



Thurston Conservation District Board of Supervisors

Regular Meeting Agenda

December 12th, 2019 (5:30pm - 8:00pm)

2918 Ferguson St SW, Suite A, Tumwater, WA 98512, 360.754.3588

1. **Welcome, Introductions, Audio Recording Announcement** **5:30 PM**
5 minutes
2. **Agenda Review** **5:45 PM**
5 minutes
3. **Consent Agenda – Action Item** **5:50 PM** *A/S: 92*
 - A. November 21st, 2019 Board Meeting Minutes *5 minutes*
 - B. NACD Urban Agriculture Grant
 - C. TRPC Associate Membership
4. **Public Comment** **5:55 PM**
*Three minutes per person *15 minutes*
5. **Partner Reports** **6:10 PM**
10 minutes
 - A. Natural Resources Conservation Service (NRCS), *Jeff Swotek*
 - B. Washington State Conservation Commission (WSCC), *Jean Fike*
 - C. Washington Association of Conservation Districts (WACD), *Doug Rushton*
 - D. National Association of Conservation Districts (NACD), *Doug Rushton*
 - E. Department of Ecology, *Sheila Marcoe*
6. **Financial Report** **6:20 PM** *A/S: 92*
 - A. Financial Report Update, *Susan Shelton* *5 minutes*
7. **Governance** **6:25 PM** *A/S: 92*
 - A. January Work Session Topic List, *All* *25 minutes*
 - B. WFSE Union Contract, *All – Action Item*
 - C. 2020 Elections Update, *Nora White (Elections Supervisor)*
 - D. TCD Associate Supervisor(s) Review, *All – Action Item*
8. **Executive Session: To discuss pending litigation with legal counsel.** **6:50 PM**
20 minutes

RCW 42.30.110 (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

9. Executive Session Report Out

7:10 PM

5 minutes

10. Other Reports

7:15 PM

10 minutes

- A. Board of Supervisor Reports
- B. Acting Executive Director Report
- C. Correspondence

Adjourn

7:25 PM

Time Allotment: 2hr 30 min
Key: A/S (Annual & Strategic Plans)

Important Dates

December

2nd – 4th	WACD Annual Meeting	Tacoma, WA
5th	WSCC Meeting	Tacoma, WA
10th	Climate Change Impacts on Local Agriculture: Producer Panel	Brighton Park Grange
12th	Board Work Session & Meeting: 3pm - 8pm	TCD Office
15th	TCD Strategic Plan Survey Deadline	Online
25th	TCD CLOSED – Christmas Day	

January

1st	TCD CLOSED – New Year's Day	
9th	TCD Board Work Session: 3pm – 5pm	TCD Office
14th	Thurston CD Election Day	TCD Office
21st	WACD Legislative Day	WA Capitol Building
23rd	TCD Board Meeting: 5:30pm – 8pm	TCD Office

February

13th	Board Work Session & Meeting: 3pm - 8pm	TCD Office
27th	TCD Board Meeting: 5:30pm – 8pm	TCD Office

Item

3

Thurston Conservation District Consent Agenda Decision Sheet December 12th, 2019



Consent Agenda - Action Item

- A. November 21st, 2019 Board Meeting Minutes
- B. NACD Urban Agriculture Grant
- C. TRPC Associate Membership

A. November 21st, 2019 Board Meeting Minutes

Proposed action: accept without amendment and approve.

Action taken:

☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to future meeting

B. NACD Urban Agriculture Grant

Proposed action: accept without amendment and approve.

Action taken:

☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to future meeting

C. TRPC Associate Membership

Proposed action: accept without amendment and approve.

Action taken:

☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to future meeting

ADOPTED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT,
WASHINGTON ON December 12th, 2019 AND EFFECTIVE IMMEDIATELY

SIGNED:

TJ Johnson, Board Chair

Betsie DeWreede, Vice Chair

Doug Rushton, Board Member

David Iyall, Board Auditor

Paul Pickett Board Member

ATTEST:

Sarah Moorehead, Executive Director

Thurston Conservation District Board of Supervisors
November 21st, 2019
Regular Meeting Minutes
(5:30pm – 8:30pm)
Draft 2 12/5/19



Meeting: 5:30pm – 8:30pm

Present at Meeting:

Paul Pickett, TCD Board Chair
Doug Rushton, TCD Board Auditor
Betsie DeWreede, TCD Board Supervisor
David Iyall, TCD Board Supervisor
Jean Fike, Conservation Commission
Sarah Moorehead, TCD Executive Director
Ben Cushman, TCD Attorney

Leah Kellogg, TCD Staff
Stephanie Bishop, TDC Staff
Susan Shelton, TCD Staff
Gary Kline, Public
James Weatherford, Public
Tony Wilson, Public

Summary of Action Items:

1. Add the proposed legislative bill to the Dec. 12th Agenda to discuss and propose action. Ask Staff to write up a summary of the proposed bills.
2. Supervisor Iyall will draft a summary of the how's and why's of using electronic devices instead of paper.
3. Supervisor Johnson and Community Farm Land Trust (CFLT) Chair Loretta Seppanen will draft a letter to the City of Olympia regarding No Net Farmland Loss concerns and the Zahn/Spooner parcel.
4. -Staff will draft a list of 6 big picture items and public feedback received to help identify direction of the Strategic Plan for the upcoming facilitated session.
-Staff will add Strategic Plan timeline to the December 12th Work Session Topic List.
-Staff will invite Tom Salzer or Alison Halpern to upcoming meeting to brief TCD Board about the election in January.
5. Supervisor Pickett will show Kitsap CD slides between board meeting and work session on December 12th
6. Supervisors Pickett and DeWreede will be the subcommittee to create a draft policy for the evaluation of the Executive Director position including performance measures.
7. Staff will draft a letter to the Thurston Ag Advisory Committee. A Citizen Advisory Policy discussion will be added to December Work Session.

Summary of Motions Passed:

-) *Supervisor Rushton moved to adopt the revised Agenda. Supervisor Iyall seconded. Motion passed unanimously.*
-) *Supervisor Rushton moved to adopt the revised Consent Agenda. Supervisor DeWreede seconded. Motion passed unanimously.*
-) *Supervisor Rushton moved to approve the October 24th, 2019 Board Meeting Minutes. Supervisor Iyall seconded. Motion passed, Supervisor Johnson abstained.*
-) *Supervisor Rushton moved to approve the revised 11-21-19 Budget. Supervisor Johnson seconded. Motion passed unanimously.*
-) *Supervisor Rushton moved to adopt Resolution #2019-16 with minor typographical corrections. Supervisor Johnson Seconded. Motion Passed unanimously.*

- 32) *Supervisor Johnson moved to authorize a joint letter drafted by TCD and CFLT to the City of*
33 *Olympia expressing concerns about long term farmland loss and the desire to work with the*
34 *city on and around the Zahn-Spooner Parcel development. Supervisor Rushton seconded.*
35 *Motioned passed unanimously.*
36) *Supervisor Rushton moved to elect Supervisor Iyall as the TCD Auditor. Supervisor DeWreede*
37 *seconded. Motion passed. Supervisor Iyall abstained and accepted the position.*
38) *Supervisor Rushton moved to elect Supervisor DeWreede as the TCD Vice Chair. Supervisor*
39 *Johnson seconded. Motion passed, Supervisor DeWreede abstained and accepted the position.*
40) *Supervisor Rushton moved to elect Supervisor Johnson as the TCD Chair. Supervisor*
41 *DeWreede seconded. Motion passed, Supervisor Johnson abstained and accepted the position.*
42) *Supervisor Johnson moved to adjourn. Supervisor Iyall seconded. Motion passed*
43 *unanimously.*
44
45

46 Full Version of the Minutes

48 Welcome & Introductions

49 5:35pm TCD Board Chair Paul Pickett called the November 21, 2019 TCD Regular Board
50 Meeting to order. Thurston CD Board, Staff, partners, and public introduced themselves.
51 Supervisor Pickett announced that the meeting is audio recorded.

52 Agenda Review - Action Item

- 53) Add an item between 7. Resolution and 8. Governance regarding Zahn's-Spooner land parcel.
54
55 *Supervisor Rushton moved to adopt the Revised Agenda. Supervisor Iyall seconded. Motion*
56 *passed unanimously.*
57

58 Consent Agenda – Action Item

- 59 A. October Financial Report
60 B. *October 24th, 2019 Board Meeting Minutes (Removed - to be voted on after consent agenda.)*
61 C. Shore Friendly South Sound ILA
62 D. WSCC Elections Survey Response
63

64 *Supervisor Rushton moved to adopt the revised Consent Agenda. Supervisor DeWreede*
65 *seconded. Motion passed unanimously*
66

67 *Supervisor Rushton moved to approve the October 24th 2019 Board Meeting Minutes.*
68 *Supervisor Iyall seconded. Motion passed, Supervisor Johnson abstained.*
69

70 4. Public Comment *Three minutes per person

71 Tony Wilson, Public

72
73 **Partner Reports**

74 **A. Natural Resources Conservation Service (NRCS), *Jeff Swotek***

75) Jeff Swotek not present

76 **B. Department of Ecology, *Sheila Marcove***

77) Sheila Marcove was not present. DOE newsletter was provided by Marcove and included in the
78 Board packet.

79 **C. Washington State Conservation Commission (WSCC), *Jean Fike***

80) Focus is on preparation for election season; training and surveys completed. There will be a
81 meeting in December.

82 **D. Washington Association of Conservation Districts (WACD), *Doug Rushton***

83) The WACD received an overview of a preliminary bill that will be introduced in the House
84 and Senate in the 2020 Legislative session. Senator Carlyle and House Representatives
85 Polette and Hudgins will be sponsoring these bills. The bill would change how CD's are run
86 in several ways.

87) The Supervisors want to align themselves with the WACD position regarding these bills.
88

89 **Action Item:** Add the proposed legislative bill to the Dec 12th Agenda to discuss and propose
90 action. Ask Staff to write up a summary of the proposed bills.

91) Annual WACD meeting is December 2-4, 2019 in Tacoma.
92 <https://www.wadistricts.org/news-and-events/2019-wacd-annual-conference/>

93 **E. National Association of Conservation Districts (NACD), *Doug Rushton***

94) Nothing to report

95) Annual meeting will be in February, 2020 in Las Vegas. [https://www.nacdnet.org/news-and-](https://www.nacdnet.org/news-and-events/annual-meeting/2020-nacd-annual-meeting-agenda/)
96 [events/annual-meeting/2020-nacd-annual-meeting-agenda/](https://www.nacdnet.org/news-and-events/annual-meeting/2020-nacd-annual-meeting-agenda/)
97

98 **Financial Report**

99 **A. Thurston CD 2020 Budget, All**

100) There were two requests to revise what was outlined in the Thurston CD 2020 Budget.
101

102 **Action Item:** Supervisor Iyall will draft a summary of the how's and why's of using electronic
103 devices instead of paper.
104

105 *Supervisor Rushton moved to approve the revised 11-21-19 TCD 2020 Budget, Supervisor*
106 *Johnson seconded. Motion passed unanimously.*
107

108 **Resolution #2019-16: Establishing the 2020 Election Date, Time, Location and Method**

109) Supervisor Rushton stated that the term "seasonal" to describe the outside election staff is
110 irrelevant, but agreed to pass the motion as written.

111) Change next to last paragraph to read: "The election supervisor is Nora White" instead of
112 **will be** Nora White.
113

Supervisor Rushton moved to adopt Resolution #2019-16 with change noted above. Supervisor Johnson Seconded. Motion Passed unanimously.

Added: Zahn-Spooner Farm proposed -Action Item

-) Supervisor Johnson entertained a motion regarding the Zahn-Spooner land parcel. He met with the Community Farmland Trust Board Chair Loretta Seppanen.
-) The two organizations have concerns with the preservation of farmland and want to encourage the City of Olympia to allocate part of the parcel for farming or offset development of the land with another parcel designated for farming.

Supervisor Johnson moved to authorize a joint letter drafted by TCD and CFLT to the City of Olympia expressing concerns about long- and short-term impacts of farmland loss and the desire to work with the city regarding the Zahn Parcel development. Supervisor Rushton seconded. Motioned passed unanimously.

Action Item: Supervisor Johnson and CFLT Chair Loretta Seppanen will draft the letter to the City of Olympia.

