ASSETS	1,111,092.60
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	89,901.80
Credit Cards	9,675.81
Other Current Liabilities	
3471000 · Grant Advances	
3471200 · WSCC Advances	22,384.87
3471100 · RCO Advances	38,471.06
Total 3471000 · Grant Advances	60,855.93
3861100 · Sales Tax Payable	97.58
3861000 · Payroll Liabilities	123,366.40
Total Other Current Liabilities	184,319.91
Total Current Liabilities	283,897.52
Total Liabilities	283,897.52
Equity	827,195.08
TOTAL LIABILITIES & EQUITY	1,111,092.60

2023 Unrestricted Budget vs Actual



April 33.33%

	Account Name	2023 Budget	2023 Actual	\$ Over Budget	% of Budget
1	<input checked="" type="checkbox"/> Income	1,012,458	384,505	-627,953	37.98%
2	<input checked="" type="checkbox"/> Retail Sales	51,524	20,595	-30,929	39.97%
3	<input checked="" type="checkbox"/> Food Production and Consumption	1,600	355	-1,245	22.16%
4	Poultry Equipment & Tool Rentals	1,600	355	-1,245	22.16%
5	<input checked="" type="checkbox"/> Soil Conservation and Health	7,778	3,572	-4,206	45.92%
6	Soil Testing	7,178	3,354	-3,824	46.72%
7	Soil Health Equipment Rental	600	218	-382	36.35%
8	<input checked="" type="checkbox"/> Community Outreach and Education	39,540	16,419	-23,121	41.53%
9	Plant Sales	39,540	16,419	-23,121	41.53%
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	250	-750	24.99%
14	Contributions Private	0	0	0	
15	Rental Income	800	198	-602	24.73%
16	Interest Income	200	52	-148	26.03%
17	Miscellaneous Income	0	0	0	
18	<input checked="" type="checkbox"/> Grant Revenue	137,823	8,263	-129,560	6.00%
19	State Grants	137,823	8,263	-129,560	6.00%
20	Rates and Charges	559,611	273,431	-286,180	48.86%
21	<input checked="" type="checkbox"/> Overhead	263,500	82,217	-181,283	31.20%
22	Overhead Allocation	248,000	76,400	-171,600	30.81%
23	Vehicle Allocation	15,500	5,817	-9,683	37.53%
24	Cash Surplus / 2022 Carry Overs	51,000	0	-51,000	0.00%
25	<input checked="" type="checkbox"/> Program Allocation	389,406	145,603	-243,803	37.39%
26	<input checked="" type="checkbox"/> Local Food Production and Consumption	14,000	7,401	-6,599	52.86%
27	Poultry Equipment Rentals	14,000	7,401	-6,599	52.86%
28	<input checked="" type="checkbox"/> Producer Support & Preservation and Expansion of Working Lands	6,000	167	-5,833	2.78%
29	Working Lands Preservation Initiative	6,000	167	-5,833	2.78%
30	<input checked="" type="checkbox"/> Water Quality & Quantity and Protection & Restoration of Ecosystems	1,446	909	-537	62.87%
31	Restoration Crew & Equipment	1,446	909	-537	62.87%
32	<input checked="" type="checkbox"/> Soil Conservation and Health	35,910	14,957	-20,953	41.65%
33	Soil Health Testing	22,910	11,707	-11,203	51.10%
34	Soil Health Equipment Rental	13,000	3,250	-9,750	25.00%
35	<input checked="" type="checkbox"/> Community Outreach and Engagement	179,125	73,472	-105,653	41.02%
36	Conservation & Education Center	55,000	2,480	-52,520	4.51%
37	District Communications	68,750	18,772	-49,978	27.30%
38	Plant Sale	44,625	42,584	-2,041	95.43%
39	Elections	10,750	9,635	-1,115	89.63%
40	<input checked="" type="checkbox"/> Adult and Youth Conservation Education	54,800	15,971	-38,829	29.14%

