

Thurston Conservation District Consent Agenda Decision Sheet February 27, 2020



Consent Agenda - Action Item

- A. January 30th , 2020 Board Meeting Minutes
- B. January Financial Report
- C. Shellfish NTA
- D. NACD Urban Agriculture Grant

A. January 30th, 2020 Board Meeting Minutes

Proposed action: accept without amendment and approve.

Action taken:

Passed Moved for discussion during meeting Tabled to future meeting

B. January Financial Report

Proposed action: accept without amendment and approve.

Action taken:

Passed Moved for discussion during meeting Tabled to future meeting

C. Shellfish NTA

Proposed action: accept without amendment and approve.

Action taken:

Passed Moved for discussion during meeting Tabled to future meeting

D. NACD Urban Agriculture Grant

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 JANUARY 30TH, 2020 AND EFFECTIVE IMMEDIATELY

SIGNED:



TJ Johnson, Board Chair



Betsie DeWreede, Vice Chair



Doug Rushton, Board Member

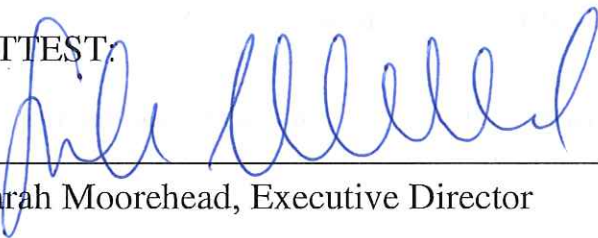


David Iyall, Board Auditor



Paul Pickett Board Member

ATTEST:



Sarah Moorehead, Executive Director



1 **Meeting: 5:30pm – 8:30pm**

Present at Meeting:

TJ Johnson, TCD Board Chair
Betsie DeWreede, TCD Vice Chair
David Iyall, TCD Board Auditor
Paul Pickett, TCD Board Supervisor
Doug Rushton, TCD Board Supervisor

Ben Cushman, TCD Attorney
Leah Kellogg, TCD Staff
Sarah Moorehead, TCD ED
Sheila Marcoe, Dept. of Ecology
Chris Stearns, Associate Board Supervisor

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31

Summary of Action Items:

1. **ACTION ITEM-** All Action Items in the Governance section of Board agendas will be listed first.
2. **ACTION ITEM-** Staff will research alternatives to Wells Fargo Bank for our credit card account that more closely align with TCD goals for the March Work Session.
3. **ACTION ITEM-** The final version of the Collective Bargaining Contract needs to be added to the Supervisor Manuals and the TCD website.
4. **ACTION ITEM-** Staff will reach out to Tom Salzer to arrange a possible presentation at the June Board meeting on the process of planning a new facility.
5. **ACTION ITEM-** Staff will add a draft number and date to help keep track of the most up-to-date version of documents.
6. **ACTION-** Counsel will have draft and policy concepts for Landowner Code of Conduct.

Summary of Motions Passed:

- *Supervisor Rushton moved to adopt the Revised Agenda. Supervisor DeWreede seconded. Motion passed unanimously.*
- *Supervisor Iyall moved to adopt the revised Consent Agenda. Supervisor Rushton seconded. Motion passed unanimously.*
- *Supervisor DeWreede moved to adopt the Whitlock Limited Partnership Commercial Lease Agreement, with the removal of the first two sentences of the second paragraph in Item 2. Supervisor Rushton seconded. Motion passed unanimously.*
- *Supervisor Rushton moved to adopt the TCD Resolution 2020-02: Executive Director Benefits. Supervisor DeWreede seconded. Motion passed unanimously.*
- *Supervisor DeWreede moved to approve the letter of support for Thurston County Agricultural Land Review and send it to Thurston County BOC. Supervisor Pickett seconded. Motion passed unanimously.*
- *Supervisor DeWreede moved to adjourn. Supervisor Iyall seconded. Motion passed unanimously.*

32
33
34 **Full Version of the Minutes**
35

36 **Welcome & Introductions**

37 5:30pm TCD Board Chair TJ Johnson called the February 27th, 2020 TCD Regular Board
38 Meeting to order. Supervisor Pickett had not arrived yet. Thurston CD Board, Staff, and partners
39 introduced themselves. TCD Board Chair Johnson announced that the meeting is audio
40 recorded.