Break at 6:35 to resume at 6:45

Governance

A. December Work Session Topic List, All

-) Topic list for December 12th Work Session is included in the Board Packet.
-) Item added: Create timeline for Strategic Planning Process.
-) Discuss the WACD meeting report back.

B. Strategic Planning Process Update, Sarah Moorehead

-) Three meetings were held: one each in Lacey, Yelm, and Rochester. Valuable public feedback was collected and documented.
-) A survey is available on the TCD website and will be posted until Dec. 15th, 2019
-) The Board will discuss results of the meetings and web survey at the January Work Session.

Action Item-

- Staff will draft a list of 6 big picture items and public feedback to help identify direction of the Strategic Plan for the facilitated session.
- Staff will add a Strategic Plan timeline to the December 12th Work Session Topic List.
- Staff will invite Tom Salzer or Alison Halpern to upcoming meeting to brief TCD Board on the election in January.

C. TCD Officer Elections, All – Action Item

-) Supervisor Pickett is resigning as TCD Board Chair at the end of the meeting and will resume the duties of a TCD Supervisor.

Supervisor Rushton moved to elect Supervisor Iyall as the TCD auditor. Supervisor DeWreede seconded. Motion passed, Supervisor Iyall abstained and accepted the position.

Supervisor Rushton moved to elect Supervisor DeWreede as the TCD Vice Chair. Supervisor Johnson seconded. Motion passed, Supervisor DeWreede abstained and accepted the position.

Supervisor Rushton moved to elect Supervisor Johnson as the TCD Chair. Supervisor DeWreede seconded. Motion passed, Supervisor Johnson abstained and accepted the position.

Action Item- Supervisor Pickett will show Kitsap CD slides between board meeting and work session on December 12th.

D. Citizens Advisory Policy: Development, All Tabled until after other reports.

Executive Session: To review the performance of a public employee 7:05-7:30pm

In attendance: Supervisors Pickett, DeWreede, Iyall, Johnson, Rushton, TCD Executive Director Sarah Moorehead, and Legal Counsel Ben Cushman. RCW 42.30.110 (g)

To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

.

Executive Session Report Out January Work Session will include a review of the Executive Director position, define expectations, and work on an evaluation process.

Action Item-A subcommittee comprised of Supervisors Pickett and DeWreede was formed to create a draft policy regarding the ED position and performance evaluation

Closed Session: To discuss collective bargaining negotiations 7:35pm-7:48pm

In attendance: Supervisors Pickett, DeWreede, Iyall, Johnson, Rushton, TCD Executive Director Sarah Moorehead, and Legal Counsel Ben Cushman.

RCW 42.30.140

This session is closed and excluded from application of the OPMA by: Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

12.Closed Session Report Out

Nothing to report; collective bargaining negotiations are still underway.

198 **Other Reports**

199 **A. Board of Supervisor Reports**

- 200) Supervisors Rushton and Pickett presented a letter regarding their “Request and claim for
201 reimbursement of legal expenses”. Counsel Jeff Freeman is invited to the next Executive
202 Session on this topic.

203 **B. Executive Director Report**

- 204) ED gave the Board a written response (to what?).
205) A letter of interest in the Associate Supervisor position was received.
206) Thurston Ag Advisory Committee asked for a TCD representative to attend their
207 meetings. Supervisor Johnson will attend when he can until an Associate
208 Supervisor is available.

209 **Action Item-** Staff will draft letter to the Thurston Ag Advisory Committee. A Citizen Advisory
210 Policy discussion will be added to December Work Session Topic List.

211 **C. Correspondence**

- 212) None

213
214 ***Supervisor Johnson moved to adjourn. Supervisor Iyall seconded. Motion passed***
215 ***unanimously.***

216
217 **Adjourn 8:05pm**

218
219 Respectfully,

X

T.J. Johnson
TCD Board Chair

MEMO: Cover Note for NACD Grant Proposal

December 6, 2019

Please find the current Request for Proposals (RFP) and TCD's draft proposal for the 2020 NACD Urban Agriculture Conservation Initiative grant round. Staff is requesting the full amount of \$50,000. The full grant application is due January 10, 2020.

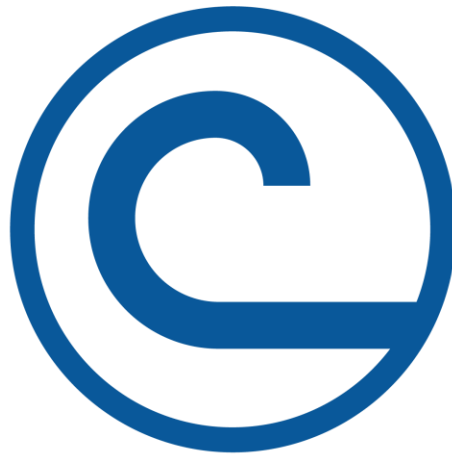
The RFP and draft proposal is for your review in order to consider Resolution #2019-18, **a required component of the grant application**. Thurston CD staff asks that you use this draft proposal to consider and address any conflicts of interest and determine if you approve staff's ability to apply for this funding.

Please note, between now and your Board Work Session/Meeting on December 12th staff will complete this proposal, including the budget sections, and will have a final version available for you at that work session.

Additionally, you'll see a place holder for several letters of support that staff are currently working with our community partners to obtain by the January 10th deadline.

I look forward to answering your questions and looking at this exciting proposed work with you!

Nora White



National Association of Conservation Districts

REQUEST FOR PROPOSAL URBAN AGRICULTURE CONSERVATION INITIATIVE FY2020

**NATIONAL ASSOCIATION OF CONSERVATION DISTRICTS
509 CAPITOL COURT NE
WASHINGTON DC 20002**

1. FUNDER BACKGROUND

The National Association of Conservation Districts (NACD) is the nonprofit organization that represents America's almost 3000 conservation districts¹, their state or territory associations and the elected/appointed officials who serve on their governing boards along with their professional staff.

NACD's mission is to serve conservation districts by providing national leadership and a unified voice for natural resource conservation. Among the goals of the organization are to:

- ✓ Represent conservation districts as their national voice on conservation issues;
- ✓ Analyze programs and policy issues that have an impact on local conservation districts;
- ✓ Build partnerships with federal and state agencies and other organizations in order to carry out conservation district priorities and programs;
- ✓ Provide useful information to conservation districts and their state associations; and
- ✓ Offer needed and cost-effective services to conservation districts.

NACD was founded on the philosophy that conservation decisions should be made at the local level with technical and funding assistance from federal, state and local governments and the private sector. As the national voice for all conservation districts, NACD supports voluntary, incentive-driven natural resource conservation programs that benefit all citizens.

2. INITIATIVE SUMMARY

The purpose of this Initiative is to increase the capacity to provide agriculture conservation technical assistance in communities where the land use is predominantly developed or developing land. Community health and sustainability will be enhanced by engaging citizens in agricultural conservation initiatives which benefit local residents.

The objective is to provide financial assistance to conservation districts for leadership and support in community agricultural conservation initiatives including technical expertise in project design and natural resource management (e.g. soil health, water quality, invasive species) that result in long-term natural resources protection for urban agricultural production through citizen engagement and partnerships.

According to the Michigan State University Center for Regional Food Systems' May 2014 report on *The Local Food Movement: Setting the Stage for Good Food*, "the local food movement in the United States has evolved over the past 25 years, including a more recent convergence with movements supporting food access and health, food justice, environment, food sovereignty, and racial equity."

Part of this evolution is the rapid expansion of urban agriculture across the nation. 'Urban agriculture' is defined by USDA National Agriculture Library as "taking the form of backyard, roof-top and balcony gardening, community gardening in vacant lots and parks, roadside urban fringe agriculture and livestock grazing in open space".

In order for urban agriculture to grow sustainably, conservation practices must be incorporated at all levels. This is a vital and viable role for the nation's conservation districts.

This NACD Urban Agriculture Conservation Initiative seeks to advance conservation districts' role by providing technical assistance funding for about 18 projects in predominantly developed and developing areas.

The aforementioned MSU report summarized it well by stating *“We have a tremendous opportunity to thoughtfully rebuild a food system by increasing local, good food commerce across all populations, especially those marginalized by race, ethnicity, gender, size of business/farm, or economic class. Local food advocates, along with advocates of food access and health, food justice, environment, food sovereignty, and racial equity all must understand and embrace their unique yet interdependent roles in realizing this opportunity.”* Through this Initiative, NACD plans to encourage conservation districts to understand and embrace their role too.

3. PROPOSAL GUIDELINES

All of the following sections must be included in each proposal with clear and concise information for the Selection Team. Each category is limited to a 500-word count; any text over that will NOT be read by the Selection Team. Before writing these, applicants should review the Proposal Evaluation Criteria in Section 5.

A. Cover Page

Provide the district name and address, contact person name/phone number/email address, project title, project description in 50 words or less, and grant amount requested.

B. Applicant Eligibility

Only conservation districts¹ as established under their state enabling legislation are eligible to apply for and manage these funds if awarded. Applicants are strongly encouraged to design the project with additional partners in order to ensure long-term sustainability. However, funds cannot be totally subcontracted to one or more other entities.

Those who have received a previous UAC grant from NACD can apply for one additional grant cycle within the following criteria. The initial project must be completed and ongoing in some format to meet the original sustainability requirement. The new proposal will need to include a description of the first project's accomplishments, including metrics. It must also explain how the new activity/service will enhance the initial project and/or begin a separate project.

C. Project Description

Describe the community population and location, the potential for community and partners' support, the urban agriculture conservation assistance needs, and how the project will address those needs. Include the additional benefits of the project such as stormwater infiltration, invasive species management, community engagement, participant business skills, etc.

D. Geographic Focus

The Initiative is national in scope. Priority will be given to those projects that focus on predominantly developed and developing areas and additional points may be given to those with a special emphasis on underserved² areas including food deserts³.

E. Project Goals and Timeline

This is a one-year initiative running March 2020-February 2021. List the specific goals of the project along with the proposed timeline for each.

F. Project Sustainability

Describe how the project will be continued after the initial grant has ended. Include up to 5 letters of support from potential partners. Proof of the project sustainability is an important criteria.

G. District Capacity

Describe how this project will enhance the district's ability to provide conservation technical assistance (to urban agriculture) in predominantly developed and developing areas in the future.

H. Project Budget

NACD expects to grant up to \$50,000 each for approximately 18 projects. Budget categories are recommended in the chart below. No more than 15% of the NACD funds can be used for supplies and equipment; this means any outright purchases. No more than 10% of the NACD funds can be used for administrative costs. A match of 25% of the total NACD funds requested is required, including cash and/or in-kind services.

Provide a budget chart that clearly shows how the grant funds will be allocated (sample below). Include a brief explanation for each item. Place a '0' in the line items leaving blank. The amount requested must be totaled.

EXPENSE ITEM	NACD FUNDS	NON-NACD FUNDS AND/OR IN-KIND VALUE FOR 25% MATCH
Salary and Benefits		
Employee Support (training, mileage, etc)		
Consultant/Contractor		
Supplies, Equipment and Promotion (no more than 15%)		
Administrative (no more than 10%)		
Other (explain in detail)		
TOTAL		

I. Applicant Qualifications

Describe the conservation district's experience and expertise in providing technical assistance in urbanized settings, working with non-traditional partners and engaging communities and citizens. If the experience and/or expertise is limited, describe how the conservation district board of directors and staff will prepare for the project implementation. A resolution adopted by the district board must be submitted in writing stating the board has reviewed and approved the proposal and has addressed potential conflicts of interest.

J. Project Promotion

Describe how the project will be showcased at the local, state and national levels. Include how the project can be used to encourage/mentor other districts' work in urban agriculture conservation.

PROPOSAL AND PROJECT TIMELINE

ACTIVITY	TIMEFRAME
NACD Announcement and Promotion	October-December 2019
Applicant Proposal Deadline	January 10, 2020
NACD Proposal Review and Selection	January 2020
NACD Award Notification and Announcement	February 2020
Applicant Project Implementation	March 2020-February 2021
Applicant Quarterly Reports to NACD	Mar. 1-31, due Apr. 15 Apr. 1-Jun. 30, due Jul. 15 Jul. 1-Sep. 30; due Oct. 15 Oct. 1-Dec. 31; due Jan 15 A final report will be due at the conclusion of the grant period.

4. PROPOSAL EVALUATION CRITERIA

An NACD Selection Team will be appointed to provide for the independent review and evaluation of the proposals.