	Account Name	2023 Budget	2023 Actual	\$ Over Budget	% of Budget
41	South Sound Green	46,300	10,137	-36,163	21.89%
42	Teens in Thurston Volunteer Program	5,000	2,334	-2,666	46.69%
43	Envirothon	3,500	3,500	0	100.00%
44	<input type="checkbox"/> Climate Change Adaptation & Mitigation and Other Strategic Plan Priorities	98,125	32,726	-65,399	33.35%
45	Conservation TA	98,125	32,726	-65,399	33.35%
46	<input type="checkbox"/> Expense	599,052	171,409	-427,643	28.61%
47	Administrative Salaries & Benefits	294,000	90,691	-203,309	30.85%
48	<input type="checkbox"/> Professional Services	75,697	26,753	-48,944	35.34%
49	Legal Services	36,000	18,003	-17,997	50.01%
50	Audit & Accounting	6,500	1,239	-5,261	19.06%
51	Computer Services	30,197	7,511	-22,686	24.87%
52	Professional Services	3,000	0	-3,000	0.00%
53	<input type="checkbox"/> Facility, Vehicles and Maintenance	157,905	34,411	-123,494	21.79%
54	Janitorial Services	7,800	2,700	-5,100	34.62%
55	Office Rent	50,000	16,432	-33,568	32.86%
56	Utilities	8,000	2,486	-5,514	31.07%
57	Equipment Leases	3,500	1,311	-2,189	37.45%
58	Vehicle Leases	5,775	1,838	-3,937	31.83%
59	5966604 · Vehicle Purchase	20,000	0	-20,000	0.00%
60	Office Move	23,000	0	-23,000	0.00%
61	Communications	12,180	4,038	-8,142	33.15%
62	Photocopier Usage	600	552	-48	91.92%
63	Repairs & Maintenance	5,000	1,024	-3,976	20.49%
64	Computer Hardware Purchases	4,500	1,003	-3,497	22.29%
65	Computer Software	11,550	2,841	-8,709	24.60%
66	Equipment & Office Furniture	6,000	186	-5,814	3.09%
67	<input type="checkbox"/> Supplies	12,300	2,401	-9,899	19.52%
68	Office Supplies	4,000	1,356	-2,644	33.90%
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	7,398	-16,102	31.48%
72	Staff Conference & Training Fees	11,000	1,915	-9,085	17.41%
73	Board Conference and Training Fees	2,500	0	-2,500	0.00%
74	Staff Travel	7,500	5,483	-2,017	73.10%
75	Board Travel	2,500	0	-2,500	0.00%
76	<input type="checkbox"/> Insurance and Banking	35,650	9,755	-25,895	27.36%
77	Bank Fees & Interest Charges	650	25	-625	3.85%
78	Liability Insurance Premiums	34,500	9,730	-24,770	28.20%
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	67,494	67,494	

2023 Restricted Budgets vs Actuals



As of April 30, 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 Spent
1	RCO											
2	ESRP Shore Friendly	R035		07/01/21	06/30/23	340,458	94,979	147,921	52,942	94,979	91.64%	72.10%
3	ASRP Riverbend Phase 2	R050	20-1908	03/28/22	06/30/27	7,674,839	7,517,694	655,070	71,051	584,018	20.77%	2.05%
4	SRFB Cozy Valley	R060	21-1089C	09/23/21	09/23/23	132,778	86,071	94,544	14,462	80,083	80.03%	35.18%
5	ESRP Zangle Cove	R070	20-1517R	07/01/21	12/31/23	110,072	105,844	105,927	83	105,844	73.19%	3.84%
6	Oregon Spotted Frog (OSF) Outreach	R080		01/01/23	01/01/25	32,550	32,550	25,100	0	25,100	16.39%	0.00%
7	DOE											
8	Deschutes	E100	WQC-2018-ThurCD-00174	07/01/19	04/30/23	218,752	71,855	85,990	14,135	71,855	100.00%	67.15%
9	Federal											
10	Frogs on Farm Cost Share	US80		08/15/20	08/15/25	93,135	79,488	9,498	5,561	3,937	54.13%	14.65%
11	USFWS Restoring South Sound Prairies	US90		07/01/22	07/01/27	60,000	22,937	1,000	0	1,000	16.64%	61.77%
12	Zangle Cove PMEP	US100		09/30/22	09/30/24	40,000	40,000	40,000	0	40,000	29.10%	0.00%
13	WSCC											
14	Skookumchuck Planting	W030	20-13-ER	04/01/20	12/31/24	744,780	232,988	98,135	3,201	94,934	64.80%	68.72%
15	Livestock	W025	22-13-LT	07/01/21	06/30/23	20,000	4	6,013	6,009	4	91.64%	99.98%
16	Wildfire Ready Neighbors (WRN)	W040	23-13-WRN	01/20/23	06/30/23	42,804	32,693	42,804	10,112	32,693	62.35%	23.62%
17	Chehalis Flood Plain	W050	22-13-FL	09/01/21	06/30/23	128,333	12,549	42,300	29,752	12,549	90.87%	90.22%
18	CREP	W070	22-13-CE	07/01/21	06/30/23	87,870	64,696	77,060	12,365	64,696	91.64%	26.37%
19	NRI Cost Share	W080	22-13-NR	07/01/21	06/30/23	99,927	92,148	92,581	433	92,148	91.64%	7.78%
20	Engineering	W100	23-13-PE	07/27/22	06/30/23	132,000	63,317	73,103	9,786	63,317	82.01%	52.03%
21	Meyer Salmon Recovery	W111	23-13-SRF	07/01/22	06/30/23	60,000	37,866	55,831	17,965	37,866	83.29%	36.89%
22	Riparian Outreach, Assessment, and Restoration (ROAR) Project	W112	23-13-SRF	07/01/22	06/30/23	65,000	29,976	52,446	22,469	29,976	83.29%	53.88%
23	Riparian Restoration (RRIP)	W113	23-13-SRF	07/01/22	06/30/23	410,000	13,685,576	311,622	174,766	136,856	83.29%	66.62%
24	Lower McLane Riparian Plantings	W114	23-13-SRF	12/09/22	06/30/23	22,550	1,214,539.	21,334	9,189	12,145	70.10%	46.14%
25	Large Wood Acquisition	W115	23-13-SRF	03/21/23	06/30/23	6,250	5,341	6,250	909	5,341	40.20%	14.55%
26	Sustainable Farms and Fields	W120	22-13-SFF	12/16/22	06/30/23	103,348	41,151	103,348	62,197	41,151	69.04%	60.18%
27	Chehalis Lead	W150	22-13-RIT	10/01/21	06/30/23	72,000	33,331	41,539	8,208	33,331	90.44%	53.71%

