

**Thurston Conservation District
Consent Agenda Decision Sheet
October 24th, 2019**



Consent Agenda - Action Item

- A. September Financial Report
 - B. August 22nd, 2019 Board Meeting Minutes
 - C. September 26th, 2019 Board Meeting Minutes
 - D. VSP MOU
 - E. Sentinel Landscape Grant Agreement
-

A. September Financial Report

Proposed action: accept without amendment and approve.

Action taken:

Passed Moved for discussion during meeting Tabled to future meeting

B. August 22nd, 2019 Board Meeting Minutes

Proposed action: accept without amendment and approve.

Action taken:

Passed Moved for discussion during meeting Tabled to future meeting

C. September 26th, 2019 Board Meeting Minutes

Proposed action: accept without amendment and approve.

Action taken:

Passed Moved for discussion during meeting Tabled to future meeting

D. VSP MOU

Proposed action: accept without amendment and approve.

Action taken:

Passed Moved for discussion during meeting Tabled to future meeting

E. Sentinel Landscape Grant Agreement

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 OCTOBER 24TH, 2019 AND EFFECTIVE IMMEDIATELY.

SIGNED:



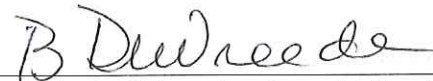
Paul Pickett, Board Chair

TJ Johnson, Vice Chair

David Iyall, Board Member



Doug Rushton, Board Auditor



Betsie DeWreede, Board Member

ATTEST:



Sarah Moorehead, Executive Director

Thurston Conservation District Board of Supervisors
October 24th, 2019
Regular Meeting Minutes
(5:30pm – 8:30pm)



Meeting: 5:30pm – 8:30pm

Present at Meeting:

Paul Pickett, TCD Board Chair
Doug Rushton, TCD Board Auditor
Betsie DeWreede, TCD Board Supervisor
Jean Fike, Conservation Commission

Sarah Moorehead, TCD Executive Director
Ben Cushman, TCD Attorney
Leah Kellogg, TCD Staff
Sheila Marcoe, Department of Ecology

Summary of Action Items:

1. WSCC requested the Board set aside time at an upcoming Work Session to fill out the Election Procedure and WAC survey.
2. Sheila Marcoe will email monthly DOE newsletter to District for distribution to staff and Board.
3. An update on TCD's involvement in the WRIA 13 Watershed Restoration and Enhancement Committee will be included in the November Executive Director's Report.
4. Staff will draft a list of meetings that Supervisors are likely to attend in 2020 to the November Work Session.
5. TCD Policy 5.1: Travel and Reimbursements will be added for discussion at the November Work Session.
6. Staff will draft a one page application announcement for TCD Board Associate Supervisors, to be included on the website and distributed at the upcoming strategic planning community sessions.
7. Staff will update the Board in the November Work Session regarding ESA Listed Species and TCD Project Implementation.

Summary of Motions Passed:

1. *Supervisor Rushton moved to adopt the Revised Agenda. Supervisor DeWreede seconded. Motion passed unanimously.*
2. *Supervisor DeWreede moved to adopt the Revised Consent Agenda. Supervisor Rushton seconded. Motion passed unanimously.*
3. *Supervisor DeWreede moved to approve the 5 year contract with FCS Group. Supervisor Rushton seconded. Motion passed unanimously.*
4. *Supervisor DeWreede moved to adjourn. Supervisor Pickett seconded. Motion passed unanimously*

Full Version of the Minutes

Welcome & Introductions

5:35pm TCD Board Chair Paul Pickett called the October 24th, 2019 TCD Regular Board Meeting to order. Supervisor Johnson was absent and is excused from attending. Thurston CD Board, Staff, partners, and public introduced themselves. Supervisor Pickett announced that the meeting is audio recorded.

36 **Agenda Review - Action Item**

- 37 • Add FCS contract discussion under Financial Report Item B.
- 38 • TCD policy discussions can be tabled if there is not sufficient time for discussion during the
- 39 meeting. The Executive Director Evaluation Process was tabled to the November Work Session at
- 40 the recommendation of legal counsel.