The Team will evaluate all proposals based on the following criteria. To ensure consideration, your proposal should completely meet these criteria:

- ✓ Project provides technical support to conservation aspects of urban agriculture as defined by the USDA National Agriculture Library and stated in the above Initiative Summary.
- ✓ Project addresses additional natural resource and community concerns.
- ✓ Project is designed at conservation district or multi-conservation district level.
- ✓ Proposal is signed off or approved by each involved conservation district board via an adopted resolution. Potential conflicts of interest are acknowledged and addressed according to state requirements.
- ✓ Proposal provides up to 5 letters of community support from an array of partners, especially nontraditional such as private sector and nonprofits.
- ✓ Proposal shows proof of project sustainability (e.g. inclusion in conservation district planning documents, sources of second year funding/in-kind services, etc.).
- ✓ If this is a request for a second grant, proposal shows completion and sustainability of initial project.
- ✓ Proposal shows the capacity of the district to provide urban and community conservation technical assistance will be enhanced.
- ✓ Projects that address the needs of underserved populations provide details as to how this will be done.
- ✓ Proposal demonstrates methods of project visibility and promotion.
- ✓ Information is provided in ALL the sections listed under Proposal Guidelines and within the 500-word count for each.

5. PROJECT REPORTING REQUIREMENTS

Grant awardees are required to submit quarterly reports to NACD demonstrating progress on the project and detailing all expenses to date. For uniformity, NACD will provide the quarterly and final report templates at the beginning of the project.

In addition, applicant must be willing to be interviewed post-project (i.e. six months to a year) about the long-term viability.

6. USDA NONDISCRIMINATION STATEMENT

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue SW, Washington, D.C. 20250-9410;
- 2) fax: (202) 690-7442; or
- 3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

PROPOSALS MUST BE SUBMITTED IN PDF VIA EMAIL BY 11:59PM LOCAL TIME ON JANUARY 10, 2020 TO NACD AT deb-bogar@nacdn.org.

¹As stated in the NACD Bylaws, the term Conservation District shall refer to those entities of state, tribal and U.S. affiliated island governments such as territories, commonwealths and freely associated states in the Caribbean and Pacific Rim established in response to the standard soil conservation districts act originally distributed in 1937. This may also include other entities, such as the District of Columbia, which, in the opinion of the Board of Directors of NACD, have directly evolved from the standard soil conservation district act. These entities may be, known variously as Soil Conservation Districts, Soil and Water Conservation Districts, Conservation Districts, Natural Resources Conservation Districts, Natural Resource Districts, Resource Conservation Districts, or some other name.

NACD URBAN AG. CONSERVATION INITIATIVE – DRAFT PROPOSAL

PROPOSAL GUIDELINES All of the following sections must be included in each proposal with clear and concise information for the Selection Team. Each category is limited to a 500 word count; any text over that will NOT be read by the Selection Team. Before writing these, applicants should review the Proposal Evaluation Criteria in Section 5.

- A. **Cover Page** Provide the district name and address, contact person name/phone number/email address, project title, project description in 50 words or less, and grant amount requested.

Thurston Conservation District

2918 Ferguson St. SW Suite A
Tumwater, WA 98512

Contact:

Nora White
Education & Outreach Specialist
360-754-3588 ext.36
nwhite@thurstoncd.com

Project Title: Home Grown Yelm

Project Description:

Thurston Conservation District will work directly with the underserved and growing population of Yelm, Washington. This engagement initiative consists of workshops, technical assistance, and the publication of an urban livestock manual. In partnership with local businesses, city government, and community organizations, we will invest in a resilient and empowered Yelm.

(50/50)

Grant Amount Requested: \$50,000

- B. **Applicant Eligibility** Only conservation districts as established under their state enabling legislation are eligible to apply for and manage these funds if awarded. Applicants are strongly encouraged to design the project with additional partners in order to ensure long-term sustainability.

Since 1947, Thurston Conservation District has been serving the residents of Thurston County and partnering with landowners to empower them to be stewards and experts on their own land. Our work with landowners is formed on the basis of a relationship that sometimes lasts generations! We're forming exciting new relationships and partnerships every day, and this funding to work in Yelm specifically is part of how we're doing that. We are fully prepared to manage these funds and sustain such a program into the future.

Thurston Conservation District is a community driven organization that responds to the needs of our immediate community. Because of this, our programming and services have fluctuated and changed through the years to meet the changing need and population of Thurston County. In particular, Thurston County has seen an increase in population that is projected to continue. We must grow and adapt our services to meet an urbanizing and growing population. In partnership with the City of Yelm, Yelm Chamber of Commerce, Thurston County Food Bank, and Bounty for Families, we are excited to continue providing voluntary, adaptive, relevant, and necessary assistance to residents of Yelm as they face the challenges inherent to growth.

(198/500)

- C. **Project Description** Describe the community population and location, the potential for community and partners' support, the urban agriculture conservation assistance needs, and how the project will address those needs. Include the additional benefits of the project such as stormwater infiltration, community engagement, etc.

Yelm, WA is an area of Thurston County that struggles with adequate food access and economic prosperity while also seeing rapid population growth. Thurston Conservation District (TCD) will collaboratively offer educational opportunities and technical assistance to residents in the urban and suburban area of Yelm, WA in order to empower residents to develop skills and confidence to grow and use their own food. This grant is an exciting opportunity for us to bolster our District services in an actively growing and developing area of our community that has historically been underserved by TCD due to funding limitations. Through this project we can focus energy and resources to make home-grown-food accessible to the community through free educational programming, free technical assistance, affordable equipment rentals and soil testing, a new Urban Livestock Management publication, and community and school garden technical assistance and support.

This proposal includes three key components. First, through workshops and community outreach events, TCD will establish a stronger presence in the Yelm area to expand our resources offered to this population. We will coordinate and host five free, hands-on workshops and one farm tour. Workshop topics will include: how to plan and plant a PNW fall and winter garden, seed saving, starting seeds inside using common household items, container gardening, spring and summer gardening techniques, urban mud, manure, and compost management, how to build your own rain barrel, and food preservation techniques. Second, these workshops will introduce Yelm residents to additional TCD services, such as technical assistance and conservation planning; TCD staff can then work directly with residents to identify and implement Best Management Practices appropriate for urban food growers and livestock owners in the Yelm area. These services will continue to be available to Yelm residents after this grant ends, as part of TCD's agricultural support services. A final component of this proposal that will support the urban food-growing community of Thurston County, TCD will adapt and distribute an Urban Livestock Management guide.

The Yelm area has a rich history of agriculture and many residents still identify with a rural lifestyle while living in an actively growing and urbanizing area. While Yelm holds this rich agricultural legacy, there is also regular population growth from out of the area families and military service

members who are unfamiliar with the landscape and options available to them in their new home. TCD will partner with existing community resources and businesses, the City of Yelm, and the Yelm Area Chamber of Commerce to coordinate workshops and outreach efforts in order to provide assistance for all residents- new and established- as we collectively navigate a changing community. We are especially excited at this opportunity to partner with the new nonprofit, Bounty for Families, to strengthen and support their current efforts at establishing a community garden and increasing access to healthy foods through the seasonal Yelm Farmers Market. Our goal is to make TCD an accessible resource through an inclusive, community-driven, and culturally relevant initiative in an area of diverse and changing demographics.

(499/500)

- D. **Geographic Focus** While the Initiative is national in scope, priority will be given to those projects that focus on predominantly developed and developing areas with a special emphasis on underserved areas including food deserts.

Thurston Conservation District will focus our work on the urban and suburban population of Yelm for several reasons:

-) This area of our county has experienced rapid growth and urbanization in the last 20 years- according to US Census data the population has grown 286.5% since 2000 ([Washington Demographics](#)) due in part to nearby Joint Base Lewis McChord, easy access to Olympia and Tacoma, and lower property costs. Nearly 10,000 people now live in the Yelm area.
-) Yelm is the primary area within Thurston County where households are more likely to be both low-income and have low-access to fresh and affordable food; between 17.6% and 22.9% of residents in the area are receiving EBT food assistance ([Statistical Atlas](#)), among the highest in the county, and all urban residents live at least one mile from a super market, [according to USDA census data](#). The combination of rapid growth, low income households, and low access indicates that Yelm is an area that would benefit from the free urban agriculture technical and educational services TCD can offer.
-) Yelm is currently underserved by TCD. A portion of the city limits is not in our district boundaries and that general region of the county is hard to cover under many of our other place specific grants. This is an opportunity for us to better serve the Yelm community and create lasting relationships and partnerships with local government and residents.

(233/500)

- E. **Project Goals and Timeline** This is a one-year initiative running approximately March 2020 – February 2021. List the specific goals of the project along with the proposed timeline for each.

1.) Plan and host five (5) workshops

-) **March – April 2020:**
Initial planning, outreach to community partners, and advertising of opportunities
Cross promote upcoming workshops at South Sound Food Summit event occurring in nearby Lacey, WA
-) **End of April 2020:**
Hold 1st workshop *Affordable & Space Efficient Ways to Start & Maintain a Home Garden*;
follow-up 1:1 technical assistance to at least 5 workshop participants

- 127) May - July 2020:
- 128 Outreach and planning for next workshops and seek donations/match funding for
- 129 upcoming workshop materials and expenses. Publication of *Urban Livestock Management*
- 130) End of June 2020:
- 131 Hold 2nd workshop *Preserving Your Summer Garden: Basics of Canning & Dehydrating*
- 132) July 2020:
- 133 Outreach and planning for August workshop
- 134) August 2020:
- 135 Hold 3rd workshop *Planning & Planting a PNW Winter Garden- From Seed Saving to Winter*
- 136 *Composting*; follow-up 1:1 technical assistance to at least 5 workshop participants
- 137 Outreach and sharing of work to broader community at Thurston County Fair
- 138) September 2020:
- 139 Outreach and planning for October and December workshops and seek donations for
- 140 upcoming workshop materials/match funding
- 141) October 2020:
- 142 Hold 4th workshop *Build Your Own Rain Barrel*
- 143) November 2020:
- 144 Outreach and planning for December workshop.
- 145) December 2020:
- 146 Hold 5th workshop *Urban Mud, Manure, & Compost Management*; follow-up 1:1 technical
- 147 assistance to at least 5 workshop participants

148 2.) Plan and Host One (1) farm/yard tour

- 150) Summer 2020:
- 151 Partner with local producers in Yelm to show participants the possibilities and options
- 152 available to them when planning their own urban agriculture project.
- 153 Tour will be planned in partnership with Bounty for Families to provide outreach directly to
- 154 community garden participants and interested local residents.

155 3.) As a result of workshops, six (6) Technical Assistance Visits to Urban Growers seeking Best Management Practice Recommendations

- 158 Ñ Resource Specialists will participate in workshops and share information about TCD's free
- 159 technical assistance program, soil testing services, and small farm equipment rental
- 160 program.
- 161 Ñ All outreach and advertising materials for workshops and networking will include
- 162 information about conservation planning and district services

163 4.) As a result of workshops, One (1) conservation plan

- 164) At least one conservation plan will be developed for an urban grower in Yelm

165 5.) Printing and distribution of Urban Livestock Manual

- 166) An Urban Livestock Management guide will be adapted from a version obtained from Clark
- 167 Conservation District by June 2020. Distribution of the guide will begin during the Summer
- 168 2020 events.
- 169) Copies of the completed guide will be made available to local farm and garden stores for
- 170 wider distribution.
- 171) This guide will be made available at outreach events and used as a handout by technical
- 172 staff when conducting site visits.

173 (327/500)

- 174 F. **Project Sustainability** Describe how the project will be continued after the initial grant has
- 175 ended. Include up to 5 letters of support from potential partners. Proof of the project
- 176 sustainability is a critical criteria.

This opportunity comes at a perfect moment for Thurston Conservation District. We are actively working on a revision of our five year strategic plan and have built in several goals directly related to both supporting urban agriculture; this means we already have lasting institutional support for initiating and continuing this kind of work.

The Thurston Board of County Commissioners also recently approved our local public tax funding, a system of calculated rates and charges, for the next five (5) calendar years beginning in 2020. This stable operational funding insures the District's ability to continue offering services to all residents. Additionally, this is a great moment and opportunity for us to incorporate the portion of Yelm that has previously never been included in our district boundaries so that those residents can also benefit from our stable funding; this is also a named goal in our strategic plan. Through this grant, we have the opportunity to focus our outreach efforts on this community in such a way that we can effectively demonstrate our services and increase local interest in joining the District. TCD has a vested interest in making sure that these outreach efforts are sincere, realistic, and sustainable. Should Yelm's currently excluded boundaries become incorporated into our District, we can confidently maintain the ability to provide on-going and sustaining technical assistance in Yelm.