	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 Spent
28	[-] Miscellaneous											
29	Orca Recovery Day	M060		07/01/19	until spent	7,090	775	775	0	775	NA	89.07%
30	Bonneville ORD	M064		01/01/23	until spent	600	600	600	0	600	NA	0.00%
31	City of Olympia Urban Ag	M065		01/01/23	12/31/23	129,500	122,939	129,500	6,561	122,939	32.88%	5.07%
32	Western SARE - Grassland Grazing	M070	WSARE-R2GR	09/01/21	08/31/23	20,273	9,304	12,105	2,801	9,304	83.15%	54.11%
33	Sentinel Landscape Program (SLP)	M075		10/01/21	03/28/24	579,000	128,813	245,700	178,313	67,388	63.41%	77.75%
34	One Tree Planted	M085		09/03/21	until spent	33,076	30,087	30,087	0	30,087	NA	9.04%
35	WCRII Prairie Habitat Enhancement	M095	2022-06	01/01/22	06/30/25	111,954	83,349	37,110	9,426	27,684	37.98%	25.55%
36	[-] Thurston County											
37	FY21-23 VSP	TC400		07/01/21	06/30/23	150,000	9,775	43,610	33,835	9,775	91.64%	93.48%
38	FY21-23 VSP Cost Share	TC450		10/11/22	06/30/23	254,414	218,495	245,513	27,018	218,495	76.81%	14.12%
39	[-] South Sound GREEN											
40	FY23 Interlocal	G019-SS		01/01/23	12/31/23	51,200	35,135	51,200	16,065	35,135	32.88%	31.38%
41	2023 ESD 113 Climate Education	G019.104		05/16/23	06/30/23	3,000	3,000	3,000	0	3,000	0.00%	0.00%
42	NOAA B-WET	G019.106		01/01/22	12/31/23	12,881	10,728	11,999	1,270	10,728	66.44%	16.71%
43	RCO Outdoor Learning	G019.109		10/01/22	06/30/23	77,625	55,329	69,321	13,992	55,329	77.66%	28.72%
44	OSD Outdoor Learning	G019.103		01/01/23	06/30/23	2,800	1,085	2,800	1,715	1,085	66.30%	61.26%
45	Dawkins 2022	G019.28		01/01/22	until spent	25,000	10,298	13,350	3,052	10,298	NA	58.81%
46	Dawkins 2023	G019.28		TBD	until spent	20,000	20,000	6,000	0	6,000	NA	0.00%
47	Embrace the Stream	G019.30		08/01/22	07/31/23	5,035	1,051	5,035	3,984	1,051	74.79%	79.13%
48	TCC	TCC		01/01/18	until spent	9,853	0	174	174	0	NA	100.00%
49	[-] Teens in Thurston Volunteer Program									0		
50	Nisqually TNT 2022	G019.60		01/19/22	until spent	4,000	1,975	1,975	0	1,975	NA	50.62%
51	Nisqually TNT 2023	T070		01/06/23	until spent	5,375	5,375	5,375	0	5,375	NA	0.00%
52	[-] Envirothon Program									0		
53	2022 Nisqually Indian Tribe Envirothon	T040		01/01/22	until spent	5,000	0	274	274	0	Closed	100.00%
54	2023 Chehalis Tribe Envirothon	T040		01/23/23	until spent	5,000	1,760	5,000	3,240	1,760	NA	64.79%
55	2023 Pork Blakely Envirothon	T040		03/02/23	until spent	500	500	500	0	500	NA	0.00%
56	[-] PARTNERS									0		
57	South Puget Sound Salmon Enhancement Group	P100		01/12/23	06/30/23	6,000	3,676	6,000	2,324	3,676	64.12%	38.74%
58	OlyEcosystems	P400		05/02/23	09/01/23	16,500	16,500	16,500	0	16,500	0.00%	0.00%
59	Wild Fish Conservancy (WFC)	P500		08/14/23	08/24/23	8,900	8,900	8,900	0	8,900	0.00%	0.00%