41 **Agenda Review - Action Item**

- 42 • Executive Session to be changed from twenty minutes to ten minutes.
43 • Add item to discuss date change for the March Board Meeting after item 9 and before
44 item 10.
45 • Discussion of the VSP update will be added to the Supervisor Report.
46 • Move Action Items (7-D, 7-F, and 7-G) in Governance to the top of the list.
47 • The March Work Session Topic List will be moved to the end of Governance.
48

49 **ACTION ITEM- All Action Items in the Governance section of Board agendas will be**
50 **listed first.**

51
52 *Supervisor Rushton moved to adopt the Revised Agenda. Supervisor DeWreede seconded.*
53 *Motion passed unanimously (4-0).*
54

55 **Consent Agenda – Action Item**

- 56 A. January 30th, 2020 Board Meeting Minutes
57 B. January Financial Report
58 C. Shellfish NTA
59 D. NACD Urban Agriculture Grant
60

61 *Supervisor Iyall moved to adopt the revised Consent Agenda. Supervisor Rushton seconded.*
62 *Motion passed unanimously (4-0).*
63

64 **Public Comment** *Three minutes per person
65 No members of the public were present.
66

67 **Partner Reports**

- 68 A. Washington State Conservation Commission (WSCC)
69 • Jean Fike was not present to give an update.
70 B. Department of Ecology (DOE), *Sheila Marcoe*

71 • Ms. Marcoe gave an update on DOE programs.

72

73 [Supervisor Pickett arrived during Ms. Marcoe's presentation]

74

75 **C. Washington Association of Conservation Districts (WACD), *Doug Rushton***

76 • A written WACD report was provided.

77 • The Commission will hold a Budget Meeting on 14/15th of April. WSCC will cover up to
78 \$500 of the cost of travel to Ellensburg.

79 • Executive Director of the WACD, Tom Salzer would like to be added to the TCD mailing
80 list.

81 **D. National Association of Conservation Districts (NACD), *Doug Rushton***

82 • Written NACD report was provided.

83 • Supervisor Rushton represented WACD at the NACD national meeting in Las Vegas NV

84

85 **Financial Report**

86 **A. Financial Report Update, *Sarah Moorehead***

87 • February Financial Report overview.

88

89 **ACTION ITEM- Staff will research alternatives to Wells Fargo Bank for our credit card**
90 **account that more closely align with TCD goals for the March Work Session.**

91

92 **Governance**

93 **A. Whitlock Limited Partnership Commercial Lease Agreement, *All -Action Item***

94 • Under Item 2, in the second paragraph there are two sentences that use language
95 regarding subletting. They are from the original lease template and irrelevant. These
96 two sentences will be stricken from the final Agreement

97 *Supervisor DeWreede moved to adopt the Whitlock Limited Partnership Commercial Lease*
98 *Agreement, with the removal of the first two sentences of the second paragraph in Item 2.*
99 *Supervisor Rushton seconded. Motion passed unanimously (5-0).*

100

101 **B. TCD Resolution 2020-02: Executive Director Benefits, *All- Action Item***

102 **ACTION ITEM- The final version of the Collective Bargaining Contract needs to be added**
103 **to the Supervisor Manuals and the TCD website.**

104

105 District Counsel Cushman noted that the Resolution for Executive Director Benefits could be
106 amended later if new needs are identified.

107

108 *Supervisor Rushton moved to adopt the TCD Resolution 2020-02: Executive Director Benefits.*
109 *Supervisor DeWreede seconded. Motion passed unanimously (5-0).*

110

111 **C. Letter of support for Thurston County Agricultural Land Study, *All -Action Item***

- 112 • Loretta Seppanen, Chair of the Community Farm Land Trust contacted TCD to help
113 gain community support for including the review of agricultural lands on the
114 Thurston BOC Final Official Docket for 2020/2021, including CPA-8 and CPA-16
115 • The letter was drafted by staff and needs to be submitted by March 4, 2020.