In addition to these existing institutional and community supports for this project, we plan to use this as an opportunity to expand and strengthen our relationships with community partners in Yelm. At this time, our staff already works closely with the South Thurston Economic Development Initiative (STEDI)- a group made up of business owners, citizens, chamber of commerce representatives, and local elected officials from the major rural towns in the south of Thurston County, Yelm included. Through this group, TCD staff regularly have opportunities to collaborate with residents and leaders in the Yelm community. Additionally, we plan to partner with Yelm FFA, local young leaders in agriculture, when promoting and putting on workshops as well as other local businesses and community groups including Gordon's Garden Center, Yelm Farm & Pet, Yelm Food Co-Op, Yelm City Parks and Recreation, and Bounty for Families – the umbrella organization for both the Yelm Farmers Market and Yelm Community Gardens. Forming such partnerships will translate to in-kind match and is integral in sustaining our programing and District outreach in Yelm.

Attached you will find five letters of support from a variety of community partners committed to working with us and with an vested interest in this outreach effort being a sustained one.

Current Letters in Progress as of 12/6/19:

- Yelm Chamber of Commerce
- City of Yelm
- Thurston County Food Bank
- Bounty for Families
- Thurston Thrives

(429/500)

- G. **District Capacity** Describe how this project will enhance the district's ability to provide conservation technical assistance (to urban agriculture) in predominantly developed and developing areas in the future.

We're excited about doing specific and direct outreach to the Yelm community. This grant will help us bolster our urban agriculture and urban conservation technical assistance resources that can then be used to support other urban populations across the county. Thurston County has a large urban center in the northern part of the county encompassing Olympia (the state capitol), Tumwater, and Lacey that could benefit from the development of this curriculum and urban-focused technical assistance in Yelm. By creating these new and relevant workshop materials and presentations, we will be poised to share them in urban centers across the county for years to come. This is a realistic and necessary step for the District as population growth in Thurston County is projected to grow by nearly 100,000 people in the next 25 years ([Thurston Regional Planning Council](#)). Such an influx of people means an increased need for locally (read *home*) grown food, and a potential for higher rates of food insecurity if those needs are not met.

This grant is an opportunity for Thurston Conservation District to create curriculum for urban and suburban residents that addresses how to grow fruits and vegetables, raise small livestock, and manage the waste and by-products of these actions. Thurston Conservation District sees this work as a crucial component of working towards local community resiliency. Our District Board of Supervisors and Staff are committed to using best available science and local data to foster local, resilient, and adaptive measures that will ensure Thurston County is a healthy and prosperous place to call home for generations to come. This grant funding is also an opportunity to create urban agricultural program with an eye towards a wide range of other locally relevant topics such as water quality and quantity, pollinator health, native plant usage, and habitat protection.

(300/500)

- H. **Project Budget** NACD expects to grant up to \$50,000 each for approximately 20 projects. Budget categories are recommended in the chart below. No more than 10% of the NACD funds can be used for supplies and equipment; this means any outright purchases or rentals. No more than 5% of the NACD funds can be used for administrative costs. A match of 25% of the total NACD funds requested is required, including cash and/or in-kind services.

Provide a budget chart that clearly shows how the grant funds will be allocated (sample below). Include a brief explanation for each item. Place a '0' in the line items leaving blank. The amount requested must be totaled.

Expense Item	NACD Funds	Non-NACD Funds and/or In-kind value for 25% Match
Salary & Benefits		
6 event/workshops, individual technical assistance, conservation plan writing, and production of Urban Livestock Manual.		
Individual Planning Time for lead coordinators		
Education & Outreach Specialist		
Habitat Specialist		
Resource Specialist		
Supplies, Equipment & Promotion		
Outreach supplies for event advertising, demonstration equipment for workshops, handouts	\$7,500	\$458.93

Production of Urban Livestock Manual

Transportation & Mileage

Driving from TCD to Yelm and back for workshops, site visits, and planning \$350

Administrative \$5,000

Total Matching Funds (25%) \$12,500

Total Request from NACD **\$50,000**

251

252 I. **Applicant Qualifications** Describe the conservation district's experience and expertise in
253 providing technical assistance in urbanized settings, working with non-traditional partners and
254 engaging communities and citizens. If the experience and/or expertise is limited, describe how
255 the conservation district board of directors and staff will prepare for the project implementation.
256 A resolution adopted by the district board must be submitted in writing stating the board has
257 reviewed and approved the proposal and has addressed potential conflicts of interest.

258

259 Thurston Conservation District has 6 skilled technical assistance experts on staff. They currently
260 work directly with residents and community partners on a diverse range of concerns in both urban
261 and rural settings. While our technical assistance specialists address multiple scales of property,
262 landowner/operator interests, and resource issues, they specialize in the following priority areas
263 which impact urban communities: food and livestock production on smaller properties, soil health
264 and productivity, low-impact land management, pollinator and wildlife habitat enhancement,
265 stormwater and water quality management, landscaping with native plants, and site specific critical
266 stewardship. The focus of all technical assistance efforts is to provide accessible information and
267 guidance that empowers community residents and partners to take action with confidence in order
268 to successfully achieve their goals.

269 To successfully achieve its broader mission as well as specific program goals, TCD works with many
270 different partners. TCD staff participates in numerous local planning groups and networks to help
271 build partnerships, which range from elected officials to individual residents, from small non-profit
272 organizations to strategic planning collectives that represent disparate economic, cultural, social
273 and environmental interests in the local community. Staff works very hard to build and maintain
274 partnerships, whether traditional or unconventional. TCD recognizes that without these highly
275 effective partnerships, our work would be far less impactful.

276 TCD is committed to effective and inspiring community outreach and citizen engagement initiatives.
277 TCD has extensive experience planning and executing these efforts and this work is coordinated by
278 four dedicated education and outreach staff. As a result, TCD typically hosts over 25 workshops and
279 events a year, and directly engages well over 700 local citizens annually in events like educational
280 tours, community listening sessions, and volunteer action days as well as in site-specific land
281 management planning for their own properties. We work with multiple school districts and
282 thousands of students each year, engaging them in field-based activities that support
283 environmental awareness and direct skill-building. The intent of all of these citizen and community
284 engagement efforts is to empower Thurston County citizens to become stewards of their own
285 natural resources.

286 The Thurston Conservation District Board of Supervisors has adopted a resolution in support of
287 this proposal, which is attached to the application.

288 (363/500)

289 J. **Project Promotion** Describe how the project will be showcased at the local, state and national
290 levels.

291 **Local:**

- 292 - South Sound Food System Network and Spring 2020 Food Summit Event
- 293 - South Thurston Economic Development Initiative
- 294 - Press through Nisqually Valley News & Thurston Talk
- 295 - City of Yelm
- 296 - Yelm Area of Chamber of Commerce
- 297 - Thurston Conservation District social media, monthly newsletter, and print promotions
- 298 - Local gardening clubs and Thurston County Master Gardeners

299 **State:**

- 300 - WACD publications
- 301 - TCD social media

302 **National:**

- 303 - NACD publications and webinars
- 304 - TCD social media

305
306 (68/500)



Thurston Conservation District **RESOLUTION**

Resolution #2019-18

Subject: 2020 NACD Urban Ag. Initiative Grant Proposal

**A RESOLUTION OF THE THURSTON CONSERVATION DISTRICT,
ESTABLISHING A REVIEW OF THE NACD URBAN AG. INITIATIVE GRANT PROPOSAL**

WHEREAS, the Board of Supervisors of the Thurston Conservation District ("District") operates under the laws of the State of Washington applicable to conservation districts; and,

WHEREAS, the District is governed by a five-member board, as set out in RCW Chapter 89.08 and WAC Section 135-110,

It is RESOLVED that the Board of Supervisors have reviewed the proposal for submission to NACD by the deadline of January 10, 2020 for their 2020 NACD Urban Agriculture Initiative grant round and that the Board of Supervisors have addressed and resolved any potential conflicts of interest.

**ADOPTED AT A REGULAR BOARD MEETING BY THE BOARD OF THE THURSTON
CONSERVATION DISTRICT ON _____, 2019.**

TJ Johnson, Board Chair

Paul Pickett, Board Member

Betsie DeWreede, Board Member

Doug Rushton, Board Member

David Iyall, Board Member



December 12th, 2019

Mr. Marc Daily, Executive Director
Thurston Regional Planning Council
2424 Heritage Court SW, Suite A
Olympia, WA 98502

Dear Mr. Daily:

I am writing on behalf of the Thurston Conservation District Board of Supervisors to request approval for the addition of the Tumwater School District to the Thurston Regional Planning Council as an Associate Member. If approved, our representative would be David Iyall, Thurston Conservation District Board Auditor.

Thurston Regional Planning Council provides a unique forum for local councils and boards to gather and tackle issues and opportunities that cross jurisdictional boundaries – benefitting our communities and the region as a whole. The Thurston Conservation District recognizes the value in that and would like to add our voice to the conversation. The topics and projects that the Council undertake – transportation, land use, environmental quality, and sustainability – align with district objectives, and we believe the addition of our point of view to that work can only add value.

I understand a decision is made by the Council at a regularly scheduled meeting. We would be happy to have district representatives on hand to provide information and answer questions.

The Thurston Conservation District has, in the past, been a member of the Thurston Regional Planning Council and we look forward to sitting at the table again. Thank you for your consideration of our request. We look forward to hearing from you.

Sincerely,

Sarah Moorehead
Executive Director
Thurston Conservation District
2918 Ferguson St SW, STE A
Tumwater, WA 98512



Item

5

Nonpoint Activity Update

Southwest Region
December 2019



Program Updates

Voluntary Clean Water Guidance for Agriculture

This past year, Ecology has been working with the [Voluntary Clean Water Guidance for Agriculture Advisory Group](#) to develop guidance for agricultural producers that describes Ecology's recommended best management practices (BMPs) to protect water quality. This guidance is intended as a technical resource to both support healthy farms and help producers meet clean water quality standards. The first chapter of the guidance document, focusing on Tillage and Residue Management, will be released by the end of the year.

Over the next few years 12 additional chapters of the guidance document will be released, each focusing on a different topic. The public will be welcome to comment on each chapter as they are finished. For more information about this Committee and their work, including a list of organizations involved in the group, please visit the Ecology website at: <https://ecology.wa.gov/About-us/Our-role-in-the-community/Partnerships-committees/Voluntary-Clean-Water-Guidance-for-Agriculture-Adv>. If you have further questions, please contact Ben Rau at (360) 407-6551 or benr461@ecy.wa.gov.

Concentrated Animal Feeding Operation (CAFO) Program

Our new CAFO permit writer and manager, Chelsea Morris, began on April 1 and has met with permittees and stakeholders in Whatcom County, the Lower Yakima Valley, and Grant County's Moses Lake area. She is helping permittees understand the permits, how to apply for coverage, and stay in compliance with water quality regulations.

Facilities are required to come under CAFO permit coverage if they have a discharge from their production area, land application fields, or waste storage area. As of December 2019, we have 28 facilities with permits. Shortly after becoming effective in 2017, the permits were appealed by industry and environmental groups. In October 2018, the state Pollution Control Hearings Board affirmed the provisions of the CAFO permits, except for a specific issue regarding lagoons. Ecology is implementing the permit as currently written according to the Pollution Control Hearings Board's decision. Some provisions in the permit were recently appealed to a higher court and hearings will begin in early 2020.

Ecology is partnering with the Washington State Department of Agriculture (WSDA) to oversee the permits. WSDA inspectors are documenting issues and working with us to bring facilities into compliance through technical assistance and formal enforcement actions. For more information, check our website at: <https://ecology.wa.gov/cafo>. If you think you might need coverage under the permit, or have other questions, please contact Chelsea Morris at (360) 407-6563 or chelsea.morris@ecy.wa.gov.

Recent Environmental Report Tracking System (ERTS) – Nonpoint Complaints

County	Number of ERTS	County	Number of ERTS
Clallam	1	Mason	6
Clark	6	Pacific	1
Cowlitz	2	Pierce	13
Grays Harbor	3	Skamania	0
Jefferson	3	Thurston	14
Lewis	14	Wahkiakum	1

Meetings and Events

Ecology staff will be attending the following events. If you have an education or outreach event that you would like Ecology staff to participate in, please contact one of the SWRO Ecology staff listed below.