Thurston Conservation District
Payment Report
April 2023

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	11200	04/02/2023	Amazon	TCD Programs:T098 - Soil Health Testing	5314107 · Project Supplies	12.40
Credit Card Charge	11201	04/02/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	146.63
Credit Card Charge	11132	04/03/2023	Amazon	Various	5314107 · Project Supplies	43.22
Credit Card Charge	11220	04/04/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	38.17
Credit Card Charge	11182	04/04/2023	Home Depot	WSCC Salmon Recovery Funding	5314108 · Construction & Restoration Work	1,123.96
Credit Card Charge	11135	04/04/2023	Tractor Supply	WSCC Salmon Recovery Funding	5314107 · Project Supplies	22.38
Credit Card Charge	11086	04/05/2023	AmScope	GREEN:G019.109 RCO Outdoor Learning	5314116 · Project Equipment	586.87
Check	EFT	04/05/2023	Delta Dental		5531022 · Dental Benefits	1,538.80
Credit Card Charge	11087	04/05/2023	Home Depot	GREEN:G019.109 RCO Outdoor Learning	5314107 · Project Supplies	569.38
Check	EFT	04/05/2023	Regence - Health Care		5531021 · Medical Benefits	14,833.28
Credit Card Charge	11206	04/06/2023	Amazon	GREEN:G019.110 TCD SS Green Allocation	5314107 · Project Supplies	152.20
Credit Card Charge	11088	04/06/2023	DocuSign	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	328.50
Liability Check	EFT	04/06/2023	Internal Revenue Service		Federal Income Tax Payable & FICA Payable	11,693.68
Credit Card Charge	11140	04/06/2023	Terry's Automotive Group	UNRESTRICTED:A120 - Vehicles	5354803 · Vehicle Maintenance	52.85
Liability Check	EFT	04/06/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	765.00
Liability Check	EFT	04/06/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	16,572.52
Liability Check	EFT	04/06/2023	WFSE Union Dues		3861008 · Union Dues	733.03
Bill Pmt -Check	EFT	04/07/2023	Comcast	UNRESTRICTED:A010 - Administrative Expenses	5314204 · Internet Services	186.85
Bill Pmt -Check	EFT	04/07/2023	Pacific Disposal	UNRESTRICTED:A010 - Administrative Expenses	5314702 · Garbage Service	62.36
Liability Check		04/07/2023	QuickBooks Payroll Service		Payroll	36,883.10
Credit Card Charge	1220114011	4/7/2023	QuickBooks Time Support (TSheets)	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	179.58
Credit Card Charge	11139	04/07/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	13.55
Check	EFT	04/07/2023	Wells Fargo		Wells Fargo	11,853.44
Credit Card Charge	3080803	4/9/2023	Right Networks	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	23.00
Credit Card Charge	11150	04/10/2023	Fred Meyer	GREEN:TCC:G019.28 Dawkins	5314901 · Meeting & Event	41.23
Credit Card Charge	11181	04/10/2023	Jags Top Soil	WSCC Salmon Recovery Funding	5314108 · Construction & Restoration Work	216.00
Credit Card Charge	11183	04/10/2023	TCD Programs:T098 - Soil Health Testing	WSCC Salmon Recovery Funding	5314100 · Professional Services	40.00
Credit Card Charge	11184	04/10/2023	TCD Programs:T098 - Soil Health Testing	WSCC Salmon Recovery Funding	5314100 · Professional Services	25.00
Credit Card Charge	11146	04/10/2023	Terry's Automotive Group	UNRESTRICTED:A120 - Vehicles	5354803 · Vehicle Maintenance	538.87
Check	EFT	04/10/2023	TPSC Benefits		5531021 · Medical Benefits	181.48
Credit Card Charge	11180	04/10/2023	Walker Dev Landscape Supply	WSCC Salmon Recovery Funding	5314108 · Construction & Restoration Work	677.52
Credit Card Charge	11236	4/11/2023	Google		5314505 · Software Licenses	21.89
Bill Pmt -Check	21696	04/12/2023	All City Cleaning Services	UNRESTRICTED:A010 - Administrative Expenses	5314104 · Janitorial Services	600.00
Credit Card Charge	11144	04/12/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	27.16