41 *Supervisor Rushton moved to adopt the Revised Agenda. Supervisor DeWreede seconded.*

42 *Motion passed unanimously.*

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44 **Consent Agenda – Action Item**

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51 *Supervisor DeWreede moved to adopt the revised Consent Agenda. Supervisor Rushton*

52 *seconded. Motion passed unanimously.*

53

54 **Public Comment**

55 No public attended.

56

57 **Partner Reports**

- 58 **A. Natural Resources Conservation Service (NRCS), Jeff Swotek**
- 59 • Jeff Swotek not present
- 60 **B. Washington State Conservation Commission (WSCC), Jean Fike**
- 61 • WSCC has compiled a small survey of proposed WAC changes regarding CD elections.
- 62 WSCC would like feedback and comments from all 45 CD's.
- 63 • WSCC requested the Board set aside time at an upcoming Work Session to: 1) discuss and
- 64 provide feedback on proposed changes to WAC's regarding CD elections and 2) fill out a
- 65 survey relating to potential RCW changes to CD elections, including opportunities and
- 66 challenges that individual CD's may experience under different scenarios.
- 67 • Stu Trefry at WSCC is working on a Supervisor Training Project for District Supervisors. He
- 68 would like feedback from Supervisors on content and training methods.
- 69 **C. Washington Association of Conservation Districts (WACD), Doug Rushton**
- 70 • All WACD Area meetings have been held. Resolutions are coming out next week.
- 71 • Annual WACD meeting is December 2-4, 2019 in Tacoma.
- 72 <https://www.wadistricts.org/news-and-events/2019-wacd-annual-conference/>
- 73 **D. National Association of Conservation Districts (NACD), Doug Rushton**
- 74 • 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/)
- 75 [events/annual-meeting/2020-nacd-annual-meeting-agenda/](https://www.nacdnet.org/news-and-events/annual-meeting/2020-nacd-annual-meeting-agenda/)
- 76 • Washington state contested 70± NACD policies due to sunset as still being applicable.
- 77 NACD board will consider in February, 2020.

78 **E. Department of Ecology, *Sheila Marcoe***

- 79
- Sheila Marcoe will email the monthly DOE newsletter to TCD.
 - TMDL Alternative Work Group hosted a public webinar about water cleanup plans. Each region gave a presentation.
 - Other report-backs on National Estuary Program and Nisqually River Council
 - Supervisor Pickett asked about the status of the Deschutes River TMDL. The Budd Inlet TMDL is still under development (includes Capital Lake). Ms. Marcoe didn't know the status of the TMDL for the upper river.
- 86 •

87 **Financial Report**

88 Hard copies of the approved September Financial Report included a small error, which occurred
89 in the Financial Section of the Profit / Loss and Budget vs. Actual in the unrestricted portion of
90 the Budget. The actual amount under Salaries and Benefits should be \$74,538.10 instead of
91 \$48,431.15. The actual Liability Insurance Premiums amount should be \$11,574.00 rather than
92 \$26,008.00. Updated copies of the report were provided during the meeting.

94 **A. 2020 Budget Development, *Sarah Moorehead- continued from September Work Session***

95 ED Moorehead presented the proposed draft of the 2020 unrestricted budget and addressed
96 questions from the Board. No substantive changes were proposed. Supervisor Pickett asked
97 about how reserves will be handled as they accumulate – this will be discussed at the next
98 work session.

99

100 **Action Item:** Staff will draft a list of meetings that Supervisors are likely to attend in 2020 for
101 inclusion in the November Work Session discussion on Travel and Reimbursement Policy 5.1
102 At the February, 2020 Board Meeting, Staff will present a reconciliation of the 2019 budget,
103 along with a proposal for any potential unspent unrestricted funding for Board consideration.