Dec 3 – WACD Annual Meeting, Tacoma

Dec 20 - Nisqually River Council meeting, Yelm

Ecology Nonpoint Staff – Southwest Region

Coastal Watersheds

Jennifer Riedmayer

Nonpoint Water Quality Specialist
WA Department of Ecology
Water Quality Program, Southwest Region
P.O. Box 47775 Olympia WA 98504-7775
jennifer.riedmayer@ecy.wa.gov
(360) 407-6778 Office

Shawn Ultican

Nonpoint Water Quality and Shellfish Specialist
WA Department of Ecology
Water Quality Program, Southwest Region
P.O. Box 47775 Olympia WA 98504-7775
shawn.ultican@ecy.wa.gov
(360) 407-6697 Office

Puget Sound Watersheds

Ruth Powers-Piccone

Nonpoint Water Quality Specialist
WA Department of Ecology
Water Quality Program, Southwest Region
P.O. Box 47775 Olympia WA 98504-7775
ruth.piccone@ecy.wa.gov
(360) 407-7633 Office

Sheila Marcoe

Nonpoint Water Quality and TMDL Specialist
WA Department of Ecology
Water Quality Program, Southwest Region
P.O. Box 47775 Olympia WA 98504-7775
sheila.marcoe@ecy.wa.gov
(360) 407-6329 Office

To Report Environmental Concerns:

Southwest Regional Office

Counties: Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Mason, Lewis, Pacific, Pierce, Skamania, Thurston, and Wahkiakum

Online: ecology.wa.gov/ReportAnIssue

Email: swroerts@ecy.wa.gov

Phone: 360-407-6300



Item

7

11/19/19

Sarah Moorehead
Executive Director
Thurston Conservation District
2918 Ferguson Street S.W., Suite A
Tumwater, WA 98512

Dear Ms. Moorehead,

I recently learned of an announcement that the Thurston Conservation District is seeking volunteers to be Associate Supervisors. This letter is to let you know that I am interested in the position and serves as my application letter.

First I want to acknowledge that I understand that this position is voluntary and does not confer any authority to vote on any actions of the agency. I further understand that the Thurston Conservation District is non-regulatory and relies on voluntary participation, a position I fully support.

In terms of qualifying background, I have a B.S. in Wildlife Management and a B.A. in Biology. Following a four year assignment between earning those degrees I was in the Air Force and subsequently worked for ten years in the U.S. Fish and Wildlife Service based in Portland and then in Olympia. In 1970 I was co-chair of Earth Day activities at Oregon State University and president of the campus fish and wildlife club.

I left the Fish and Wildlife Service in 1980 to start Black Lake Organic Garden Store and Nursery, which I operated for 34 years before selling that business in 2015. In 2007 Black Lake Organic was given the Department of Ecology's Environmental Excellence Award. I then started a small consulting business, BLOSSOM Consulting Services <blossomera.com> in which a principle activity is professional soil testing and analysis. I have done a number of gardening and nutrition classes and presentations.

I have been a conservationist since kindergarten in 1945. I was in the Audubon Society during high school. I pursued a strong interest in nature through my years in Boy Scouts up through Life Scout. I later developed a strong interest in estuarine productivity and coastal ecology and then in soils science and fertilization, which I have studied for 40 years, the last 20 years in ecological agriculture which is a departure from organiculture. In that regard I have written over 150 related articles.

Most recently I was instrumental in starting a small local action group known as Nutri-Culture Northwest, which educates on and promotes soil health and its connection to nutrition in human health. We are currently working with a local grange with the aim of assisting farmers and gardeners with advanced agronomic information that hopefully will revitalize the grange movement and result in more environmentally compatible stewardship but also greater appreciation of the many ramifications of this eco-ag approach. It turns out the Nutri-Culture approach enlightens and resolves myriad conservation and societal problems in ways that are non-controversial and non-confrontational.

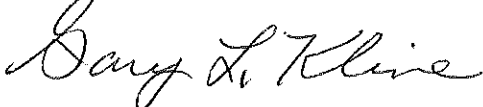
As a result of my many years researching the characteristics and effects of organic and natural fertilizers and my intense examination of the whole spectrum of alternative systems of soil treatment and management I have pieced together what I believe is a comprehensive best

management practice for growing nearly any crop and raising any kind of livestock to a very high state of nutritional health and quality as food.

Because of the newness and seeming audacity of this revolutionary perspective there is some understandable resistance to adopting it, but I believe public awareness is rapidly building to eventual acceptance of the connectedness to today's ills and the remedial path forward. Recently I've also become involved in the Global Earth Repair movement.

It has been my observation over several years that Thurston Conservation District has undergone substantial progress and sophistication in recognizing and addressing the whole scope of conservation needs. Thurston Conservation District appears to be on the cusp of introducing and publicly promoting a new, integrated paradigm based on achievement of health in all our endeavors and I would like to assist in actualizing such a conducive transformation. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Gary L. Kline". The signature is written in dark ink and is positioned above the printed contact information.

Gary L. Kline
4711 Black Lake Blvd. S.W.
Olympia, WA 98512
(360) 943-5670

Item

10

To: TCD Board of Supervisors
From: Sarah Moorehead (*Executive Director*)
Date: December 12th, 2019
Subject: Executive Director's Report



District Operations

November 21st, 2019 Action Items:

1. **Add the proposed legislative bill to the Dec. 12th Work Session topic List to discuss and propose action. Staff will write up a summary of the proposed bill.**
Completed. Summary sent electronically.
2. **Supervisor Johnson and Community Farm Land Trust (CFLT) Chair Loretta Seppanen will draft a letter to the City of Olympia regarding No Net Farmland Loss concerns and the Zahn/Spooner parcel.**
Completed.
3. **Staff will draft a list of big picture items and public feedback received to help identify direction of the Strategic Plan for the upcoming facilitated session for January work session.**
In progress.
4. **Staff will add Strategic Plan timeline to the December 12th Work Session Topic List.**
Completed.
5. **Supervisors Pickett and DeWreede will be the subcommittee to create a draft policy for the evaluation of the Executive Director position including performance measures.**
In progress.
6. **Citizen Advisory Policy discussion will be added to December Work Session.**
Completed.



November 2019 Staff Report

Due to moving the Board meeting to the second week of December not all staff could participate. If the Board would like the full Staff's report a supplement can be added to the January Board Packet.

Progress on Annual Plan

Goals Worked On	Work Done
1	<ul style="list-style-type: none"> ✓ 2 marine shoreline site visits. ✓ Continued coordination of Shore Friendly South Sound partners ✓ Started developing a new bulkhead removal project near Boston Harbor ✓ Shore Friendly South Sound Contract signed; an additional \$100,000 in funds may be awarded via contract amendment from the Alliance for a Healthy South Sound
8	<ul style="list-style-type: none"> ✓ 1517 students collected water quality data on 63 monitoring sites
13	<ul style="list-style-type: none"> ✓ 10 Landowners
18	<ul style="list-style-type: none"> ✓ Participated in 9 planning and project development meetings to support TCD project development and collaboration with local partners to restore habitat and protect water quality and quantity, including WRIA 22/23 and 13 LE meetings, WREC meetings for WRIs 22/23 and 13, stream flow restoration offset project development work sessions, and a PSNERP Beach Strategies GIS mapping workshop.
22	<ul style="list-style-type: none"> ✓ Served 2 commercial operator ✓ Conducted 7 site visits ✓ 5 Site visits and soil test tracked ✓ Conducted 4 site visits for Irrigation Management Plans ✓ Provided TA to one landowner interested in applying for cost share funds to implement BMPs
25	<ul style="list-style-type: none"> ✓ Maintained Technical Assistance Request tracking database
26	<ul style="list-style-type: none"> ✓ Rented Equipment to 8 Landowners
29	<ul style="list-style-type: none"> ✓ 15 BMPs were recommended to landowners, 9 in a farm plan
30	<ul style="list-style-type: none"> ✓ 2 implemented BMP's
33	<ul style="list-style-type: none"> ✓ Coordinated two volunteer work parties to restore degraded habitat

41	<ul style="list-style-type: none">)] 4 commercial operations site visits and soil tests tracked)] 10 backyard/homestead garden site visits and soil tests tracked)] Served 2 commercial operations
42	<ul style="list-style-type: none">)] rented out weed wrenches to 2 back yard gardeners
58	<ul style="list-style-type: none">)] 92 volunteers participated in fall water quality monitoring
71	<ul style="list-style-type: none">)] Held 1st of 3 Climate education professional development for teachers: Climate Literacy and Monitoring in South Sound (CLAMSS)
78	<ul style="list-style-type: none">)] Co-presented at two workshops, Irrigation Efficiencies & System Setup Workshop on Nov 2nd)] Co-presented workshop on Drought Tolerant Cropping on Nov 10
86	<ul style="list-style-type: none">)] Received \$20K from Dawkins Charitable Trust

Staff Highlights

-)] In November, I worked really hard to complete a conservation farm plan to submit for review as a requirement for my Conservation Planner Certification.
-)] Had another sit down meeting with Thurston County VSP facilitator, planning, and permitting departments. Anticipating an increase in VSP helping farmers improve operations in an ecologically and environmentally responsible way.
-)] South Sound GREEN focused on water quality classroom lessons, field lessons, and teacher/student support for water quality testing throughout the month of October. Sam Nadell started on October 1st as South Sound GREEN's Watershed Educator. Planting season kicked off at the end of the month with an oak planting at the old Delphi Schoolhouse and McLane School, both partner projects with Thurston County Public Works and Stream Team.
-)] The two workshops I presented at were the highlights of the month. Drought Tolerant Cropping workshop on November 10th was a very rewarding, as it's a subject matter of great interest to me from a climate change perspective but also it directly intersects with the work I'm doing on Irrigation Management Plans. Our climate offers a number of possible strategies to deal with drought and I had a lot of fun talking about those strategies from an applied perspective. The Irrigation Efficiencies & System Setup Workshop was a great opportunity to gauge interest in IMPs and talk about how they can benefit landowners.

Supplemental November 2019 Financial Report

Added 12/20/19

December 2019 Financial Notes

The District is entering the next decade financially strong and increasingly secure. Great job, Board!

Total (Restricted and Unrestricted) Year-to-Date Profit and Loss (Page 2)

1. The large payment of \$200,128.16 from Rates and Charges was deposited on November 12th.

Balance Sheet (Page 5)

2. The budgeted amounts for the Reserve Fund and the Conservation Education Center Fund have transferred to savings accounts.

Unrestricted Profit & Loss Budget vs Actual (Page 8)

3. The budgeted amount for *Unrestricted Grant Revenue* has increased to \$105,990.90. This new amount includes Implementation Funding of \$84,489; CTA of \$5,555.50 (which is half of the \$11,111.00 awarded; the other half will be part of the 2020 budget) and Gap Analysis funding of \$15,946.40.
4. The budgeted amount for *Unrestricted Salaries & Benefits* has increased to \$210,523.95 to also include the CTA and Gap Analysis funding.
5. The actual amount for *Site Rental* exceeds the budgeted amount by \$76.50. The budgeted amount did not account for the site rentals required for the Strategic Planning events.
6. A new line item called *Machinery and Tools* has been added to the Unrestricted Budget vs. Actual report. This Board may want to consider adding a *Machinery and Tools* line item to the 2020 Unrestricted Budget during the mid-year revision process in June.