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	11145	04/12/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	33.02
Bill Pmt -Check	21697	04/12/2023	Anchor QEA	RCO:R050 - FY 22-27 ASRP Riverbend	5314100 · Professional Services	23,595.00
Bill Pmt -Check	21698	04/12/2023	Antiquity Consulting	RCO:R050 - FY 22-27 ASRP Riverbend	5314119 · Cultural Resources	3,251.58
Bill Pmt -Check	21699	04/12/2023	Community Farmland Trust	TCD Programs:T099 - Food Processing and Tools Rentals	5314501 · Office Rent	260.00
Bill Pmt -Check	21700	04/12/2023	Ecostudies Institute	MISC:M075 - Sentinel Landscape Program (SLP)	5314100 · Professional Services	5,380.80
Bill Pmt -Check	21701	04/12/2023	Emily Landrus	WSSC Salmon Recovery Funding	5314304 · Mileage	132.33
Bill Pmt -Check	21702	04/12/2023	First Student, Inc	GREEN:G019-SS GREEN Interlocal	5314112 · Bus Transportation	2,907.06
Bill Pmt -Check	21703	04/12/2023	Fourth Corner Nurseries	TCD Programs:T097 - Plant Sale	5313401 · Plants for Resale	812.00
Credit Card Charge	11149	04/12/2023	Honey Bucket	WSSC Salmon Recovery Funding	5314107 · Project Supplies	275.00
Bill Pmt -Check	21704	04/12/2023	Kadin Woolever	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21705	04/12/2023	Marguerite Abplanalp	Various	5314304 · Mileage	89.09
Bill Pmt -Check	21706	04/12/2023	Matthew Landers	GREEN:G019.106 NOAA B-WET	5314107 · Project Supplies	138.70
Bill Pmt -Check	21707	04/12/2023	Mountain Mist	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	34.99
Bill Pmt -Check	21708	04/12/2023	North Thurston Public Schools	GREEN:G019.103 OSD Outdoor Learning	Teacher Substitute Stipends & Bus Transportation	604.18
Bill Pmt -Check	21709	04/12/2023	Olympia School District	GREEN:G019-SS GREEN Interlocal	5314112 · Bus Transportation	776.92
Bill Pmt -Check	21710	04/12/2023	Petrocard	UNRESTRICTED:A120 - Vehicles	5313201 · Vehicle Fuel	632.17
Bill Pmt -Check	21711	04/12/2023	Pioneer Fire & Security, Inc	UNRESTRICTED:A010 - Administrative Expenses	5314704 · Security Monitoring	98.55
Bill Pmt -Check	21712	04/12/2023	Puget Sound Energy	UNRESTRICTED:A010 - Administrative Expenses	5314700 · Utilities	615.31
Bill Pmt -Check	21713	04/12/2023	Qwg Applied Geology	RCO:R035 - ESRP Shore Friendly	5314100 · Professional Services	2,509.80
Bill Pmt -Check	21714	04/12/2023	Raber Land Maintenance	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	2,170.00
Bill Pmt -Check	21715	04/12/2023	Regence - Life Insurance		5531026 · Life Insurance	82.66
Bill Pmt -Check	21716	04/12/2023	Salix Solutions	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	382.90
Bill Pmt -Check	21717	04/12/2023	SNP Sound Native Plants	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	3,688.88
Bill Pmt -Check	21718	04/12/2023	Sydney Flemister	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	1,275.00
Bill Pmt -Check	21719	04/12/2023	TAGS	TCD Programs:T040 - Envirothon Program	5314107 · Project Supplies	1,998.38
Bill Pmt -Check	21720	04/12/2023	Taylor Sherrow	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	100.00
Bill Pmt -Check	21721	04/12/2023	Thurston County Central Services	UNRESTRICTED:A010 - Administrative Expenses	5314501 · Office Rent	4,108.00
Bill Pmt -Check	21722	04/12/2023	Tony Jenkins	WSSC Salmon Recovery Funding	5314116 · Project Equipment	190.42
Bill Pmt -Check	21723	4/12/2023	Uline	TCD Programs:T099 - Food Processing and Tools Rentals	5945363 · Equipment & Office Furniture	88.67
Credit Card Charge	11162	04/12/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	18.66
Bill Pmt -Check	21724	04/12/2023	Verizon	UNRESTRICTED:A010 - Administrative Expenses	5314201 · Telephone	766.74
Bill Pmt -Check	21725	4/12/2023	WA St Conservation Commission	UNRESTRICTED:A010 - Administrative Expenses	5314504 · Vehicle Leases	466.72
Credit Card Charge	11163	04/13/2023	Eventbrite	WSSC Salmon Recovery Funding	5314302 · Staff - Conference & Training	350.00
Bill Pmt -Check	EFT	04/13/2023	Ricoh USA, Inc.	UNRESTRICTED:A010 - Administrative Expenses	Equipment Leases & Photocopier Usage	579.19
Check	EFT	04/13/2023	Timberland Bank	GREEN:G019.106 NOAA B-WET	5314110 · Bank Fees & Interest Charges	30.00
Credit Card Charge	4855121	4/14/2023	Buzzsprout	TCD Programs:T030 - District Communications	5374001 · Web Hosting and Maintenance	12.00
Credit Card Charge	11165	04/14/2023	Home Depot	GREEN:G019-SS GREEN Interlocal	5314107 · Project Supplies	61.59
Credit Card Charge	E0300N0ZCU	04/14/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	95.82
Credit Card Charge	11164	04/17/2023	Amazon	Various	Project Supplies & Office Supplies	106.15