116 *Supervisor DeWreede moved to approve the letter of support for Thurston County Agricultural*
117 *Land Review and send it to Thurston County BOC. Supervisor Pickett seconded. Motion*
118 *passed unanimously (5-0).*
119

120 **D. TCD Strategic Plan Dates and Update/Discussion, All**

- 121 • Staff will update the timeline for the strategic plan development with the addition of
122 community comment and feedback.
123 • Staff will meet with Stu Trefry to help flesh out the agendas for the March 10th, 13th, and 20th
124 Staff and Board Strategic Planning meetings.
125 • Board wants to make sure that the Strategic Plan includes elements of social justice, food
126 waste, homelessness, and other community concerns in addition to internal goals.
127 • The Board would like to explore solar energy as part of developing plans for a Conservation
128 and Education Center.
129

130 **E. Conservation and Education Center Update/Discussion, All**

- 131 • The Board would like to put further planning on hold until the June Board Meeting.

132 **ACTION ITEM-Staff will reach out to Tom Salzer to arrange a possible presentation at the**
133 **June Board meeting on the process of planning for a new facility.**
134

135 **F. Travel Policy discussion (Separate sections for staff, volunteers, supervisors), All**

- 136 • The Board will discuss the three sections of the policy with all comments and edits at the
137 March Work Session.
138 • The Board wanted to ensure that the policies note the use the state rates for reimbursement.
139 • The Board committed to put the Travel Policy on the agenda for action at the March Board
140 Meeting.
141

142 **ACTION ITEM- Staff will add a draft number and date to help keep track of the most up-**
143 **to-date version of documents.**
144

145 **F. March Work Session Topic List, All**

- 146 • Draft approval of the February Board meeting minutes.
147 • Remove monthly, routine Conservation and Education Center update.
148 • Add Advisory Committee Recruitment development.
149 • Remove Strategic Plan Timeline review.
150 • Add new bank and credit card options and process.
151 • March Board Meeting Agenda added to the end.
152

153 **ACTION- Counsel will have draft and policy concepts for Landowner Code of Conduct.**

154

155 **Executive Session:** *To discuss potential litigation with legal counsel. No action will be taken.*

156 In attendance: Supervisors Pickett, Iyall, Johnson, Rushton, DeWreede; Legal Counsel Ben
157 Cushman; and Executive Director Sarah Moorehead

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

163 *Executive Meeting opened at 6:50pm for 10 minutes, was extended another 10 minutes,*
164 *ending at 7:10pm.*

165 *Regular meeting opened at 7:10pm.*

166

167 **Executive Session Report Out**

- 168
 - The Board provided direction to TCD Executive Director and Counsel pertaining to the
- 169 subjects discussed in Executive Session.

170

171 **Other Reports**

172 **A. Board of Supervisor Reports**

- 173
 - Supervisor Johnson met with the City of Olympia Staff and Parks Director regarding the
- 174 Zahn/Spooner Farm. They have expressed no plan to conserve farmland by preserving any
- 175 part of the parcel for farming. TCD's goal was to encourage the city to live up to and honor
- 176 the No Net Farmland Loss initiative.
- 177
 - Supervisor Pickett asked about the response to the TCD Letter of Support. Supervisor
- 178 Johnson stated that many of the City Council Members were not present when the plans were
- 179 adopted, nor was the Parks Director. It is now on the Council's radar.
- 180
 - Supervisor Johnson will hear back from the Parks Director and will bring the information to
- 181 the next Board Meeting.

182 **C. Executive Director Report**

- 183
 - The RCPP is the Regional Conservation Partnership Program with the USDA that provides
- 184 grants for projects, with matching money from the grant recipient. TCD doesn't have a RCPP
- 185 Planning Grant yet, but it is a possibility in the future. There is a Fall 2020 grant submission
- 186 deadline that TCD and community partners don't believe is possible to meet. This may be a
- 187 goal for 2021.

- 188
 - An update on the VSP Report was covered in Executive Session.

189 **D. Correspondence**

- 190
 - Associate Supervisor Chris Stearns gave an update on Cascadia Grange Conference covering
- 191 winter barley program.

192

193 *Supervisor DeWreede moved to adjourn. Supervisor Iyall seconded. Motion passed*
194 *unanimously.*

195

196 Adjourn 7:40pm

197 Respectfully,

X 

T.J. Johnson
TCD Board Chair

198