Thurston Conservation District

Profit & Loss

January through November 2019

	Jan - Nov 19
Ordinary Income/Expense	
Income	
3431100 · Retail Sales	
3431110 · Plant Sales	5,744.74
3411140 · TCD Equipment Rentals	1,094.18
3431130 · Soil Testing	5,033.02
3431120 · Rental Income	797.03
3411150 · Miscellaneous Sales	6.50
Total 3431100 · Retail Sales	12,675.47
3611100 · Interest Income	17.80
3300000 · Grant Revenue	510,940.68
3685201 · Rates and Charges	525,549.18
3670000 · Contributions Private	7,000.00
Total Income	1,056,183.13
Gross Profit	1,056,183.13
Expense	
5966699 · Vehicle Allocation	0.00
5314999 · Overhead Allocation	0.00
5531010 · Salaries & Benefits	499,152.40
Stipends	1,000.00
5314101 · Legal Fees & Services	53,110.08
5314102 · Audit & Accounting	11,571.46
5314103 · Computer Services	11,398.07
5314106 · PDR Expense	99.00
5314100 · Professional Services	15,367.58
5355001 · Election Expense	32,428.70
5314400 · Advertising	4,999.83
5314117 · Soil Testing	4,124.00
Hiring Costs	90.00
5314104 · Janitorial Services	2,475.00
5314501 · Office Rent	43,450.00
5314700 · Utilities	6,020.44
5314503 · Equipment Leases	2,705.57
5314200 · Communications	5,862.27
5313102 · Photocopier Usage	2,704.23
5354800 · Repairs & Maintenance	5,001.55
5313101 · Office Supplies	5,245.88
5314202 · Postage & Shipping	4,027.58
5313401 · Plants for Resale	1,156.95
Project Expenses	
5314901 · Meeting & Event Supplies	2,024.31
5313103 · Project Supplies	13,689.53
5314116 · Project Equipment	17,266.83
5314113 · Teacher Substitute Stipends	10,542.72
5314112 · Bus Transportation	13,840.44
5314502 · Site Rental	1,720.56
Total Project Expenses	59,084.39
5314902 · Dues and Subscriptions	6,260.00
Board Meeting Snacks	408.22
5314203 · Printing Services	6,763.28
5314307 · Licenses and Permits	378.00
5314302 · Staff - Conference & Training	2,400.73
5314306 · Board - Conference & Training	629.00
5314300 · Staff - Travel	6,277.40
5314301 · Board Travel	1,014.55
5314108 · Construction & Landscaping	18,691.92
5314110 · Bank Fees & Interest Charges	2,004.76
5314600 · Liability Insurance Premiums	12,996.00
5314111 · Late Fees & Penalties	748.58
Sales Tax Adjustments	105.47
Outstanding Debt	8,763.79
5314998 · Sponsor Match Allocation	0.00
Budget Reconciliation	0.00
66900 · Reconciliation Discrepancies	433.12
5945360 · Capital Outlays	
5966601 · Office Furniture & Equipment	786.88
5966402 · Computer & Software Purchases	4,849.33
5966400 · Machinery and Tools	6,597.11
Total 5945360 · Capital Outlays	12,233.32
Total Expense	851,183.12
Net Ordinary Income	205,000.01
Net Income	205,000.01

Profit & Loss

November 2019

	Nov 19
Ordinary Income/Expense	
Income	
3431100 · Retail Sales	
3431110 · Plant Sales	5,744.74
3411140 · TCD Equipment Rentals	194.69
3431130 · Soil Testing	393.41
3431120 · Rental Income	65.94
Total 3431100 · Retail Sales	6,398.78
3611100 · Interest Income	0.84
3300000 · Grant Revenue	33,871.18
3685201 · Rates and Charges	200,128.16
3670000 · Contributions Private	1,000.00
Total Income	241,398.96
Gross Profit	241,398.96
Expense	
5966699 · Vehicle Allocation	0.00
5314999 · Overhead Allocation	0.00
5531010 · Salaries & Benefits	74,844.25
5314101 · Legal Fees & Services	2,233.50
5314102 · Audit & Accounting	284.18
5314103 · Computer Services	1,793.21
5314100 · Professional Services	782.03
5314400 · Advertising	526.25
5314117 · Soil Testing	479.60
5314104 · Janitorial Services	225.00
5314501 · Office Rent	3,950.00
5314700 · Utilities	315.17
5314503 · Equipment Leases	370.68
5314200 · Communications	512.18
5313102 · Photocopier Usage	204.82
5354800 · Repairs & Maintenance	41.53
5313101 · Office Supplies	580.68
5314202 · Postage & Shipping	75.27
Project Expenses	
5314901 · Meeting & Event Supplies	156.69
5313103 · Project Supplies	167.12
5314116 · Project Equipment	2,287.65
5314113 · Teacher Substitute Stipends	754.50
5314112 · Bus Transportation	1,287.86
5314502 · Site Rental	413.25
Total Project Expenses	5,067.07
5314902 · Dues and Subscriptions	10.00
5314203 · Printing Services	407.54
5314302 · Staff - Conference & Training	1,417.04
5314306 · Board - Conference & Training	629.00
5314300 · Staff - Travel	363.12
5314301 · Board Travel	339.99
5314108 · Construction & Landscaping	1,740.80
5314110 · Bank Fees & Interest Charges	168.24
5314600 · Liability Insurance Premiums	1,278.00
5314111 · Late Fees & Penalties	39.00
5945360 · Capital Outlays	
5966601 · Office Furniture & Equipment	12.01
5966402 · Computer & Software Purchases	410.29
5966400 · Machinery and Tools	-31.00
Total 5945360 · Capital Outlays	391.30
Total Expense	99,069.45
Net Ordinary Income	142,329.51
Net Income	142,329.51

Thurston Conservation District
Profit & Loss Prev Year Comparison
 January 1 through December 20, 2019

	Jan 1 - Dec 20, 19	Jan 1 - Dec 20, 18	\$ Change	% Change
Ordinary Income/Expense				
Income				
3431100 · Retail Sales				
3431110 · Plant Sales	5,744.74	18,908.25	-13,163.51	-69.6%
3411140 · YCD Equipment Rentals	1,094.18	2,863.09	-1,768.91	-61.8%
3431130 · Soil Testing	5,543.54	6,527.13	-983.59	-15.1%
3431120 · Rental Income	862.97	703.81	159.16	22.6%
3411150 · Miscellaneous Sales	6.50	1,333.63	-1,327.13	-99.5%
Total 3431100 · Retail Sales	13,251.93	30,335.91	-17,083.98	-56.3%
3611100 · Interest Income	17.80	133.79	-115.99	-86.7%
3300000 · Grant Revenue	510,940.68	759,635.61	-248,694.93	-32.7%
3685200 · County Assessment	0.00	18,200.85	-18,200.85	-100.0%
3685201 · Rates and Charges	547,769.19	0.00	547,769.19	100.0%
3670000 · Contributions Private	7,000.00	100.00	6,900.00	6,900.0%
3600000 · Miscellaneous Revenue	0.00	907.78	-907.78	-100.0%
Total Income	1,078,979.60	809,313.94	269,665.66	33.3%
Gross Profit	1,078,979.60	809,313.94	269,665.66	33.3%
Expense				
5968699 · Vehicle Allocation	0.00	0.00	0.00	0.0%
5314999 · Overhead Allocation	0.00	0.00	0.00	0.0%
5531010 · Salaries & Benefits	535,429.33	535,716.61	-287.28	-0.1%
Stipends	1,000.00	1,000.00	0.00	0.0%
5314101 · Legal Fees & Services	53,110.08	4,207.50	48,902.58	1,162.3%
5314102 · Audit & Accounting	11,571.46	32,739.48	-21,168.02	-64.7%
5314103 · Computer Services	13,897.19	14,336.88	-439.69	-3.1%
5314106 · PDR Expense	99.00	0.00	99.00	100.0%
5314100 · Professional Services	15,854.94	70,527.54	-54,672.60	-77.5%
5355001 · Election Expense	32,796.84	5,550.00	27,246.84	490.9%
5314400 · Advertising	5,084.83	1,933.27	3,151.56	163.0%
5314117 · Soil Testing	4,189.00	3,842.40	346.60	9.0%
Hiring Costs	90.00	0.00	90.00	100.0%
5314104 · Janitorial Services	2,700.00	3,327.37	-627.37	-18.9%
5314501 · Office Rent	47,400.00	47,400.00	0.00	0.0%
5314700 · Utilities	6,486.09	7,461.71	-975.62	-13.1%
5314503 · Equipment Leases	2,705.57	2,699.34	6.23	0.2%
5314504 · Vehicle Leases	0.00	7,792.88	-7,792.88	-100.0%
5314200 · Communications	5,862.27	4,394.27	1,468.00	33.4%
5313102 · Photocopier Usage	2,704.23	3,766.34	-1,062.11	-28.2%
5354000 · Repairs & Maintenance	5,001.55	1,298.31	3,703.24	285.2%
5313101 · Office Supplies	6,170.45	2,717.09	3,453.36	127.1%
5314202 · Postage & Shipping	4,256.58	1,175.66	3,080.92	262.1%
5313401 · Plants for Resale	1,166.95	3,102.50	-1,945.55	-62.7%
Project Expenses				
5314901 · Meeting & Event Supplies	2,113.31	3,816.21	-1,702.90	-44.6%
5313103 · Project Supplies	13,759.53	23,449.23	-9,689.70	-41.3%
5314116 · Project Equipment	17,310.23	0.00	17,310.23	100.0%
5314113 · Teacher Substitute Stipends	11,589.76	5,848.70	5,741.06	98.2%
5314112 · Bus Transportation	14,445.01	7,617.56	6,827.45	89.6%
5314502 · Site Rental	2,045.56	1,151.29	894.27	77.7%
Total Project Expenses	61,263.40	41,882.99	19,380.41	46.3%
5314902 · Dues and Subscriptions	6,260.00	6,622.00	-362.00	-5.5%
Board Meeting Snacks	769.21	0.00	769.21	100.0%
5314203 · Printing Services	6,763.28	1,012.07	5,751.21	568.3%
5314307 · Licenses and Permits	378.00	254.66	123.34	48.4%
5314302 · Staff - Conference & Training	3,005.73	3,604.08	-598.35	-16.6%
5314306 · Board - Conference & Training	629.00	0.00	629.00	100.0%
5314300 · Staff - Travel	6,432.90	6,694.61	-261.71	-3.9%
5314301 · Board Travel	1,186.81	0.00	1,186.81	100.0%
5314108 · Construction & Landscaping	18,691.92	206,337.73	-187,645.81	-90.9%
5314110 · Bank Fees & Interest Charges	2,030.99	1,651.15	379.84	23.0%
5314600 · Liability Insurance Premiums	12,998.00	11,132.75	1,865.25	16.7%
5314111 · Late Fees & Penalties	748.58	2,288.88	-1,540.30	-67.3%
Sales Tax Adjustments	105.47	0.00	105.47	100.0%
Outstanding Debt	8,763.79	0.00	8,763.79	100.0%
5314998 · Sponsor Match Allocation	0.00	0.00	0.00	0.0%
5314105 · Miscellaneous Expenses	0.00	9.78	-9.78	-100.0%
66100 · Cleaned up Item Adj. Expense	0.00	172.00	-172.00	-100.0%
Budget Reconciliation	0.00	0.00	0.00	0.0%
66900 · Reconciliation Discrepancies	433.12	644.93	-211.81	-32.8%
5945360 · Capital Outlays				
5966601 · Office Furniture & Equipment	1,040.71	263.17	777.54	295.5%
5966402 · Computer & Software Purchases	6,698.02	0.00	6,698.02	100.0%
5966400 · Machinery and Tools	6,728.30	0.00	6,728.30	100.0%
5945360 · Capital Outlays - Other	0.00	1,579.00	-1,579.00	-100.0%
Total 5945360 · Capital Outlays	14,467.03	1,842.17	12,624.86	685.3%
Total Expense	902,491.59	1,039,139.15	-136,647.56	-13.2%
Net Ordinary Income	176,488.01	-229,825.21	406,313.22	176.8%
Other Income/Expense				
Other Expense	0.00	184.00	-184.00	-100.0%
Net Other Income	0.00	-184.00	184.00	100.0%
Net Income	176,488.01	-230,009.21	406,497.22	176.7%

Thurston Conservation District
Balance Sheet
As of November 30, 2019

	Nov 30, 19
ASSETS	
Current Assets	
Checking/Savings	
3081001 · Checking-7444 Timberland	65,365.32
3088020 Savings Accounts	
3082002 · Saving-6568 Reserve Fund	65,001.60
3082003 · Saving-2410 Education Center	10,000.15
Total 3088020 Savings Accounts	75,001.75
3088030 Counter Cash	220.00
Total Checking/Savings	140,587.07
Accounts Receivable	170,770.92
Other Current Assets	
3090500 Prepaid Accounts	
3090501 · 309.05.01 Prepaid Insurance	11,970.00
3090506 · Security Deposit - Ferguson ST	3,835.00
Total 3090500 Prepaid Accounts	15,805.00
3092000 · 309.20.00 Cash on Hand	12,298.20
Total Other Current Assets	28,103.20
Total Current Assets	339,461.19
TOTAL ASSETS	339,461.19
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	5,482.29
Credit Cards	1,524.42
Other Current Liabilities	
25500 · Sales Tax Payable	381.37
3861000 · Payroll Liabilities	28,994.14
Total Other Current Liabilities	29,375.51
Total Current Liabilities	36,382.22
Total Liabilities	36,382.22
Equity	303,078.97
TOTAL LIABILITIES & EQUITY	339,461.19