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	11170	04/17/2023	Tenino Short Stop	WSSC Salmon Recovery Funding	5314107 · Project Supplies	14.17
Credit Card Charge	11167	04/17/2023	Terry's Automotive Group	UNRESTRICTED:A120 - Vehicles	5354803 · Vehicle Maintenance	344.75
Credit Card Charge	11169	04/18/2023	Service Saw Workwears	WSSC Salmon Recovery Funding	5314107 · Project Supplies	87.04
Credit Card Charge	11171	04/18/2023	Tenino Short Stop	WSSC Salmon Recovery Funding	5314107 · Project Supplies	11.79
Credit Card Charge	11232	4/18/2023	Tenino Short Stop	TCD Programs:T080 - Conservation TA	5314107 · Project Supplies	11.81
Credit Card Charge	E0300N3O3W	04/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	127.37
Credit Card Charge	E0300N3TST	04/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	49.28
Credit Card Charge	11174	04/19/2023	O Reilly Auto Parts	WSSC:W120 - Sustainable Farms and Fields	5945363 · Equipment & Office Furniture	20.86
Credit Card Charge	11175	04/19/2023	O Reilly Auto Parts	WSSC:W120 - Sustainable Farms and Fields	5945363 · Equipment & Office Furniture	43.27
Credit Card Charge	11168	04/19/2023	Olympia Parks, Art, and Recreation	GREEN:G019-SS GREEN Interlocal	5314901 · Meeting & Event	79.00
Check	EFT	04/19/2023	TPSC Benefits		5531021 · Medical Benefits	67.50
Credit Card Charge	11172	04/20/2023	Chevron	WSSC Salmon Recovery Funding	5314107 · Project Supplies	13.30
Liability Check	EFT	04/20/2023	Internal Revenue Service		Federal Income Tax Payable & FICA Payable	11,305.60
Liability Check	EFT	04/20/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	765.00
Credit Card Charge	11173	04/21/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	14.02
Credit Card Charge	P1-83568284	4/23/2023	Intuit	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	116.00
Credit Card Charge	11194	04/24/2023	Chevron	WSSC Salmon Recovery Funding	5314107 · Project Supplies	13.26
Credit Card Charge	11231	4/24/2023	Chevron	TCD Programs:T080 - Conservation TA	5314107 · Project Supplies	13.26
Credit Card Charge	11176	04/24/2023	Fred Meyer	TCD Programs:T040 - Envirothon Program	5314901 · Meeting & Event	121.57
Credit Card Charge	11179	04/24/2023	Harbor Freight	WSSC:W120 - Sustainable Farms and Fields	5945363 · Equipment & Office Furniture	29.55
Credit Card Charge	11225	4/24/2023	Home Depot	GREEN:G019.109 RCO Outdoor Learning	5314107 · Project Supplies	22.50
Credit Card Charge	11178	04/24/2023	Meconi's	TCD Programs:T040 - Envirothon Program	5314901 · Meeting & Event	387.18
Credit Card Charge	11177	04/24/2023	Office Depot	TCD Programs:T040 - Envirothon Program	5314107 · Project Supplies	68.86
Liability Check		04/24/2023	QuickBooks Payroll Service		Payroll	35,684.95
Credit Card Charge	11114	04/25/2023	ASCE	WSSC:W100 - Engineering	5314902 · Organizational Dues & Licenses	210.00
Bill Pmt -Check	21726	4/25/2023	Bobcat	WSSC Salmon Recovery Funding	5945363 · Equipment & Office Furniture	68,281.37
Credit Card Charge	11186	04/25/2023	Chevron	TCD Programs:T040 - Envirothon Program	5314901 · Meeting & Event	9.82
Bill Pmt -Check	21727	04/25/2023	Coastal Geologic Services	RCO:R035 - ESRP Shore Friendly	5314100 · Professional Services	12,899.25
Bill Pmt -Check	21728	4/25/2023	Crains Office Supply	GREEN:G019-SS GREEN Interlocal	5313101 · Office Supplies	59.11
Bill Pmt -Check	21729	4/25/2023	Dominique Hart	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21730	04/25/2023	EMD Millipore	GREEN:G019.30 Embrace a Stream	5314107 · Project Supplies	271.56
Bill Pmt -Check	21731	04/25/2023	James Gudgeon	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21732	04/25/2023	Kadin Woolever	Various	Construction & Restoration Work & Intern Stipends	859.09
Bill Pmt -Check	21733	04/25/2023	Lewis County Conservation District	Thurston County:TC400 - VSP	5314100 · Professional Services	198.05
Credit Card Charge	11217	4/25/2023	Lowe's	WSSC:W120 - Sustainable Farms and Fields	5945363 · Equipment & Office Furniture	1,401.56
Credit Card Charge	11113	04/25/2023	MRSC	WSSC:W100 - Engineering	5314902 · Organizational Dues & Licenses	135.00
Bill Pmt -Check	21734	04/25/2023	Petrocard	UNRESTRICTED:A120 - Vehicles	5313201 · Vehicle Fuel	333.75
Bill Pmt -Check	21735	04/25/2023	Sydney Flemister	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	21736	04/25/2023	Taylor Sherrow	WSSC Salmon Recovery Funding	5314108 · Construction & Restoration Work	100.00

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Bill Pmt -Check	21737	04/25/2023	Tenino Chamber of Commerce	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	40.00
Credit Card Charge	11195	04/25/2023	Tenino Short Stop	WSCC Salmon Recovery Funding	5314107 · Project Supplies	11.67
Bill Pmt -Check	21738	04/25/2023	Verizon	UNRESTRICTED:A010 - Administrative Expenses	5314201 · Telephone	832.49
Liability Check	EFT	04/25/2023	WA St Dept of Employment Security		3861010 · WA - Family & Medical Leave	1,704.50
Liability Check	EFT	04/25/2023	WA St Dept of Employment Security		3861007 · State Unemployment Payable	1,171.32
Liability Check	EFT	04/25/2023	WA St Dept of L&I		3861009 · State L&I Payable	4,127.54
Sales Tax Payment	EFT	04/25/2023	WA St Dept of Revenue		3861100 · Sales Tax Payable	1,835.23
Credit Card Charge	11188	04/26/2023	Bluebeam	WSCC:W100 - Engineering	5314505 · Software Licenses	328.50
Credit Card Charge	11120	04/26/2023	DocuSign	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	328.50
Credit Card Charge	11226	4/26/2023	Forestry Supplies	WSCC Salmon Recovery Funding	5314108 · Construction & Restoration Work	526.69
Credit Card Charge	11224	4/26/2023	Southgate Cleaners	WSCC Salmon Recovery Funding	5314108 · Construction & Restoration Work	10.00
Credit Card Charge	11196	04/26/2023	Tenino Short Stop	WSCC Salmon Recovery Funding	5314107 · Project Supplies	11.81
Credit Card Charge	11137	04/26/2023	Terry's Automotive Group	UNRESTRICTED:A120 - Vehicles	5354803 · Vehicle Maintenance	79.04
Credit Card Charge	11187	04/26/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	14.05
Credit Card Charge	11197	04/27/2023	Service Saw Workwears	WSCC Salmon Recovery Funding	5314107 · Project Supplies	32.45
Credit Card Charge	11198	04/27/2023	Tenino Short Stop	WSCC Salmon Recovery Funding	5314107 · Project Supplies	11.79