104

105 *The Board came to a consensus of the new title of the Relocation Fund. The new title will be*
106 *Conservation and Education Center Fund.*

107

108 **B. Rates and Charges Renewal Update, *Sarah Moorehead***

- 109
- On 10/15/2019 BOCC approved the TCD proposal for Rates and Charges; the term is 2020-2024.
 - FCS Group Contract discussion:
 - FCS Group is a consulting firm that conducted TCD's initial Rates Study in 2017 and provides updated land use information to the Thurston County Treasurer's Office annually to determine accurate Rates and Charges.
 - TCD renewed the FCS Group contract for the 2020-2024 term of Rates and Charges. Supervisor Rushton noted TCD needs to track this with an eye towards considering being able to carry out this function in the future.
- 118

119 *Supervisor DeWreede moved to approve the 5 year contract with FCS Group. Supervisor*
120 *Rushton seconded. Motion passed unanimously.*

121
122 **Action Item:** TCD Policy 5.1: Travel and Reimbursements will be added for discussion at the
123 November Work Session.

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125 **Break at 6:54 pm, resumed at 7:02pm**

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127 **Governance**

128 **A. November Work Session Topic List, All**

- 129
 - Topic List for the November Work Session will include the following: Topic List review,
 - 130 Staff presentation, October Minutes review, 2020 Budget development (including how
 - 131 reserves are handled), Consent Agenda development for November and December Board
 - 132 meetings, Executive Director Evaluation process, review and update TCD Board Travel
 - 133 Policy, and WSCC Commission Election Survey.

134 **B. TCD Policy 1.5: Associate Supervisors - Implementation Discussion, All**

- 135
 - The Associate Supervisor Policy requires applicants to submit a letter of interest to the Board
 - 136 for approval. The Board directed Staff to draft a one page announcement with basic
 - 137 information to be posted on the website and distributed for recruitment. The Board will have
 - 138 the opportunity to review the draft and make revisions before it is finalized.

139
140 **Action Item:** Staff will draft a one page announcement for TCD Associate Supervisors, to be
141 included on the website and distributed at the upcoming strategic planning community sessions.

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143 **C. Citizens Advisory Policy: Development, All-Tabled to the November Work Session**

144 **D. Executive Director Evaluation Process, All-Tabled to the November Work Session**

145 **E. Strategic Planning Process Update, All**

- 146
 - TCD Staff facilitators are on track for the Strategic Planning Community Meetings. The
 - 147 November newsletter and the website will include a web-based survey for community
 - 148 members to provide input into TCD's strategic planning process, in addition to the
 - 149 community sessions.

150
151 **Executive Session:** *To discuss pending litigation risk with legal counsel 7:15pm-7:34pm*

152 *In attendance: Supervisors Pickett, DeWreede, and Rushton, TCD Executive Director Sarah*
153 *Moorehead, and Legal Counsel Ben Cushman.*

154 *RCW 42.30.110*

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

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160 **Executive Session Report Out**

161 *The Board had nothing to report back*

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

In attendance: Supervisors Pickett, DeWreede, and 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.

Closed Session Report Out

Nothing to report. Collective Bargaining Negotiations are still underway.

Other Reports

A. Board of Supervisor Reports

- None

B. Executive Director Report

- Orca Recovery Day was a success with over 85 volunteers in attendance and good weather. Olympia Mayor Selby, County Commissioner Menser, and Representative Doglio attended. Students of all ages (K-16) attended and planted native plants. Statewide there were 70 events. Strong attendance from SPSCC students.
- Board discussed and decided on nominating Pierce CD for the WACD District of the Year Award.
- TCD is assisting WSCC with a GAP analysis to identify funding needs to address existing BMP implementation and technical assistance needs statewide. This analysis will be provided to the legislature in November to inform supplemental and future budget requests.
- ED requested to update the Board at the November Work Session on ESA Listed Species as it relates to TCD Project Implementation.

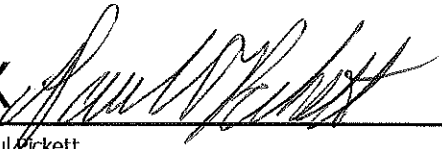
C. Correspondence

- None

Supervisor DeWreede moved to adjourn. Supervisor Pickett seconded. Motion passed unanimously

Adjourn 8:05pm

Respectfully,

X 

Paul Pickett
TCD Board Chair