Thurston Conservation District
Restricted Budgets vs Actuals
December 2019

	Account Number	Grant Number	Grant Period		Total Grant Amount	2019 Budget	2019 Actual	2019 Remaining Budget	% of Total Time	% of Total Budget
RCO	East Fork McLane Project	R030	1-Mar-17	31-Dec-20	110,500.00	5,563.00	540.87	5,022.13	71.74%	95.46%
	ESRP Shore Friendly	R035	1-Jul-19	1-Jul-21	227,551.00	56,887.75	14,748.47	42,139.28	20.00%	6.48%
DOE	Deschutes	E100	1-Jul-19	30-Apr-22	247,511.00	49,502.20	9,585.47	39,916.73	14.71%	3.87%
WSCC	Livestock	W025	1-Jul-19	30-Jun-21	50,000.00	19,000.00	16,054.56	2,945.44	20.83%	32.11%
	Drought Funding	W040	1-Jul-19	31-Dec-19	53,050.00	53,050.00	32,045.23	21,004.77	83.33%	60.41%
	FY18-20 Chehalis Flood	W050	1-Mar-18	30-Jun-21	274,733.33	84,362.53	64,975.69	19,386.84	52.50%	46.88%
	Shellfish Cost Share TA	W060	15-Aug-19	30-Jun-21	30,113.46	7,528.37	4,083.29	3,445.08	17.39%	13.56%
	Shellfish Cost Share	W060 CS	15-Aug-19	30-Jun-21	120,453.84	30,113.46	0.00	30,113.46	17.39%	0.00%
	FY17-19 CREP TA	W070	1-Jul-17	30-Jun-19	68,247.00	11,184.10	11,184.10	0.00	Closed	50.87%
	FY17-19 CREP Cost Share	W070 CS	1-Jul-17	30-Jun-19	38,066.65	9,107.68	9,107.68	0.00	Closed	77.78%
	FY19-21 CREP TA	W070	1-Jul-19	30-Jun-21	33,847.00	8,461.75	3,440.16	5,021.59	20.83%	10.16%
	FY19-21 CREP Cost Share	W070 CS	1-Jul-19	1-Jul-21	9,561.50	9,561.50	7,245.00	2,316.50	20.00%	75.77%
	NRI TA	W080	20-13-NR	7-Jan-19	30-Jun-21	19,150.00	4,787.50	3,650.32	1,137.18	36.67%
	NRI Cost Share	W080	1-Jul-19	30-Jun-21	76,600.00	19,150.00	0.00	19,150.00	20.83%	0.00%

	Account Number	Grant Number	Grant Period		Total Grant Amount	2019 Budget	2019 Actual	2019 Remaining Budget	% of Total Time	% of Total Budget	
Miscellaneous	Soil Health Grant	M065	16-49-TS	21-Jun-17	15-Aug-20	30,736.34	23,730.34	20,939.88	2,790.46	78.95%	90.92%
	JBLM - SLP	M075		1-Jul-19	30-Jun-21	18,750.00	4,687.50	827.17	3,860.33	20.83%	4.41%
	VSP 2019	M400		1-Jan-18	30-Jun-19	77,460.00	65,938.00	65,937.78	0.22	Closed	100.00%
	VSP 2020	M400	K2024	1-Jul-19	30-Jun-21	105,000.00	26,250.00	26,197.55	52.45	20.83%	24.95%
	Shellfish NTA	M600		1-Jul-19	30-Jun-20	130,525.00	65,262.50	28,917.21	36,345.29	41.67%	22.15%
	Riparian NTA	M650		1-Jul-19	28-Feb-21	37,000.00	12,500.00	1,082.90	11,417.10	25.00%	2.93%
	Orca Recovery Day	M060		31-Aug-19	31-Dec-19	4,700.00	3,200.00	3,144.56	55.44	60.00%	66.91%
	Climate Change Workshop	M700		1-Aug-19	31-Dec-19	500.00	500.00	500.00	0.00	80.00%	100.00%

Thurston Conservation District
Restricted Budgets vs Actuals
December 2019

	Account Number	Grant Number	Grant Period	Total Grant Amount	2019 Budget	2019 Actual	2019 Remaining Budget	% of Total Time	% of Total Budget
TCD Allocations	General TA		1-Aug-19 31-Dec-19	10,000.00	10,000.00	2,520.53	7,479.47	80.00%	25.21%
	Working Lands Initiative		1-Aug-19 31-Dec-19	3,000.00	3,000.00	1,286.33	1,713.67	80.00%	42.88%
	CTA	20-13-IM	1-Jul-19 30-Jun-20	11,111.00	5,800.00	5,708.33	91.67	41.67%	51.38%
	Gap Analysis	20-13-IM	1-Jul-19 31-Dec-19	15,946.40	15,946.40	7,592.97	8,353.43	83.33%	47.62%
	TCD VSP		1-Jan-19 31-Dec-19	40,000.00	40,000.00	33,114.91	6,885.09	91.67%	82.79%

	Account Number	Grant Number	Grant Period	Total Grant Amount	2019 Budget	2019 Actual	2019 Remaining Budget	% of Total Time	% of Total Budget
South Sound Green	Interlocal Agreements		1-Jan-19 31-Dec-19	49,200.00	49,200.00	47,663.36	1,536.64	91.67%	96.88%
	TCC		1-Jan-12 Until Spent	69,813.00	44,144.00	24,527.11	19,616.89	NA	71.90%
	NOAA ELG		1-May-16 30-Jun-19	45,059.33	4,350.33	4,350.33	0.00	Closed	100.00%
	FY18-19 NOAA B-WET		1-Aug-18 31-Jul-19	12,421.06	10,577.06	10,577.06	0.00	Closed	100.00%
	FY19-20 NOAA B-WET		1-Aug-19 31-Jul-20	18,313.76	2,100.00	984.55	1,115.45	33.33%	5.38%
	TCD Nearshore		1-Jan-19 31-Dec-19	18,300.00	18,300.00	9,734.18	8,565.82	91.67%	53.19%
	TCD Allocation		1-Jan-19 31-Dec-19	28,000.00	28,000.00	14,218.58	13,781.42	91.67%	50.78%
	McLane Salmon Trail		1-Sep-19 31-Dec-19	4,716.80	4,716.80	945.62	3,771.18	75.00%	20.05%
	ESD 113 Climate Ed		1-Jan-19 31-Dec-19	4,861.20	4,861.20	4,861.20	0.00	Closed	100.00%
	Prairies and Pollinators		22-Mar-17 1-Aug-20	30,000.00	19,859.00	9,067.58	10,791.42	80.49%	64.03%

Thurston Conservation District
Profit & Loss Unrestricted Budget vs. Actual
 January through November 2019

1:00 PM
 12/19/2019
 Accrual Basis

November: 91.67%

	TOTAL			
	Jan - Nov 19	Budget	\$ Over Budget	% of Budget
Income				
3431100 · Retail Sales				
3431110 · Plant Sales	5,744.74	0.00	5,744.74	100.0%
3411140 · TCD Equipment Rentals	1,094.18	500.00	594.18	218.84%
3431130 · Soil Testing	5,033.02	4,500.00	533.02	111.84%
3431120 · Rental Income	797.03	791.00	6.03	100.76%
3411150 · Miscellaneous Sales	6.50	0.00	6.50	0.0%
3611100 · Interest Income	17.80	50.00	-32.20	35.6%
3670000 · Contributions Private	7,000.00	2,500.00	4,500.00	280.0%
3300000 · Grant Revenue	97,825.74	105,990.90	-8,165.16	92.3%
3685201 · Rates and Charges	525,549.18	551,475.00	-25,925.82	95.3%
Program Allocations	-59,588.20	-96,300.00	36,711.80	61.88%
5966699 · Vehicle Allocation	5,562.78	5,049.00	513.78	110.18%
5314999 · Overhead Allocation	37,194.25	36,574.00	620.25	101.7%
Total Income	626,237.02	611,129.90	15,107.12	102.47%
Expense				
5531010 · Salaries & Benefits	170,354.87	210,523.95	-40,169.08	80.92%
5314101 · Legal Fees & Services	53,110.08	54,000.00	-889.92	98.35%
5314102 · Audit & Accounting	11,571.46	16,824.00	-5,252.54	68.78%
5314103 · Computer Services	11,398.07	12,710.00	-1,311.93	89.68%
5314106 · PDR Expense	99.00	2,000.00	-1,901.00	4.95%
5314100 · Professional Services	1,208.00	2,500.00	-1,292.00	48.32%
5355001 · Election Expense	32,428.70	35,000.00	-2,571.30	92.65%
5314400 · Advertising	1,481.02	2,436.00	-954.98	60.8%
5314117 · Soil Testing	2,854.00	3,000.00	-146.00	95.13%
Governance Training/Study	0.00	0.00	0.00	0.0%
Hiring Costs	90.00	10,000.00	-9,910.00	0.9%
5314104 · Janitorial Services	2,475.00	3,784.00	-1,309.00	65.41%
5314501 · Office Rent	43,450.00	47,400.00	-3,950.00	91.67%
5314700 · Utilities	6,020.44	7,749.00	-1,728.56	77.69%
5314503 · Equipment Leases	2,705.57	3,072.00	-366.43	88.07%
5314504 · Vehicle Leases	0.00	3,730.00	-3,730.00	0.0%
5966402 · Computer & Software Purchases	2,479.63	15,000.00	-12,520.37	16.53%
5314200 · Communications	5,506.75	7,385.00	-1,878.25	74.57%
5313102 · Photocopier Usage	2,704.23	4,059.00	-1,354.77	66.62%
5354800 · Repairs & Maintenance	5,001.55	6,000.00	-998.45	83.36%
5314502 · Site Rental	576.50	500.00	76.50	115.3%
5966601 · Office Furniture & Equipment	786.88	1,500.00	-713.12	52.46%

November: 91.67%

	TOTAL			
	Jan - Nov 19	Budget	\$ Over Budget	% of Budget
5966400 · Machinery and Tools	69.92	0.00	69.92	100.0%
5313101 · Office Supplies	3,959.46	5,000.00	-1,040.54	79.19%
5314202 · Postage & Shipping	1,308.84	3,000.00	-1,691.16	43.63%
5313401 · Plants for Resale	1,156.95	3,000.00	-1,843.05	38.57%
5314901 · Meeting & Event Supplies	749.53	1,500.00	-750.47	49.97%
5314902 · Dues and Subscriptions	6,485.00	7,000.00	-515.00	92.64%
5313103 · Project Supplies	124.66	2,000.00	-1,875.34	6.23%
Board Meeting Snacks	408.22	745.00	-336.78	54.79%
5314302 · Staff - Conference & Training	1,617.04	5,500.00	-3,882.96	29.4%
5314306 · Board - Conference & Training	629.00	2,500.00	-1,871.00	25.16%
5314300 · Staff - Travel	2,471.23	5,500.00	-3,028.77	44.93%
5314301 · Board Travel	1,014.55	5,000.00	-3,985.45	20.29%
5314110 · Bank Fees & Interest Charges	2,004.76	2,000.00	4.76	100.24%
5314600 · Liability Insurance Premiums	12,996.00	14,091.00	-1,095.00	92.23%
5314111 · Late Fees & Penalties	748.58	500.00	248.58	149.72%
Reserve Fund	65,000.00	65,000.00	0.00	100.0%
Conservation Education Center	10,000.00	10,000.00	0.00	100.0%
Outstanding Debt	25,925.79	27,000.00	-1,074.21	96.02%
Total Expense	492,971.28	608,508.95	-115,537.67	81.01%