Item

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WACD-NACD Update
for the
**May 23, 2023, Thurston Conservation District
Work Session and Board Meeting**

Washington Association of Conservation Districts (WACD)

Legislative Sine Die Report 2023 - Our final WACD [2023 Legislative Watch List](#). Information on all bills and budgets (capital, operating, and transportation) is [here](#)

Important to CDs:

1. \$154,000 for a study bill for district elections on possibly going to general elections format. (*Sine die* refers to business or proceedings that have been adjourned with no appointed date for [resumption](#).)
2. The Voluntary Stewardship Program re-enrollment bill ([SB 5353](#)) would allow the twelve counties not currently in VSP a new opportunity to enroll in the program.

Budget (See *5 Things to Know* for April 27, 2023)

- Operating Budget - Over **\$55 million dollars** was granted in new programmatic funding, bringing the Conservation Commission up to \$97 million in operating funds for the FY23-25 biennium.
- Capital Budget Highlights - **\$63.5 million** is the total the Conservation Commission is set to receive in capital budget funding for FY23-25, an increase of almost \$40 million compared to the previous biennium. The bulk of that expansion comes from \$25 million for riparian restoration grants, satisfying a WACD priority that riparian grants be funded through the capital budget. Other programs were funded at, or above, target amounts including:

Plant Materials Center (PMC). A banner year for the PMC. As of 4/13/23 sales stood at \$1,708,016 which is 121% of the annual sales revenue budget of \$1,114,300. Sales are over \$200,000 ahead of March 30 of last year when they were \$1,507,075. A total of 1,868,280 plants were harvested and so far, 1,820,489 have been sold leaving less than 48,000 remaining to be sold, or 2 ½%. 1,755,557 plants have been shipped.

National Association of Conservation Districts (NACD)

Upcoming NACD Events

- Joint [SW/Pacific Region Meeting](#) is August 23-25, 2023 at *Lake Tahoe Resort Hotel*; 4130 Lake Tahoe Blvd., South Lake Tahoe, CA 96150.
- The 2023 [Summer Conservation Forum and Tour](#) is July 15-19, 2023 in Bismarck, North Dakota at the Bismarck Hotel and Conference Center. Agenda [here](#).
- 2024 NACD annual meeting - NACD's 78th Annual Meeting will be held in San Diego, California from February 10-14, 2024.

NACD Committees

Committee and subcommittee appointments have been made by NACD President Kim LaFleur. Washington state is represented on the Natural Resources Committee by Wade Troutman (alternate, Foster Creek CD) and Doug Rushton (Board representative, Thurston CD).

Climate Smart Commodities

Will have Technical Assistance and Implementation Assistance grants components. Process will be slightly different from previous versions of these grant programs. Focus will be serving all communities. RFP is being developed and NACD hopes to have more information out in the fall.

The [NACD 2022 Annual Report](#) is out. Print copies are being sent to all districts. Report covers finances, grants, regional reports, DEI, and more.

WACD-NACD Update
for the
**May 23, 2023, Thurston Conservation District
Work Session and Board Meeting**

NACD TA Grant applications will be opening for a 60-day period very soon! Interested districts reach out (read about it in [eResource](#)) about the upcoming capacity building opportunity. Priority will be placed on projects that demonstrate DEI principles and reaching underserved communities.

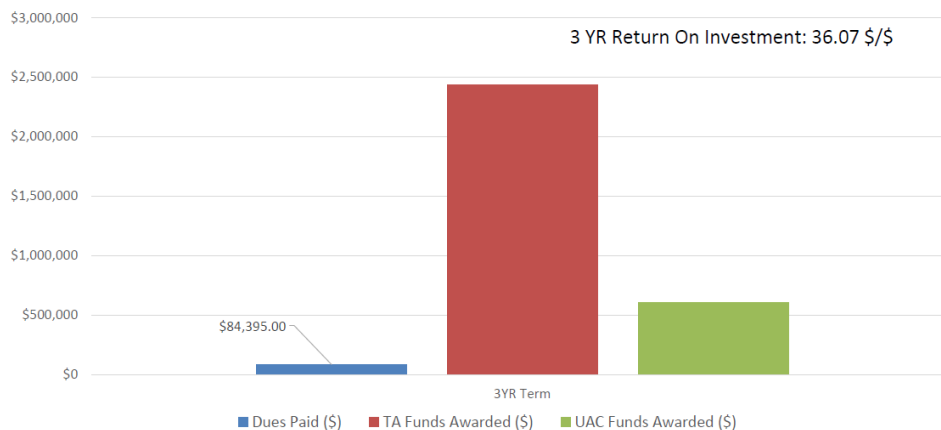
Source Water

Following NACD's Annual Meeting in New Orleans, members of NACD's forestry subcommittee joined the [Source Water Collaborative](#) outlining a resource for conservation districts. This resource is designed as a reference for districts on the various resources available to them in supporting source water protection. In addition to [this resource](#) 2-pager describing what CDs can do, the Source Water Collaborative offers a resource library with tools and case studies in their [Learning Exchange Directory](#). Sign up [here](#) for their email alerts.

NACD Membership

Eighty-seven percent of Washington Conservation Districts have paid NACD membership dues. At the WACD 5/15/23 board meeting, the WACD National Director urged WACD area directors to thank those districts in their area for paying dues and to encourage those districts who have not paid dues to do so – reminding them of the benefits from NACD membership.

NACD and Washington's Conservation Districts: Investing in Each Other



Over the last three years, for each dollar WA conservation districts have invested in NACD, NACD has invested over \$36 in grant funds back into WA's districts.

Item

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

June 27, 2023, 5:00 pm -7:25 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. Conservation and Education Center (CEC) Development, *All*
4. WA Growth Management Act (GMA) Updates and Climate Change, Helen
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 – 7:30 pm

- | | |
|--|-----------------------------|
| 1. Welcome, Introductions, Audio Recording Announcement | 6:30 PM
<i>5 minutes</i> |
| 2. Agenda Review | 6:35 PM
<i>5 minutes</i> |
| 3. Consent Agenda – <i>Action Item</i> | 6:40 PM |
| A. May 23, 2023, Board Work Session & Meeting Minutes | <i>5 minutes</i> |
| B. June 2023 Financial Report | |
| 4. Public Comment | 6:45 PM |
| *Three minutes per person | <i>10 minutes</i> |
| 5. Partner Reports (<i>if present</i>) | 6:55 PM |
| A. Natural Resources Conservation Service (NRCS), <i>TBD</i> | <i>15 minutes</i> |

- B. Washington State Department of Ecology, *Hannah Coe*
- 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 – Action Item

7:10 PM

- A. July 25, 2023, Work Session Topic List & Meeting Agenda Development

5 minutes

7. Executive Session: To discuss potential litigation.

7:15 PM

- RCW 42.30.110 (1) To discuss with legal counsel representing the agency
Litigation or potential litigation.

10 minutes

Adjourn

7:25 PM

Informational Only Items:

- I. Executive Director's Report*

Important Dates

June 2023

WADE Conference in Leavenworth	June 12-14
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

July 2023

NACD Summer Conference, Bismark ND	July 15-19
Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom)	July 25

August 2023

NACD Southwest/Pacific Region Conference, Lake Tahoe, NV	August 22-24
Board Work Session & Meeting 5:00 -7:30 pm In-person and Virtual (Zoom)	August 22

Informational Items



Executive Director's Report

Sarah Moorehead – Executive Director

May 23, 2023

Priority Initiative Updates

2022 TCD Report of Accomplishments!

We had a very rewarding and successful year! You can view the full annual report of accomplishments here: <https://www.thurstoncd.com/wp-content/uploads/2023/05/2022-Annual-Report.pdf>

A few exceptional highlights to share:

- 121 soil testing reports!
- 85 shoreline homeowners supported to encourage healthy shorelines!
- 246 volunteers dedicated 647 hours of service to TCD!
- 145 events, workshops, and tours provided community education!
- 5,858 students engaged in field trips and lessons with South Sound GREEN!

Thank you, board and staff, for all of the passion and dedication that supports our magnitude of service to our community!

Farm My Yard

TCD announces a new program for urban growers, similar to our South Sound FarmLink program. Farm My Yard is designed to support farmers and gardeners in the urban parts of Thurston County by connecting them with property owners who have vacant lots, yards, or other spaces that are available for lease. This exciting new program is funded through a collaborative effort between the City of Olympia and Thurston CD!

You can learn more or sign up for the program here: <https://www.thurstoncd.com/farm-my-yard/>

New Equipment!



WSSC provided year-end Sustainable Farms and Fields funding to purchase a new manure spreader to TCD equipment. As equipment has aged, keeping ready-to-use equipment for the community has been a top priority and is in high demand by our producers. We are fortunate to keep up on equipment needs and look forward to continuing to maintain and strategically expand our rental equipment program!

WSSC Equity Roadmap

Per Governor Inslee's Executive Order #22-02, WSSC has been working with consultants to develop a plan to address DEI as an agency. WSSC created a one-pager regarding their process, including a timeline for their work here:

<https://sccwagov.app.box.com/s/efjwgbpicess730ldt10bgvdm9sna6g5>

District Operations

April 28, 2022 Board Meeting Action Items

- No Action Items to report on.

Executive Director Mid-Year Progress Updates

Per TCD Board resolution, the Board provides progress updates and guidance to the ED in June of each year in a mid-year progress update. A brief executive session will be held at the May Board meeting, in preparation for direction to be shared with the Executive Director in June.

WACD Resolutions

Summer is the time to start thinking about WACD resolutions! Staff are working on a few ideas to propose to the board for consideration this summer. Typically, we strive to discuss draft resolutions in July and August, with the goal to adopt them in August and September (ahead of the late September/ early October SW Area Meeting).

New Biennium To-Do's

In addition to reporting on the current fiscal year and biennium funds as we begin a new biennium, TCD will receive all of our new funding awards and renew our master contract with WSSC beginning in July. In addition to new funding awards, TCD will also revisit our

current cost share policies and rates and discuss any needed updates. Current policies and rates will be sent out in June for initial discussion.

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.