Thurston Conservatio Check Detail November 2019

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12/19/2019

Type	Num	Date	Name	Funding Code	Account	Paid Amount
Credit Card Charge	8966	11/01/2019	Trader Joes	WSSC:W040 - Drought Funding	5314901 · Meeting & Event Supplies	22.30
Credit Card Charge	8980	11/05/2019	Midwest Labs	MISC:M065 - Soil Health	5314117 · Soil Testing	65.00
Credit Card Charge	8984	11/05/2019	WACD	UNRESTRICTED:A010-Overhead	5314306 · Board - Conference & Training	595.00
Credit Card Charge	8971	11/05/2019	Country Corner Market	WSSC:W040 - Drought Funding	5314901 · Meeting & Event Supplies	1.99
Bill Pmt-Check		11/06/2019	Kiperts Trailer Sales		VOID	0.00
Liability Check	EFT	11/07/2019	QuickBooks Payroll Service		Payroll	18,609.25
Liability Check	EFT	11/07/2019	Internal Revenue Service		Payroll Taxes	5,728.62
Bill Pmt-Check	20207	11/07/2019	A & L Western Agricultural Laboratories	DISTRICT SERVICES:A088 - Soil Tests	5314117 · Soil Testing	280.80
Bill Pmt-Check	20208	11/07/2019	Elizabeth DeWreede	UNRESTRICTED:A010-Overhead	Board Travel; Board Snacks	220.66
Bill Pmt-Check	20209	11/07/2019	Bill Townsend	WSSC:W070 - CREP:W070 CS	5314108 · Construction & Landscaping	4,675.00
Bill Pmt-Check	20210	11/07/2019	Comcast	UNRESTRICTED:A010-Overhead	Internet; Telephone	366.77
Bill Pmt-Check	20211	11/07/2019	Covabrelli Coffee	WSSC:W040 - Drought Funding	5314901 · Meeting & Event Supplies	25.12
Bill Pmt-Check	20212	11/07/2019	FP Mailing Solutions	UNRESTRICTED:A010-Overhead	5314503 · Equipment Leases	121.32
Bill Pmt-Check	20213	11/07/2019	Goebel Septic Tank Service, Inc	MISC:M060 - Orca Recovery Day	5314116 · Project Equipment	100.00
Bill Pmt-Check	20214	11/07/2019	Jan-Pro Cleaning Systems	UNRESTRICTED:A010-Overhead	5314104 · Janitorial Services	225.00
Bill Pmt-Check	20215	11/07/2019	Lafromboise Communications	UNRESTRICTED:A036 - Elections	5314400 · Advertising	86.80
Bill Pmt-Check	20216	11/07/2019	Marguerite Abplanalp	WSSC:W080 - NRI Cost Share	5314304 · Mileage	38.28
Bill Pmt-Check	20217	11/07/2019	Minuteman Press		VOID	0.00
Bill Pmt-Check	20218	11/07/2019	Mountain Mist	UNRESTRICTED:A010-Overhead	5313101 · Office Supplies	21.81
Bill Pmt-Check	20219	11/07/2019	Olympian, The	UNRESTRICTED:A036 - Elections	5314400 · Advertising	126.52
Bill Pmt-Check	20220	11/07/2019	Pacific Disposal	UNRESTRICTED:A010-Overhead	5314702 · Garbage Service	30.80
Bill Pmt-Check	20221	11/07/2019	Puget Sound Energy	UNRESTRICTED:A010-Overhead	Electricity; Gas	359.40
Bill Pmt-Check	20222	11/07/2019	Regence - Life Insurance	UNRESTRICTED:A010-Overhead	5312011 · Medical Benefits	37.26
Bill Pmt-Check	20223	11/07/2019	Ricoh, USA Inc - Usage	UNRESTRICTED:A010-Overhead	5313102 · Photocopier Usage	286.72
Bill Pmt-Check	20224	11/07/2019	Riverbend Properties, LLC	WSSC:W070 - CREP:W070 CS	5314108 · Construction & Landscaping	1,530.00
Bill Pmt-Check	20225	11/07/2019	Sally Alhadeff	WSSC:W070 - CREP:W070 CS	5314108 · Construction & Landscaping	660.00
Bill Pmt-Check	20226	11/07/2019	TAGS	UNRESTRICTED:A030 - District Communication	5313101 · Office Supplies	194.01
Bill Pmt-Check	20227	11/07/2019	United Concordia Insurance Co	UNRESTRICTED:A010-Overhead	5312012 · Dental Benefits	703.58
Bill Pmt-Check	20228	11/07/2019	VSP - Vision Care	UNRESTRICTED:A010-Overhead	5312011 · Medical Benefits	101.66
Bill Pmt-Check	20229	11/07/2019	Minuteman Press	WSSC:W040 - Drought Funding	5314203 · Printing Services	399.00

Type	Num	Date	Name	Funding Code	Account	Paid Amount
Credit Card Charge	191646-0	11/07/2019	Crains Office Supply	UNRESTRICTED:A010-Overhead	5313101 - Office Supplies	428.35
Credit Card Charge	8927	11/07/2019	Amazon	UNRESTRICTED:A010-Overhead	Office Furniture & Equipment	79.78
Credit Card Charge	8986	11/07/2019	Target	UNRESTRICTED:A010-Overhead	5313101 - Office Supplies	7.08
Credit Card Charge	8928	11/07/2019	UPS	DISTRICT SERVICES:A098 - Soil Tests	5314202 - Postage & Shipping	15.11
Credit Card Charge	EFT	11/07/2019	T Sheets	UNRESTRICTED:A010-Overhead	5314102 - Audit & Accounting	87.44
Check		11/08/2019	Regence - Health Care	UNRESTRICTED:A010-Overhead	5312011 - Medical Benefits	6,589.91
Credit Card Charge	8988	11/08/2019	Chevron	UNRESTRICTED:A120-Vehicles	5313201 - Vehicle Fuel	59.30
Liability Check	EFT	11/12/2019	Internal Revenue Service		Payroll Taxes	5,784.30
Credit Card Charge	8914	11/12/2019	Office Depot	UNRESTRICTED:A010-Overhead	5313103 - Project Supplies	124.56
Credit Card Charge	8992	11/12/2019	Trader Joes	UNRESTRICTED:A030 - District Communication	5314901 - Meeting & Event Supplies	3.68
Credit Card Charge	8990	11/12/2019	Capitol Campus Parking	UNRESTRICTED:W090 - GAP Analysis	5314307 - Parking fees	2.00
Credit Card Charge		11/12/2019	Wells Fargo	UNRESTRICTED:A010-Overhead	5314111 - Late Fees & Penalties	39.00
Bill Pmt -Check	EFT	11/13/2019	Wells Fargo		Wells Fargo	4,737.25
Credit Card Charge	60197759	11/13/2019	Hand2Mind	GREEN:G019.27 Prairies and Pollinators	5314116 - Project Equipment	2,287.65
Credit Card Charge	9002	11/13/2019	Target	UNRESTRICTED:A010-Overhead	5313101 - Office Supplies	6.55
Credit Card Charge		11/13/2019	Big Lots	UNRESTRICTED:A010-Overhead	5354801 - Office Equipment	41.53
Liability Check	EFT	11/14/2019	WA St Dept of Retirement Systems	UNRESTRICTED:A010-Overhead	DCP	50.00
Liability Check	EFT	11/14/2019	WA St Dept of Retirement Systems	UNRESTRICTED:A010-Overhead	PERS	9,967.90
Credit Card Charge	8995	11/14/2019	Safeway	UNRESTRICTED:A030 - District Communication	5314901 - Meeting & Event Supplies	6.78
Credit Card Charge	8993	11/15/2019	UPS	DISTRICT SERVICES:A098 - Soil Tests	5314202 - Postage & Shipping	11.41
Credit Card Charge	9000	11/15/2019	Package Express	UNRESTRICTED:A025 - Board Support	5314202 - Postage & Shipping	48.75
Credit Card Charge	8597	11/17/2019	Olympia Hardware	GREEN:G019-SS GREEN(General)	5313103 - Project Supplies	42.56
Credit Card Charge		11/18/2019	Wells Fargo	UNRESTRICTED:A010-Overhead	5314110 - Bank Fees & Interest Charges	115.78
Bill Pmt -Check	20230	11/19/2019	Clark Conservation District	UNRESTRICTED:A010-Overhead	Board/Staff Conference & Training	61.00
Bill Pmt -Check	20231	11/19/2019	Covabrelli Coffee	WSSC:W040 - Drought Funding	5314901 - Meeting & Event Supplies	12.56
Bill Pmt -Check	20232	11/19/2019	Deschutes Law Group	UNRESTRICTED:A010-Overhead	5314101 - Legal Fees & Services	4,210.00
Bill Pmt -Check	20233	11/19/2019	Freimund Jackson & Tardif, PLLC	UNRESTRICTED:A010-Overhead	5314101 - Legal Fees & Services	23.50
Bill Pmt -Check	20234	11/19/2019	Jan-Pro Cleaning Systems	UNRESTRICTED:A010-Overhead	5314104 - Janitorial Services	225.00
Bill Pmt -Check	20235	11/19/2019	Karin Strelloff	WSSC:W050 - Chehalis Flood Outreach	5314304 - Mileage	72.62
Bill Pmt -Check	20236	11/19/2019	Lewis County Conservation District	WSSC:W040 - Drought Funding	5314100 - Professional Services	782.03
Bill Pmt -Check	20237	11/19/2019	Olympia School District	GREEN:TCC:G019.28 Dawkins	5314112 - Bus Transportation	773.55
Bill Pmt -Check	20238	11/19/2019	Paul Pickett	UNRESTRICTED:A010-Overhead	5314301 - Board Travel	247.08
Bill Pmt -Check	20239	11/19/2019	Petrocard	UNRESTRICTED:A120-Vehicles	5313201 - Vehicle Fuel	102.92
Bill Pmt -Check	20240	11/19/2019	Ricoh USA, Inc.	UNRESTRICTED:A010-Overhead	5314503 - Equipment Leases	185.34
Bill Pmt -Check	20241	11/19/2019	Thurston County Fairgrounds	DISTRICT SERVICES:A097 - Plant Sale	5314502 - Site Rental	250.00

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Type	Num	Date	Name	Funding Code	Account	Paid Amount
Bill Pmt -Check	20242	11/19/2019	Tri-element LLC	GREEN:G019.110 TCD SS Green Allocation	5314108 · Construction & Landscaping	1,278.40
Bill Pmt -Check	20243	11/19/2019	US Postal Service	UNRESTRICTED:A010-Overhead	5314202 · Postage & Shipping	235.00
Bill Pmt -Check	20244	11/19/2019	WA St University Energy Program	UNRESTRICTED:A010-Overhead	5314103 · Computer Services	1,793.21
Bill Pmt -Check	20245	11/19/2019	Whitlock Limited Partnership 1	UNRESTRICTED:A010-Overhead	5314501 · Office Rent	3,950.00
Credit Card Charge	192019-0	11/20/2019	Crains Office Supply	UNRESTRICTED:A010-Overhead	5313101 · Office Supplies	42.57
Credit Card Charge	192042-0	11/20/2019	Crains Office Supply	UNRESTRICTED:A010-Overhead	5313101 · Office Supplies	6.55
Liability Check	EFT	11/21/2019	Internal Revenue Service	UNRESTRICTED:A120-Vehicles	Payroll Taxes	5,878.56
Liability Check	EFT	11/21/2019	WA St Dept of Retirement Systems	UNRESTRICTED:A010-Overhead	DCP	50.00
Liability Check	EFT	11/22/2019	QuickBooks Payroll Service	UNRESTRICTED:A010-Overhead	Payroll	18,980.69
Credit Card Charge	8998	11/22/2019	Safeway	GREEN:G019.110 TCD SS Green Allocation	5314901 · Meeting & Event Supplies	8.91
Bill Pmt -Check	EFT	11/25/2019	Wells Fargo	UNRESTRICTED:A120-Vehicles	Wells Fargo	13,438.22
Credit Card Charge	8999	11/25/2019	Texaco	UNRESTRICTED:A120-Vehicles	5313201 · Vehicle Fuel	43.28
Credit Card Charge	8976	11/26/2019	SPSCC	UNRESTRICTED:A030 - District Communication	5314502 · Site Rental	163.25
Credit Card Charge	9005	11/26/2019	Brown Paper Tickets	UNRESTRICTED:TCD Programs:T100 - Workin	5314400 · Advertising	100.00
Credit Card Charge	8931	11/26/2019	Netgate	UNRESTRICTED:A010-Overhead	5966402 · Computer & Software Purchases	410.29
Credit Card Charge	9026	11/27/2019	Brown Paper Tickets	UNRESTRICTED:A037 - Staff Training (Unfundr	5314302 · Staff - Conference & Training	400.04
Credit Card Charge	9057	11/30/2019	Facebook	WSSC:W040 - Drought Funding	5314400 · Advertising	86.41